POWERCRAFT PROCEDURES



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Governance Approach

1. **Board (Governance Owner) - Owns the framework and risk accountability**

Endorses:

- Initial document
- Significant or material amendments

Ensuring alignment with:

- Legislative obligations
- Organisational risk appetite

2. **GM - Rescue & Response (Executive Owner)**

Accountable for:

- Implementation
- Compliance
- Performance of the system

Recommends changes to the Board where required

3. **National Powercraft Committee (Technical Authority)**

Responsible for:

- Technical content
- Subject matter expertise
- Continuous improvement recommendations

Provides advice to GM Lifesaving

4. **Lifesaving Operations (Delivery & Maintenance)**
   - Drafting and document control
   - Supporting updates and implementation
   - Ensuring alignment across training and operations

EXECUTIVE SUMMARY

This document provides comprehensive and authoritative guidance on Surf Life Saving New Zealand (SLSNZ) powercraft procedures, with a specific focus on the requirements, approval pathways, and operational conditions associated with exemptions granted by Maritime New Zealand that allow SLSNZ powercraft to undertake rescue and lifesaving activities.

It is intended to serve as both a policy-aligned framework and a practical reference for SLSNZ, Chief Examiners, Examiners, Instructors, Surf Lifeguards, Club Administrators, and SLSNZ Staff, ensuring that national policy, Maritime New Zealand exemption conditions, and internal processes are applied consistently across lifesaving operations, training, and assessment activities.

The document supports standardised practice nationwide, clearly defines roles and responsibilities, and provides assurance that powercraft, associated equipment, and personal protective equipment (PPE) are suitable, reliable, and maintained to a high standard, enabling safe, compliant, and effective delivery of lifesaving services.

SUMMARY OF OPERATIONS



CORE PATROLLING ACTIVITY

From the 74 SLSNZ clubs, over 90 beaches are patrolled over the summer period. Patrols are a mixture of voluntary patrols & paid patrols through local government contracts. This ensures that beaches are covered over the varying periods between Labour Weekend to the first week in April.
The variance in the season length is determined by four factors:

- voluntary capacity of the Club
- lifesaving need of the location.
- funding from local government.
- geographical position of the patrol

Clubs enter into Club Partnership Agreements (CPA's) with SLSNZ & through the CPA's, they agree to follow SLSNZ's regulations and policies.

SEARCH & RESCUE (SAR) ACTIVITY

SLSNZ operates over 40 SAR Teams made up of active, trained lifeguards who are on call and equipped to respond safely. These include both club-based and area-based teams. Area SAR Teams are formed when neighbouring clubs determine that their best community SAR response comes from training and responding together, combining members and resources under a shared operational structure.
Search and Rescue (SAR) Teams respond to on-water emergencies and are either:

Organisational Response
When SLSNZ initiates a response to an unfolding event identified directly by lifeguard patrols, where additional resources or support are required.

Tasked Response
When SLSNZ is formally requested by an external agency specifically New Zealand Police or Rescue Coordination Centre New Zealand to provide assets, personnel, or operational assistance.

Search & Rescue activity can vary from after-hours rescues on the coastline, body recoveries (requested by the Police), low light / night operations, flood response, offshore response, or mental health support.

The nature of SAR activity means the environment in which we operate can be dynamic and vary from coastal to inland waters, including lakes, rivers & flooded areas.

COMPETITIVE EVENTS

Internal events for SLS members**:** SLSNZ or its club members can stage and deliver surf lifesaving events exclusively for its membership, for the purpose of upskilling, developing and/or enhancing lifeguarding skills in IRBs. All internal events are governed by an SLSNZ Beach Competition Safety Manual to ensure participant and public safety.

Competitive IRB Events:
These events serve multiple purposes:

Skill Development Under Pressure: Members gain experience performing rescues in competitive, high-pressure environments.

Retention and Engagement: Competitions attract and retain members by providing incentives for ongoing training and development.

Service Sustainability: They help maintain a highly skilled and sustainable lifeguard service.

During these events, all craft and engines undergo scrutineering to ensure they are safe, compliant and fit for purpose. This process also educates members on equipment maintenance.

To conduct training and competition safely, SLS clubs and event managers engage with local and regional council to reserve appropriate beach and water space and often sets buoys or courses, which both help simulate real-life scenarios and keep lifeguards and members of the public safe.

For detailed guidelines, refer to the IRB Events Manual – Section 9
SLSNZ Beach Competition Safety Manual

PUBLIC EVENT WATER SAFETY SERVICES

SLSNZ is regularly approached to provide event water safety services for "open to members of the public" aquatic events. Our Clubs and members provide said services by way of an event-specific SLSNZ Aquatic Safety Management Plan (ASMP), and where applicable, could be seeking reimbursement to recover the cost of delivery from the event organisers.

All Surf Lifesaving Clubs & Lifeguards providing Event Water Safety Services must adhere to all applicable standard operating procedures as set out by SLSNZ.
These public events can occur in various environments including lakes, rivers and coastal waters.

For details of the ASMP, or SLSNZ water safety process please email:
eventsafety@surflifesaving.org.nz

For event water safety services, SLSNZ powercraft must only be used by appropriately qualified operators and crew and must operate under the SLSNZ ASMP for the delivery of public safety services. They must not be hired, rented, loaned, or made available for use by any individual, company, or organisation in exchange for payment or any other form of reward.

SPEED UP LIFTING & 'REASONABLE EXCUSE.'

SLSNZ vessels operate outside the normal parameters of the following maritime rules: All Clubs and operators of IRBs will be permitted to: only exceed the 5 knot rule under Navigation Safety Rule 91.6, where there is a clear 'reasonable excuse' to do so.

In any situation that 'reasonable excuse' exists to exceed 5 knots, this must not endanger any water users, the driver or crewperson.

Operating an IRB more than 5 knots just to get to a destination quicker is not a valid or 'reasonable excuse' to breach MR 91.6.

In the case where high-speed transit is required, do so at least 200m offshore and outside of speed limited areas.

The Class Exemption does not permit any exemption from MR 91.6, thus all IRBs/RWC must follow MR 91.6. Occasions in which an IRB may be permitted to exceed 5 knot rule is when there is a reasonable excuse not to.

Reasonable excuse means circumstances in which it is reasonably necessary to act in response to an immediate or perceived immediate risk, including where a person is in imminent danger or appears to be in immediate danger and requires assistance, or where action is necessary to prevent a craft, including a rescue craft, from being in immediate danger, capsizing, or otherwise becoming unsafe.

ROAMING PATROLS

Patrols routinely operate their craft well outside their flagged areas undertaking Roaming Patrols by driving along the beach/ coastline they are based. The purpose of a "Roam" is to further prevent the loss of life along our coastline by intervening before, or when swimmers become caught in rips and holes after choosing to swim well away from the nearest flagged area.

Roaming patrols enable a significant expansion of patrol coverage beyond the immediate flagged area, increasing surveillance to as much as 20 km of coastline. During roaming operations, the powercraft is operated just behind or within the breakers but always remains outside the furthest line of swimmers. The craft must maintain a position that is close enough to allow effective scanning of swimmers, enabling accurate risk assessment and clear communication or instruction to the public when required.

To achieve effective coverage across extended distances, the craft may need to operate at speeds greater than 5 knots; however, if the vessel comes within 200 metres of the shore or within 50 metres of any person, it must reduce speed and comply with the 5 knot role, **unless there is a reasonable excuse not to, refer to speed uplifting and reasonable excuse table above.**

EXCEEDING 5 KNOTS DURING TRAINING AND COMPETITIONS

The Class Exemption does not allow for SLSNZ craft to exceed 5 knots for the purpose of training or competitions. Furthermore, there is no provision under Maritime Rule 91.6 for SLSNZ craft to exceed 5 knots for the purpose of training or competitions.

Maritime Rule Part 91.6 has a provision that allows for vessels to exceed 5 knots within 50 meters of any other vessel, or person in the water and within 200 meters of the shore or of any other structure if the vessel is operating in accordance with a speed uplifting established under Maritime Rule 91.19 or 91.20. Maritime Rule 91.19 requires any person intending to conduct a race, competition or other organised water activity in an area where navigation bylaws do not apply to apply to the Director to temporarily suspend the application of 91.6 and to temporarily reserve that area for the purpose of that activity.

Maritime Rule 91.20 requires a person to apply to have any speed limit prescribed in Rule 91.6 or navigation bylaws uplifted from waters specified in the application:

(a) Where navigation bylaws are in force by application in writing to the appropriate regional council.

(b) Where navigation bylaws are not in force to the Director.

Further to this the following local bylaws have the following provisions in relation to SLSNZ craft exceeding certain 5 knots rules during training/competitions:

Te Kaunihera o Tāmaki Makaurau - Auckland Council

- A vessel training for or participating in competitive surf lifesaving may exceed 5 knots within 50 meters of any other vessel or person in the water and 200 meters of the shore or of any structure.

Toi Moana - Bay of Plenty Regional Council

- The clauses that prohibit a vessel exceeding the 5 knot rules in Clause 4.2 of the Bylaw (Clauses 4.2.1 (i) to (iv) and 4.2.3) will not apply to small craft operated by organisations under an approved Maritime NZ Safety Plan and includes craft operated by a Surf Lifesaving Club affiliated to Surf Lifesaving New Zealand while undertaking surf lifesaving operations.

Te Kaunihera o Te Tairāwhiti - Gisborne District Council

- Clauses 19(1)(b) and 19(2) shall not apply to a vessel operated by a Surf Lifesaving Club affiliated to Surf Lifesaving New Zealand, that is being operated in accordance with the appropriate operating procedures that have been approved by the Harbourmaster.

Te Kaunihera ā-Rohe o Te Matau-a-Māui - Hawkes Bay Regional Council

- A vessel training for or participating in competitive surf lifesaving may exceed 5 knots within 50 meters of any other vessel or person in the water.

BREACHES OF MARITIME NEW ZEALAND CLASS EXEMPTION

SLSNZ shall:

- Hold and maintain the Class Exemption of s40AA(1)(b) of the Maritime Transport Act.
- Maintain the regulatory relationship with Maritime New Zealand.
- Define and maintain the Powercraft and Procedures Document (PPD).
- Provide guidance and frameworks to support compliance.
- Monitor and enforce compliance across all Clubs/Services.

The SLSNZ Board treats any breach of the Class Exemption, Maritime Rules, or associated operational requirements with the utmost seriousness.
Compliance is fundamental to:

- the legal ability of SLSNZ and Clubs/Services to operate powercraft; and
- the safety of members, volunteers, and the public.

The SLSNZ Board reserves the right to take immediate and decisive action where breaches occur, including but not limited to:

- suspension of powercraft operations.
- temporary or permanent removal of powercraft from a Club.
- suspension or removal of individual qualifications or operational awards; and/or
- any other action required to manage safety, regulatory, or organisational risk.

Such actions may be applied immediately where there is an unacceptable or imminent risk.

SLSNZ may take action at a Club level where required to protect the integrity of the overall exemption framework.

1.0 POWERCRAFT PROCEDURES



1.2. GENERAL POWERCRAFT REQUIREMENTS

1.2.1. Clubs/Service providers must:

All clubs must sign the powercraft schedule in the Club Partnership Agreement (CPA) annually. This schedule will set out:

- The designated club powercraft lead.
- The club obligations regarding powercraft
- The type(s) of powercraft that the club is authorised to operate under the CPA.
- For RWCs clubs must hold a current RWC License Agreement. An agreement issued by SLSNZ, which enables service providers who comply with the terms and conditions of the license agreement to operate the RWC for SLS operational purposes.
- Keep accurate service and operation logs.
- Withdraw defective equipment immediately. Furthermore, ensure the club powercraft lead has been informed, and it is noted in the log book.

1.2.2. All Powercraft must be:

- Owned and licensed by SLSNZ, its regions, or affiliated clubs.
- Maintained in an operational-ready state at all times.
- In any powercraft use, equipment must be pre-checked. If defective, it must be logged and reported to the appropriate people within the club or region.
- After powercraft operations, all craft must be stored in a condition suitable for operational use unless identified as defective.
- Before any IRB hull, engine, or RWC is disposed of, advertised for sale, sold, or transferred outside SLSNZ, the Club must notify SLSNZ and fully remove all SLSNZ-specific, BP, sponsor, and other identifying branding. Evidence confirming that the branding has been removed must be provided to SLSNZ before the disposal, sale, or transfer is completed. Painting over branding, including orange paint-overs, is not permitted.
- All incidents, near misses, capsizes, or damage rendering craft non-operational must follow the SLSNZ Incident and Injury Notification Flow Chart and be reported immediately to SLSNZ's Health, Safety and Welfare Manager where applicable.
- Launch and landing zones must be clearly marked with appropriate signage and kept free of swimmers at all times. During training exercises, designated training zones must also be identified with suitable signage and marked with buoys.

1.2.3. Operational Risk Assessment

- Completion of an Operational Risk Assessment (ORA) is required prior to all SLSNZ and club operational duties and tasks.
- An ORA form is to be completed via the Patrol App by the person (or their delegate) leading any patrol duty, SAR activity, or powercraft training.
- This is completed in consultation with attending members to ensure there is a shared responsibility and commitment to the decisions and practices that follow.
- The ORA will identify and analyse the potential risks that the power craft operators may be exposed to.
- It will also establish what specific PPE may be required due to the varying conditions and situations that powercraft can be used in.

1.2.4. Exiting the IRB

If you need to exit the IRB for a rescue or during IRB competitions, ensure the boat is exited from the driver's side. Other intentional exits, such as bow jumping are unsafe and strictly prohibited.

If you need to exit the IRB for a rescue e.g., rescuing a patient, the crewperson must ensure they exit from the driver's side. As described in the IRB competition rule book

As described in the IRB competition rule book, during the IRB Team Race. Please refer to IRB Events Manual – Section 9

Exceptions to IRB Operations
When patients are being transported to buoys at a SLS competition patients must wear a PFD and Helmet.

There is a maximum of 4 patients per vessel

1.3. POWERCRAFT AWARD PREREQUISITES

1.3.1. IRB Crewperson Module

- Current SLS Member
- 14years of age
- Surf Lifeguard Award

1.3.2. IRB Driver Award

- Current SLS Member
- 16years of age
- Surf Lifeguard Award (refreshed)
- Crewperson Module
- Radio Communications Module
- Minimum of ten hours logged IRB driving

1.3.3. RWC Operator Award

- Current & active member of a SLS club
- Surf Lifeguard Award (refreshed)
- 20 years of age minimum on the first day of the introductory course.
- Radio Communication Module
- IRB Driver (refreshed)*
- Surf First Aid (refreshed)**
- 400m Pool swim under 7.30 minutes
- A minimum of 2 years from IRB Award including 2 seasons operating as an IRB driver is required (at a minimum one IRB driver refresher must have been completed in the last year)
- An RWC Operator must hold a Surf First Aid prior to attending their RWC exam.

1.3.4. IRB Instructor

- Current member of a SLS club
- 18 years of age
- IRB Driver (refreshed)
- Surf First Aid (refreshed)

RWC Instructor

- Current member of a SLS club
- 22 years of age
- Rescue Water Craft Operators Award (refreshed)
- Hold all RWC Operator Award Prerequisites, current and refreshed.
- Refreshed Instructors Award - Surf Lifeguard or IRB

- RWC Operators Award must be held for 12 months minimum, prior to beginning as a probationary RWC Instructor

1.3.5. IRB Examiner

- Instructors Award – on top of the instructor prerequisites

RWC Examiner

- Refreshed RWC Instructor Award*
- Instruct a minimum of two induction courses as a qualified RWC instructor prior to application.

