



Department of  
**Sport and Recreation**

# Western Australian Adventure Activity Standard **Surfing**

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Department of  
**Environment and Conservation**  
Our environment, our future 



# Western Australian Adventure Activity Standard

## Surfing

Adventure Activity Standards benchmark the minimum industry requirements and responsibilities for organisations and leaders conducting outdoor adventure activities for commercial and non – commercial groups.

The Adventure Activity Standards are designed to be applied when the participants are, for the purposes of participating in the surfing activity, either

- In a pre-existing group
  - Where either the group members (and or its representative third party) have made a collective purchase of / collective decision to participate in the activity (ie a school, corporate or community group); or are
- Formed into a new group
  - Where the participants have purchased / made the decision to participate in the activity as individuals or smaller groups, but having done so become a part of a new group (ie citizens or tourists who, having purchased an activity from an organisation or leader individually, are formed into a group for the purposes of participating in the activity provided).

In all cases the relationship between the group of participants and the activity provider is one based upon dependence by way of contract and or duty of care.

*The existence of other types of groups where the group is less defined and NOT dependent as a group upon an activity provider for the conduct of the activity is acknowledged. (ie independent club members participating in an activity). It is intended that such less defined groups of independent participants are not “captured” by the AAS.*

The Western Australian Adventure Activity Standards were developed by an industry wide consultative process coordinated by Outdoors WA following the recommendations of the 2006 State Government Adventure Tourism Visitor Safety Task Force Report. The Project received grant funding via the Department of Sport and Recreation.

The development and implementation of the AAS allows the outdoor adventure industry to demonstrate its collective integrity and agreed standards. This, in turn will provide a measure of quality for the purposes of assisting

1. Consumers of our services to make informed choices about the services they select
2. Training organisations to produce graduates who understand and meet industry standards
3. Media, insurance and legal scrutineers of our industry and its members, to understand what is acceptable practice and what is not
4. The development of sustainable use practices that consider the specific natural and cultural heritage values of areas in which we conduct outdoor activities

The AAS are a critical component of the **industry quality framework** comprising four aligned and inter-connected components

1. **Accreditation** - the required business operating standards for businesses and organisations
2. **Adventure Activity Standards** - the minimum standards to which an activity must be conducted by a provider to dependent groups of participants
3. **Leader Competency / Registration Scheme** - the responsibilities and competencies required of the leaders conducting the outdoor activities
4. **Codes of Conduct** – the behavioural expectations of persons operating as outdoor leaders

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## INTRODUCTION

The Western Australian Adventure Activity Standards (AAS) have been developed to assist organisations and leaders to plan and conduct outdoor adventure activities with commercial and non-commercial dependent groups of participants where there is a duty of care based in contract and or in authority.

The purpose of the AAS is to maintain the perception of adventure whilst simultaneously reducing / managing the real risk for participants. Increased outdoor physical activity with reduced incident and accident rates will be the ultimate performance indicators of the value of the AAS.

The AAS provide a valuable resource for the development of operating procedures, and or for the purposes of comparing existing operating procedures to industry agreed benchmarked standards. All groups differ in their collective skills and experience and in their degree of dependence upon the leader. They participate in outdoor activities at a range of sites with varying conditions (including weather). It therefore **remains the responsibility of the leader to make the professional judgements and decisions concerning the conduct of the activity to ensure the safety of the group.** The AAS are designed to assist such judgements and decision making.

The AAS are also designed to promote knowledge and awareness of the broad and activity specific impacts increasing recreation and travel opportunities place upon the natural environment. The AAS are designed to assist the protection of biodiversity values and the preservation of cultural sites balanced with the increased access demands. The 7 Principles of Leave No Trace are imbedded within the AAS.

Whilst not statutory standards, the AAS provide the basis for policy formation and decision making by jurisdictions external to the outdoor adventure activity industry including, but not restricted to, licensing, insurance and legal jurisdictions.

## ACTIVITY DESCRIPTION

The activity of surfing involves riding ocean waves on surfboards or body boards for pleasure, challenge, experience and / or educational outcomes.

It is not intended that competitive surfing events will be captured by this Standard.

