Canadian Coast Guard Auxiliary

2017 National Competency Standards

Introduction

The first edition of the Canadian Coast Guard Auxiliary National Training Standards was adopted in 2001. In 2014 a National Committee was formed to revise the standards and propose new *National Competency Standards (CCGA-NCS-2017)*. The Committee made a comprehensive review of the 2001 standards including an analysis of existing training material and existing certifications obtained by the members of the five CCGA regional corporations.

Scope of the Competency Standards

Following discussions within the Committee, it was agreed that the Competency standards would focus on SAR Operational Requirements. Therefore, similarly with the 2001 Standards, Boating Safety (SAR Awareness), Training and Administrative roles are not covered in the new Competency Standards.

Levels of Competency Standards

CCGA regional corporations have various "levels" of training for their members. For example, in Quebec the corporation has Sauveteur level 1-2-3; in the Pacific region, RCM-SAR has "Crew", "Advanced Crew" and "Coxswain/Captain". CCGA Maritimes and CCGA Newfoundland have aligned their requirements on some of the certifications required by Transport Canada in the commercial fishing industry.

Following discussions, the Committee is proposing two levels of competency requirements: "Crew" and "Coxswain". These levels are the same for all types of vessel being used by the CCGA (Pleasure Craft, Fast Rescue Craft, and Commercial Fishing Vessel). Although *Crewing Standards* will vary depending on the type of vessel, it was felt that the two levels of *Competency Standards* would meet the needs of the CCGA.

The Committee reaffirmed that the 2017 National Competency Standards are simply minimum standards that have to be met or exceeded by each CCGA regional association. It was agreed that the CCGA-NCS-2017 will not impose any new requirements on top of the existing regional training standards-certifications-recertification and therefore will not create additional costs.

Fitness Standards

The new Competency Standards do not set new fitness requirements for CCGA members. While the CCGA is currently discussing the appropriateness of adopting "Fitness Standards" or "Seafarer Medical" the Committee felt the need for the National Board to adopt a direction before fitness standards can be set. That being said, the CCGA Competency Standards already require the following:

- CCGA members who are selected for CCGA SAR training must possess the physical capabilities to participate in the training/exercise on a boat as may be determined by a competent medical authority.
- CCGA members must be able to meet physical fitness requirements to demonstrate they are capable of carrying out all SAR related tasks. Each CCGA member must also demonstrate the ability carry out all emergency duties onboard the vessel.

Certification Table

The Committee has produced a matrix table where the various Elements of knowledge are listed as covered (✓) or not covered (X) by the various certifications in use by CCGA regional associations. The tables also indicate whether the competency is required (RQ) or only optional (OPT) for coxswains and crewmembers.

Elements of Knowledge

To allow the CCGA regions to bridge the gaps (if any) between the Competency Standards, the various certifications obtained by their members and the existing Regional Training Programs, Knowledge Element Tables have been included in this document. This will allow the regions to see if there are any required skills or competencies that are not addressed by certifications or training.

Recertification Requirements

The committee has had a number of discussions concerning recertification requirements (other than those already established by regulations). It was felt that these requirements could be left up to each CCGA regions.

Some of the certifications evolve over time but, in some cases and despite the evolution of the certification requirements, recertification is not always required.

Therefore, CCGA regions should be aware of that and should consider actualizing some of the training for their members when new requirements are added to existing certifications even when recertification is not legally required.

Note that the CCGA-NCS-2017 were developed as per the existing certifications at the time of publication.

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Chapter 1 - Introduction

1.1 General

The importance of the Canadian Coast Guard Auxiliary (CCGA) to Search and Rescue (SAR) Operations and Prevention has generated the need for a common approach and universally agreed professional competency standard for the various operational roles of CCGA members. The successful delivery of CCGA services depends upon professional and well trained people to discharge the various functions of the CCGA.

CCGA operations need a common approach and nationally agreed professional standards and competence for the delivery of SAR services. The successful delivery of such services depends upon competent volunteers. Recognising that CCGA Volunteers are members of an organization whose principle interaction is with mariners, fishermen and boaters in addition with Coast Guard personnel for the safe Search and Rescue assistance provided to people disabled on the water, their competence needs to reflect that professional responsibility.

The recruitment, selection and training of CCGA members are a pre-requisite to the provision of professionally qualified personnel capable of contributing to safe and efficient maritime operations. This will help to ensure that full and due regard are given to the diverse tasks inherent in CCGA and that relations between the CCGA and the Canadian Coast Guard (CCG) are stable and well defined.

These Standards set out the **minimum competency requirements** and certification standards for CCGA members. These should be implemented by each appropriate regional CCGA Authorities to ensure that uniform standards of procedures, practices and training standards are applied by CCGA Members in Canadians waters.

