

# Memorandum



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| <b>To:</b>      | Club Presidents, Club Directors of Surf Sports, Junior Activities Officers & Club Powercraft Officers |
| <b>From:</b>    | Luke Stigter – Sports Events Coordinator  |
| <b>Date:</b>    | Friday 22 September, 2017   |
| <b>Pages:</b>   | 11  |
| <b>Subject:</b> | <b>2018 SLSNSW Country Championships – Volunteer Powercraft Roster</b>                                |

This Memo outlines information in regards to the volunteer powercraft roster for the 2018 SLSNSW Country Championships.

## Personnel

Powercraft Drivers/Operators and crewpersons **must** fulfil the following requirements.

- ✓ **IRB Driver:** Be a current financial SLS member and hold a proficient Silver Medallion IRB Driver.
- ✓ **IRB Crewperson:** Be a current financial SLS member and hold a proficient IRB Crew Certificate.
- ✓ **RWC Operator:** Be a financial SLS member and hold a proficient RWC Operator Certificate.
- ✓ **Both IRB and RWC:** Be experienced in ALL levels of surf conditions and competent to deal in all surf conditions.

**Note: Personnel are no longer required to be a level 0 or Junior Official to be eligible to undertake powercraft safety duties, however it is still encouraged.**

Clubs will be required to nominate volunteer names and contact information for IRB Drivers and Crew. The details are to be submitted via this survey monkey link – [Survey Monkey - Powercraft Personnel](#) by **Sunday 14 January, 2018**.

## Compliance

This information will be audited via Surfguard on **Monday 15 January, 2018**. Clubs who haven't submitted information via the survey monkey link may not have their entries accepted (see Surf Sports Manual Section 12.1 d ix – pg. 186)

To be clear, if your Club is rostered on, both an IRB driver and IRB crew are required to report for duty.

Individuals reporting for Powercraft (IRB or RWC) Duties **must present** their SLSNSW issued Powercraft Licence card.

All IRB drivers and crew must wear an approved SLS lifejacket on duty. It is the responsibility of Clubs to ensure that your members completing shifts must bring their own lifejacket (or supplied by their own Club). Lifejackets will not be supplied by event organisers.

## Further Information

The roster will only identify days and shifts. All rostered crews are to report to the compound, and water areas will be allocated based on the requirements of the carnival. For clarity, Clubs are not rostered to a specific water area.

In the event that competition is suspended IRB drivers and crew reporting for duty should be made aware that if the event continues again within their allocated shift time frame then they need to report back to the powercraft meeting point ASAP for duty.

SLSNSW will also call for additional volunteers to operate the Rescue Water Craft (RWC).

## IRB Equipment

All IRBs supplied must be registered with SLSNSW, have passed the 2017/18 Gear and Equipment Inspection process and be entered on SurfGuard. To ensure that equipment is in a safe and reliable working order for use at the Championships, please see the **IRB Hull and IRB Motor Compliance Inspection Forms (appendix 2)** as a guide.

### Notes:

- IRBs should be brought to the IRB compound (Map TBC).
- If equipment, IRB or motor, is not in sound operational condition and considered safe for operations, the equipment **will not be accepted** and the Club may be forced to make other arrangements to be eligible to compete at the carnival.
- IRB's will only be scrutineered when they are fully assembled and inflated with floorboards in.
- To be clear, Class 3 (Cat Hulls) are not acceptable for Powercraft duties.
- All equipment is to be clearly marked with Club name: Fuel cells, motors, lifejackets, hulls & trailers
- IRB equipment such as the tube, paddle and rope does not need to be brought.

Scrutineering will take place between 3pm – 6pm on:

- **Friday 2 February, 2018.**

Clubs must book a 15 minute scrutineering time slot (on a first come, first served basis).

Please book your scrutineering timeslot by email to Luke Stigter, Sports Events Coordinator at [lstigter@surflifesaving.com.au](mailto:lstigter@surflifesaving.com.au) by **Monday 29 January, 2018.**

# Memorandum

## Insurance

SLSNSW acknowledges and thanks the hard work of members during the Country Championships. This event cannot be delivered safely and efficiently without contribution from Clubs.

All volunteer hours for Powercraft can contribute to an individual's total Club water safety hours.

Members are only able to make a claim through WorkCover if the following applies:

1. The member is a current SLSNSW financial member.
2. While undertaking a genuine, authorised activity as a surf lifesaver and the member was not receiving remuneration or reward. The member must be performing the activity voluntarily and without obligation.

## Summary

Clubs that fail to meet their requirements or attend rostered shifts at the Championships **will be suspended from competition until such a time that requirements are met.**

Should any club have any questions please contact Luke Stigter, Sports Events Coordinator on 9471 8000 or [lstigter@surflifesaving.com.au](mailto:lstigter@surflifesaving.com.au)

The following pages outline which Clubs will be required to supply an IRB and the rosters are also communicated.

