

TRAINER OFFICER'S CERTIFICATE

EVIDENCE FORM



PLEASE NOTE: This form must be attached to a copy of the Form 14 issued for the Base Award candidates listed in the *TOC Candidate Declaration*.

PERSONAL DETAILS

Name: _____ Date of Birth: _____

Address: _____ Club: _____

Phone: _____ Mobile: _____ Membership No. : _____

Email: _____

AWARD DETAILS

Training Officer's Award in (Base Award): _____

PRE-REQUISITES

I hold the above Base Award and the Training Unit of Competency (enter details below)

Base Award: _____ (as listed above) Award Number: _____ Award Date: _____

Unit of Competency: TAADEL301* Award Number: _____ Award Date: _____

(Tick if appropriate) I do not yet hold my training pre-requisite but I have submitted my completed Training Officer – Assessment Portfolio to my course facilitator and I am awaiting confirmation of my completed competency TAADEL301C *Provide instruction through demonstration of work skills.*

Facilitator's Name: _____

* BSZ404A Train Small Groups or another Surf Life Saving Australia Training Officer's Award may be sufficient. Where the training qualification has been completed with an organisation other than Life Saving Victoria, a certified copy must be attached.

OFFICE USE ONLY		Candidate	Confirmation of Prerequisites
		<input type="checkbox"/>	TAADEL301C Provide Instruction Through Demonstration of Work Skills
		<input type="checkbox"/>	Relevant Base Award (eg. Bronze Medallion)
Assessor	Supervisor		Trainer/Assessor Endorsement (of relevant Base Award)
<input type="checkbox"/>	<input type="checkbox"/>		
Signature: _____			Date: _____
(Development Officer – Training Assessment & Compliance)			



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TOC CANDIDATE DECLARATION

I, the above named TOC Candidate conducted training for the base award listed in *Award Details*, for the candidates listed below.

Base Award Candidate Names (must be a minimum of 3)

1. _____
2. _____
3. _____
4. _____
5. _____

TOC Candidate's Name: _____ Date of Birth: _____

TOC Candidate's Signature: _____ Date: _____

SUPERVISOR DECLARATION

I supervised the TOC candidate whilst he/she conducted training in the relevant base award for the candidates listed in the *TOC Candidate Declaration*. He/She conducted the training in a safe manner, demonstrated a detailed understanding of the underpinning knowledge and skills required of the award and used current training activities/resources or developed his/her own to ensure participants achieved a complete understanding of the award. I would recommend that he/she be awarded his/her Training Officer's Certificate for the requested base award.

Base Award: _____ Venue: _____

Supervisor's Name: _____ Membership No: _____

Assessor's Signature: _____ Date: _____

ASSESSOR DECLARATION

I was the assessor in charge at the final assessment for the candidates listed in the TOC Candidate Declaration. These candidates who were presented as being trained by the TOC Candidate demonstrated a good level of knowledge and skill in the award. I would recommend that he/she be awarded his/her Training Officer's Certificate for the requested base award.

Base Award: _____ Venue: _____

Assessor's Name: _____ Membership No: _____

Assessor's Signature: _____ Date: _____