1.2 Abbreviations

CAMSAR
Canadian Aeronautical and Maritime Search and Rescue Manual
CASARA
Civil Air Search and Rescue Association (SERABEC in Province of Quebec)
CCG
Canadian Coast Guard
CCGA
Canadian Coast Guard Auxiliary
CSA
Canada Shipping Act
DFO
Department of Fisheries and Oceans
DND
Department of National Defence
FRC
Fast Rescue Craft
FM
Fishing Master
GMDSS
Global Maritime Distress and Safety System
GSAR
Ground Search and Rescue Association
IAMSAR
International Air and Marine Search and Rescue Manual (volumes I-III)
ICAO
International Civil Aviation Organization
IMO
International Maritime Organization
ISBN
International Standard Book Number
IRB
Inshore Rescue Boat
ITU
International Telecommunications Union
JRCC
Joint Rescue Co-ordination Centre
MCTS
Marine Communications and Traffic Services
MED
Marine Emergency Duties

MRSC
Maritime Rescue Sub Centre
NVG
Night Vision Goggles
OBS
Office of Boating Safety
OOW
Officer on Watch
OSC
On Scene Co-ordinator
PCOC
Pleasure Craft Operator Card
RIC
Radio Information Circular
RHIOT
Rigid Hull Inflatable Operator Training
RROC
Restricted Radio Operators Certificate
SAPP
Stop Assess Plan and Proceed (risk assessment)
SAR
Search and Rescue
SFVR
Small Fishing Vessel Regulations
SITREP
Situation Report
SMC
Search and Rescue Mission Co-ordinator
SMS
SAR Management System

SOP
Standard Operating Procedures
SRR
Search and Rescue Region
SRS
Search and Rescue Sub-Region
SRU
Search and Rescue Unit (also known as a Mobile Facility)
STCW
International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended in 1995 (STCW Convention)
SVOP (Proposed SVO)
Small Vessel Operator Proficiency
SVR
Small Vessel Regulations
TC
Transport Canada
TSB
Transportation Safety Board of Canada
WKM
Watchkeeping Mate

1.3   Definitions and Clarifications

For the purpose of this Standard document the following definitions and clarifications have been used:

Assessor/Evaluator

A person qualified to evaluate the competency of a CCGA member.

Association

Refers to the associations of the CCGA – National, Newfoundland, Maritimes, Quebec, Central and Arctic, Pacific.

Candidate

A CCGA member, or proposed member participating in CCGA Training and/or exercises.

(CCGA / CCG)
Training Co-ordinators

Those persons responsible for arranging facilities, equipment and personnel for training members of the CCGA

(CCGA / CCG) Instructors

Those persons who present training to the members of the CCGA.

CCGA Members

Persons trained for CCGA authorized activities. There are Operations, Administration, and Training roles.

CCGA Training Log

A record of training and endorsements awarded to CCGA members.

CCGA Training Program

Includes theoretical training and practical training that CCGA are provided with and evaluated on, including the knowledge, skills and attitudes required to fulfill the specific roles indicated.

Competent Medical Authority

A physician/practitioner recognized by Health Canada, Transport Canada or the province

Language of Service Delivery

It is recognized that auxiliarists will deliver CCGA service in one of the official languages of Canada - their choice of English or French. Language of service delivery, if required, may also take into account the native language of both the auxiliarist and the client.

On-Scene Co-ordinator

A person designated to co-ordinate search and rescue operations within a specified area (previously referred to as CSS, Co-ordinator Surface Search when referring to CCGA).

Other Agencies

Those services actively involved in Search and Rescue Operations, Search and Rescue Prevention and Environmental Response, (i.e. ambulance, fire department, etc.).

Practical training

Training and familiarization carried out in actual or simulated operating conditions.

Prior Learning Assessment

An assessment of past training and/or experience directly related to the competence tables in this standard.

Revalidation

The periodic recertification of CCGA members through refresher and upgrading training as required.

SAR Resource (Mobile Facility)

A vessel, aircraft, vehicle or stationary facility staffed by people that may be used in the prosecution of a search and rescue mission.

Skill

The ability to perform defined tasks or duties effectively.

Standard Operating Procedures

The accepted methods, which may or may not be defined in writing, for accomplishing tasks undertaken during CCGA authorized activities. These may also be referred to as Standard Operating Guidelines.