*RWC Instructor qualification must be held for 12 months prior to applying to be a probationary examiner. Case by case exceptions to pre-requisites are considered for relevant previous experience and qualifications by the National Education Manager.

1.4. SAFE STOWAGE OF EQUIPMENT ON IRBS

When setting buoys for courses or transporting equipment during events, the following guidelines must be followed to ensure safety and proper handling.

1.4.1. Anchors and heavy objects must always be stowed securely at the back of the IRB against the transom, never at the front, as this could cause serious injury.

1.4.2. All equipment should be clear of the driver's feet and legs, and the combined weight of equipment, driver, and crew must not exceed the IRB's maximum load of 600 kg.

1.4.3. Anchors must have a buoy attached during transport, and ropes should remain coiled until each buoy is deployed, with only one buoy and rope uncoiled at a time.

1.4.4. When driving in surf with equipment, avoid breaking waves where possible and take steps to minimize equipment movement.

1.4.5. On return to shore, select a suitable wave and follow the correct procedure, carefully judging whether the IRB can maintain position behind the wave, especially when carrying equipment.

1.5. GENERAL IRB OPERATING REQUIREMENTS

1.5.1. Operator requirements

Driver: Current IRB Driver Award.
Crewperson: IRB Crewperson Module.
Both must hold refreshed Surf Lifeguard Awards and complete IRB refreshers.

1.5.2. Minimum crew

- Refreshed driver and crewperson IRB

1.5.3. IRB engines require:

- Annual servicing by a qualified technician.
- Additional servicing after rollovers or reinstatement as defined in training manual.

1.6. TOWING OF VESSELS

SLSNZ's primary role does not include towing vessels. However, there may be situations where towing is required, such as recovering a disabled SLSNZ vessel or when necessary to manage an immediate risk to life.

Any towing or recovery activity must only be carried out by personnel who have received appropriate training. Operators must understand that towing significantly affects the handling, performance, and stability of the IRB.

SLSNZ has a comprehensive training module which covers the three recommended towing techniques. Any towing undertaken must be limited to what is reasonably necessary and conducted using these approved methods. Consideration must be given to prevailing conditions, the capabilities and limitations of the vessels involved, and the safety of both the casualty vessel and the rescue craft.

1.6.2. Single IRB Short-Distance Safety Tow

- This method may be used when a single operational IRB assists a disabled IRB over a short distance to remove it from immediate danger, such as a surf zone or breaking waves.
- The assisting IRB is positioned alongside the disabled IRB or vessel, with the tow controlled manually by the crewperson to allow for immediate release if conditions deteriorate.
- This technique is intended as a brief, controlled safety manoeuvre only and must not be used for prolonged or sustained towing.

1.6.3. Two IRB Short-Distance Safety Tow

- This technique may be used where two operational IRBs work together to stabilise and assist a disabled IRB or vessel over a short distance to reduce immediate risk.
- One IRB is positioned on each side of the disabled craft, providing increased control and stability, particularly in rough or unstable conditions.
- This method is intended solely for short-distance manoeuvring to move the disabled IRB out of immediate danger and must not be used for prolonged towing or vessel recovery operations.

1.6.4. Longer-Distance Tow (Tow Rope Method)

- This method may be used when an IRB is required to tow another IRB or vessel over a longer distance or in more open water, using an approved tow rope.
- The technique focuses on maintaining controlled tension between vessels, appropriate wave alignment, and minimising strain on the towing IRB and its engine.
- This method is more structured than short-distance safety tows and must only be undertaken by personnel trained in approved towing techniques.
- IRBs remain not designed as vessel recovery craft, and longer-distance towing must occur only where reasonably necessary for safety, following a thorough risk assessment, and must not be undertaken for asset recovery or convenience purposes.

1.7. OPERATIONS AROUND MARINE MAMMALS

1.7.1. Operators to adhere to Marine Mammals Protection Regulations 1992 regarding interactions with Marine Mammals. Whales, dolphins and seals are protected species and regulations exist which prevent these mammals being disturbed by people in powercraft. Powercraft should not be closer than 50m to whales or dolphins and 20m to seals. Refer to Operations around Marine Mammals NSOP for specific procedures.

1.8. IRB SETUP

Setup procedures outline the essential steps for preparing an Inflatable Rescue Boat (IRB) for safe and effective operation. It ensures that the hull, engine, and fuel system are correctly assembled and checked prior to use. Following these guidelines helps maintain equipment integrity, crew safety, and compliance with SLSNZ standards.

1.8.1. Daily pre-operation checks:

- Hull pressure
- Engine security
- Fuel bladder integrity
- Prop guard
- Safety gear

1.8.2. Before beginning setup, review the previous entries in the IRB Operations Logbook for any reported damage or issues with the hull, engine, or fuel bladder. (Please see Appendix 1)

1.8.3. Confirm that the IRB, motor, and fuel bladder are SLSNZ-approved and that all required PPE and rescue equipment are available.

1.8.4. Ensure floorboard is correctly fitted.

1.8.5. Inflate the side pontoons to 23 kPa.

1.8.6. Leave the pressure gauge in the right (starboard) side pontoon with the dial facing forward and inflate the bow pontoon until the pressure gauge begins to rise above 23kPa, which indicates that the bow pontoon is also up to the required pressure of 23kPA.

1.8.7. Align the keelson with the centre of the floor. If the IRB is not on a trailer, lift one side of the IRB to remove the weight from the valve and inflate to 27 kPa.

1.8.8. Refit all valve bungs to prevent air leaks or water entering the valves. Listen for air escaping or loose valves. Troubleshoot any leaks and, if persistent, replace with another valve, or IRB if required.

1.8.9. Check IRB hull, transom and auto bailers are functional.

1.8.10. Check carry handles and bow rope are functional and secure.

1.8.11. Check rollover rope is stored correctly, allowing for untangled deployment.

1.8.12. Check that the blunt ended stainless-steel knife, two paddles and a rescue tube are in place and secured.

1.8.13. Check all PPE is in place and that correctly fitted helmets, PFD and, where necessary, a Personal Locator Beacon (PLB) are available for each crew. Make sure at least 1 VHF radio is available and is on the correct transmitting channel.

1.8.14. Correctly secure the fuel bladder in the bow and ensure fuel line is correctly fitted through the loops down the left (port) side.

1.8.15. Using two people, fit and secure the engine to the transom of the IRB. Ensure engine is centred on the transom plate, and clamp screws are secure.

Note - Take care when lifting the engine onto the transom as clamp screws can be easily damaged. Each person should have one hand holding the steering bracket and the other hand holding under the cowling tray while lifting.

1.8.16. Carry out checks of the propeller and guard, including:

a) Split pin in good condition and secure
b) Limited movement between the propeller and the shaft
c) No broken vanes
d) All bolts and nuts are present and secure
e) Good clearance between prop and prop guard
f) Check tilt pin setting and adjust as necessary
g) Note - position two from the bottom is normal.

1.8.17. Check engine cowling cover is correctly secured and bungee cord attached.

1.8.18. Attach engine safety strop to transom.

1.8.19. Attach fuel line bayonet to the engine, ensuring that the bayonet fitting is clean, free of sand and undamaged.

1.8.20. Start and run engine in flush tank for 3-5 minutes.

1.8.21. Check for consistent flow of water from the tell-tale.

1.8.22. Complete all pre-use fields in the IRB Operations Logbook, including the Operational Risk Assessment (ORA) on the Patrol App, equipment status, fuel level, crew details, and engine hours (where applicable)

1.9. IRB PATROL OPERATIONS

Patrol operations procedures outline the minimum standards for operating Inflatable Rescue Boats (IRBs) during patrols. It ensures that all patrol members follow safe practices when launching, operating, and returning IRBs to shore. Adhering to these guidelines helps maintain crew safety, protect the public, and preserve equipment integrity while delivering effective lifesaving services.

1.9.1. Before commencing IRB patrol operations, check weather, surf, and tide forecasts, and assess beach conditions with the Patrol Captain to determine the safest launch and return points.

1.9.2. Complete an operational risk assessment if one has not already been done.

1.9.3. Set up the IRB on the beach with all required PPE ready for use as per the set-up instructions outlined above.

1.9.4. Ensure all equipment remains fully operational and that a qualified, refreshed IRB driver and crewperson are always present.

1.9.5. Permission from the Patrol Captain is required before launching. During operations, drivers and crew must wear PFDs, helmets and carry a radio in the IRB.

1.9.6. Drivers must operate safely, respecting the public, crew, and equipment.

1.9.7. When conducting patrols, maintain speeds under 5 knots within 200m of shore, 50m of other water users, and 50m of dive flags, except when necessary for safety or rescue.

1.9.8. When returning to shore, the crewperson should stand and confirm the approach is clear; if visibility is impaired, use an elevated observer and maintain constant communication with the operator (via radio).

1.9.9. At completion of use, the IRB logbook is to be filled out.

1.9.10. Any gear failure or inability to meet the minimum equipment and patrol standards at the start of the day is to be reported to the patrol captain and onto the club powercraft lead.

1.10. IRB TRAINING OPERATIONS

1.10.1. Only qualified and refreshed lifeguards aged 16 or over, with their crewperson award, are to operate an IRB for the purposes of IRB Driver Training.

1.10.2. During the training of new drivers, the following options are provided to support driver training:

If an IRB instructor is NOT available: the crewperson must be a qualified and refreshed IRB driver, and any training must have prior approval from the club's instructor.

If an IRB Instructor IS available: when training is under an instructor's direct supervision and they deem it safe, the crewperson may be a fellow IRB driver trainee.

1.10.3. Always check weather, surf, and tide forecasts. Display "Training in Progress" signage and maintain a clear passageway for other water users.

1.10.4. Consider environmental conditions, operator competency, and risk assessment when planning training, and determine if an additional qualified driver and crew or a standby IRB are needed for safety.

1.10.5. Complete an ORA if one has not been done.

1.10.6. Set up the IRB as per IRB Set Up, ensuring PPE (helmets, PFDs) and radios are ready and operational.

1.10.7. Drivers must operate safely, respecting the public, crew, and equipment.

1.10.8. If visibility is reduced, position an observer in an elevated location with radio communication to guide the IRB.

1.10.9. When returning to shore under impaired visibility, the crewperson should stand (if safe) to assist in identifying a clear path.

1.10.10. Notify the powercraft lead of any gear failure or inability to meet minimum standards as soon as possible and report all incidents immediately to SLSNZ and Maritime New Zealand.

1.10.11. During a formal IRB Driver Exam: A qualified driver is not required to be in the IRB. An exam is considered to be a controlled environment to assess candidates' competency as an IRB driver. All care must be taken by the lead Examiner to ensure that risk assessments are completed, and conditions allow for safe operations.

1.10.12. If you feel the members for your activity are not competent and it is unsafe to proceed with the activity as planned, then the activity should not proceed. It is up to the designated lead of your activity to make the overall decision on Health and Safety.

1.10.13. During the Ora members are asked to rate levels of competency of the members and participants within the activity confirming the activity is safe to continue with.

1.10.14. During Patrol:

- The instructor must assess beach conditions with the Patrol Captain to select the safest training location.

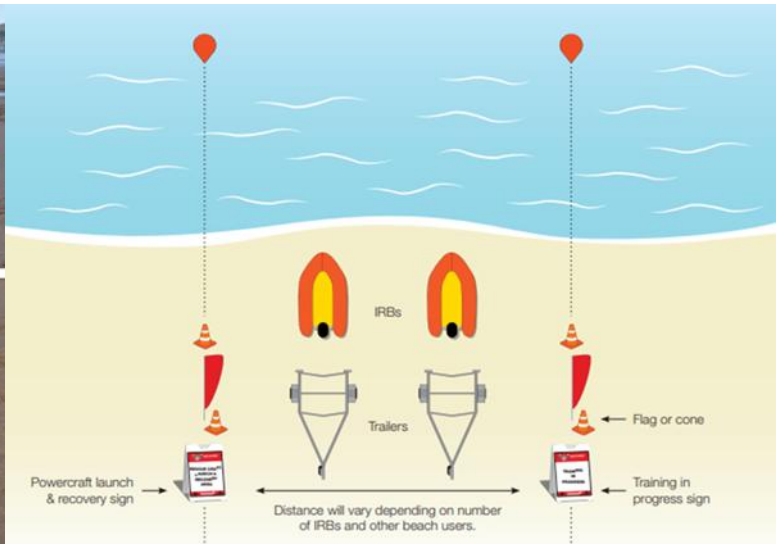
- Training areas at sea should be marked with buoys, and the beach area should be marked with cones and "Training in Progress" signs at each end.
- Permission from the Patrol Captain or instructor is required before launching an IRB for training.

1.10.15. Outside Patrol:

- Notify the Club Instructor or an appropriate club representative before launching for training.
- Assess beach conditions with other drivers or crew and complete an ORA via the Patrol App.

1.1.2. Correct signage and positioning for designated training areas.





1.11. ROOKIE LIFEGUARDS

The Rookie Lifeguard Program is an introductory program for 13-year-olds aiming to become a Surf Lifeguard.

Rookie Lifeguards may participate in IRB specific scenarios under direct supervision of a qualified IRB Driver:

1.11.1. Rookie Lifeguards may be a passenger in the IRB with the following conditions:

- There must be a qualified and refreshed Driver and Crewperson operating the IRB at all times. Rookie lifeguards must not replace either position.
- Surf conditions must be calm, i.e. 0-0.5m waves with low winds.
- Activities that may include patient pickups with the Rookies acting as a patient, surf zone navigation, and parallel running.
- There must be no more than two Rookies in the IRB.
- A well fitted PFD & helmet must be worn.

1.12. OTHER MEMBERS AND DIGNITARIES

1.12.1. On exception individuals who are not qualified may be required to be transported in an IRB. To allow this process there must be approval from SLSNZ CEO, SLSNZ Health and Safety Manager, and the Event Safety Officer (if applicable).

1.13. RWC OVERVIEW

RWC are one of several rescue assets available to be used by Volunteer and Paid Lifeguards. RWC have some unique features which extends SLSNZ's operational reach beyond that of existing surf

lifeguarding rescue assets. However, due to the weight, speed and construction of RWC, they are also a potential hazard and therefore pose potential risks of harm to operators and others if operated

1.14. RWC LICENSE AGREEMENTS

All RWC used in SLS operations must be owned and operated under a SLSNZ RWC Licence Agreement.

1.14.2. RWC not owned by SLSNZ or a Club i.e.: a rental ski may be permitted to operate in a SLS context where prior written exemption has been applied for and approved by one of the relevant national managers, e.g., GM Lifesaving, National Sport Manager, National Event Water Safety Officer. These RWCs that are not owned by SLSNZ, or a Club must still comply with this document and procedures at all times.

1.14.3. Written exemptions must clearly state the limits of operation and duration of the exemption.

1.14.4. RWC service providers are required to hold a current License Agreement that has been issued by SLSNZ, to which they must comply.

1.14.5. SLSNZ reserves the right to suspend and/or terminate a licensee's agreement/s for any breach of the license agreement and/or breach of the power craft procedures document.

1.14.6. Service providers notified of any breach of their License Agreement are required to immediately cease all RWC operations, until such time that SLSNZ has reactivated or issued a replacement License Agreement.