## PLANNING AND PREPARATION

The AAS provides a planning and preparation framework considered critical in maximising participant safety and enjoyment. All planning must be finalised and the relevant components documented before the activity is undertaken. A suggested planning and preparation framework includes

- Preliminary Information
- Site Plan(s)
- Risk Management Plan
- Emergency Response Plan
- Minimal Environmental Impact Plan

*Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)*

### Preliminary Information

The following are the minimum information requirements for conducting a surfing activity

- Objectives / desired outcomes of the session (recommended only)
- Planned start and finish times (may also include sector times)
- Leader to participant ratio and group size (refer Leader : Participant Ratios and Group Size)
- Profile of the group (age range, fitness level / capability, experience)
- Land / campsite manager requirements including
  - Access restrictions
  - Group sizes
  - Booking and permit requirements
  - Regulations with regard to fire and the conduct of activities
  - Current environmental management policies and biodiversity issues effecting the region (refer to [www.dec.wa.gov.au](http://www.dec.wa.gov.au))
    - Regulations in regard to fire restrictions, restrictions, bans, local conditions
- Availability of suitable maps
- Equipment requirements (refer Equipment)
- Dependent participants' names and emergency contact details
- Medical information advised by dependent participants which may be relevant to the activity
  - Conditions – EG asthma, diabetes, epilepsy, fainting, allergic reactions, blood conditions which may effect bleeding/ blood clotting, recent or long-standing injuries, (eg back, knee, ankle), disability, psychological conditions
  - Medications - what is it / why is it required / how is it administered?
- Group members are advised, in writing and or in a verbal briefing, of
  - Potential risks associated with the activity
  - Zero tolerance requirements re drugs and alcohol other than prescription drugs NOT effecting the participant's ability to participate
  - The requirement to conform to responsible and attentive behaviour
  - Suggested physical requirements for the surf
- RECOMMENDED - Participant signed legal liability disclaimer (informed consent) / waiver to sue / authorisation to seek / provide emergency medical treatment (retain for a time frame as dictated by the Statute of Limitations Act 2005); dependent participants under the age of 18 must have the signature of a parent / guardian if required by the organisation that has legal responsibility for them
- An understanding of the natural and cultural history / diversity of the site(s) / location(s)

### Site(s) Plan

The purpose of the route / campsite(s) plan is to assess issues regarding access, environmental impact, risk and emergency communications relative to a particular site. The site(s) plan shall provide details of

- Assessment of the suitability of the site(s) for the size and ability of the group
- Access to and along the route / campsite(s)
  - by vehicle (2WD / 4WD) including emergency services vehicles
  - on foot including the best routes to take to minimise environmental impact

- Where is / are the best place (s) to make an emergency contact (by mobile or satellite phone if coverage available, by radio or by a runner party to a land line, by EPIRB/PLB) and where is the best place to make these calls from
- Site(s) characteristics
  - Weather forecast (temperature, wind, rain)
  - Potential risks; how these risks can be managed
  - Specific site characteristics – swell, depth, rips, tides, currents, technical difficulty, known hazards, water temperature
  - Availability of drinking water
  - Availability of shelter
- Contingency plans for forecast / foreseeable weather conditions
- Toileting facilities and appropriate waste disposal options
- Location of any water sources
- Location of any culturally significant areas, structures, artefacts or rock art that need to be avoided
- Location of any rare or endangered plants or animals, or sensitive areas
- Ability of site(s) to withstand visitation with minimal impact upon vegetation

***Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)***

## **Risk Management Plan**

The purpose of the Risk Management Plan is to identify the human, site(s) specific, equipment and environmental risks for the safe conduct of the activity. By identifying, analysing and evaluating these risks, appropriate strategies to reduce / manage the risk can be developed and implemented. Surfing leaders must assess the chosen site(s) for potential hazards and adapt the planning of the activity as required. Information with regard to any new hazard must be made available within the group / organisation and to the relevant land manager where appropriate.

***Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)***

### **The Risk Management Plan must consider**

- Leader(s) have the required authorisation, skills, qualifications and experience to
  - conduct the surf in the selected environment(s)
  - satisfy the planned objectives
  - effectively manage incidents (refer Requirements of Leaders)
  - preserve the environmental integrity of the site(s)
- Leader : Participant ratio (refer Leader : Participant Ratios and Group Size)
- Group size (refer Leader : Participant Ratios and Group Size)
- Group profile including
  - Skill / fitness / experience levels
  - Needs / requirements
  - Knowledge of environmental minimum impact strategies
  - Methods for managing the group at all times including surfers in and out of the water

## **Emergency Response Plan**

The purpose of the Emergency Response Plan is to provide a set of steps for leaders to follow in the event of an emergency which may include injury or death. The plan must include information to assist the leader to minimise the escalation of the situation, the injuries incurred and how to reduce the likelihood of further incidents occurring. The Emergency Response Plan must be route / campsite(s) specific and document current details including

- Access and egress options from the site(s) including sectors
- Contingency plans for effective rescue with minimum environmental impact to the site(s)
- Group assembly points
- Emergency contact details which may include
  - Next stage of definitive medical care (hospital, doctor)
  - Police

- Relevant Agencies (EG Department of Environment and Conservation, land owners, rescue services, Department of Planning and Infrastructure)
- Specific communication requirements / available networks

ALL leaders must carry a copy and be fully aware of the emergency response plan. A copy of the emergency response plan must also be kept (with other documentation) with a non-participating contact and be readily accessible by the leader via an available telecommunication method in the event of an emergency.

The leader is to communicate with the relevant external contact at a designated time(s). Upon failure to do so the external contact must action the emergency response plan which may include contacting the police. In situations where there is only one leader, the emergency response plan shall have been introduced to, and be available to members of the group so that it may be actioned in the event that the leader becomes unfit to do so.

***Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)***

## **Leader: Participant Ratios and Group Size**

Whilst it is acknowledged that the characteristics of the site(s), the profile of the group, the purposes of the surf, and the experience of the leader will influence the ratios of leaders to dependent participants, the minimum ratios considered acceptable are

### ▪ **Surf Boards**

Minimum Operational Ratio for 1-8 dependent participants – applicable for recognised leader to actual dependent participants 1:8

Minimum Operational Ratio for 9-19 dependent participants – applicable for recognised leader with additional responsible adult to actual dependent participants 1:1:9+

### ▪ **Body Boards**

Minimum Operational Ratio for 1-12 dependent participants – applicable for recognised leader to actual dependent participants 1:12

Minimum Operational Ratio for 13+ dependent participants – applicable for recognised leader with additional responsible adult to actual dependent participants 1:1:13+

***Group size will be determined by site(s) characteristics, land manager restrictions, environmental considerations and the application of the above ratios.***

## **Minimal Environmental Impact Plan - Leave No Trace 7 Principles**

### **1. Plan Ahead and Prepare**

- Check with Land managers or owners for information and special considerations
- Seek access permits or permission if required
- If planning to camp, check Fire Ban restrictions
- Research the area
- Prepare for isolation, weather hazards and emergencies by obtaining information before you go
- Be familiar with the weather forecasts, water temperature, currents and tides
- Suit the session to the level of skill of your group
- Schedule your trip for off peak times
- If boating to off shore breaks, check marine safety requirements. (PFD's, torches, fire extinguishers, flares etc.)
- Carry and know how to use a map and/or chart, a compass and/or GPS
- Have appropriate emergency communication equipment appropriate to the situation. (Sat. phone, EPIRB, radio, mobile phone, PLB, flares etc.)
- Carry a First Aid Kit and check that all guides have adequate skills to handle emergencies
- Prepare an emergency/accident plan
- Give your organisation or a responsible friend your itinerary/float plan and notify them on return from isolated trips
- Choose proper gear of quality, design and fit. Make sure it is checked and in good condition before

your trip

- Check that all gear is in good working order
- Take plenty of food and drinking water
- Repackage food to minimise waste and take some sturdy rubbish bags
- Carry extra warm and wet weather clothing
- Carry a small trowel for emergency toileting on land

## **2. Travel and Camp on Durable Surfaces**

### **Surfing and Swimming**

- Surf within designated areas, if any, or follow appropriate paths determined by local guidelines
- Special care must be taken when entering fringing reefs from the beach; look for designated access points and if none, choose the deepest channel or groove to swim over
- Never walk on reef surfaces