1.4   References

Throughout this document reference may be made to:

- Canadian Coast Guard. CCGA Training Overview, 2008.
- Canadian Coast Guard. Competency Table for Inshore Rescue Boat Program Coxswain, 2014 (EKME: 3333492)
- Canadian Coast Guard. Coxswain and crew Competency Profile, 2014 (EKME: 3350427)

- Canadian Coast Guard. Fleet Safety Manual, 2015
- Canadian Coast Guard. Rescue Specialist Competency Profile (2006) (EKME: 3026453)
- Canadian Coast Guard. SAR Seamanship Reference Manual, 2000. (http://www.dfo-mpo.gc.ca/Library/253768.pdf)
- Canadian Coast Guard Towing Policy
- Canadian Coast Guard. Training Standard for Ship's Officers and Crew (2008)
- CCGA Central & Arctic. SVOP Course, Phase 1 Course Curriculum (2017)
- CCGA Central & Arctic. SVOP Course, Phase 2 Course Curriculum (2017)
- CCGA Central & Arctic. SVOP Course, Phase 1 Manual (2017)
- CCGA Central & Arctic. SVOP Course, Phase 2 Manual (2017)
- Canadian Coast Guard Auxiliary. National Training Standards, Version 1.0, 2001.
- Canadian Coast Guard Auxiliary. Search and Rescue Crew Manual, 2011.
- International Maritime Organization. Standards of Training Certification and Watchkeeping, 2010.
- Royal Canadian Marine Search and Rescue. Coxswain, Advanced Crew, Crew Competency Maps.
- Royal Canadian Marine Search and Rescue. Crewing Standards, 2013.
- Transport Canada. Small Vessel Operator Course, 2013
- Transport Canada, The Examination and Certification of Seafarers. TP2293 (http://www.tc.gc.ca/publications/en/tp2293/pdf/hr/tp2293e.pdf)
- Transport Canada, Marine Personnel Regulations   (http://laws-lois.justice.gc.ca/PDF/SOR-2007-115.pdf)
- Transportation Safety Board of Canada. Safety Issues Investigation into Fishing Safety in Canada, 2012.

Chapter 2 - General Provisions

2.1   Mandate

As indicated in the National Guidelines Respecting Canadian Coast Guard Auxiliary Activities, the common National SAR objective is:

"The prevention of loss of life and/or injury at sea, including, where possible and directly related thereto, reasonable efforts to minimize damage to or loss of property".

To this end, members of the CCGA volunteer their services and agree to assist the CCGA and Coast Guard in meeting this objective through SAR Operations and Prevention activities without profit or personal gain.

2.2   Principles

In order to fulfil the roles associated with the indicated tasks of the CCGA, members must obtain the qualifications for operational roles before being considered competent to perform the duties required by that role. These minimum qualifications may be obtained through training, or as demonstrated through the endorsement of previous certifications. In order to maintain some qualifications there will be a requirement for revalidation training as indicated in this standard or by a specific training program.

CCGA qualifications shall be awarded following the completion of training programmes that relate to this standard, and should be noted in the CCGA Training Log. Training should include a practical demonstration of skills in order to assess fully the competence of the auxiliarist. Training and experience received outside of the CCGA organization that relates to this standard should be verified against this standard.

2.3   Objectives

The objectives of this Standard are to:

1. Ensure the safety of the auxiliarist
2. Provide a basis for training on the specific knowledge and skill requirements necessary for qualification in the various roles as a CCGA member;
3. Maintain an effective and professional level of operational performance through the systematic provision of refresher and/or advancement training for qualified members;
4. Provide regional CCGA with guidelines for recruiting CCGA members;
5. Ensure that personnel are qualified to fulfill the various roles of the CCGA;
6. Assess CCGA members' ability to perform to established and recognized standards;
7. Support, as far as is practicable, the consistent application of standard operating procedures by CCGA;
8. Foster professionalism and pride in the CCGA;
9. Foster a strong partnership between CCGA and CCG;
10. Provide the basis for future development of training for all aspects of Maritime Search and Rescue Operations and Prevention.

2.4   Training Logs and Endorsements

A CCGA Training Log (hard copy or electronic) should be issued to a member upon joining the CCGA. Endorsements in the log shall be awarded upon successful completion of training programmes or through demonstration of competence by a prior certification. The CCGA Training Log should be used to record successful completion of initial and subsequent training.

2.5   National Recognition of CCGA Training Logs

These National standards offer the minimal Course Curriculum. CCGA regional associations should recognize any course in accordance with this Standard provided to CCGA members, irrespective of the Association in which the training was provided.

It is recognized that some regional CCGA Associations may include further training for CCGA members depending on the role and expectations of the CCGA Association by the CCG within that region.

Chapter 3 - CCGA Members

3.1   CCGA Roles

    3.1.1   <u>General</u>

CCGA members must only be authorized to undertake duties associated with Operational, Administrative and Training roles when they have successfully completed related training requirements as noted in the CCGA Training Log.

Nationally agreed qualifications for CCGA personnel are the key to the establishment of common training standards. Similar qualifications and/or experience may be taken into consideration when assessing the training requirements for all roles of the CCGA.

    3.2   CCGA Operations

    3.2.1   <u>Role Descriptions</u>

General role descriptions for the Coxswain-Captain and Crewmember can be found in this document. These may be further amplified by referring to the appropriate regional documentation.