1.15. RWC-SPECIFIC REQUIREMENTS

1.15.1. RWC Operators

Qualified:

- A person that has received a RWC Operator Award and is currently refreshed to operate an RWC.

Probationary:

- A person who has completed a RWC training course, and who is judged competent by a SLSNZ examiner to continue to gain the necessary hours and skills towards their RWC operator's award.

1.15.2. RWC Crew

- A person other than the RWC Operator who may be on board the craft to assist the operator.

1.15.3. RWC Training

- Trainees must be supervised by a qualified instructor during designated training courses.
- Probationary operators may train independently in pairs.

1.15.4. Maritime Rule Part 91.6(1)

- Speed limit: 5 knots within 50m of people/vessels and 200m of shore/dive flags.
- Exceptions only for imminent rescue or preventing capsizing.
- Speeding for convenience is prohibited and may result in prosecution.

1.15.5. RWCs require

- Annual servicing (every 50hours) by a qualified technician from a licensed dealership.
- Additional servicing after rollovers or as per manufacturer schedule.

1.16. RWC SET UP

Setup procedures outline the essential steps for preparing the RWC. Prior to operation, the RWC must undergo a full pre-operational check to ensure safety and readiness.

1.16.2. RWC pre-operation check

The operator is responsible for completing the RWC Operations Log and reviewing previous entries for any reported issues (ensure the powercraft lead has been informed if there are any problems). (Please see Appendix 2)

1.16.3. Inspect condition of hull – paying attention for signs of damage, holes, excessive wear, soft spots, high wear areas. Check the ride plate and water inlet grate, chines (seams where the bottom of the hull meets the sides of the RWC), and keel for damage, or loose items.

1.16.4. Inspect and secure all bungs, hatches, and seat straps.

1.16.5. Check fuel levels and refill if needed as per Fuel Handling for Powercraft information found in Safety Systems Section of this document.

1.16.6. Examine the engine bay and components, including the oil filter area for leaks or rust and the water separator, then close and secure compartments.

1.16.7. Test the steering system to ensure the jet nozzle moves correctly.

1.16.8. Inspect the rescue sled and its attachment points, inflate if required, and connect it to the RWC.

1.16.9. Perform an engine start/stop test by running for five seconds, then stopping and testing the kill cord.

1.16.10. Check the lanyard condition and confirm a spare is in the glove compartment.

1.16.11. Finally, verify all operational equipment is present and in good condition, including rescue tube, IRB, fins, dive mask, and PFDs.

1.16.12. Any defects must be reported and resolved before deployment.

1.17. RWC OPERATIONS

Patrol operations procedures outline the minimum standards for operating RWCs during patrols. These guidelines ensure safe practices when launching, operating, and returning RWCs to shore, maintaining crew safety, protecting the public, and preserving equipment integrity while delivering effective lifesaving services.

1.17.1. Before commencing RWC patrol operations, check weather, surf, and tide forecasts, and assess beach conditions with the Patrol Captain to determine the safest launch and return points.

1.17.2. Complete an operational risk assessment if one has not already been done.

1.17.3. Set up the RWC on the beach with all required PPE and operational equipment ready for use.

1.17.4. Ensure the RWC is fully operational and that a qualified, refreshed RWC operator is always present.

1.17.5. Permission from the Patrol Captain is required before launching.

1.17.6. Operators and crew must wear NZ Standards-approved PFDs and helmets and carry a VHF radio in the RWC.

1.17.7. The rescue sled must be securely attached, and all safety checks completed prior to deployment.

1.17.8. When conducting patrols, maintain speeds under 5 knots within 200m of shore, 50m of other water users, and 50m of dive flags, except when necessary for safety or rescue.

1.17.9. RWCs must not enter the flagged patrol area unless responding to an emergency.

1.17.10. Operators must maintain communication with the patrol base and apply dynamic risk assessment throughout operations.

1.17.11. When returning to shore, select a safe landing zone at least 50m from flagged areas, maintain control and visibility, and use an elevated observer with radio communication if conditions impair visibility.

1.17.12. Post-operation, the RWC must be washed down, flushed, inspected, and stored correctly, with all maintenance and operational details recorded in the RWC Operations Log.

1.17.13. The following extra items must be always carried when operating an RWC:

- Rescue sled Rescue tube (secured to the RWC)
- Spare engine shut-off cord (lanyard)
- SLSNZ Approved VHF radio
- Dive mask
- Fin Belt and Fins

1.18. POWERCRAFT PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS

The equipment standards outlined below represent the minimum requirements for all members during use of SLSNZ power craft.

1.18.1. Personal Flotation Device (PFD)

All IRB and RWC operators and crewpersons must each wear a PFD that meets NZ Standard 5823:1989 (type 405 Personal Flotation Device 'PFD') when operating power craft for patrolling activities, training, training for competition, or setting up/running (SLSNZ, Club or public) events.

1.18.2. Wetsuits

- RWC- Minimum of wetsuit shorts required, full body wetsuit recommended.
- IRBs – There is no requirement to wear wetsuits.

1.18.3. Helmets

- All powercraft operators, crewpersons, and patients must always wear a helmet that meets NZ Standard EN 1385 and is appropriately fitted when operating these craft for all lifesaving operations, training, training for competition, and competition events.
- Each Club is to maintain enough helmets to allow crew access to correct fitting sizes and enough to allow for the operating of all the powered craft at any time. Helmets must be kept in good repair.

1.18.4. Communication

Operators must always carry an SLSNZ-approved VHF radio when operating any SLSNZ powercraft.

- SLSNZ has developed a national standard 'channel plan' to ensure interoperability between SLS clubs and services but also with external agencies including Police, Coastguard, FENZ & Helicopter Rescue services for search & rescue taskings.
- Any external agency or organisation wishing to request access to a SLSNZ radio or channel must seek approval from the SLSNZ Radio Communications Manager. Approval will only be considered if the requesting unit or service has support from its respective national body, and the use aligns with SLSNZ's operational needs and communications protocols.

1.18.5. Emergency Flares & Fire Extinguishers

- No SLS powercraft vessels are required to carry flares or fire extinguishers

1.19. SAR SPECIFIC OPERATIONS

SAR Capability Endorsement

SLSNZ endorses SAR squads to provide specialist powercraft capabilities through the national SAR accreditation and readiness profile process.

The specialist maritime powercraft capabilities are:

- Offshore Deployment.
- Night Deployment.

SLSNZ develops and reviews each capability across its People, Assets (including PPE) and Training components.

- A squad may only provide a specialist capability where:
- The squad, personnel and craft hold the required SLSNZ endorsement.
- The operation is within the approved capability and local operating limits.
- Tasking, coordination, communications and monitoring arrangements are confirmed.
- The relevant SLSNZ capability requirements, NSOPs and local operating plan are followed.

1.19.2. Offshore Deployment Powercraft Operations

Offshore Deployment is a specialist SAR capability for powercraft operations beyond a squad's normal locally approved operating area, or where distance, duration, remoteness, environmental exposure or operational complexity requires additional controls.

Offshore operations are activities occurring beyond 2 nautical miles (3.7 km) from shore and extending to a maximum of 12 nautical miles (22.2 km) from the New Zealand coastline, however Offshore Deployment is not defined by distance alone.

A squad may undertake an Offshore Deployment only when:

- The squad, crew and craft hold the required SLSNZ endorsement.
- The operation is within the squad's approved local operating area and craft limits.
- The coordinating authority, tasking and reporting arrangements are confirmed.
- SurfCom is notified and the operation is actively monitored.
- Communications, navigation, vessel tracking and fuel requirements are confirmed.
- A credible arrangement exists to support or recover the craft, crew and casualties.
- The deployment complies with the SLSNZ Offshore Deployment capability requirements and NSOP.

It is recommended that each endorsed squad maintain an approved local Offshore Deployment Plan covering its operating area, craft limits, hazards, communications, partner support and recovery arrangements.

The response leader or craft operator may request that a task be modified, supported by additional assets or reassigned where it exceeds the approved capability or cannot be completed safely.

1.19.3. Offshore Deployment Additional PPE:

- Two forms of communication (VHF Capable Radio, PLB, Cell phone, Garmin Inreach)
- Full Wetsuits
- Lifejackets

1.19.4. Night Deployment Powercraft Operations

Night Deployment is a specialist SAR capability for powercraft operations conducted between sunset and sunrise, or at any other time when available light or visibility requires night-operating controls.

A squad may undertake a Night Deployment only when:

- The squad, crew and craft hold the required SLSNZ endorsement.
- The operation is within the squad's approved local operating area and craft limits.
- The coordinating authority, tasking and reporting arrangements are confirmed.
- SurfCom is notified and the operation is actively monitored.

Required navigation lights, task lighting, personal lighting, communications and navigation equipment are operational.

A supporting and recovery arrangement appropriate to the task and environment is confirmed.

The deployment complies with the SLSNZ Night Deployment capability requirements and NSOP.

It is recommended that each endorsed squad maintain an approved local Night Deployment Plan covering its operating area, hazards, navigation, communications, lighting, partner support and recovery arrangements.

1.19.5. Night Deployment Additional PPE:

- Two forms of communication (VHF-capable radio, PLB, Cell phone, Garmin Inreach)
- Full Wetsuits
- Lifejackets
- Nav Light

1.20. TRANSPORTING EXTERNAL SAR PERSONNEL

1.20.1. During Search and Rescue Operations, SLSNZ IRB crews may be tasked to transport external SAR Personnel to remote headlands or between rescue craft such as coastguard.

- To do this safely, the external SAR Personnel should be inducted in the safe use and passage of an IRB.
- Training in a formal session best achieves safe outcomes for external SAR passengers.

1.20.2. The IRB driver can refuse the task request to transport external SAR Personnel if the Driver believes the task cannot be completed safely under any circumstances.

1.20.3. Drivers must utilise the ORA process when deciding to transport external personnel.

1.20.4. SAR Personnel must wear a Personal Floatation Device and a Helmet that fits before entering the IRB.

1.20.5. All SAR personnel must be inducted in the safe, correct position to sit within the IRB.

- This is on the crew's opposite side on the pontoon.

1.20.6. All SAR personnel equipment and packs must be removed and stowed securely at the back of the IRB against the transom.

1.21. DOCUMENTING POWER CRAFT USE

SLSNZ's Patrol Operations App is an application that **all patrols** log into every time a patrol location is active.

1.21.1. The app shows if an IRB/RWC vessel is signed on to patrol, it also displays what qualifications the members have on the patrol, and whether those awards are current or expired. Therefore, we know that all vessels have appropriately qualified IRB & RWC personnel.

1.21.2. Each club has its own IRB or RWC Logbook, which is a compulsory record of pre- and post-use checks on the engines and boats.

1.21.3. The logbook/s should be stored in the powercraft shed or Patrol Tower and be accessible to patrol members. If there are any notes or concerns – ensure that the power craft lead is informed as soon as practicable.

Record all requested information such as.

- The hull being used,
- The engine number being used,
- The names of the crew and operators,
- The hours which the craft was used for,
- Tick the setup and pack down list as required,
- Any issues or breakages with the equipment.

1.22. EVENT LIFEGUARDING

Event guarding is the provision of lifeguard services to ensure aquatic safety during public events or competitions. It involves planning and implementing an **Aquatic Safety Management Plan (ASMP)** or **Competition Safety Plan (CSP),** tailored to the event environment and conditions. Lifeguards are responsible for risk assessment, proactive surveillance, and rapid response to emergencies, using appropriate rescue equipment such as IRBs, RWCs, boards, and tubes.

The goal is to minimise risk for participants and spectators while maintaining high standards of professionalism, safety, and compliance with Surf Life Saving New Zealand (SLSNZ) procedures.

1.22.1. Powercraft Event Safety

- Powercraft must only be used for event safety lifeguard purposes; under no circumstances can SLSNZ-branded powercraft be used to transport, photography, videography, or any non-safety-related roles.

- Use of SLSNZ-branded powercraft for purposes other than event safety lifeguard operations, including transport, photography, or videography, is not covered by the SLSNZ class exemption. Where such use is intended, it must be managed and operated under a compliant Maritime Operator Safety System (MOSS).
- Event safety services cannot be provided without an Aquatic Safety Management Plan (ASMP) (Public Events) or Competition Safety Plan (internal Events). These must be produced by the SLSNZ Event Water Safety Manager or another appropriately approved delegate or by an organisation and peer-reviewed by the Regional Life Saving Manager or another appropriately approved regional/national delegate.
- An organisation and/or its members providing event water safety lifeguard services must complete the appropriate Event Lifeguard Agreement with the event organiser and submit it by email to event.safety@surflifesaving.org.nz prior to the event commencing. The Event Lifeguard Agreement is a formal document used when a club or its members are engaged to provide event water safety lifeguard services and is intended to sit alongside the event's Aquatic Safety Management Plan (ASMP) for public events.

1.23. EVENT LIFEGUARDING OPERATIONS

1.23.1. Pre-event

- Ensure all operators are qualified and refreshed to drive SLSNZ Powercraft.
- Familiarise with the Aquatic Safety Management Plan (ASMP) or Competition Safety Plan (CSP) and local conditions (tides, seabed, weather).
- Confirm readiness to provide event safety services.
- Event organiser must sign the Event Lifeguard Agreement and submit schedules to SLSNZ Event Water Safety Manager.

1.23.2. During Event

- Operational Risk Assessment (ORA) must be completed by the Water Safety Coordinator (WSC) upon arrival using SLSNZ tools (e.g., Patrol App).

1.23.3. WSC monitors conditions and can

- Delay start, apply contingency plans, or cancel if safety is compromised.
- Withdraw lifeguards if ASMP is not adhered to after warnings.
- All lifeguards must act professionally, wear official uniform, and follow ASMP as the baseline.

1.23.4. Post Event

- Complete all documentation in the Patrol App.
- Submit invoices where applicable.

2.0 CRAFT DESIGN



2.1. ISO STANDARDS FOR IRB HULL DESIGN

The IRB is a purpose-built motorised inflatable boat crewed by 2 suitably qualified lifeguards to conduct surf lifesaving operations in the surf zone and near shore environments.

The primary purpose of an IRB is to safely and quickly negotiate the surf zone to reach a person(s) requiring assistance and transport them back to shore.