### **Boating**

- Launch and retrieve boats at designated launching ramps first
- Use public moorings where they are available
- Scout the area to find the best anchoring location
- Never anchor into coral reefs or seagrasses; anchor over sand
- Check periodically to make sure the anchor is not moving
- Check tides and make sure the water will remain deep enough to anchor
- If going ashore, choose durable surfaces like rock, gravel or sand to load and unload your boat
- Take care to avoid trampling shorelines while exiting and entering the ocean
- If boats require tying up, ensure that the system does not damage the rocks or vegetation that is used. Use padding if necessary
- Carry boats over dunes and soft riparian areas– do not drag them
- When entry and egress is from the water, leave boats below the dune level unless tides or wave action prevent their safety
- Do not dig into dunes or create new tracks
- Used formed tracks only

### **Walking**

*In popular areas:*

- Stay on track
- Stay on durable surfaces, which include established tracks, rock, gravel and dry grasses
- Do not create new tracks
- Always walk on the track even if wet and muddy, to avoid widening it (with the exception of Phytophthora areas where one should avoid mud)
- On narrow paths walk in single file as much as possible to avoid widening the track
- Do not disturb vegetation as you will encourage erosion and promote the spread of pest plant species
- Be particularly careful of trampling in fragile dune areas where vegetation provides stability
- Avoid revegetation areas altogether
- Find out about local vegetation to learn about those that are fragile and those that are resilient
- Try to unload your gear and take breaks on large flat rocks or other durable ground to avoid damaging vegetation

*In natural areas:*

- Take care not to create new tracks
- Spread out and walk carefully to avoid trampling
- Avoid steep areas that are more prone to erosion once disturbed



## Camping

### *In popular areas:*

- Use established campsites; take care not to create new ones
- Camp on rock, sands, or gravel where impact is smallest. When these can't be found, then on areas with durable grasses or weeds
- Actively manage your group at the site to minimise trampling and damage to the surrounding vegetation. (You might choose to educate them and select their tent areas for them.)
- Keep campsites small; focus activity in areas where vegetation is absent
- Good campsites are found, not made. Altering a site is not necessary
- Avoid digging, landscaping and trenching around tents
- Use self-supporting tents, rather than tarps or systems that rely on guys etc. from flora
- When leaving a campsite, "naturalise it". Fluff up flattened grasses, brush away boot prints and replace any rocks that have been kicked or moved
- Avoid damaging live shrubs, woody plants or branches
- Protect water sources by camping at least 20 metres from rivers and billabongs
- Keep your group size small

### *In natural areas:*

- Disperse use to prevent the creation of campsites and tracks
- Choose durable surfaces for tents and cooking areas
- Do not clear campsite areas and if you are staying more than one night, move your tent to minimise damage
- Avoid places where impacts are just beginning
- Stay only one night

## 3. Dispose of Waste Properly

### Rubbish

- Pack and carry to shore all packaging rubbish and leftover food including organics in sturdy bags stowed securely
- All rubbish should be properly disposed of on land
- On land, inspect your campsite, launch site and rest areas for rubbish and spilled food before leaving
- Do not burn rubbish
- Be careful not to create rubbish; secure all loose articles on the beach and on board boats
- Pick up any rubbish you see floating or at the waters edge

### Human waste

- When available, use established toilet facilities onshore before your trip
- In smaller boats use a portable toilet and dispose of waste in a latrine or similar device
- When camping on land, carry a trowel and deposit solid human waste inland in cat holes dug in topsoil – usually 10-15cm deep and at least 100 metres from water, camp and tracks. If toilet paper use is necessary, use it sparingly and bury it deeply or preferably, carry it out. Natural toilet paper like smooth stones, grass, sticks or bits of bark can make it possible to avoid man-made toilet paper all together. Cover and disguise the hole when finished. Do not use this technique in dune situations. Travel inland until proper soil is found.
- Urinate on bare ground away from vegetation and tracks
- Pack out all hygiene products in a suitable container
- To wash yourself or your dishes, carry water 100 metres inland and away from streams and pools. Avoid using any soaps or detergents; if they must be used, use only small amounts of biodegradable soaps and detergents. Scatter strained dishwater
- Hand sanitisers are a good alternative for personal hygiene