Chapter 4 - Selection for Training

4.1 Entry Standards

Candidates for CCGA training must meet the admittance qualifications as set out in the National Guidelines respecting Canadian Coast Guard Auxiliary Activities and the Regional By-laws of each association. CCGA applicants may undergo a selection procedure to ensure that they have the potential abilities to undertake the functions set out by the CCGA Authority.

Specifically, CCGA members must meet, and continue to meet, the following criteria that satisfy CCGA and CCG requirements:

- Be a vessel operator or owner with the requisite knowledge, skill, and certification to operate the vessel in a safe and efficient manner; and/or,

- Be willing to act as a crewmember and obtain the skills and knowledge required to perform duties on board a vessel accepted in the Auxiliary; and/or,

- Be able to contribute in some other way, which would be of benefit to the Search and Rescue organization and/or the CCGA.

4.2 Minimal requirements

In order to be accepted to the SAR Operation training, the CCGA applicants need to meet minimal requirements.

As a national standard, minimal requirements are:

- Pleasure Craft Operator Card (PCOC) (Arctic District exempt),
- Restricted Operator Certificate, ROC(M)
- First Aid course provided by a recognised organisation. (recommended)

Any regional association may request additional requirements.

4.3 Medical/Physical Recommendations

CCGA members who are selected for CCGA SAR training must possess the physical capabilities to participate in the training/exercise on a boat as may be determined by a Competent Medical Authority.

CCGA members must be able to meet physical fitness requirements to demonstrate they are capable of carrying out all SAR related tasks. Each CCGA member must also demonstrate the ability carry out all emergency duties onboard the vessel.

Chapter 5 - Qualifications and Award of CCGA Training Log and/or Certificate

5.1 Introduction

The award of CCGA qualifications will be based on the principle that satisfactory results are obtained from both training courses and practical training exercises.

5.2 Qualification

The qualification for personnel to fulfil the roles of the CCGA will be represented by an endorsement in the CCGA Training Log and/or on the CCGA Training Certificate awarded by the Association

Certificates of competency, training certificates and equivalencies directly pertaining to the operation of a vessel are recognized as proof of competency when operating a boat fitted with a motor that is used for recreational purposes. When such vessel which is member of the CCGA, is used for commercial purposes, the operator/captain must detain the appropriate valid TC certification for the class of vessel in addition to the CCGA Training certificate.

CCGA Training Logs (or SMS equivalent)

5.3.1 CCGA Training Log

In addition to current regional certification procedures, CCGA regions are encouraged to use a Training Log (or SMS electronic equivalent). CCGA Training Logs shall be in both official languages

Such CCGA Training Log should be issued to each member upon joining the CCGA. Endorsements in the log shall be awarded upon successful completion of training programmes or through demonstration of competence by a prior learning assessment. The CCGA Training Log should be used to record successful completion of initial and subsequent training/endorsements.

The training log will include the:

1. *Candidates full name;*
2. *CCGA regional Association in which it was presented;*
3. *Signature of an authorized member of the CCGA region;*
4. *Date of issue; and,CCGA membership number.*
5. *The role of the candidate*
6. *In addition, as members complete training programmes, the Training Log must be updated to reflect this training with:*
   a. *Qualification and certificate number (as applicable), course name, location and date of completion of all further training and/or endorsements; and,*
   b. *Indication of revalidation as required.*

5.4 Revalidation

Means of demonstrating continued proficiency may include:

1. *Active participation in activities related to the role undertaken; and/or*
2. *Successful completion of related training courses.*

5.5 Equivalences

Training, certificates and experience received outside of the CCGA organization that relates to search and rescue should be verified against the National Competency standard.

Transports Canada already did a review of all Certificates of Competency, Training Certificates and other Equivalencies accepted as Proof of Competency when Operating a Pleasure Craft. The current list available on the TC Web Site, contains over 90 such professional certificates, courses and equivalencies.

5.6   Specialised training

Some specialised Search and rescue training is provided by the Canadian Coast Guard and by the Royal Canadian Armed Forces to their personnel.

These include:

- IRB Training program
- Search and Rescue Coxswain Training
- SAR Coordinator training
- On Scene Coordinator training
- Search Planning Training
- Fast Rescue Craft Course / Advanced /RHIOT
- Rigid Hull Inflatable Operator Training
- Search Master Training

These courses may be considered as equivalencies to some courses included in the national Curriculum.

Such training and experiences should be recent. One must consider that some certificates are lifelong valid, while most Canadian Certificates of Competency have a five years validity period.

