



Australian Government

MEM50008 Carry out trip preparation and planning

Release: 1

MEM50008 Carry out trip preparation and planning

Modification History

Release 1. Supersedes and is equivalent to MEM50008B Carry out trip preparation and planning

Application

This unit of competency was developed by the National Marine Safety Committee (NMSC) and defines the skills and knowledge required to plan and prepare for a safe boating trip and includes maintenance of the boat and safety equipment as well as mooring and berthing apparatus.

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 and 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.

Where general operational checks and basic assessment of the condition of a vessel are required units MEM50006 Check operational capability of marine craft and MEM50007 Check operational capability of sails and sail operating equipment should be selected as appropriate.

Unit MEM50009 Safely operate a mechanically powered recreational boat and unit MEM50010 Respond to boating emergencies and incidents are the other two NMSC core units.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Band: E

Unit Weight: 0

Pre-requisite Unit

MEM13015	Work safely and effectively in manufacturing and engineering
MEM16006	Organise and communicate information

Competency Field

Boating services

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|---|--|-----|--|
| 1 | Maintain the boat and safety equipment | 1.1 | Follow standard operating procedures (SOPs) |
| | | 1.2 | Comply with work health and safety (WHS) requirements at all times |
| | | 1.3 | Ensure boat is maintained/serviced on a regular basis |
| | | 1.4 | Ensure safety equipment complies with relevant legislation |
| | | 1.5 | Identify location of safety equipment ensuring it is serviceable and accessible, and stowed securely and appropriately |
| 2 | Maintain mooring and berthing apparatus | 2.1 | Maintain/service mooring and berthing apparatus on a regular basis |
| | | 2.2 | Ensure mooring apparatus is appropriate to the vessel and location |
| 3 | Plan trip | 3.1 | Check weather conditions, vessel and personnel for suitability for planned trip |
| | | 3.2 | Ensure trip activity plan takes into account area and type of operation and emergency contact |
| | | 3.3 | Carry out adequate provisions, including fuel, for trip |
| | | 3.4 | Communicate trip details to appropriate person |
| | | 3.5 | Check to ensure the number of passengers does not exceed boat design limitations and/or legislative requirements |
| | | 3.6 | Check to ensure equipment, stores and personal items are securely stowed and do not adversely affects the boat's stability |
| | | 3.7 | Conduct pre-start checks on equipment operation |
| | | 3.8 | Inform appropriate person of safe return from the activity |

Foundation Skills

This section describes those required skills (reading, writing, oral communication and numeracy) that are essential to workplace performance in this unit of competency.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Safety equipment

includes the following:

- 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
- emergency position-indicating radio beacon (EPIRB)
- global positioning system (GPS)
- divers flag
- suitable clothing
- alternative means of propulsion

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Maintaining/servicing mooring and berthing apparatus includes the following:

- appropriateness of mooring/berthing
- regularity of checks
- services by recognised contractor
- serviceable mooring and berthing lines, fenders, anchors and ground tackle

Weather conditions include the following:

- 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

Area and type of operation includes the following:

- hazards
- local knowledge
- rules and protocols
- events
- emergency response
- access and exit points
- safe havens
- launching ramps
- destination port

Adequate provisions include the following:

- suitability of the vessel for the activity
- adequate fuel for the distance
- water, food and ice
- sun protection
- wet weather gear
- first aid kit
- personal medications
- batteries
- gas
- emergency (reserve) fuel and method of fuel transfer

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Trip details include the following:

- 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

Appropriate person includes one (1) or more of the following:

- family member or relative
- neighbour(s)
- police - water or local
- marine rescue services
- club or organisation
- harbour master
- costal radio station
- leave a note in your vehicle parked at the departure location (if appropriate)

Pre-start checks include the following:

- fuel is connected
- battery is charged and connected
- kill switch
- fumes and petrol
- fuel and water leaks
- hatches/windows/doors are open
- ventilation
- sea-cock opening
- loose gear is secured
- marine radio is turned on and radio aerials raised
- bilge water levels checked
- navigation lights

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>

Assessment Requirements for MEM50008 Carry out trip preparation and planning

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria on at least two (2) occasions and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices
- checking to ensure boat is maintained and all safety equipment complies with relevant legislation
- maintaining mooring and berthing apparatus on a regular basis and is appropriate to the vessel and location
- planning the trip, including interpreting weather forecasts for suitability
- ensuring safe passenger numbers, safe stowing of all equipment/items and serviceability of safety equipment
- carrying adequate provisions, including fuel and communicating trip details with appropriate personnel and informing person on safe return from activity.

Knowledge Evidence

Evidence required to demonstrate the required knowledge for this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include knowledge of:

- safe work practices and procedures
- 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.

Assessment Conditions

- Assessors must:
 - have vocational competency in carrying out trip preparation and planning at least to the level being assessed with relevant industry knowledge and experience

- satisfy the assessor requirements in the *Standards for Registered Training Organisations 2015* or its replacement and comply with the *National Vocational Education and Training Regulator Act 2011*, its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires
- Where possible assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

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