## **4. Leave What You Find**

### **Preserve Nature/Respect Culture**

- It is illegal to excavate, disturb or remove archaeological, historical and cultural artefacts from any public or wilderness lands
- Preserve the past: observe but do not touch cultural or historic structures and artefacts
- On shorelines avoid walking close to Indigenous sites out of respect for the culture and to ensure their longevity
- Do not touch rock art, which can be damaged by the natural oils from human skin
- Avoid walking in areas where rare and vulnerable plants or animals are found
- Leave rocks, plants and other natural objects as you find them
- Do not build structures, furniture or dig trenches

## **5. Minimise the Impact of Fire**

- Observe Total Fire Bans and campfire regulations; liaise with local land management staff
- Use a lightweight stove for cooking or use a candle lantern for light when possible
- Where fires are permitted, use designated, constructed fireplaces only
- Keep fires small; use of fallen fuel and sticks
- Extinguish fire completely

## **6. Respect Wildlife**

- Do not feed fish or other wildlife
- Do not pick up or handle reef flora and fauna (or relocate for photographic purposes)
- Refrain from making loud noises above or below water
- Stay clear of free-swimming animals. Do not block or attempt to alter their natural path
- Stay at least 30m away from marine mammals
- Anchor away from sensitive wildlife areas
- When motoring, be on watch for large marine animals like whales, dolphins, sea lions and dugongs
- Report any boat strikes; do not follow the animal
- Observe wildlife from a distance; do not follow or approach them
- Understand the role each species plays in each environment in order to realise the importance of its position within an ecosystem
- Avoid wildlife during sensitive times: mating, nesting, and raising young. Touching nests or young animals may cause their parents to abandon them
- Beaches and dunes are the nesting sites of many birds and turtles, tread carefully, keep clear and do not disturb nests
- Never feed wild animals or birds; store food and rubbish securely
- Leave pets at home.
- Report any injured animals to the local land managers; do not attempt to handle the animal

## **7. Be Considerate of Your Hosts and Other Visitors**

- Be watchful and keep your distance from other surfers
- Learn regulations and surfer etiquette for the local area
- Take the responsibility to ensure that your group behaves with respect for the hosts and other users; set out reasons and expectations early in the trip
- Learn about the cultural history of the land; recognise, acknowledge and respect local knowledge
- Respect the wishes and regulations of all Hosts. (Eg. Indigenous, pastoral, land managers and locals)
- If you land at the edge of private property, be courteous and make yourself and your intentions known to the person
- Use gates not fences and leave gates as you find them
- Do not disturb livestock or property
- Respect others' wilderness experience by examining your own behaviours to minimise any negative impact; make reasonable efforts to minimise the impact of the group on others

- Assist other parties in difficulty provided that this action does not adversely affect the safety of your group
- Respect other visitors and protect the quality of their experience; be diplomatic with other groups and other recreational users of the area
- Be courteous. Give way to others on tracks and roads
- Do not block footpaths with people or equipment; have rest breaks in discreet places to minimise impact on other groups
- If possible camp out of sight and sound of other visitors
- Let everyone enjoy nature's sounds; keep noise to a minimum - talk quietly when in large groups
- Avoid the use of bright lights, radios, electronic games, mobile phones and other intrusive urban devices

**Further information is available at Leave No Trace Australia [www.lnt.org.au](http://www.lnt.org.au)**

## REQUIREMENTS OF LEADERS

The performance of the leader is a critical factor in the safe conduct of a surfing activity. The leader is required to

- Accept responsibility for the planning, preparation and conduct of the activity
- Maintain current skills, qualifications and experience as required
- Accept responsibility for the environmental preservation of the sites and surrounding areas

This does not exclude the fact that dependent participants are responsible for their own actions in relation to the potential risks that may be encountered by choosing to participate in a surfing activity.