5.7   Qualifications of Instructors and Assessors/Evaluators

CCGA and CCG Authorities shall ensure that instructors and assessors are appropriately qualified and experienced for the particular training and assessment of competence for which they are given responsibility. These qualifications should enable them to administer CCGA training as indicated in this standard and provided through the CCGA/CCG.

It is stressed that, in order to maintain high levels of training effectiveness instructors and assessors/evaluators must have an appropriate balance of CCGA knowledge, relevant qualifications (i.e. Small Vessel Operator Proficiency or higher TC Certification, Radio Operator Certificate) and possess a strong training background and experience in Search and Rescue.

As warranted, and by mutual agreement, CCG may take part in, and/or audit CCGA led training and exercises.

Chapter 6 - Training

6.1   Introduction

Members fulfilling any training role should complete the training required for that role according to this standard and the regional association. This training must provide the member with specific expertise and shall be recorded in the CCGA Training Log.

It is expected that the CCGA/CCG will use a curriculum, training materials, and/or equivalencies that meet the requirements of this standard.

All stages of training must include a means of measuring progress and/or competence. The CCGA training log (or SMS equivalent) will track all training for the CCGA member. Associations may choose to supplement the Training Log with their individual means of tracking training, including the online SAR Management System (SMS)

All training and assessment of CCGA Members should be:

- *Structured in accordance with written programmes, including methods and media of delivery, procedures, and course material required to achieve the prescribed standard of competence; and,*

- *Conducted, monitored, assessed, and supported by persons qualified.*

All training courses that are based on this Standard shall be quality approved, as appropriate, by mutual agreement of the CCGA and CCG authorities concerned.

6.2   General

CCGA members will receive training for the role in which they are participating. This training will be co-ordinated by their respective CCGA Association and will take into account a prior learning assessment. CCGA regions can elaborate a timeline during which members can be active while in the process of acquiring skills and knowledge.

6.3   SAR Operations Training

6.3.1   Coxswain or Crewmember

Completion of the training required for crewmember shall be achieved by demonstrating the competence factors required or through successfully undertaking training as per the certification tables.

CCGA members should, as far as practicable, participate in both theoretical training courses and practical training exercises as appropriate to the competencies listed in the Tables.   This approach recognizes the importance of performance while providing the basis upon which to build that performance. The approach to training will reflect the Prior Learning Assessment of the member, indicating areas where equivalence is granted to existing training and/or experience.

6.3.2   Theoretical Training Courses

Theoretical training will provide the knowledge required to carry out the roles identified.

Knowledge must be assessed in a manner appropriate to the presentation, reflecting the competencies as set out in the Tables.

6.3.3   Practical Training Exercises

CCGA members should receive practical training, where applicable, from qualified instructors. This training may take the form of exercises.

Practical training exercises must be assessed in an appropriate manner that relates to the competencies as set out in the Tables.

Annex 1 – Role Description for CCGA Operational Functions

Introduction

The role description set out in this Annex is intended to provide a broad guide to the tasks expected to be undertaken by CCGA Operational Functions. CCGA are encouraged to develop detailed role descriptions for all CCGA roles, based on the services to be provided.

CCGA Operations - Crewmember

1. Role

The crewmember is the person part of a team on a CCGA unit when engaged in authorized activities.

2. Activities and tasks

In addition to appropriate activities and tasks:

- Conduct SAR in a safe and effective manner during authorized activities;
- Support the safe navigation/pilotage of his boat while on a SAR mission
- Meet crew capabilities and training requirements;
- Contribute to maintaining a team working environment;
- Perform functions as required to maintain SAR Readiness of SRU, including all aspects of maintenance, seamanship, chartwork and record keeping;
- Participate in SAR Operations through , search, recovery operations, emergency care, evacuation, and towing operations;
- Maintain an attitude of awareness and professionalism in all activities as a representative of the CCGA and the CCG;
- Assume appropriate emergency on board duties
- Maintain proper communication,
- Maintain publications, regulations, and documentation relevant to the operations of the CCGA SRU;
- Undertake activities within the CCGA as required.
- Take responsibility for personal Training and Development.

3. Knowledge, skills, experience, desired characteristics

Persons undertaking the role of CCGA Crewmember must be in possession of the level of certification required for the vessel on which they serve.

Desired personal characteristics for SAR personnel include persistence, dedication to SAR; ability to communicate with empathy, integrity, honesty.

CCGA Operations – Coxswain/Captain

1. Role

The Coxswain/Captain is the person in charge of a CCGA facility when engaged in authorized activities.

2. Activities and tasks

In addition to the appropriate activities and tasks

CCGA Crew:

- Support the safe navigation/pilotage of his boat while on a SAR mission
- Carry out full briefing and debriefing, including full awareness of CISM, stress and fatigue, etc.;
- Assess crew capabilities and training requirements;
- Establish and maintain a team working environment;

- Perform functions as required to maintain SAR Readiness of SRU, including all aspects of maintenance and record keeping;

- Perform the functions of On Scene Co-ordinator as required.