Essential Requirements **(ref. relevant article in Annex IA & IC of the Directive)**	Harmonised standards Full Application	Harmonised standards Partial application	Other reference documents Full Application	Other proof of conformity See technical file	**Specify the harmonised standards or other reference documents used**
General requirements (2)	**X**				EN ISO 8666:2002 *
Watercraft Identification Number - WIN (2.1)	X				EN ISO 10087:2006 *
Builder's Plate (2.2)	X				EN ISO 14945:2004
Protection from falling overboard & means of reboarding (2.3)	X				EN ISO 6185-3:2014
Visibility from the main steering position (2.4)	X				EN ISO 11591:2011
Owner's manual (2.5)			X		EN ISO 10240:2004
Integrity and structural requirements (3)					
Structure (3.1)	X				EN ISO 6185-3
Stability and freeboard (3.2)	X				EN ISO 6185-3:2014
Buoyancy and floatation (3.3)	X				
Openings in hull, deck and superstructure (3.4)	N/A			X	No windows hatches or doors fitted
	N/A			X	No metallic skin fittings
	X				EN ISO 9093-2:2002
Flooding (3.5)	X				EN ISO 6185-3:2014
	N/A			X	No quick-draining or watertight cockpit fitted onboard the craft

Manufacturer's maximum recommended load (3.6)	X				EN ISO 14946:2001
Life raft stowage (3.7)				X	N/A - only required for Type VIII RIBs
Escape (3.8)				X	N/A - no enclosed accommodation
Anchoring, mooring and towing (3.9)	X				EN ISO 15084:2003
Handling characteristics (4)	**x**				EN ISO 11592-1:2016
Engines and engine spaces (5.1)					
Inboard engine (5.1.1)				N/A	N/A - outboard only
Ventilation (5.1.2)	X				EN ISO 11105:1997
Exposed parts (5.1.3)	X			X	No applicable standard
Outboard engine starting (5.1.4)	X				EN ISO 11547:1995
Personal watercraft running without driver (5.1.5)	X				N/A - not a PWC
Tiller-controlled outboard propulsion engines (5.1.6)	N/A			X	Emergency stopping device provided
Fuel system (5.2)					
General - fuel system (5.2.1)				X	Portable system complies with ISO 13591
Fuel tanks (5.2.2)				X	Portable system complies with ISO 13591
Electrical systems (5.3)	N/A				N/A - No DC electrics
	N/A				N/A - No AC electrics
Steering systems (5.4)					
General - steering system (5.4.1)	N/A			X	Tiller connected directly to stock/engine - no applicable standard
Emergency arrangements (5.4.2)	N/A				N/A - outboard engine (RCD Annex 1 ER 5.4.2)
Gas systems (5.5)	N/A				N/A - no LPG system fitted
Fire protection (5.6)	**X**				EN ISO 9094-1 'Small Craft - Fire protection'
Navigation lights (5.7)		N/A	N/A		N/A - no navigation lights fitted
Discharge prevention (5.8)	N/A				N/A - no heads onboard
	N/A				N/A - No oily engine space

Annex I.B - Exhaust Emissions	**X**	**X**			2003/44/EC (94/25/EC as amended) (RCD)
Annex I.0 Noise Emissions					
Noise emission levels (I.C.1)	X				Engine manufacturer's certificate/declaration
Owner's manual (I.C.2)	X				Engine manufacturer's certificate/declaration

2.2. THE SLSNZ APPROVED IRB HULL

Arancia 3.8m Soft Hull Inflatable Boat

Arancia IRBs are made with neoprene coated polyester fabric proofed with an outer surface coat of Hypalon®, which is very tough and resistant to ultraviolet radiation, water, petrol, and oil.

2.2.2. Boat identification & CE Marking Class

- RCD Design Category: C (Inshore)
- Maximum recommended number of people: 6 adults

  Maximum recommended engine power: 30 Horsepower (HP), 22 Kilowatts

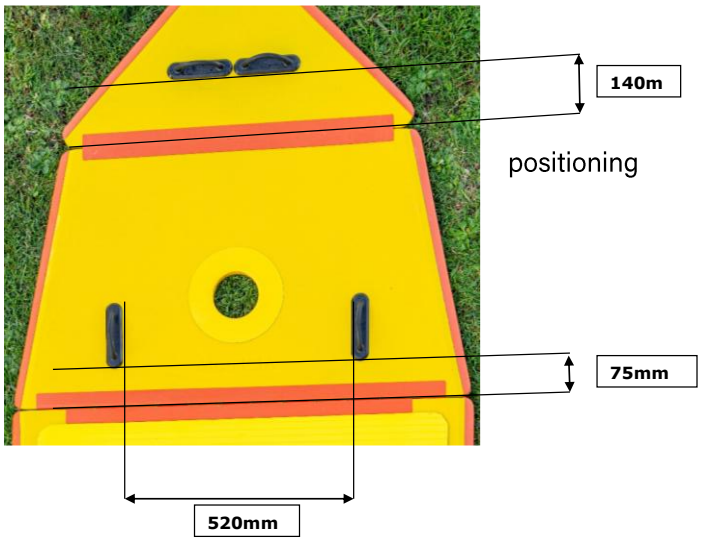
2.2.3. Arancia A380 IRB Principal Dimensions

- Floorboard: 3 panels of Infusion moulded GRP Polyester Laminate with 6mm PVA Foam on main panel
- Length of Hull: 3.850m
- Beam of Hull: 1.730m
- Tube Diameter: 460mm
- Number of Chambers: 3 plus Keelson
- Working Pressure: 25kpa
- Unladen Weight (without engine): 68kg
- Maximum Recommended Fully Laden Weight: 685kg

2.3. FLOORBOARD SPECIFICATIONS

2.3.1. Floorboard fuel bladder fixtures

- Floorboard fuel bladder fixtures must remain as supplied by Arancia.
- Should fixtures need to be replaced, replacement at the standard is required.



2.4. SLSNZ APPROVED IRB ENGINES

2.4.1. Mercury 30M (Marine Power NZ Ltd)

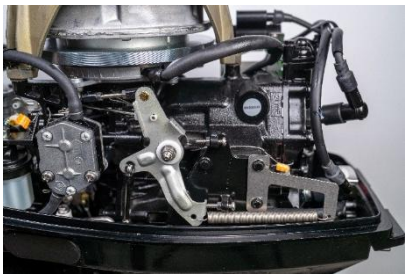
- Short Shaft
- Performance: 30 HP (22.1 kw)
- Type: 2 Cylinder-2 Stroke
- Capacity: 430cc
- Single Carburettor
- Fuel: Outboard Engine 2 Stroke Oil and Petrol
- The standard Mercury 30M engine is modified and strengthened by SLSNZ to suit surf lifesaving operations and to enhance safety and performance.

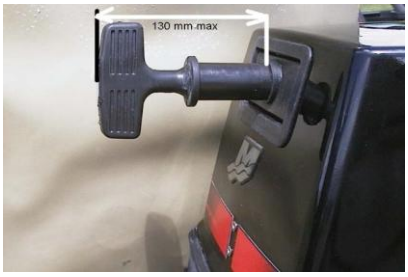
A Mercury Surf Engine comprises:

- Mercury 30M Engine
- Strengthened and modified components fitted (PSP Engineering Ltd)
- Stainless Steel Propeller Guard (Stainless Design Group)
- Stainless Steel Propeller (Propeller Services Ltd)
- Engine Safety Strop fitted with a type 2470 (70 x 31mm) stainless steel spring snap hook (Arancia & PSP Engineering Ltd).

2.4.2. Throttle Return Spring

- All Mercury Surf Engines must be fitted with a functioning throttle return spring as issued by SLSNZ





2.4.3. Spark Plugs

Only the listed (manufacturer recommended) Spark Plugs may be used:

- NGK B7HS-10 / NGK BR7HS-10

2.4.4. Engine

- must be in original manufacturer's colour
- Engine top – available for club logo branding only
- Engine sides – reserved for SLS, for purpose of:
    - SLS branding – which would act as a visual cue that the vehicle is operating as a powercraft under SLSNZ's Maritime New Zealand Class Exemption refer to 2.8 below.

2.4.5. Propeller Specification

- There is no restriction on propellers provided they comply with all clearances and requirements of SLSNZ approved propeller guards and the engine is fully operable under normal loading.

- The leading and trailing propeller blade edges must be contained inside the ring guard.





2.5. FUEL BLADDER SPECIFICATIONS

2.5.1. The Fuel Bladder shall be SLSNZ approved Covertex 15 litre bladder, constructed of a suitable flexible material to contain fuel, with the ability to collapse to a flat state when empty.

2.5.2. Fuel Bladder Clip Attachment

The intention of fuel bladder clip fixture is to ensure no rigid type fixing that could expose the IRB Crew to potential injury.

- The fuel bladder must be fitted with (4) type 2470 (70mm x 31mm) stainless steel spring snap hooks independently attached with rope to the eyelets or through the carry handles.
- Rope type and diameter is not restricted but the rope length will be determined by allowing minimum travel of the fuel bladder from its designated position
- The rope must be of sufficient strength to retain the fuel bladder during all manoeuvres
- Clips must be attached to the fuel bladder in such a way as to allow a 180-degree rotation between the clip and the fuel bladder attachment point

2.5.3. Fuel Line / Bayonet Connection

The fuel line may have up to 100mm of 'support' where it connects to the bayonet.

The measurement is inclusive of the bayonet. Any 'support' must not encroach onto the bayonet





2.5.4. Current Standard Equipment

SLSNZ has a set standard, specification and authorised suppliers of the following equipment:

- IRB Hulls
- IRB Engines
- IRB Fuel Bladders

- Permission must be sought from SLSNZ prior to any modification/s to SLSNZ approved equipment and/or introduction of any equipment. At SLSNZ Discretion, any modification to previously SLSNZ approved equipment may be reclassified as *'New Equipment' and/or 'Equipment under Evaluation'*

2.6. TESTING NEW EQUIPMENT

Applications for testing & evaluation shall be undertaken as follows:-

2.6.1. The manufacturer shall supply at no cost to SLSNZ a sample of the equipment, together with relevant detailed specifications and an independent expert supporting opinion.

2.6.2. Once the sample, specifications and supporting evidence has been received by SLSNZ, a decision to trial the equipment or not to trial the equipment will be made.

2.6.3. If to proceed to trial, the trial format and the trialling committee will be determined by the SLSNZ GM Lifesaving. The trial will determine the equipment suitability for its intended use.

2.6.4. Subject to the result of this initial trial, the equipment may require modification (at the manufacturers/supplier's expense) followed by a further trial(s).

2.6.5. Upon SLSNZ acceptance of the safety, effectiveness, durability, and advantage of the equipment following SLSNZ trial(s), the equipment will then be classified as 'Equipment under Evaluation'.

2.6.6. The 'Equipment under Evaluation' period may extend to a maximum of 12 months, including a minimum of one full patrolling season.

2.6.7. Upon completion of the 'Equipment under Evaluation' period, SLSNZ will decide if the equipment is to receive SLSNZ approval/endorsement.

2.6.8. The outcome of this decision should not be presumed.

2.7. POWERCRAFT ANNUAL MAINTENANCE SERVICES

SLSNZ carries out in excess of 40 engine servicing workshops annually. During these workshops, engines receive a full service.

2.7.2. Mercury Outboard Engines

- Outboard Engines are to be fully serviced annually. The annual service will be completed by a qualified technician and/or competent personnel.
- Additionally, engines may be serviced at a SLSNZ engine maintenance workshop held annually in all SLSNZ Regions.
- Service records must be kept and be available for inspection.
- The daily operations logbook will identify any damage/fault requiring immediate attention during pre-operation and post-operation checks.

2.7.3. Service Checklist (Please see Appendix 4)

2.8. AUDITING & CRAFT TRACKING.

SLSNZ conducts annual equipment audits, during these, vessels, engines, fuel bladders, helmets, PFDs, and other safety equipment are checked and recorded, reports are produced and sent to the club and regional office.

2.8.2. All IRBs are individually identifiable through a unique serial number on the craft's transom.

2.8.3. All IRB engines are individually identifiable via a unique serial number on the engine's trunk.

2.8.4. RWC models and registration numbers are held by SLSNZ with clubs licencing agreements.

2.8.5. All SLSNZ IRB hulls being operated by surf lifesaving New Zealand are clearly identifiable by their unique colour, identical SLSNZ branding and sponsorship branding. This fulfils the requirement of Maritime Rule 40A.4 (1) & (2).

2.8.6. All RWC hulls have red and yellow stripes with Surf Lifesaving branding and the wording "Surf Rescue" in multiple locations. This fulfils the requirement of Maritime Rule 40A.4 (1) & (2).

2.9. RWC CRAFT DESIGN

2.9.1. PWC/RWC/Jetski – electrical systems

All RWC's are factory standard and specifically designed to operate in a marine environment and utilise silicone seals around all the electrical terminals in the wiring loom & components at both cable inlet and coupling joint.

The only place this does not occur is at the battery cables, where they join the battery and starter motor / Engine Negative. These cables are tinned & soldered.

From factory SLSNZ RWCs comply with the following NMMA standards for electrical, emissions, and fuel system:

- SAE J2120 (Electrical system)
- SAE J2034
- SAE J1973
- SAE J2046
- SAE J2608

2.9.2. RWC Hull

- The RWC must be constructed and manufactured in accordance with ISO 13590:2022 standard for the construction of jet skis.
- RWCs must be fitted with straps on the front hatch.
- All seats need to be secured to the compartments of the RWC to prevent exposure and swamping of the craft during a rollover.
- RWCs must be fitted with traction on the top surface gunwales.
- The RWC must have a front towing hitch and an operator handling strap must be attached to this for the control of the craft by a single person. This may be in the form of a bow handle, bow rope, or both.
- A keel guard on the underside of the RWC may be fitted to protect the hull from general wear and tear and running the RWC up the beach. Particularly if the hull is made of fibreglass and is being used in abrasive shorelines. The keel guard should run from below the front tow hook to the water intake (grill).
- Traction or rhino lining to the transom may be fitted to reduce hull damage from the sled. Particularly when and if utilising rigid sleds.
- A dive knife must be cable tied into front hatch.

2.9.3. Sled Attachment Points on Hull

- The hull must have a central towing point for a rescue sled at the rear of the craft. The central towing point must be the main load-bearing point.
- Port and starboard attachment points should not protrude or pose a risk of injury from impact and should be used for stability only (non-weight-bearing).