### Responsibilities of Leaders

Leaders are required to accept the following responsibilities

- To ensure that ALL required competencies as outlined in "Competencies of Leaders" are available to the group for the surf, if not within his / her competency profile then within the collective of his / her co-leaders
- To use their judgement to make decisions that will ensure the safety of all group members and maintain the integrity of the environment including matters relevant to
  - People based risks\*
    - Collect all documentation / forms signed by all dependent participants / parents or guardians (or ensure data is collected by the third party responsible for the group)
    - Communicate the anticipated risks relating to the activity to the group in a pre-activity briefing, and others that arise during the surf
    - Match the experience / capabilities of the group to the activity, restricting or excluding participation where
      - Participants are unable or unwilling to follow instructions
      - Participants' equipment is unsuitable for the site(s)
      - Participants are unable to demonstrate surfing competence appropriate for the conditions
    - Be aware where participants have stored / are carrying their personal medications
    - Maintain awareness of participant well being including fatigue status
    - Ensure all significant incidents and accidents are documented and reported in writing to the organisation sanctioning the surf within seven (7) days of the completion of the surf or as soon as is practical
      - Ideally the sanctioning organisation will in turn communicate such incident(s) or accident(s) to Outdoors WA in writing
  - Site / route based risks\*
    - Be familiar with the selected site(s) and the scope of variation of conditions likely to be encountered
    - Check weather forecasts pre - departure
    - Appropriately manage hazards that are encountered
    - Consider the availability of drinking water and have appropriate contingency plans

- Be aware of and comply with the land / site manager's guidelines including minimal impact
- Notify nominated external contacts of safe return / completion when appropriate
- Equipment based risks\*
  - Ensure all equipment is suitable for the conditions and participant skill levels
  - Ensure that a First Aid Kit and communication equipment suitable for the site are in good order
- Environmental based risks\*
  - Apply Leave No Trace Principles
  - Comply with the land / site manager's guidelines including minimal impact principles relative to flora, fauna and rubbish removal
  - Report all environmental damage to the appropriate land manager
  - Report any perceived breaches of the Surfing AAS to Outdoors WA

## Recognition of Leaders

Common safe practice is that the organisation responsible for an activity is responsible for selecting suitable leaders for that activity. Such organisations include clubs, educational institutions, community groups and commercial businesses. It is widely acknowledged that a qualification does not always mean competence; that confidence does not always accompany a list of competencies and that experience can be more valuable than a qualification. It is also acknowledged that qualities such as sound judgement, compassion and fairness are vital for outdoor leaders but are less easily measured than skills, knowledge and experience.

Normally all leaders will have all of the required skills, knowledge, experience and qualities. As people develop leadership skills they may assist in leadership roles with a more experienced leader. Where a leadership team operates, the leader in-charge must ensure that all skills are available within the group.

**Organisations MUST have a documented process to recognise leaders.** Factors to be considered when determining an appropriate recognition of leaders framework include but are not limited to the outcomes of a risk management process that considers;

- Participant, client and community expectations
- The organisational culture, capacity and experience
- Human and financial resources available
- The set of skills, knowledge, experience and qualities for specific contexts as outlined in Appendix A

Leaders of adventure activities can be recognised using **one or more** of pathways detailed below. Organisations develop and apply the recognition pathway(s) appropriate to their specific context.

## Possible pathways within a recognition of leaders framework

### Organisational accreditation or qualification

Key factors of an organisational accreditation or qualification system may include but are not limited to;

- Recognises the skills of the leader using a formal process
- Supports and recognises the progressive development of skills
- Maintains documented evidence of the accreditation or qualification system
- Is maintained by a group of leaders, usually more experienced leaders. (e.g. a committee or training team)
- Identifies individuals who are approved to conduct assessments using the system

- Is benchmarked against other recognised guidelines or criteria as identified in Appendix A
- Is contextualised to the organisations requirements; may have currency requirements

### **Peer recognition and verification**

Key factors of peer recognition and verification process may include but is not limited to;

- Recognises the skills of the leader using a peer recognition process
- Progressive skills development is supported and recognised using a mentoring or coaching approach
- Documented evidence may include log books or other records of participation
- Verification is often conducted in-situ during participation
- Is based on the experience and judgement of the peer who is recognising the leader
- Is benchmarked against organisational context, expectations and other related experience as identified in Appendix A
- Currency of skills is usually demonstrated through regular participation

### **Formal training qualifications**

A relevant activity qualification in outdoor recreation along with accompanying log book. Refer to Appendix B for a list of appropriate qualifications.

### **Leader registration schemes**

Registration as an activity leader under a registration scheme. Refer to Appendix B for a list of appropriate registration/award schemes.

