



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **MEM50008B Carry out trip preparation and planning**

**Release: 1**

## **MEM50008B Carry out trip preparation and planning**

### **Modification History**

Not Applicable

## Unit Descriptor

<b>Unit descriptor</b>	<p>This unit covers undertaking the required steps to plan and prepare for a safe boating trip. It includes maintenance of the boat and safety equipment as well as mooring and berthing apparatus.</p> <p>This unit was developed by the National Marine Safety Committee (NMSC).</p>
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## Application of the Unit

<b>Application of the unit</b>	<p>This unit is one of three core competencies that have been adopted by all government marine safety authorities to contribute to and promote the safe use of waterways and awareness of boating safety. The unit applies specifically to mechanical powered recreational boats including personal watercraft. However, it is recognised that some aspects of this competency apply to any recreational vessel.</p> <p>This unit applies to checking the vessel and planning for a particular boating trip.</p> <p>All work and work practices are undertaken to regulatory and legislative requirements.</p> <p>General operational checks and basic assessment of the condition of a vessel are covered by Units MEM50006B (Check operational capability of marine craft) and MEM50007B (Check operational capability of sails and sail operating equipment).</p> <p>Unit MEM50009B (Safely operate a mechanically powered recreational boat) and Unit MEM50010B (Respond to boating emergencies and incidents) are the other two NMSC core units.</p> <p><b>Band: E</b></p> <p><b>Unit Weight: 0</b></p>
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## Licensing/Regulatory Information

Not Applicable

## Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Maintain the boat and safety equipment	1.1. Boat is maintained/serviced on a regular basis. 1.2. Safety equipment complies with relevant legislation. 1.3. Safety equipment is serviceable and accessible, and its location is identified and securely and appropriately stowed.
2. Maintain mooring and berthing apparatus	2.1. Mooring and berthing apparatus is maintained/serviced on a regular basis. 2.2. Mooring apparatus is appropriate to the vessel and location.
3. Plan trip	3.1. Weather conditions, vessel and personnel are checked for suitability for planned trip. 3.2. Trip activity plan takes into account area and type of operation and emergency contact. 3.3. Adequate provisions, including fuel, for trip are carried out. 3.4. Trip details are communicated to appropriate person. 3.5. Check is made to ensure the number of passengers does not exceed boat design limitations and/or legislative requirements. 3.6. Check is made to ensure equipment, stores and personal items are securely stowed and do not adversely affect the boat's stability. 3.7. Appropriate person is informed of safe return from the activity.

## Required Skills and Knowledge

<p><b>REQUIRED SKILLS AND KNOWLEDGE</b></p> <p>This section describes the skills and knowledge required for this unit.</p>
<p><b>Required skills</b></p>
<p>Look for evidence that confirms skills in:</p> <ul style="list-style-type: none"> <li>• interpreting weather forecasts</li> </ul>
<p><b>Required knowledge</b></p>

**REQUIRED SKILLS AND KNOWLEDGE**

Look for evidence that confirms knowledge of:

- weather information
- vessel maintenance and service schedule requirements
- capabilities of boat
- safety equipment required on-board boat
- safety procedures
- marine legislation, regulations and rules
- area of activity
- legislative requirements regarding the use of safety equipment

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
<p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
<p><b>Overview of assessment</b></p>	<p>A person who demonstrates competency in this unit must be able to undertake the required steps to plan and prepare for a safe boating trip, including undertaking simple maintenance.</p>
<p><b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b></p>	<p>Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.</p>
<p><b>Context of and specific resources for assessment</b></p>	<p>This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate.</p> <p>This unit could be assessed in conjunction with any other units addressing the safety, quality and communication, associated with a marine environment, or other units requiring the exercise of the skills and knowledge covered by this unit.</p>
<p><b>Method of assessment</b></p>	<p>Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.</p>
<p><b>Guidance information for</b></p>	

**EVIDENCE GUIDE**

assessment

**Range Statement****RANGE STATEMENT**

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<b>Boat is maintained/serviced</b>	Oil levels and mix, belts, spark plugs, regular running and flushing of cooling system where appropriate, manual starting, raw water intake filters, fuel lines, fillers and tanks, hoses, maintenance history and compliance with maker recommendations, electrical wiring, battery and master switch/Dead Man's switch, steerage, propeller and shaft condition
<b>Safety equipment</b>	Life jackets, bailers, dinghy/life raft, paddles/oars, bilge pumps, bucket and line, first aid kit, fire extinguisher, distress signalling equipment, marine radio, waterproof torch, charts, anchor/sea anchor, lifebuoy, compass, sound signal, drinking water, towing harness, isolating switches, tow rope, local emergency procedures book, sounding equipment, EPIRB, GPS, divers flag, suitable clothing, alternative means of propulsion
<b>Mooring and berthing apparatus is maintained/serviced</b>	Appropriateness of mooring/berthing, regularity of checks, services by recognised contractor, serviceable mooring and berthing lines, fenders, anchors and ground tackle
<b>Weather conditions</b>	Current forecast, wind, latest weather and conditions information, source of weather information, tides (flood and ebb tides), rips and bars, wave height, visibility, day/night
<b>Area and type of operation</b>	Hazards, local knowledge, rules and protocols,



<b>RANGE STATEMENT</b>	
	events, emergency response, access and exit points, safe havens, launching ramps, destination port
<b>Adequate provisions</b>	Suitability of the vessel for the activity, adequate fuel for the distance, water, food, ice, sun protection, wet weather gear, first aid kit, personal medications, batteries, gas, emergency (reserve) fuel and method of fuel transfer
<b>Trip details</b>	Trip departure and return time, number of people in the boat, area and nature of operation, way points, radio used and frequency, call signs, details of vessel including description and registration number, shore contact details, fuel capacity and usage, trailer registration number
<b>Appropriate person</b>	Family member or relative, neighbour(s), police - water or local, marine rescue services, club or organisation, harbour master, costal radio station, note in car (if appropriate)
<b>Pre-start check</b>	Fuel is connected, battery is charged and connected, kill switch, fumes, petrol, fuel and water leaks, open hatches/windows/doors, ventilation, sea-cock opening, secure loose gear, turn on marine radio, check bilge water levels, navigation lights, raise radio aerials

## Unit Sector(s)

<b>Unit sector</b>	
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## Co-requisite units

<b>Co-requisite units</b>	

## Competency field

Competency field	Boating services
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