3. Knowledge, skills, experience, desired characteristics

Persons undertaking the role of Coxswain/Captain must be in possession of the level of certification required to operate the type of vessel on which they serve. Minimum recommended certification: SVOP or higher level TC Certification, Standard First Aid, Radio Operator Certificate.

Desired personal characteristics for SAR personnel include persistence, dedication to rescue; ability to communicate with empathy, integrity, honesty, past experience with SAR situations; and experience in authorized CCGA activities. CCGA Coxswain/Captain should also possess supervisory skills and strong leadership.

Certification Tables

Competence (Skills)	CCGA Coxswain	CCGA Crewmember	PCOC	SVOP	RHIOT	MED A3	FM 4	Master 150 Ton Domestic	WKM Near Coastal	CCG (IRB) Crew Member	CCG (IRB) Coxswain	Master Small Vessel SAR Lifeboat (CCG)	Marine Basic First Aid
01 - SAR Unit Performance													
Orientation and Training of Crewmembers	RQ	OPT	x	✓	✓	✓	X	✓	✓	✓	✓	✓	
Functional Knowledge	RQ	RQ	x	✓	✓	✓		✓	✓	✓	✓	✓	
Training and Development	RQ	OPT	x		P	X	X	✓	✓	✓	✓	✓	
Teamwork and Collaboration	RQ	RQ	x		✓	X	X	✓	X	✓	✓	✓	
Conducting Rescue Training Drills	RQ	OPT	x	✓	✓	✓	X	✓	✓	✓	✓	✓	
Positive Control & Situational Awareness	RQ	RQ	x	✓	✓	X		✓	✓	✓	✓	✓	
02 - Personal Safety										✓	✓	✓	
Personal Protection Equipment	RQ	RQ	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Health, Safety & Security	RQ	RQ	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	
Environmental Exposure and Fatigue	RQ	RQ	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Create and Maintain Safe Working Environment	OPT	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	

Competence (Skills)	CCGA Coxswain	CCGA Crewmember	PCOC	SVOP	RHIOT	MED A3	FM 4	Master 150 Ton Domestic	WKM Near Coastal	CCG (IRB) Crew Member	CCG (IRB) Coxswain	Master Small Vessel SAR Lifeboat (CCG)	Marine Basic First Aid
Cold Water Immersion Survival	RQ	RQ	x	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Survive at Sea	RQ	RQ	x	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Board a Survival Craft from Ship or Water while Wearing a Life Jacket. (If applicable)	RQ	RQ	x	x		✓	✓	✓	✓	✓	✓	✓	
Firefighting Operations (on own SAR vessel)	RQ	RQ	x	✓		✓	X	✓	✓			Own	
Safely Enter Confined Spaces	RQ	RQ	x	✓		✓	X	✓	P			Specialised training	
Critical Incident Stress Awareness and Diffusing CISM/PTSD	OPT	OPT	x	✓		✓		x	x	✓	✓	✓	
03 - Vessel Fitness and Safety										✓	✓	✓	
Vessel Terminology and Characteristics	RQ	RQ	x	✓		X	✓	✓	✓	✓	✓	✓	
Vessel Hull Types and Configurations	RQ	RQ	x	✓	P	X	X	✓	✓	✓	✓	✓	
Propulsion Systems and Forces Acting on a Vessel	RQ	RQ	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Vessel Inspection – Operational Readiness	RQ	RQ	x	✓	✓	X	✓	✓	✓	✓	✓	✓	

Competence (Skills)	CCGA Coxswain	CCGA Crewmember	PCOC	SVOP	RHIOT	MED A3	FM 4	Master 150 Ton Domestic	WKM Near Coastal	CCG (IRB) Crew Member	CCG (IRB) Coxswain	Master Small Vessel SAR Lifeboat (CCG)	Marine Basic First Aid
Maintain SAR Gear	RQ	RQ	x	✓	✓	X	X	✓	✓	✓	✓	✓	
SAR Damage Reporting	RQ	RQ	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Maintaining Stability	RQ	RQ	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Safety Management	RQ	RQ	x	✓	✓	X	X	✓	✓	✓	✓	✓	
Conduct Emergency Procedure, Fire/Boat Drills & Emergency Repairs	RQ	RQ	x	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Capsize & re-Righting (FRC – if applicable)	RQ	RQ	x		✓	X	X	x	x	✓	✓	RHIOT	
Firefighting Equipment	RQ	RQ	X	✓		✓	X	✓	✓	x	x	✓	
Fuelling Operations	RQ	RQ	✓	✓	✓	X	X	✓	✓	✓	✓	✓	
04 - Practical Seamanship								X	✓	✓	✓	✓	
Exhibit elements of basic seamanship	RQ	RQ	✓	✓		X	✓			✓	✓	✓	
Lines & Throwing a Line	RQ	RQ	✓	✓		X	✓	✓	✓	✓	✓	✓	
Deck Safety with Lines under Load	RQ	RQ	x	✓		X	✓	✓	✓	✓	✓	✓	
Knots and Lines	RQ	RQ	✓	✓		X	✓	✓	✓	✓	✓	✓	