### **Examples of how leader recognition pathways may be applied**

1. A club or community group may consider peer recognition and verification an appropriate means of recognising leaders within their context and expectations;
2. A small organisation determines that it will use a national registration scheme as its primary recognition pathway with peer verification during initial supervised programs.
3. A large community based organisation may apply their own organisational accreditations, supplemented by peer recognition and verification in specific situations that are appropriate to their organisational culture;
4. A commercial outdoor education provider may consider that a Certificate III in Outdoor Recreation and their own organisational accreditations are a basis for employment and supplement this with a peer recognition and verification during a period of probationary employment.

## **FIRST AID REQUIREMENTS**

Surfing groups require leaders with first aid qualifications in addition to the competencies listed in Appendix A. The following framework guides the level of first aid qualification required for different types of surfs.

- |                |  |
|----------------|--|
| ▪ Urban surfs  | - Basic first aid knowledge                |
| ▪ Remote surfs | - Advanced, Remote or Wilderness First Aid |

## **REQUIREMENTS / RESPONSIBILITIES OF ORGANISATIONS**

Organisations sanctioning the conduct of surfing activities for dependent groups of people are required to

- Maintain current appropriate insurance
- Report incidents and accidents to relevant jurisdictions in writing within seven(7) days

- Insurers
- Land Managers
- Outdoors WA (recommended)
- Provide leaders with the necessary resources to conduct the surf in accordance with all aspects of this Standard
- Notify nominated external contacts of safe return / completion when appropriate
- Verify and accept responsibility for the current competence of leaders selected for surfing activities
- Ensure all equipment is used and maintained in accordance with manufacturers' recommendations

## EQUIPMENT

Equipment requirements vary with the objectives of the activity, the group characteristic profile and the environmental conditions likely to be encountered. When planning equipment requirements for a surfing activity it is important to consider all possible eventualities and to select equipment that will maintain safety and minimise cultural and environmental impact of the activity.

### Participant's Equipment\*

The following equipment requirements apply to all dependent participants

- A surfboard suitable to skill level and leash (leg or wrist as appropriate)
- Suitable protection from the sun and cold
  - Wetsuit as required by conditions
- Participant's personal medication including sun and insect protection
- Emergency supplies where relevant (food, water and sleeping equipment).
- Recommended but optional
  - Helmet
  - PFD's where swimming ability is limited

### Leaders' and Group Equipment\*

The following equipment is required for all dependant group surfing activities; equipment list may vary if participants all bring personal surfboards as opposed to group hire surfboards

- A surfboard and leash (leg or wrist as appropriate)
- Suitable protection from the sun and cold
  - Wetsuit as required by conditions
- A copy of the emergency response plan
- Emergency communication equipment (ie mobile phone, satellite phone, details of nearest land line, radio, EPIRB / PLB if in remote area etc.)
- Navigation equipment relevant to remoteness/isolation of area (map, compass, GPS)
- A First Aid Kit appropriate for the level of training completed, the location of the activity and the size of the group
- Tools for proper waste disposal (ie trowel if necessary – multi day surfs)
- Whistle

## DEFINITION OF TERMS

- **Activity Provider** – an entity, person or group of persons assuming the role of providing the activity (the activity provider) for a dependent group of participants for a specific commercial or not – for – profit purpose
- **Dependent Group / Participant** – a group or individual within a group whose welfare associated with participating in the activity is in part the responsibility of the leader; who is dependent upon the leader for their safe participation in the activity which may be so deemed by law or contract
- **Outdoor Leader** - term for an individual accepting the roles of leading and managing the outdoor activity; can be a guide or instructor; can be paid or voluntary
- **Registered Leader** - currently registered in the National Outdoor Leader Registration Scheme
- **Recognised Leader** – outdoor leader recognized as suitably experienced and skilled by an organisation