# Memorandum

## Clubs required to bring IRB Equipment

| Club                  | Equipment              |
|-----------------------|------------------------|
| Brunswick Heads       | IRB, Motor & Fuel Cell |
| Byron Bay             | IRB, Motor & Fuel Cell |
| Cabarita              | IRB, Motor & Fuel Cell |
| Coffs Harbour         | IRB, Motor & Fuel Cell |
| Cudgen Headland       | IRB, Motor & Fuel Cell |
| Forster               | IRB, Motor & Fuel Cell |
| Kiama Downs           | IRB, Motor & Fuel Cell |
| Lennox Head           | IRB, Motor & Fuel Cell |
| Minnie Water Wooli    | IRB, Motor & Fuel Cell |
| Mollymook             | IRB, Motor & Fuel Cell |
| Port Macquarie        | IRB, Motor & Fuel Cell |
| Sawtell               | IRB, Motor & Fuel Cell |
| Tacking Point         | IRB, Motor & Fuel Cell |
| Warilla Barrack Point | IRB, Motor & Fuel Cell |
| Wauchope Bonny Hills  | IRB, Motor & Fuel Cell |
| Woolgoolga            | IRB, Motor & Fuel Cell |

*\*Subject to Change*

# Memorandum



## Powercraft Roster - IRBs

| Powercraft Roster - IRB     |                      |                       |                |              |                 |                      |                 |
|-----------------------------|----------------------|-----------------------|----------------|--------------|-----------------|----------------------|-----------------|
| Saturday 3 February 2018    |                      |                       |                |              |                 |                      |                 |
| <b>Shift 1: 0700 - 1100</b> |                      |                       |                |              |                 |                      |                 |
| Club 1 (Driver & Crew)      | Minnie Water Wooli   | Cudgen Headland       | Port Macquarie | Byron Bay    | Sawtell         | Wauchope Bonny Hills | Powercraft Team |
| Club 2 (Driver & Crew)      | Kiama Downs          | Tacking Point         | Lennox Head    | Woolgoolga   | Coffs Harbour   | Cabarita             | Powercraft Team |
| <b>Shift 2: 1030 - 1430</b> |                      |                       |                |              |                 |                      |                 |
| Club 1 (Driver & Crew)      | Mollymook            | Warilla Barrack Point | Forster        | Ballina      | Yamba           | Powercraft Team      |                 |
| Club 2 (Driver & Crew)      | Urunga               | Cape Hawke            | Kiama          | Shellharbour | Broulee Surfers | Powercraft Team      |                 |
| <b>Shift 3: 1400 - 1700</b> |                      |                       |                |              |                 |                      |                 |
| Club 1 (Driver & Crew)      | Sawtell              | Cudgen Headland       | Port Macquarie | Byron Bay    | Powercraft Team |                      |                 |
| Club 2 (Driver & Crew)      | Wauchope Bonny Hills | Tacking Point         | Lennox Head    | Woolgoolga   | Powercraft Team |                      |                 |

*\*Subject to Change*

# Memorandum



| Sunday 4 February 2018      |                     |                      |                       |                 |
|-----------------------------|---------------------|----------------------|-----------------------|-----------------|
| <b>Shift 1: 0700 - 1100</b> |                     |                      |                       |                 |
| Club 1 (Driver & Crew)      | Coffs Harbour       | Cudgen Headland      | Port Macquarie        | Powercraft Team |
| Club 2 (Driver & Crew)      | Cabarita            | Mollymook            | Warilla Barrack Point | Powercraft Team |
| <b>Shift 2: 1030 - 1430</b> |                     |                      |                       |                 |
| Club 1 (Driver & Crew)      | Minnie Water Woolli | Forster              | Kempsey Crescent Head | Powercraft Team |
| Club 2 (Driver & Crew)      | Kiama Downs         | Brunswick Heads      | Hat Head              | Powercraft Team |
| <b>Shift 3: 1400 - 1700</b> |                     |                      |                       |                 |
| Club 1 (Driver & Crew)      | Byron Bay           | Cudgen Headland      | Port Macquarie        | Powercraft Team |
| Club 2 (Driver & Crew)      | Sawtell             | Wauchope Bonny Hills | Tacking Point         | Powercraft Team |

*\*Subject to Change*

# Memorandum

## Appendix 1 – Frequently Asked Questions

**Last year our Club had a really strong representative team at Country, and we don't think that this will happen this year, why should this roster be based on past participation?**

This roster swings in roundabouts, based on the previous year. It would be ideal to base this off actual entry numbers for the current Championships, however the timing (of close of entries) would present issues in rostering.

**There are Clubs who placed higher in the overall point score than us; shouldn't they have more shifts than us?**

No. The roster is based on Clubs participation, not their competition performance.

**We are going to struggle to find members who hold proficient awards, what should we do?**

Between now and the start of the Championships, there should be sufficient time to recruit and train members to assist with these duties. However, if your Club can see a major issue with being able to meet these requirements, please advise SLSNSW in writing by **31 October 2017** to [lstigter@surflifesaving.com.au](mailto:lstigter@surflifesaving.com.au) for consideration. Any issues after this date will not be accepted.

**Will my Club have to supply an IRB and/or Motor & Fuel Cell?**

The actual number of IRBs is calculated based on the number of water areas and the coverage required to fulfill our event Safety Operations Manual as well as Duty, Judging and spare IRBs.