2.9.4. Propulsion

- The propulsion system must be of a jet pump type with axial flow and a single stage. It must have a direct-drive transmission and be made from materials that limit saltwater corrosion. It must be a suitable design, be able to operate in extreme conditions and be able to be replenished at minimum cost.
- The water intake grill must be properly installed and blended in with the inlet flow restrictions. The water inlet and ride plate surfaces should be sealed and blended. Scoop grates or similar protruding intakes are dangerous and are not to be fitted on any SLSNZ RWC.
- The RWC must have brake and reverse controls on the handlebars. (IBR Seadoo / RIDE Yamaha)

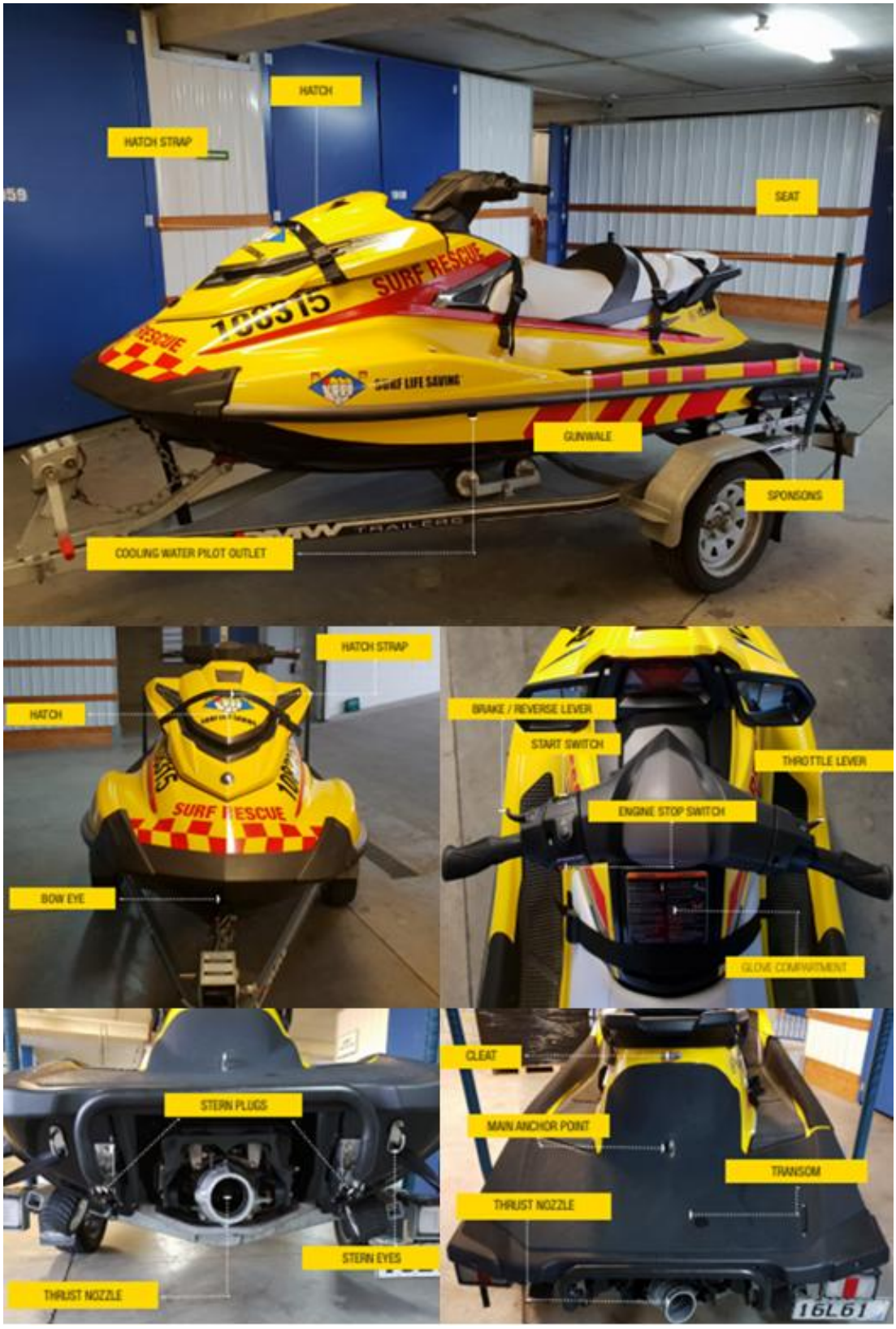
2.9.5. Ignition

- The RWC shall have a lanyard system available, which will disable the RWC if the operator becomes separated from the craft for safety purposes.

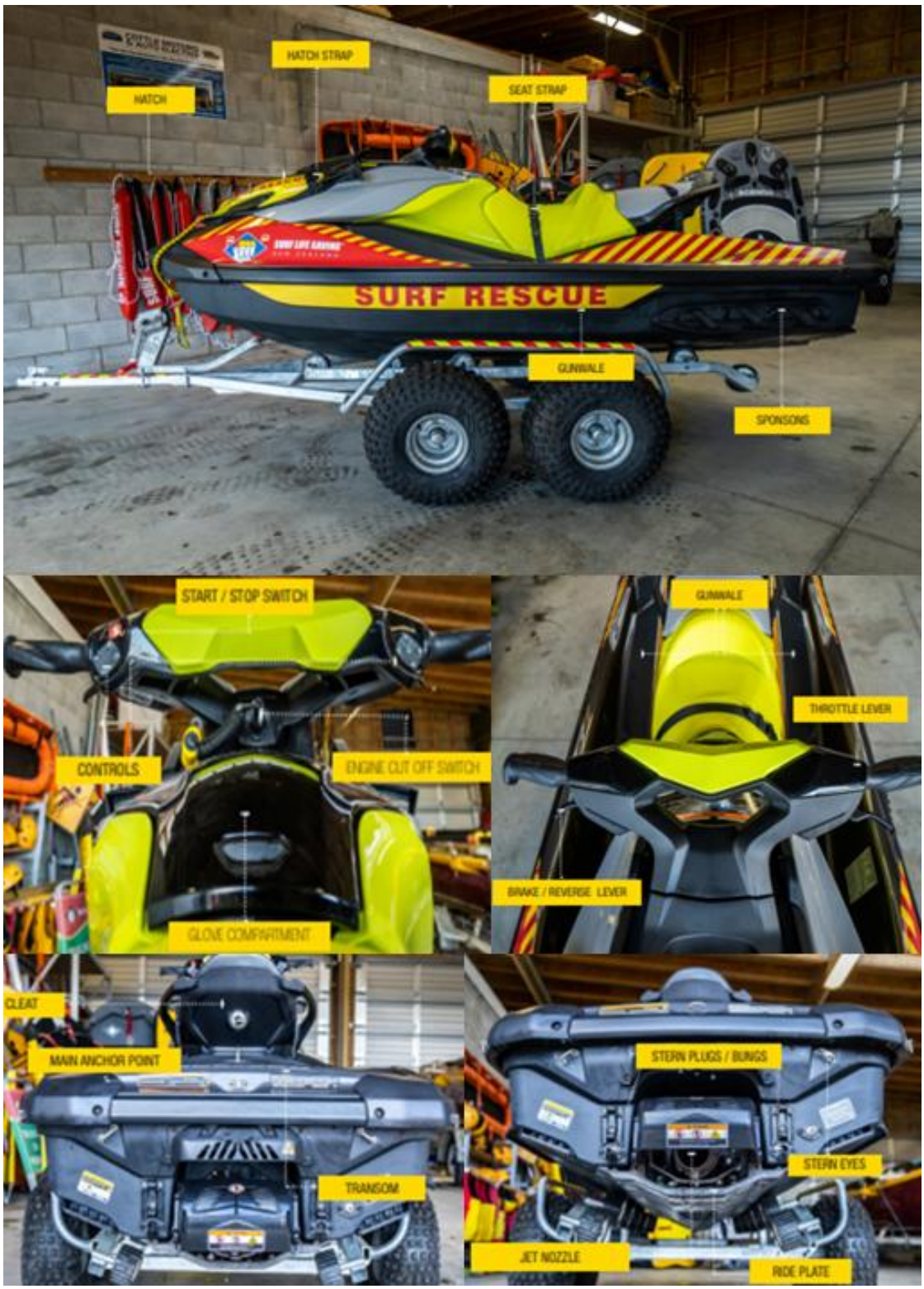
2.9.6. Fuel Capacity

- The RWC must have a fuel capacity of a minimum of 50L to ensure adequate operational coverage.

2.10. YAMAHA RESCUE WATER CRAFT



2.11. SEA-DOO RESCUE WATER CRAFT



2.12. RESCUE SLED

A rescue sled is used as an attachment to the back of an RWC. It should safely float and transport 3 people. A rescue sled must be fitted to an RWC in operation at all times (RWC are not to be operated without a rescue sled).

2.12.2. Construction Material

- The sled shall be constructed from soft closed-cell foam or be of the inflatable type.
- All materials used for the manufacture of the sleds shall be resistant to UV and saltwater damage.
- The topside of the sled should be a comfortable yet non-slip material.

2.12.3. Size Specifications

- Length: The sled should be a minimum of 1500mm and a maximum of 2000mm.
- Width: The sled should be a minimum of 800mm and a maximum of 1300mm.
- Thickness: The sled should be a minimum of 80mm thick and a maximum of 150mm.

2.12.4. Weight Bearing

- The sled must be able to safely float and transport a minimum of 3 people to a total weight of 240kg minimum.

2.12.5. Handles

- Handles are to be attached to both sides of the rescue sled and run the length of the sled.
- The coverings over the handles shall be UV resistant.
- There should be at least 10 handles in total.
- Surf board bungees or attachments on or across the sled must be removed.
- 'Last chance' handles are permitted

2.12.6. Sled Attachment Points on Sled

- The sled should be able to be attached to the rescue watercraft at 3 points - on the port side, in the centre-rear, and on the starboard side.
- Port and starboard attachment points should not protrude or pose a risk of injury from impact and should be used for stability only (non-weight-bearing).
- Centre attachment must be the main load-bearing point This must not be a bungee connection.
- Attachment carabiners should be made from marine-grade stainless steel and the main load-bearing point in the centre must have a locking mechanism to prevent accidental opening.



2.13. TRAILERS

- Road Trailers are not recommended for launching or recovering RWC on beaches.
- Beach trailers should be constructed with materials that limit saltwater corrosion. Balloon type/wide wheel/tyre combination should be utilised to enable easy manoeuvrability of the trailer on sand. Recommended dual axel (4 wheel) minimum, with minimum tyre width of 22cm.
- Reverse loading/launching trailers are not to be used.

3.0 SAFETY SYSTEMS



SLSNZ maintains comprehensive safety systems to ensure the safe operation of all powercraft. By following these protocols, we ensure that equipment remains reliable, risks are minimised, and members operate in a controlled and compliant environment. These safety systems are designed to protect our crews, the public, and uphold the highest standards of operational safety. The impact on the health, safety and welfare of our members and the public must be considered in every decision and action we take as powercraft operators.

3.1. HEALTH & SAFETY MANAGEMENT SYSTEM

Surf Life Saving New Zealand (SLSNZ) operates under a nationally governed Health and Safety Management System (HSMS) designed to ensure, so far as is reasonably practicable, the health and safety of all workers, volunteers, contractors and others affected by surf lifesaving operations, including powercraft activities.

The SLSNZ HSMS is a system-based framework, rather than a single document, and is applied consistently across all operational environments, including beach patrols, powercraft operations, training, search and rescue (SAR), and sporting events.

Level One – for those who DO work for SLSNZ

Level Two – for those who MANAGE workers

Level Three – for those who LEAD and manage workers

Level Four – for those who develop and monitor the HSMS

SLSNZ - HEALTH AND SAFETY MANAGEMENT SYSTEM				
LEVEL	**LEVEL ONE**	**LEVEL TWO**	**LEVEL THREE**	**LEVEL FOUR**
Level Description	For those who **DO** work	For those who **MANAGE** workers	For those who **LEAD** managers and workers	For those who **OWN** the HSMS
Level Roles	Patrol Support Lifeguard Award Volunteer Board Rescue Module Surf Official Level 1	Deputy Patrol Captains Senior Lifeguards Assistant Coaches (Sport & LG) Rock Training Module Surf Official Level 2	Patrol Captains Instructors Examiners Facilitator Training RWC Operators Advanced Lifeguards Surf Official Level 3 Coaches	Chief Executive Safety, Welfare & Risk Manager Operations Leadership Team National Managers Regional Managers Club Development Officers Community Ed. Coordinators Manual Writers/Developers Policy Writers/Developers NSOP Writers/Developers CSOP Writers/Developers Emergency Response Planners Some Contractors Club - Board Members Committee Chairs Staff and/or senior lifeguards with level 4 responsibilities
Level Content	Risk Management in Practice Level 1 SAFER Some Operational NSOPs Some Operational CSOPs	Risk Management in Practice Level 2 General Risk Assessment Procedures Patient Report Forms Most Operational NSOPs Most Operational CSOPs Hazard Register	H&S Manual Operational Policies Risk Management in Practice Level 3 Operational Risk Assessment Emergency Responses Incident and Injury Flow Chart Incident Report Forms All Operational NSOPs All Operational CSOPs	
Web Site	HSMS Landing Page SAFER Model Link to Level One content listed above	HSMS Landing Page SAFER Model Link to Level Two content listed above	HSMS Landing Page SAFER Model Link to Level Three content listed above	
Manuals (and workbooks)	Surf Lifeguard Manual	IRB Drivers Manual	Patrol Captain's Manual/ Resource Advanced Lifeguard Manual/ Resource RWC Manual Examiner manuals & instrructor / facilitator resources	

3.2. CORE FRAMEWORK

3.2.1. The SLSNZ HSMS is structured around the Plan–Do–Check–Review continuous improvement cycle and is described in full within the SLSNZ Health and Safety Manual. At a high level, the system is supported by the following core components:

- National governance, leadership and accountability under the Health and Safety at Work Act 2015
- A defined hierarchy of policies, procedures and operational controls
- Member competence, training and supervision requirements
- Systematic hazard identification, risk assessment and risk control
- Incident reporting, investigation and continuous improvement processes

3.3. FOUNDATIONAL HEALTH AND SAFETY DOCUMENTS

The following documents collectively define and operationalise the SLSNZ HSMS and are relied upon for powercraft operations:

3.3.2. SLSNZ Health and Safety Manual

- Provides the overarching HSMS framework, PCBU responsibilities, governance arrangements, and system requirements for hazard management, risk assessment, incident reporting, and review.

3.3.3. SLSNZ Policy

- Establish mandatory organisational positions, principles, and rules that support legal compliance and provide direction for health, safety, and wellbeing across Surf Life Saving New Zealand. Policies set what must be achieved and what is required, but do not prescribe operational detail.

3.3.4. National Standard Operating Procedures (NSOPs)

- Define the minimum mandatory operational and safety standards for surf lifesaving activities, including powercraft operations. NSOPs are the primary source of operational safety controls.

3.3.5. Club/Service Operating Procedures (CSOPs)

- Provide local, site- and environment-specific procedures that supplement NSOPs without contradicting national standards.

3.3.6. Operational Risk Assessment (ORA)

- Supports dynamic risk assessment in changing operational environments (e.g. weather, sea state, SAR activity, location-specific hazards). ORAs are completed prior to and during operations to assess and manage operational risk in real time.

3.3.7. Training and Award Manuals

- Embed health and safety requirements, competencies, and risk management processes (including SAFER and ORA) into role-specific training and authorisation pathways.

3.4. SLSNZ LAYERED RISK MANAGEMENT MODEL

3.4.1. Baseline Hazard Identification and Controls
Common and foreseeable hazards associated with surf lifesaving activities are identified and controlled through:

- NSOPs and equipment standards
- Nationally defined operational procedures
- Training, competency and authorisation requirements

3.4.2. Fixed-Environment Hazard Registers

- Clubs and services maintain local hazard registers for fixed environments (e.g. clubrooms, storage areas, launching zones), aligned with the SLSNZ Health and Safety Manual.

3.4.3. Dynamic / Operational Risk Assessment (ORA)

The ORA process enables real-time assessment and management of hazards that vary depending on:

- Activity type (e.g. patrol vs SAR)
- Location and environmental conditions
- Available resources and personnel
- ORAs do not replace baseline controls but operate alongside them to manage situational risk.

This approach ensures that volunteers are not required to identify hazards "from scratch" but instead operate from an established, system-defined hazard baseline, with ORA used to manage variability and escalation.

3.5. INCIDENT REPORTING AND REVIEW

3.5.1. All incidents, near misses, and notifiable events are reported in accordance with the Incident Reporting NSOP, with escalation to WorkSafe NZ and/or Maritime New Zealand as required. Incident investigation outcomes are used to inform system improvements, updates to procedures, and training content.

3.6. CLUB AND SURF LIFE SAVING REPORTING OF INCIDENTS AND ACCIDENTS TO MARITIME NZ.

3.6.1. Under the Maritime Transport Act 1994, any accident, incident, or serious harm injury involving a New Zealand vessel must be reported to Maritime New Zealand (MNZ). In a surf lifesaving context, this means reporting any unplanned or uncontrolled event that exposes a member or another person to serious health or safety risk. Notifiable incidents include situations where someone's safety is seriously threatened or endangered, as well as near misses that could have resulted in serious harm. Examples include IRBs or RWCs foundering, capsizing, being abandoned or stranded, collisions, major fires, or a person lost overboard. Refer to Appendix 5 (Incident and Injury Flow Chart)

3.6.2. SLSNZ acknowledges that incidents such as rollovers, crew falling overboard, or injuries can occur, particularly during IRB or RWC operations in surf. To foster a positive reporting culture, all incidents—including near misses—must be reported promptly to support learning, prevention, and member well-being. Clubs report incidents to SLSNZ, which then notifies MNZ using clear, factual information. All rollovers, unintentional groundings, collisions, or persons overboard must be reported within 24 hours, and serious harm or fatal incidents require immediate notification.