Competence (Skills)	CCGA Coxswain	CCGA Crewmember	PCOC	SVOP	RHIOT	MED A3	FM 4	Master 150 Ton Domestic	WKM Near Coastal	CCG (IRB) Crew Member	CCG (IRB) Coxswain	Master Small Vessel SAR Lifeboat (CCG)	Marine Basic First Aid
Knots in Fiber Rope Care for Rope	RQ	RQ	x	✓		X	✓	✓	✓	✓	✓	✓	
Safely Stow and Secure Cargo and Equipment/Secure Vessel for Sea.	RQ	RQ	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Anchoring Take Charge of Anchor Party and Operate Windlass.	RQ	RQ	✓	✓		X	✓	✓	✓	✓	✓	✓	
05 - Boat Handling								✓	✓	x	x	✓	
Boat Handling Theory and Techniques	RQ	RQ	X	✓	✓	X	✓	✓	✓	✓	✓	✓	
Manoeuvering a Vessel	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	
Control of Vessel	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	
Steer the Ship and Comply with Helm Orders.	RQ	RQ	X	✓	✓	X	✓	✓	✓	✓	✓	✓	
Launch and Recovery (From trailer)	RQ	RQ	x	x	x	X	X	✓	✓	x	x	✓	
Start-up and Departure	RQ	RQ	✓	✓	✓	X	X	P	X	✓	✓	✓	

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Depart and Come Alongside a Moving Vessel	RQ	OPT	x	x	✓	X	X	✓	✓	✓	✓	✓	
Planning Trim Angle and Power Ratio	RQ	OPT	x	✓	✓	X	X	✓	✓	✓	✓	✓	
Shallow Water and Unknown Shore Approach	RQ	OPT	x	✓	✓	X	X	✓	✓	x	✓	✓	
Operate in Heavy Weather	OPT	OPT	x	✓	✓	X	✓	✓	✓	x	✓	✓	
Navigation in Reduced Visibility	RQ	OPT	x	✓	✓	X	✓	✓	✓	x	✓	✓	
Docking Mooring and Securing a Vessel	RQ	RQ	✓	✓	✓	X	✓	P	✓	x	x	✓	
06 - Navigation								P	✓	x	x	No	
Application of Navigation Rules and Regulations	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	
Rules of the Road	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	
Basic Navigation	RQ	OPT	✓	✓	✓	X		✓	✓	✓	✓	✓	
Use of Marine Charts and Nautical Publications	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	

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The Canadian Buoyage System	RQ	OPT	✓	✓	✓	X	✓	✓	✓	x	x	✓	
Marine Weather and Marine Forecasts	RQ	OPT	✓	✓	✓	X	X	✓	✓	✓	✓	✓	
Tides and Currents (if applicable)	RQ	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Use of Radar for Navigation Safety (when applicable)	RQ	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Determination of a Vessel's Position Using Electronic Navigation Aids	RQ	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Use of a Magnetic Compass for Taking Bearings and for Steering	RQ	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Depth Sounder	RQ	OPT	x	✓	✓	X	✓	✓	✓	✓	✓	✓	
Collision Regulations and Collision Avoidance	RQ	RQ	✓	✓	✓	X	✓						
Manual Navigation	RQ	OPT	✓	✓	✓	X	✓	✓	✓	✓	✓	✓	

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Understand Meteorological Processes	RQ	OPT	x	✓	✓	X	X	✓	✓	x	✓	✓	
Understand Oceanological Processes	RQ	OPT	x	x	✓	X	X	✓	✓	✓	✓	✓	
Understand Sea Ice (Where applicable)	RQ	OPT	x	x	x	X	X	✓	✓	✓	✓	✓	
07 - Towing								✓	✓	x	✓	✓	
Lead Towing Operations	RQ	OPT	X	X	✓	X	X	P	x	✓	✓	✓	
Select Lines for the Task to be Performed	RQ	RQ	X	X	✓	X	X	P	x	x	x	✓	
Towing Gear	RQ	RQ	X	X	✓	X	X	P	x	✓	✓	✓	
Towing Grounded Vessel (Refloating)	RQ	OPT	X	X	✓	X	X	P	x	✓	✓	✓	
Towing Setup - Approach and Passing the Line	RQ	RQ	X	X	✓	X	X	P	x	✓	✓	✓	
Towing Alongside	RQ	OPT	X	X	✓	X	X	P	x	✓	✓	✓	
Tow Watch and Line Control	RQ	OPT	X	X	✓	X	X	P	x	✓	✓	✓	