**Shouldn't the bigger Clubs have to complete more shifts than the smaller Clubs?**

When the number of water areas and total shifts are calculated, SLSNSW will populate the roster. Consideration is given to the number of competitors, however it is not an exact science and will aim to avoid Clubs being rostered to on back-to-back shifts.

**My Club has been rostered on to bring an IRB to the Championships. Shouldn't Clubs who are located closer to South West Rocks be required to bring IRBs?**

While this makes sense geographically many of the Clubs located closer to South West Rocks are smaller Clubs who may only have a maximum of 2 IRBs. These are required for their normal patrolling duties.

16 IRB's are required for the Championships and therefore the top 16 competing Clubs have been rostered on to supply an IRB.

## Appendix 2 – Gear and Equipment Compliance

### 2018 Country Championships Hull Check List

Club Name \_\_\_\_\_

Date \_\_\_\_\_

Club Contact \_\_\_\_\_

Contact Details \_\_\_\_\_

### Hull Details

Hull make and model 'Class 3 Not Accepted' \_\_\_\_\_

SR Number \_\_\_\_\_

**Please circle the following:**

|  |       |       |                 |
|--|-------|-------|-----------------|
| <b>Hull Appearance:</b>  | Clean | Dirty |                 |
| <b>Safety Equipment removed:</b>                                 | Pass  | Fail  | Reason _____.   |
| <b>Crewmen's' bow rope:</b>                                      | Pass  | Fail  | Reason _____.   |
| <b>Crew and Driver handlers:</b>                                 | Pass  | Fail  | Reason _____.   |
| <b>Lifeline ropes and eyelets:</b>                               | Pass  | Fail  | Reason _____.   |
| <b>Foot Straps:</b>  | Pass  | Fail  | Reason _____.   |
| <b>Floor Board/ RIB Hull Condition:</b>                          | Pass  | Fail  | Reason _____.   |
| <b>4 x Side Lift Handles:</b>                                    | Pass  | Fail  | Reason _____.   |
| <b>Front Lift Handle:</b>  | Pass  | Fail  | Reason _____.   |
| <b>Pontoons &amp;</b>  |       |       | Reason _____.   |
| <b>Keel Holding Pressure:</b>                                    | Pass  | Fail  | Reason _____.   |
| <b>Engine Safety Cable on Hull:</b>                              | Pass  | Fail  | Reason _____.   |
| <b>Visible Hull Wear:</b>  | Pass  | Fail  | Reason _____.   |
| <b>Pre Use Hull Inspection:</b>                                  | Pass  | Fail  | Reason _____.   |
| <br>   |       |       |                 |
| <b>Re – Inspection Date:</b>                                     | Pass  | Fail  | Reason _____.   |
| <b>Hull Pick Up Inspection:</b>                                  | Pass  | Fail  | Reason _____.   |
| <br>   |       |       |                 |
| <b>Is the Hull on pick up in the same condition as drop off?</b> | Yes   | No    | Comments _____. |

### Approved By

Approved by Club Contact \_\_\_\_\_

Mobile Number \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Comments \_\_\_\_\_



# Memorandum

IRB INSPECTION SHEET  
(Mark any existing damage)



## 2018 Country Championships Engine and Fuel Cell Check List

|              |                 |
|--------------|-----------------|
| Club Name    | Date            |
| Club Contact | Contact Details |

### Engine Details

|                        |                |
|------------------------|----------------|
| Engine make and model: | Serial Number: |
|------------------------|----------------|

**Please circle the following:**

|   |       |       |                    |
|---|-------|-------|--------------------|
| <b>Engine Appearance:</b>   | Clean | Dirty |                    |
| <b>Engine Safety Cable on Engine:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Spark Plugs and Leads:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Choke Operation:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Throttle Operation:</b>  | Pass  | Fail  | Reason _____.      |
| <b>Recoil Cord and Operation:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Engine Cowl Fitting Properly:</b>  | Pass  | Fail  | Reason _____.      |
| <b>Prop Guard and 4 Blade Prop:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Fuel Cell/Hose &amp; Fittings:</b>   | Pass  | Fail  | Make/colour _____. |
| <b>Engine Start and Run in Tank:</b>  | Pass  | Fail  | Reason _____.      |
| <b>Visible Engine Wear:</b>   | Pass  | Fail  | Reason _____.      |
| <b>Pre Use Engine Inspection:</b>   | Pass  | Fail  | Reason _____.      |
| <br>  |       |       |                    |
| <b>Re – Inspection Date:</b>  | Pass  | Fail  | Reason _____.      |
| <b>Engine Pick Up Inspection:</b>   | Pass  | Fail  | Reason _____.      |
| <br>  |       |       |                    |
| <b>Is the Engine and Fuel Cell on pick up, in the same condition as drop off?</b> | Yes   | No    | Comments _____.    |

### Approved By

|                          |               |
|--------------------------|---------------|
| Approved by Club Contact | Mobile Number |
| Signature                | Date          |
| Comments                 |               |

# Memorandum

IRB Motor Inspection  
(Mark any existing damage)