3.6.3. The scene of any serious/fatal incident must be secured until MNZ approves its release.

3.7. REPORTING PROCESS

Notify SLSNZ via your Regional Lifesaving Manager or Safety, Welfare and Risk Manager.

Notify MNZ through one of the following:

SLSNZ Patrol App – Vessel Incident Notification Form

MNZ website: https://services.maritimenz.govt.nz/incident/

Phone: 0508 225 522

Reports should be made as soon as practicable after securing people and craft, and always on the day of the incident. Failure to report is an offence and may result in prosecution. The purpose of reporting is not punitive but to improve safety strategies and prevent future incidents. If in doubt, report the incident.

3.8. THE SAFER MODEL SAFETY MANAGEMENT SYSTEM



At the heart of our Health and Safety Management System is our SAFER approach to risk management. SAFER helps guide and reinforce the fundamental concept of risk management, which even our youngest lifeguards should be familiar with and be able to implement for regular lifeguard tasks and duties.

SAFER is an easy to remember approach to identifying hazards and risks and encourages users to consider control measures to fix the problem in order to prevent harm to people.

Risk management and assessment are essential components of what we do as lifeguards. Understanding, remembering and utilising a SAFER approach to risk management is an important first step to providing for your safety as well as the safety of others.

3.9. OPERATIONAL RISK ASSESSMENT (ORA)

The Operational Risk Assessment is an electronic (app) risk assessment that can capture the environmental changes and other factors associated with dynamic environments. The ORA encourages repeated assessments due to changing environmental factors and/or other conditions.

The ORA is used for lifesaving operations including patrols, beach education, lifeguard training, lifesaving surf sport training and events.

3.9.2. ORAs are used for all SLS operations, including Patrols, SAR, Beach Education, lifeguard training/exams, lifesaving and surf sports training and events.

3.9.3. These questions are mandatory and must be completed in the start of activity report.

Risk management in practice

The following eight steps outline the risk assessment process to be applied to IRB operations.

Step 1
Identify the activity

IRB drivers and crew plan to set up and operate an IRB in a designated area for a patrol, event lifeguarding, call-out or training purposes.

Step 2
Identify the people

IRB drivers and crew identify the people likely to use the designated area and surrounding beach, which includes the IRB drivers and crew themselves. This may include competent swimmers, boogie boarders, surfers, poor swimmers, children, families, and first-time beach users.

Step 3
Identify the hazards

IRB drivers and crew identify hazards which may include:

- Environmental hazards – rips, currents, and waves height/type.
- Potential human hazards – surfers, or first-time beach users.
- Potential 'manmade' hazards – jet skis, boats on the water, vehicles on the beach, or the remains of an old disused wharf or jetty.

Step 4
Assess the risks

IRB drivers and crew then identify and assess the risks to the people using the designated area which may include potential injury to swimmers or surfers, potential injury to IRB driver or crew due to environmental hazards. IRB driver and crew then identify and assess the risks before considering what actions they need to apply to manage the risks.

Step 5
Apply preventative actions

Having assessed the risks, IRB drivers and crew make informed decisions about how they will effectively set up and operate the IRB to ensure the safety of themselves and beach users, making sure any dangerous areas of the beach are identified.

These are all preventative actions or controls which help prevent harm to those using the beach.

Step 6
Monitor

IRB Driver and crew monitor and review steps 1-5 and amend as necessary to prevent harm to people.

Step 7
Maintain

IRB driver and crew may record this information by logging the activity and completing a operational risk assessment via the Patrol App.

Step 8
Implement emergency response

IRB driver and crew implement emergency response when preventative actions have failed, or where hazards have suddenly appeared e.g., IRB driver and crew are called to rescue swimmers from a flash rip that suddenly appears.

When effective risk management procedures are practiced, the health, safety and wellbeing needs of IRB drivers, crew and others that use the beaches are normally well attended to.

3.10. FUEL HANDLING FOR POWER CRAFT

3.10.1. Remove the fuel bladder from the craft or access the designated fuel storage cabinet.

3.10.2. Check fuel type requirements

- IRBs Fuel must be premixed with oil (50:1 ratio). Confirm mixture is correct (blue/green tint). If unmixed, mix oil into fuel at the correct ratio.
- RWCs Use pure fuel only (no oil mix). Select a flat, well-ventilated location for fueling—preferably outdoors in the club's designated fueling area.



3.10.3. Identify the nearest fire extinguisher (dry powder or CO_2), positioned within 5 metres of the fueling site.

3.10.4. Gather required PPE (gloves, eye protection) and fueling equipment.

3.10.5. Place the bladder/tank on a fuel-absorbent spill mat.

3.10.6. Ensure no naked flames or smoking within 10 metres of the fueling site.

3.10.7. Filling

- One person should hold the fuel bladder/tank upright, keeping the opening elevated.
- The second person prepares the fuel container (jerry can) by attaching the nozzle or positioning a funnel securely.
- When ready, slowly transfer fuel into the bladder/tank. Keep the nozzle firmly in place to prevent spills or nozzle spring-back.
- Fill to the required level, do not overfill.



3.10.8. Securing

- Before sealing, remove air pockets by placing the IRB bladder on a flat surface, keeping the opening slightly elevated, and gently pushing air toward the opening. Secure the cap tightly.
- Take care to avoid fuel bubbling or splashing during this process.

3.10.9. Safety Check

- Wipe minor spills immediately.
- For major spills, follow club procedures and use the fuel spill kit.





3.11. CENTRALISED PURCHASING AND PROGRAMMING OF RADIOS

SLSNZ owns and manages a national radio network (DMR Tier II), which includes licensed frequencies with Radio Spectrum Management NZ.

3.11.2. All radios operated by Surf Lifeguards on patrol are VHF radios, all radios are programmed to a specific SLSNZ configured channel plan and are GPS capable.

3.11.3. The programming includes the SLSNZ-owned frequencies, Emergency liaison channels, and local VHF marine channels, including VHF Marine 16.

3.11.4. VHF Marine Channels are only used by SLSNZ Search & Rescue Squads so therefore, members not in Search & Rescue squads do not need a Marine VHF Operators Certificate.

3.11.5. During patrolling activity, all power craft are required to have a radio on board, & because SLSNZ radios are GPS capable, all power craft can be tracked from our national operations centre, or remotely by selected SLSNZ staff.

3.11.6. All radios are serviced, and the programming is checked annually by approved SLSNZ service agents.

3.12. IRB COMPETITION CHECKS

At major SLSNZ IRB competitions, hulls & engines are inspected to ensure that they comply with SLSNZ standards. The modifications to the listed equipment in the competition manual are the only modifications permitted to this equipment as received from the SLSNZ Approved Supplier/Manufacturer.

All Suppliers / Manufactures must be SLSNZ approved.

3.12.2. Engine modifications allowed

- Spark plug connector caps/leads: may be replaced with suitable substitutes.
- Water pump tell-tale outlet: may be relocated to the opposite side.
- Stop switch/button: may be relocated to fuel bayonet position.
- Fuel bayonet connection: may be relocated to stop switch/button position.
- Tilt lock mechanism: may be removed.

3.12.3. Pull start handle

- Must remain as supplied, but maximum 130mm extension beyond cowling cover exit is allowed.

3.12.4. Propellers

- No restriction on propeller type provided it complies with prop guard clearance requirements.

3.12.5. Propeller guards

- Must be SLSNZ approved and not modified (except screws/bolts/support plates for attachment).

3.12.6. Engine safety strop

- Must be SLSNZ approved, fitted with type 2470 stainless steel spring snap hook, and not modified.

3.12.7. Fuel system

- Fuel bladder: Covertex 15 Litre only.
- Fuel bladder clips: Type 2470 stainless steel spring snap hooks only.
- Rope for clips: any type/diameter allowed, length must allow minimum travel.
- Rope may be supported by tape/heat shrink (but not encroach onto clip).
- Fuel line: up to 100mm support at bayonet connection.

3.12.8. Other

- Ignition timing: must not exceed SLSNZ specification.

3.12.9. What cannot be modified

- Hull design, floorboard fixtures, and structural integrity (must remain as supplied by Arancia).
- Engine powerhead (cannot be dismantled for performance enhancement).
- Propeller guard design (cannot be altered beyond attachment hardware).
- Safety strop (cannot be altered with heat shrink/tape/Velcro).

3.12.10. Competition Scrutineering

- These checks are recorded on the SLSNZ IRB event scrutineering check sheet by the Chief Scrutineer.
- Pre-competition scrutineering will include a general compliance and safety inspection of all IRB equipment. During scrutineering, IRB equipment reference numbers will be recorded. The Chief Scrutineer will advise the Event Referee of any identified safety concerns. The Event Referee's decision in relation to all safety matters shall be final.
- Further IRB equipment scrutineering, including technical scrutineering and engine fuel testing, may be conducted during and/or after the Competition at the discretion of the Event Referee.
- Technical scrutineering may include the partial or full disassembly of an engine and will be carried out by a suitably qualified Outboard Engine Technician appointed by the Event Manager.
- The Team Manager, or their nominated representative, must be present when IRB equipment is required for scrutineering during or after the Competition.
- Any Club that refuses to provide IRB equipment for scrutineering when requested by the Chief Scrutineer or Event Referee will be immediately disqualified from the Competition.

3.13. LIGHTNING

3.13.1. If on the water in power craft, leave the water immediately and seek shelter.

3.13.2. The 30/30 Rule is recommended for lightning safety in the New Zealand Standard on Lightning Protection. A flash-to-bang count of 30 seconds or less is a guide to the suspension of activity. Additionally, the following equation can help give an idea of how far away a storm is.

Distance of storm (in km) = Time between flash of lightning & clap of thunder (in seconds)

3 (km)

When the flash to bang count is 30 seconds, this indicates that the lightning is around 10km away. This is associated with significant risk that a lightning strike could be at the patrol area.

There are two parts to the 30/30 rule:

- If the flash-to-bang count is 30 seconds or less, follow the procedure below.
- Wait 30-minutes after the electrical storm has passed to resume the activity.



4.0 TRAINING & ACREDITATION

4.1. SLSNZ TRAINING, ACCREDITATION, AND DEVELOPMENT

To ensure the safe and effective operation of powercraft, all operators must hold current accreditation and demonstrate competency in accordance with national standards. SLSNZ accreditation and associated training is designed to equip members with the technical skills, situational awareness, and decision-making ability required for high-risk environments.

Accreditation is not a one-off process; it reflects an ongoing commitment to professional development, compliance with national safety protocols, and readiness to respond in dynamic conditions.

This section outlines the minimum training requirements, assessment processes, and renewal obligations for all powercraft operators.

In addition to developing skilled operators, we invest in the capability of our examiners and instructors, ensuring they maintain the highest standards of assessment and instructional practice.

4.1.2. Purpose of training

- To conduct Rescue Operations in the marine environment
- To operate effectively as Emergency Response craft, Surf Life Saving New Zealand members train to stay rescue competency focused.
- The education, training & development enable all Surf Lifeguards to be able to conduct Core Patrolling, SAR Activity & Water Safety Event Services. It is a key fundamental for SLSNZ's function of saving lives.

4.1.3. Continuous improvement of education materials

- Our powercraft education documents and manuals are living resources, designed to evolve as we gain new insights and experience in the field.
- Whenever incidents, near misses, or operational challenges occur, we review procedures to identify opportunities for safer and more streamlined approaches.
- These learnings are incorporated into updated training content, ensuring that our practices reflect the latest standards, innovations, and risk mitigation strategies.
- By maintaining a cycle of review and improvement, we uphold our commitment to safety, efficiency, and operational excellence.
- The powercraft procedures document will refer to the following powercraft resources for reference.

4.1.4. Surf Conditions for powercraft practical test components

- The practical test components for all powercraft shall be performed in a minimum of 1 meter challenging surf. The surf size must be measured from the front of the wave, from the trough of the wave to the top. The surf size measurement must apply in the areas in which the powercraft is being driven/crewed for the exam and refresher assessment.

4.1.5. Pass/Re-test IRB Awards

- The candidate must pass the theory component before moving on to the practical component
- Candidates must complete and pass each section to gain their module or award.
- During each section of the exam, the Examiners must document the candidate's IRB Crewperson Award Beach Card or IRB Driver Award Beach Card by placing a tick in Pass or Re-test columns and initialling the signature column.
- All candidates must demonstrate all checklist tasks to be successful. It is important when assessing small groups that all candidates show proficiency with each task and are marked off on the exam checklist.
- Candidates will automatically NOT PASS their IRB Drivers exam if any ONE of the following situations occurs without extenuating circumstances:

  1. IRB roll over or capsize
  2. Falling out of the IRB
  3. Inability to negotiate surf

4. Inability to pick up a patient on the third attempt

5. Unsafe driving or launching

There is no such thing as a provisional pass.

- Award records are maintained within the CRM, which serves as the official record of successful candidate outcomes and certification status. For candidates who do not meet the required standard during assessment and are placed in the re-test group, records of learning—including assessment documentation and evidence of participation—are retained on the national SLSNZ SharePoint site. Before a retest takes place the candidate's previous documentation is checked to ensure they are within the one-year resit timeframe.

4.1.6. Pass/Re- test RWC Award

- During each section of the exam, the Examiners must document the candidate's RWC Beach Card/Assessment sheet by placing a tick in Pass or Re-test columns and initialling the signature column.
- Each candidate must pass the Theory section prior to progressing to any other beach or ocean-based activities.
- If a candidate fails any of the remaining sections of the exam, they may continue with the examination.
- The Examiner in charge has the discretion to allow an opportunity for a re-test of a candidate during the examination if they feel the individual was unlucky not to pass or there were other extenuating circumstances which may have disadvantaged the candidate.
- If a candidate does not pass the practical test or due to surf conditions isn't able to complete it, ONLY the candidate workbook and theory test can be transferred to another exam.
- Any re-tests not completed on the day of the original exam must be completed within 12 months from the exam date. If this does not occur, then the candidate will be required to re-sit the entire examination (including the workbook and theory test)
- There is no such thing as a provisional pass, and the re-test ideally must be done on the day (or can be re-tested within 12 months)
- Award records are maintained within the CRM, which serves as the official record of successful candidate outcomes and certification status. For candidates who do not meet the required standard during assessment and are placed in the re-test group, records of learning—including assessment documentation and evidence of participation—are retained on the national SLSNZ SharePoint site. Before a retest takes place the candidate's previous documentation is checked to ensure they are within the one-year resit timeframe.