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Towing Emergencies	RQ	OPT	X	X	✓	X	X	P	x	✓	✓	✓	
Vessel Handling and Approaches	RQ	OPT	✓	✓	✓	X	✓	X	X	✓	✓	✓	
08 - Search										✓	✓	✓	
Search Planning & Execution	RQ	OPT	X	X	✓	X	X	P	P	✓	✓	✓	
Vessel Operations for Search Patterns	RQ	OPT	X	X	✓	X	X	P	P	✓	✓	✓	
Search Spotter Techniques	RQ	RQ	X	X	✓	X	X	x	x	✓	✓	✓	
09 - Rescue					✓					✓	✓	✓	
SAPP Assessment	RQ	RQ	X	✓	✓	X	X	x	x	✓	✓	✓	
Conduct Maritime Rescues	RQ	RQ	X	X	✓	X	X	p	x	✓	✓	✓	
Boarding	RQ	OPT	X	X	✓	X	X	x	x	✓	✓	✓	
Vessel Dewatering	RQ	RQ	X	✓	✓	✓	✓	p	p	✓	✓	✓	
Approaching a Vessel on Fire	OPT	OPT	X	X		X	✓	x	x	✓	✓	✓	
Firefighting to Rescue a Victim	OPT	OPT	X	✓		✓	✓	Own vessel	Own vessel	To be discussed	To be discussed	To be discussed	

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Competence (Skills)	CCGA Coxswain	CCGA Crewmember	PCOC	SVOP	RHIOT	MED A3	FM 4	Master 150 Ton Domestic	WKM Near Coastal	CCG (IRB) Crew Member	CCG (IRB) Coxswain	Master Small Vessel SAR Lifeboat (CCG)	Marine Basic First Aid
Medical Evacuation from Boat	OPT	OPT	X	X	✓	✓	X	P	P	✓	✓	✓	
Casualty Extraction and Shore Line Operations	OPT	OPT	X	X	✓	X	X	x	x	✓	✓	✓	
Hoisting	OPT	OPT	X	X	✓	X	X	P	P	✓	✓	✓	
Damage Control Operations (on victim's vessel)	OPT	OPT	X	✓	✓	✓	✓	p	Own vessel	✓	✓	✓	
Grounding and Damage Control	OPT	OPT	X	✓	✓	✓	✓	p	p	✓	✓	✓	
Pollution Prevention and Report of Marine Incidents and Accidents	RQ	RQ	✓	✓		X	✓	✓	✓	✓	✓	✓	
Briefing & Crew Communications	RQ	RQ	x	✓	✓	✓	X	✓	✓	✓	✓	✓	
Use Locating Devices	RQ	RQ	x	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Operate Communications Equipment.	RQ	RQ	✓	✓	✓	**X**	✓	✓	✓	✓	✓	✓	
SAR System	RQ	RQ	x			X	✓	x	x	✓	✓	✓	
Knowledge Elements Search and Rescue	RQ	RQ	x			**X**	X	x	x	✓	✓	✓	
Maintain a Working Relationship with Other Departmental Programs such	RQ	RQ	x			X	X	x	x	✓	✓	✓	

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as OBS, RCMP, DND													
10 - Leadership													
Function as a Professional	RQ	RQ	X	✓		X	X	✓	✓	✓	✓	✓	
Manage Team Resources	OPT	OPT	X	X	✓	✓	X	X	✓	x	✓	✓	
Crew Resource Management	OPT	OPT	X	X	✓	✓	X	X	✓	x	✓	✓	
11 – First Aid													
Conduct Triage	OPT	OPT			X	X	✓	X	✓	✓	✓	✓	✓
Obtain Patient History	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	**X**
Conduct Complete Physical Assessment Demonstrating Appropriate Use of Inspection, Palpation, Percussion, Auscultation and Interpret Findings	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓
Assess Vital Signs	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓
Maintain Patency of Upper Airways And Trachea	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓
Implement Measures to Maintain Hemodynamic	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓

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Provide Basic Care for Soft Tissue Injury	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓
Immobilize Actual and Suspected Fractures	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	To be discussed	✓
Provide Cardio-Pulmonary Resuscitation. (CPR)	OPT	OPT	X	X	X	X	✓	✓	✓	✓	✓	✓	✓
Treat Victims of Hypothermia	OPT	OPT	X	X	✓	X	✓						✓
Treat Diving Injuries	OPT	OPT	X	X	X	X	✓						
Immobilise Spinal Injuries	OPT	OPT	X	X	X	X	✓						
Manage Survivors and Survival Craft After Abandoning Ship	OPT	OPT	X	X	X	X	✓						