- **Competency** - minimum industry agreed standard of skill and knowledge necessary for a specific activity being conducted at a specific level
- **Responsible Adult** – adult person deemed, by the outdoor leader, as adequately capable of accepting responsibility for selected aspects of the management of the group and or its participants in conjunction with the safe conduct of the activity ie acting as “sweep”
- **Phytophthora** – Phytophthora Dieback: is a microscopic soil borne water mould that attacks plants. It impacts 40 percent of our native plant species and threatens whole communities including animal habitats. It is spread in the movement of infested water, soil or plant material. As the name water mould suggests, it requires moist conditions to thrive. Its food source is the root and basal stem tissue of living plants. It is currently the biggest threat to biodiversity in Australia and it is spread extensively by human activity. More information is available online at [www.dieback.net.au](http://www.dieback.net.au)

## ACKNOWLEDGEMENTS

The Adventure Activity Standards initially developed by The Outdoor Recreation Centre in Victoria proved to be an invaluable resource in the development of the Western Australian Adventure Activity Standard for Surfing.

## FEEDBACK, REVIEW & APPEALS

The AAS are designed to be ‘living’ standards with feedback, requests for review and/or appeal against aspects of a standard considered to be healthy part of the development process, one that will ensure the currency & relevancy of the standards. Feedback, requests for review and/or appeals will be managed by the Industry Standards Panel. Details and proformas are available at [www.outdoorswa.org](http://www.outdoorswa.org) / industry quality framework / Industry Standards Panel.

## FURTHER INFORMATION

Contact Outdoors WA for further information or to obtain contact details of the organisations conducting abseiling activities and training. Up to date details can be found on the Outdoors WA website, [www.outdoorswa.org](http://www.outdoorswa.org)

TELEPHONE: 08 9468 0102  
 EMAIL: [executiveofficer@outdoorswa.org](mailto:executiveofficer@outdoorswa.org)  
 WEB: [www.outdoorswa.org](http://www.outdoorswa.org)

## **Appendix A: Provisional skills, knowledge, experience and qualities**

This set of skills is taken from the Queensland Adventure Activity Standards and reflects Skills Sets from the SIS10 Outdoor Recreation Training Package that have been identified through consultation with the Outdoor Council of Australia (OCA), the peak body for the Outdoor Recreation industry and will be utilised as the basis for the registration requirements of programs like the National Outdoor Leader Registration Scheme (NOLRS). Descriptions for the unit code can be found at [training.gov.au](http://training.gov.au)

**In the absence of any other agreed list, they are provided as a provisional list until such time as a review of the AAS in its entirety occurs.**

**This is a suggested list of skills. Organisations can use this as a guide and may amend to suit their specific needs and contexts.**

### **Surfing Specific units of competency**

SISXRIK301A	Undertake risk analysis of activities
SISOOPS305A	Provide first aid in a remote location
SISXOHS101A	Follow occupational health and safety policies
SISOOPS304A	Plan for minimal environmental impact
SISOODR302A	Plan outdoor recreation activities
SISOSRF201A	Demonstrate surf survival and self rescue skills
SISOSRF202A	Demonstrate basic surfing manoeuvres in controlled conditions
SISOSRF303A	Perform Intermediate level surfing manoeuvres
SROSRF304A	Perform simple rescues in moderate surf conditions
PUXEMEO03A	Administer oxygen in an emergency situation

### **Surfing Instructor units of competency**

TAEDEL301A	Provide work skill instruction
SISOSRF409A	Instruct Basic To Intermediate Surfing Skills

### **Surfing Guide units of competency**

SISOODR303A	Guide outdoor recreation sessions
SISOSRF305A	Guide surfing sessions

### **Advanced Surfing Instructor units of competency**

SISOSRF407A	Perform rescues in moderate to difficult surf conditions
SISOSRF410A	Instruct Advanced Surfing Skills
SISOSRF408A	Guide surfing trips



## **Appendix B: Qualifications and registration/award schemes**

The intention of this list is to identify common qualifications utilised in WA that may be considered when identifying the skills required to perform the activity. This list is not comprehensive. The list is reviewed as part of the Adventure Activity Standards review process.

### **Qualifications**

- VET Outdoor Recreation Training Package Certificate III or higher with a skills set / competency list consistent with the requirements of Appendix A of this document

### **Registration/award schemes**

- National Outdoor Leadership Registration Scheme as a Surfing Guide or Advanced Surfing Guide
- Registered as a Level 1 or 2 Surf Riding Coach with Surfing Australia more details at [www.surfingaustralia.com](http://www.surfingaustralia.com).