4.2. POWERCRAFT RESOURCES

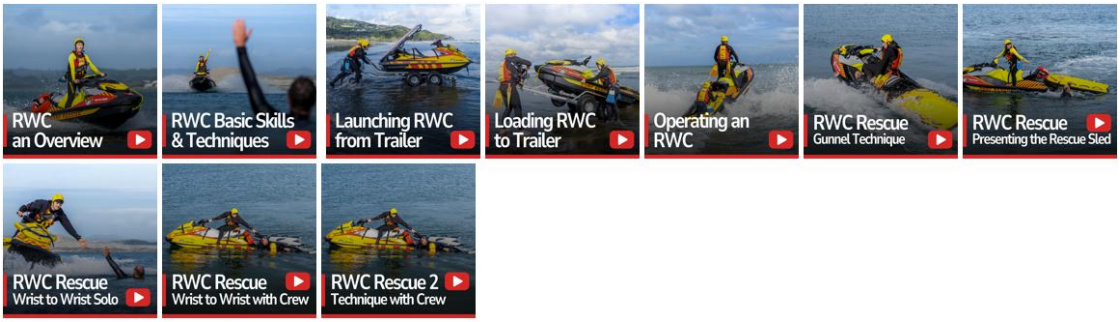
The IRB Manual includes topics and content to assist a candidate in gaining their IRB Crewperson Module or IRB Driver Award. Once candidates have completed their module or award, the training manual should be kept by them as a reference. Hard copies of this manual can be purchased from SLSNZ.

- IRB Training Manual
- IRB Driver Workbook
- RWC Training Manual
- RWC Candidate Workbook
- IRB Instructor Resources
- IRB Instructor - Crewperson Lesson Plans
- IRB Instructor - Driver Lesson Plans
- IRB Awards Examiners Manual
- RWC Awards Examiners Manual
- RWC Competencies and process table
- SLSNZ Examiner and Assessor Code of Conduct

- IRB Video Modules



- RWC Video Modules



- Assessor/Examiner/Facilitator/Instructor Resources



4.3. IRB CREWPERSON MODULE

The IRB Crewperson Module is the starting point for education in the IRB. The module gives Surf Lifeguards the knowledge and skills required to respond as a crewperson in rescue situations utilising an IRB.

- The IRB Crewperson Module is a prerequisite for the IRB Driver Award.
- The candidate is required to attend a training day with a SLSNZ examiner and successfully complete all components of the examination.
- To assist candidates there are a series of IRB Crewperson online modules available to be completed over the practical training timeframe.
- Award Currency has no expiry

4.4. IRB CREWPERSON EXAM COMPENTENCIES

Candidates are trained and assessed on the following competencies:

Health & Safety

- The Health & Safety component focuses on ensuring the wellbeing of IRB drivers, crew, and the public through effective risk management, compliance with SLSNZ policies, and personal responsibility.
- Every IRB operation must prioritize safety, prevent harm, and follow documented procedures to protect members and the public.

IRB hull and setup

- Assesses knowledge of the IRB hull's design, features, and safe setup procedures.
- Proper setup and maintenance of the IRB hull ensure stability, safety, and operational readiness for patrols and rescues.

Fuel

- Assesses knowledge of fuel safety, preparation, and handling procedures for IRB operations.
- Specifically correct ratios of petrol to oil, fuel types, safety requirements, storage requirements, environmental procedures, emergency procedures, and correct filling of bladder.
- Complete the online fuel handling module.

Crewperson skills and techniques

- Assesses the ability to safely and effectively crew an IRB in surf conditions, basic positioning, launching and boarding (including at sea) surf negotiation, parallel running, and returning to shore.

IRB hull closedown

- Assesses the knowledge of the correct procedures for cleaning, deflating, inspecting and storing the IRB hull fuel bladder after use.

Rescues

This component assesses the ability to perform safe and effective patient pickups and rescue techniques using an IRB.

- Single person rescue
- Unconscious patient rescue
- Multiple patient rescue
- Tube rescue

4.5. IRB CREWPERSON TOPICS AND OUTCOMES ASSESSED

At the completion of the module candidates will be able to:

- Demonstrate the knowledge and application of health, safety, and risk assessment.
- Apply knowledge of IRB hull equipment.
- Show and understand the procedures for filling a fuel bladder using all required PPE and equipment.
- Show and understand the procedures of IRB hull preparation.
- Understand and use correct IRB launching procedures.
- Use and apply crewing techniques.
- Perform a single person rescue.
- Perform a crewperson recovery utilising reboarding technique.
- Use and apply roll over techniques.
- Show and understand the procedures for IRB hull closedown.

4.6. IRB DRIVER AWARD

The IRB Driver Award is designed to create competent IRB drivers. The qualification has several theoretical and practical components such as driving in the surf, patient rescues and maritime regulations to prepare Surf Lifeguards for IRB use. This gives Surf Lifeguards the knowledge and skill required to respond in rescue situations utilising an IRB. It is compulsory for members to have the award to drive an IRB.

The course duration depends on the competence of individual candidates. Each candidate is required to attend training sessions with a qualified IRB Instructor, complete the IRB Driver Workbook, and complete all components of the examination.

- To assist candidates there are a series of IRB Driver online modules available to be completed over the practical training timeframe.
- Award Currency is 12 months.

4.7. IRB DRIVER EXAM COMPENTENCIES

The IRB driver's theory paper assesses candidates:

Knowledge and understanding

- Assesses the candidates grasp of IRB content, concepts and facts.

Critical thinking

- Assesses the candidate's ability to analyse, evaluate, and process information.

Memory

- Assesses the candidates recall of specific information or definitions.

Written or oral communications

- Evaluates how well the candidates can express their knowledge and understanding by writing or using a reader/writer if required.

4.8. IRB DRIVER PRACTICAL TEST COMPETENCES

Before being eligible for the practical components candidates must have passed all theory components of the award.

Candidates are trained and assessed on the following competencies:

IRB engine setup

- Demonstrate correct procedures to prepare an IRB engine ready for use as per IRB Manual.

Engine reinstatement

- Engine reinstatement after submersion is an important part of an IRB drivers' responsibilities. These procedures ensure that the engine is safe, functional, and ready for use after being submerged in water.

Single person rescue

- The process begins with a rapid assessment of the patient's condition and location, followed by positioning the IRB to allow a safe and efficient pickup without creating additional hazards.
- The driver should maintain clear communication with the crewperson throughout the approach, preparing the craft for recovery while monitoring for surf conditions and obstacles.
- Once alongside the patient, the crewperson assists them into the IRB using approved lifting techniques, ensuring stability and minimising strain on both parties.
- After the patient is secured, the team must reassess the situation, confirm the patient's condition, and communicate with shore or other rescue assets before returning to a safe landing point.
- This procedure emphasises calm, controlled movements and adherence to safety protocols to prevent injury and maintain operational integrity.

Multiple patient rescue

- Rescuing multiple patients with an IRB requires careful prioritisation and coordination to ensure safety and efficiency. Operators must begin by assessing the scene to identify patient conditions and determine the order of retrieval, focusing first on those in immediate danger.
- The IRB should be positioned to maintain stability and minimize risk during pickups.
- Patients are recovered in a controlled sequence, using flotation aids where possible to support those awaiting rescue.
- Throughout the process, clear communication between the driver, crewperson, and shore-based teams is essential for effective coordination.
- Once patients are onboard, operators must consider craft capacity and prevailing conditions before returning to shore, ensuring all individuals are transported safely without compromising the IRB's operational integrity.

Driving skills and techniques

- Drivers must demonstrate proficiency in craft handling in surf and flat water, including controlled launches and landings under varying conditions.
- Key skills include reading the surf, selecting safe entry and exit points, and maintaining craft stability during high-energy manoeuvres.
- Drivers are trained to manage speed and throttle control, execute tight turns, and perform patient pickups without compromising safety.
- Situational awareness is critical drivers must anticipate hazards, communicate clearly with the crewperson, and adapt to changing conditions.
- The section also emphasizes risk management, equipment checks, and emergency procedures, ensuring drivers can respond effectively to mechanical issues or unexpected scenarios.

Crewperson recovery

If a crewperson falls overboard, the driver must have the skills to control the IRB alone and either recover the crewperson or return to shore for assistance.

- Driving without a crewperson affects craft stability, so operators should practice handling the IRB without a crewperson, particularly in surf conditions.
- Key techniques include shifting body weight forward to improve planning, approaching waves at a slight angle rather than head-on, and maintaining constant control of the throttle and steering arm.
- Drivers should avoid hitting waves too hard to reduce the risk of capsize, choose safe lines through the surf, and always maintain situational awareness, as there is no crewperson to provide guidance.

IRB engine closedown

- Proper engine shutdown is essential for safety and equipment longevity. After operations, the driver should ensure the IRB is in a secure position before switching off the engine.

- Key steps include flushing the motor with fresh water to remove salt and debris, checking for fuel leaks, and disconnecting the fuel line to prevent flooding.
- The engine should be tilted to drain water and reduce corrosion risk.
- Inspect the propeller and cooling system for damage or blockages and allow the engine to dry before storage.
- These procedures help maintain reliability and extend the life of the IRB's power unit.

4.9. IRB DRIVER TOPICS AND OUTCOMES ASSESSED

At the completion of the qualification candidates will be competent in the following areas

IRB engine and set up

- Show and understand the procedures of IRB engine preparation.

Engine reinstatement

- Show and understand the procedures of an engine reinstatement.

Maritime regulations

- Apply knowledge of Maritime NZ rules and regulations.

Driving skills and techniques

- Use and apply driving techniques and returning to shore procedures.
- Perform a crewperson recovery utilising solo driving technique.
- Understand and use correct prelaunch and launching procedures.

IRB engine closedown

- Show and understand the procedures for IRB engine closedown.

Rescues

- Perform a patient lift and carry.
- Provide patient care.
- Perform a single patient pickup, and a multiple patient rescue.

Operations

- Demonstrate the knowledge and application of health & safety.
- Understand fuel compliance and use PPE when following IRB refuelling procedures.

4.10. IRB INSTRUCTOR AWARD

The primary role of an IRB Instructor is to prepare candidates for successful assessment as IRB Crewperson or IRB Driver. Instructors deliver both theoretical and practical training, sharing expertise across all components of the IRB Crewperson Award and IRB Drivers Award.

Holding the IRB Instructor Award confirms that the individual has the skills and knowledge required to teach and assess every element of these awards, ensuring candidates are competent and confident in IRB operations.

Instructor Award Resource

- This resource has been designed to inform instructors of their responsibilities when teaching candidates the fundamentals of IRB Crewperson and IRB Driver awards.
- Award Currency is 12 months
- Online pre-learning

Instructor fundamental module to be completed before attending course

- Candidate Requirements

- Co-instruct and teach under a qualified and refreshed IRB instructor
- Successfully put 4 IRB Driver candidates through their award

4.11. IRB INSTRUCTOR AWARD TOPICS AND OUTCOMES ASSESSED

At the completion of the qualification candidates will be able to:

Prepare for lessons and implement lesson plans and sequences

- Reviewing course materials, planning the structure and flow of each session, gathering resources, and then teaching in a logical sequence that supports learning objectives and candidate success**.**

Create a safe physical environment conducive to learning/training

- Ensuring training space is hazard-free and supports effective learning. It includes checking equipment for safety, managing environmental risks, setting up clear zones for practical activities, and creating conditions where candidates can focus on skill development without unnecessary distractions or danger.

Communicate with candidates/athletes

- Using effective, respectful, and clear communication throughout training and assessment.
- Ability to explain instructions in a way that are easy to understand, actively listening to questions or concerns, providing constructive feedback, and adapting communication styles to suit different learning needs and environments.

Identify and apply effective questioning techniques

- Use purposeful questions to guide learning and check understanding to encourage critical thinking, clarify concepts, and confirm competency.
- Effective questioning helps instructors adapt their approach, promote engagement, and ensure candidates can explain and demonstrate their knowledge and skills.

Evaluate own instruction

- Ability to reflect on one's teaching practice to ensure constant levels of improvement in delivery, ensuring high standards of delivery.

Identify and apply learning styles and identify and reduce learning barriers

- Recognising how different individuals learn and adapting instruction accordingly.
- Ensuring steps are taken to minimise any learning obstacles, giving candidates the best opportunity to engage and be successful.

Prepare candidates for assessment

- Ensuring candidates are fully ready to demonstrate their skills and knowledge during formal evaluation.
- Reviewing assessment criteria with candidates, clarify expectations, provide opportunities for practice, and addressing any gaps in understanding or performance.

Identify the roles and responsibilities of an instructor

- Understanding what is expected of an instructor in a training and assessment environment.
- Instructors have the responsibility to uphold standards, model best practice, and continuously evaluate and improve their own teaching.

4.12. IRB EXAMINER AWARD

The primary role of an IRB Examiner is to assess candidates against the required standards for the IRB Crewperson Award and IRB Drivers Award. Examiners ensure that candidates demonstrate the necessary skills, knowledge, and competency to operate safely and effectively in IRB operations.

- Holding the IRB Examiner Award confirms that the individual is qualified to conduct assessments for all components of both awards, maintaining consistency and integrity in the evaluation process.
- Award Currency is 12 months.

Candidate requirements

- An IRB Instructor who wishes to become an IRB Examiner must complete the IRB Probationary Examiner Application Form.
- The application must be endorsed by the required parties and approved by SLSNZ before the candidate can begin the probationary examiner process.
- Once approved, the candidate is appointed as a Probationary Examiner and must complete a probationary period under the direction of a Chief Examiner.
- During the probationary period, the candidate must complete the IRB Probationary Workbook, supervised carrying out all assessment tasks, and be assessed against the criteria recorded in the IRB Probationary Examiner Record.
- The IRB Awards Examiner Manual must be used as the assessment standard for IRB Driver and IRB Crewperson Awards.
- Once the required workbook, assessment record, and competency requirements are completed and approved, the candidate may be awarded the IRB Examiner Award

4.13. IRB EXAMINER AWARD TOPICS AND OUTCOMES ASSESSED

Preparing your Candidates for the Examination

- Ensuring candidates are fully ready to demonstrate their skills and knowledge during formal evaluation.
- It involves reviewing assessment criteria with them, clarifying expectations, providing opportunities for practice, and addressing any gaps in understanding or performance.

The SLSNZ Education System

- The Surf Life Saving New Zealand Education System is the national framework that sets consistent standards for training, assessment, and qualifications.
- It ensures qualifications follow structured processes that maintain quality, safety and competency across lifesaving operations.

Prepare for Examination

- Ensure all requirements for conducting an assessment are met. Including reviewing assessment criteria, confirming candidate readiness, organising resources and equipment, and setting up a safe and structured environment so the examination runs smoothly and aligns with SLSNZ standards.

Conduct Assessment

- Carrying out the examination process in line with SLSNZ standards as outlined in the IRB Awards Examiner Manual.
- Applying the assessment criteria consistently, observing and recording candidate performance accurately, maintaining fairness and integrity, and ensuring the assessment environment remains safe and supportive throughout.

Complete Assessment Administration

- This outcome involves finalising all administrative tasks after an assessment.

Evaluation

- Reviewing the assessment process and your own performance as an examiner. It involves reflecting on fairness, consistency, and adherence to SLSNZ standards, considering candidate feedback, and identifying areas for improvement to maintain high-quality and safe assessment practices.

Outcomes

- At the completion of the qualification candidates will be able to assess candidate performance.

4.14. IRB CHIEF EXAMINER

IRB Chief Examiners are appointed by Surf Life Saving New Zealand through a national application and review process, in accordance with the Chief Examiner Terms of Reference, for a fixed term to oversee and assure the quality and integrity of IRB examinations within their appointed scope.

Please refer to the Terms of Reference for a thorough understanding of how this role is appointed.

To provide a little more context on the Terms of Reference:

Objective: To assist, advise and support Surf Lifesaving New Zealand (SLSNZ) in maintaining the quality, integrity and development of the Surf Lifeguard Award and IRB Awards in our communities while developing champions and leaders.

Responsible to: SLSNZ National Education Manager (NEM)

Each SLSNZ local area will appoint 1 x Surf Lifeguard and 1 x IRB Chief Examiner. CE are appointed for a 2-year term. Applicants must be experienced and senior examiners and be refreshed and active members from the previous season.

4.15. RWC AWARDS

RWC Training Manual
This Manual includes topics and content to assist a candidate to gain their Rescue Watercraft Award. Once candidates have completed their award, the training manual should be kept by them as reference. Hard copies of this manual can be purchased via your SLSNZ region once enrolled in regional programme.

4.16. RWC OPERATOR AWARD

The RWC Operators Award is designed to create competent Rescue Watercraft (RWC) operators. The qualification includes both theoretical and practical components such as operating in surf conditions, performing patient rescues, and understanding maritime regulations to prepare Surf Lifeguards for safe and effective RWC use. This award equips lifeguards with the knowledge and skills required to respond in rescue situations utilising an RWC.

- It is compulsory for members to hold this award to operate an RWC.
- Course duration varies depending on individual competence. Each candidate must attend training sessions with a club instructor, complete the RWC Operators Workbook, and successfully complete all examination components.
- To support candidates, a series of RWC Operator online modules are available and should be completed alongside practical training**.**
- Each member must apply to be a RWC operator. Note SLSNZ reserves the right to accept members onto the RWC programme at their discretion**.**

Online Pre-learning

- The self-directed RWC online pre-learning must be completed prior to (and within 4 weeks of) attending the training session.

This online course consists of 9 modules:

RWC Introduction

- Covers the purpose, uses, and context of RWC within SLSNZ operations. Focuses on supporting patrol services, rapid response, and extending reach to remote areas.
- Emphasizes operator responsibilities, safety priorities, hazard identification, risk assessment, and the importance of a professional public image in beach environments.

Equipment

- Introduces design, features, and accessories of RWCs, including rescue sled types (inflatable vs rigid), tow systems, and secure attachment. Details required PPE for operator and crew helmets, PFDs, wetsuits, fin belts and minimum onboard gear such as rescue tube, VHF radio, goggles, knife, spare kill cord, and first aid items

Fuel

- Explains safe refuelling protocols: using 91-octane unleaded fuel, avoiding ethanol blends, and adhering to precautions: wear PPE, use fire extinguishers/spill kits, ban open flames or phones, and keep public clear.
- Covers procedures both at fuel stations and beach-side, emphasising environmental and personal safety measures

Communication

- Details communication procedures between RWC and shore or other water users. Covers visual signals (arm gestures, rescue tubes) and VHF radio checks. Defines shore-to-water and water-to-shore signals for key instructions: proceed, pick up swimmers, assistance required, or "OK" status.

Maritime Regulations

- Outlines legal marine rules under the Maritime Transport Act, regional bylaws, and SLSNZ policies. Topics include responsibilities of vessel masters, speed limits (5 knots near shore, people, or structures), collision rules (overtaking, crossing), buoy navigation, and distress signals.
- Emphasises legal and operational compliance.

RWC Set Up

- Guides through pre-use procedures: full operational pre-checks for hull, engine, steering, fuel, radio, kill cord, and safety gear. Involves logging usage and equipment status in RWC logs, checking last patrol notes, and ensuring maintenance issues are addressed before deployment

Basic Skills and Techniques

- Covers practical operation: launching and recovering the craft, surf navigation, handling the RWC solo or with crew, crewing roles, and safe manoeuvring. Focus is on foundational skills for surf entry and exit, steering, throttle control, and teamwork during responses

Rescues

- Focuses on rescue operations: identifying rescue types, equipment-based rescues, patient transfer methods, and casualty management (both conscious and unconscious) with or without crew. Incorporates rescue sled use, pick-up techniques, and search coordination methods.

Closedown and Operations

- Details post operation procedures such as RWC wash-down, post-operational checks, documentation, and responsibility handover.
- Covers ongoing operations: patrolling strategies, search pattern deployment, and towing protocols on land and sea, ensuring all facets of deployment are properly concluded

4.17. RWC EXAM COMPETENCIES

Candidates are trained and accessed on the following competencies:

RWC setup and equipment

- Assesses the ability to correctly prepare the RWC before use — including documentation, pre-operational checks, fuel, hull, jet unit, sled attachment, lanyards, PPE, and operational equipment. This component confirms readiness, safety, and equipment reliability.

Crewing the RWC

- Assesses the skills required of a crew member when supporting the operator, including safe body positioning, communication, balance, situational awareness, and teamwork during launch, transit, rescues, and recovery.

RWC capsize

- Assesses the operator's ability to safely and correctly right a capsized craft, including kill cord removal, approach, righting direction specific to manufacturer, re-boarding, and clearing water from the engine compartment.

Single person rescue

- Assesses the operator's ability to safely conduct a solo pick-up of a conscious patient, including positioning, angles of approach (7 o'clock principle), communication, timing with surf, sled presentation, and controlled return to shore.

Driving skills

- Evaluates fundamental RWC handling including throttle control, steering mechanics ("no thrust = no steer"), surf negotiation, risk scanning, beach approaches, launch/retrieval technique, and managing hazards such as shallow water or debris.

Emergency manoeuvres

- Assesses operator response in unexpected or high-risk scenarios, including collision avoidance techniques, blockage clearing, rapid directional changes, safe avoidance lines, and maintaining control in dynamic surf or crowded environments.

RWC close-down

- Assesses the operator's ability to complete safe and thorough post-operational procedures — including flushing the engine, draining, washdown, equipment storage, maintenance reporting, and correct logbook completion.

4.18. RWC EXAMINER

The primary role of an RWC Examiner is to assess candidates against the required standards for the RWC Operator Award. Examiners ensure that candidates demonstrate the necessary skills, knowledge, and competency to operate safely and effectively in RWC operations.

- Holding the RWC Examiner Award confirms that the individual is qualified to conduct assessments for all components of both awards, maintaining consistency and integrity in the evaluation process.
- Award Currency is 12 months.

4.18.2. Candidate requirements

- An RWC Instructor who wishes to become an RWC Examiner must complete the RWC Probationary Examiner Application Form.
- The application must be endorsed by the required parties and approved by SLSNZ before the candidate can begin the probationary examiner process.
- Once approved, the candidate is appointed as a Probationary Examiner and must complete a probationary period under the direction of a Chief Examiner.
- During the probationary period, the candidate must complete the RWC Probationary Workbook, supervised carrying out all assessment tasks, and be assessed against the criteria recorded in the RWC Probationary Examiner Record.
- The RWC Awards Examiner Manual must be used as the assessment standard for RWC Operator
- Once the required workbook, assessment record, and competency requirements are completed and approved, the candidate may be awarded the RWC Examiner Award

4.19. RWC CHIEF EXAMINER

The RWC Chief Examiner is appointed by Surf Life Saving New Zealand through a national application and review process, consistent with other Chief Examiner roles, and serves for a fixed term with responsibility for oversight, quality assurance, and governance of RWC assessment.

The RWC chief examiner and examiners are all appointed as national representatives.

4.20. EXAMINER AND ASSESSOR CODE OF CONDUCT

The examiner and assessor Code of Conduct and behaviour apply to any SLSNZ member who holds a relevant award and is conducting a formal assessment or examination of an award or components of an award to be recorded in the SLSNZ member database. The purpose of this Code of Conduct is to ensure all assessments carried out on the SLSNZ member award framework are done so to a consistent standard, adhering to the general assessment principles of; fairness, impartiality, validity, honesty.



5.0 APPENDICIES

5.1. APPENDIX 1: IRB OPERATIONS LOG

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SLSNZ IRB DAILY OPERATIONS LOG

Previous Operation Log equipment status checked ☐
Operational Risk Assessment completed via the app ☐

SURF LIFE SAVING

Type of service (Tick Box)		Equipment Identification		Signed on completion
Voluntary patrol		IRB #	Engine ID#	
Paid lifeguard				
SAR Callout				Date: / /
Training				Day: (Circle one) S M T W T F S
Other				

Patrol Members	Driver	Crew	Hours
1.			
2.			
3.			
4.			
5.			
6.			

Check list OUT	1	2	3	Check list IN	1	2	3
Fuel bladder (full/no leaks)				IRB washed			
IRB inflated to correct pressure				IRB semi deflated			
Engine (Checked, secured and run)				Trailer washed			
Propguard/Prop secure				PFDs washed and stored			
Rescue Tube/Paddles/Knife				Engie run and checked			
Lifejackets/PFDs/Radio				Fuel bladder filled and stored			

Equipment status	IRB #	Engine ID#	Spare fuel (Jerry can or bladder) YES / NO
OK			If **NO** contact the Powercraft Officer
Requires attention			

Details of problem/s (Highlight recommended action)

Powercraft Officer/Club Captain advised of problem(s) ☐

Equipment requiring attention identified as 'Not for use' ☐

5.2. APPENDIX 2: RWC OPERATIONS LOG

SLSNZ RWC Operations Log

Previous Operation Log on equipment status checked ☐

Type of Service (Tick Box)		Location of Service:		Signed on completion:
Patrol		Equipment Identification		
Callout		RWC #	Rescue Sled #	Date: / /
Event Guarding				Day: (Circle one)
Training		1	1	S M T W T F S
Other		2	2	

Patrol Members	Operator	Crew	Hours
1			
2			
3			
4			
5			
6			

Pre Operational Checks			Post Operational Checks		
Radio Check (Performed Radio check and secured to PFD)	1	2	Radio Storage (Remove radio from PFD, Place radio on charge)	1	2
Inspect condition of Hull (Inspect hull, ride plate and water inlet grate for damages, inspect & secure bungs)	1	2	Inspect and remove Bungs (Remove bungs and tilt trailer for best drainage)	1	2
Check Fuel & Engine Bay (Refill fuel, check engine bay & components, close & secure compartments)	1	2	Wash Down (Spray the RWC, Rescue Sled and Trailer down with fresh water, lightly spray engine bay)	1	2
Steering System (Checked operation, Jet nozzle moving simultaneously)	1	2	Hose out intake and Jet nozzle (Hose out sand and any other debris)	1	2
Rescue Sled (Inspect condition of rescue sled & attachment points, inflate if required, Connect to the RWC)	1	2	Flush Engine (Flush out with fresh water Sequence Engine on, Water on, Water off, Engine off)	1	2
Engine Start/Stop check (Start engine run for 5 seconds then Stop, test kill cord)	1	2	Inspect condition of Hull (Inspect hull, ride plate and water inlet grate for damages)	1	2
Check Lanyard Condition (Check for spare in glove compartment)	1	2	Check Fuel level (Refill fuel)	1	2
Check all Operational Equipment (Rescue Tube, Helmet's, Fins, Dive Mask, PFD's)	1	2	Store RWC and PFD (In Shed with all compartments ventilated)	1	2

Equipment status:	RWC #	Sled ID #	SLS Region Staff or Power Craft Officer advised of problem(s)
Requires attention			☐
All OK			Reported to:
			RWC Engine Hours # #

Equipment requiring attention identified as 'Not for use' YES / NO

5.3. APPENDIX 3: Aquatic Safety Management

2023/24 Aquatic Safety Management Services

The process below should be followed where **Event Managers** wish to engage **Surf Life Saving New Zealand** and **Surf Life Saving Club/s** to provide Aquatic Safety Management Services at events. The roles of each party involved in delivering these Services are outlined below:

Key: **External Event Manager** (The Applicant) | **Surf Life Saving New Zealand** (SLSNZ) | **Surf Life Saving Club** (The Provider) | **All parties**

Process	Timeline (minimum)
Interested parties to complete an **Application Form** for the event ***http://www.surflifesaving.org.nz/stay-safe/event-safety/***	**Eight (8) weeks** prior to the event **Less than eight weeks' notice may incur an additional late fee of $250, or decline of application.*
1. **SLSNZ** reviews application & provides a quote to develop the **Aquatic Safety Management Plan (ASMP)** 2. **SLSNZ** identifies a suitable Provider and develops a Lifeguard Service estimate Quote.	Aquatic Safety Management Plan Quote within **five (5) business days** of receiving the **EWS Application Form.** Lifeguarding Service estimate quote within **ten (10) business days** or other agreed timeframe, dependant on event size/logistics.
Upon written **acceptance of both quotes by the applicant, and payment of the ASMP invoice,** the development of the **ASMP** shall commence.	Within **one (1) week** of receipt of quote, or an otherwise agreed date.
SLSNZ to produce, and deliver the ASMP to the Applicant and Provider:	**At least three (3) and ideally fifteen (15) business days** prior to event commencement date, depending on flow of information from the applicant.
Pre-event Safety Briefing: • **Event Manager** (The Applicant) • **Water Safety Coordinator &/or SLSNZ** (The Provider) • Other key personnel/organisations e.g. Coastguard, St John, MNZ, Council	Prior to the day of the event.
The Provider delivers the Event Safety service according to the **Aquatic Safety Management Plan**	On the **Day/s** of the event.
Post-event debrief: • **Event Manager** (The Applicant) • **Water Safety Coordinator** (The provider) • Other key personnel/organisations e.g. Coastguard, St John	**Three (3) days** following the event.
The Provider or **SLSNZ** to invoice the Event Manager for services provided	Within **14 days** of the completed event date.

Surf Life Saving New Zealand I **Pelorus** Trust Sports House, 93 Hutt Park Road, Seaview, Lower Hutt, Wellington 5010
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5.4. APPENDIX 4: IRB SERVICE CHECKLIST

✓	Check screws retaining cup washers on spinners are tight, if loose remove and add Loctite before reassembling.
✓	Drain and replace gearbox oil, check drain screw seals for wear. If signs of water contamination is present in oil, check/replace propeller shaft seal (also check/replace water pump oil seal if significant contamination).
✓	Remove propeller and thrust hub, check front of thrust hub for excessive wear requiring replacement. If thrust hub will not remove check propeller shaft for damage (twisting).
✓	Check Propguard for fixings & damage.
✓	Remove gearbox and check/replace water pump impeller and liner insert.
✓	Check for excessive 'play' between the steering bracket and assembly bracket, replace top and lower bushing if required. Apply grease to assembly bracket nipple.
✓	Check steering friction for turning resistance and if required tighten nyloc nut at the base of the compression tube.
✓	Check/tighten upper and lower engine mount nyloc nuts.
✓	Check tiller arm bushes, replace if worn. Check tiller arm holds position when tilted. Do not over tighten tension as this will impact on throttle return spring.
✓	Remove fuel filter bowl and flush, clean filter, apply grease to fuel bowl thread and reassemble.
✓	Remove carburettor cover, clean choke plate surface including screws. Smear top of screws with a little grease to inhibit corrosion. Lubricate choke shaft internally and externally. Apply full throttle and visually check throttle plate alignment, adjust throttle stop screw if required.
✓	Apply full throttle and release grip, check throttle return mechanism (spring) is functioning correctly.
✓	Check pull start engagement and adjust/replace rachet spring assembly if required. Check rope for wear. If pull start operation is not smooth, check/clean/replace starter spring.
✓	Remove and clean/replace spark plugs.
✓	Check connection of ignition coil leads into coil and spark plug caps. Ensure security of leads around spark plugs to avoid cowling cover attachment interference.
✓	Check cowling cover for security, straighten front attachment bracket if bent.
✓	Start and run engine for correct operation including carburettor mixture and idle speed.

5.5. APPENDIX 5: INCIDENT & INJURY FLOW CHAR

