

POLAR QUALIFICATION

Advanced Driving Endorsements

2021 Edition



DEFINITIONS:

- Scope:** Outlines who the certificate is for.
- Element:** Outlines the overall **skill set** to be taught.
- Range:** The **specific skills** to be taught.
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SCOPE: Advanced Driving Endorsements are additional skill and knowledge sets for professionals and crew small boat/zodiac operators working in polar regions or more demanding conditions. These people are able to support some, or all, of the more demanding facets of ship and land based operations in polar and non-polar regions that use small boats/zodiacs. A driver seeking Endorsements will have fulfilled all requirements and pre-requisites for PQ – Working with Small Boats/Zodiacs and Driving Small Boats/Zodiacs.

- PREREQUISITES:**
- >10 excursions in the endorsement field (except #7 where the activity or training has to be undertaken once).
 - PQ Driving Small Boats/Zodiacs and all relevant pre-requisites involved.

CROSS CREDIT: Any internationally recognized qualifications that include components to the level of the Scope or higher. See Cross Credit Matrices.

Endorsement 1 – Polar Operations.

SCOPE:

The Polar Endorsement is for drivers operating in the polar regions and dealing with the particular environmental risks and wildlife sensitivity issues these places require. This endorsement is strongly encouraged for drivers who wish to operate small boats/zodiacs in the polar regions.

Special Notes: i. Drivers working regularly around glacier faces and ice fronts are encouraged to have a personal range finder or strategies to confirm exactly how far from these features they are.

PERFORMANCE CRITERIA:

1. Demonstrate ability and strategies for driving in brash ice.

Range: Understanding of risks, route selection, picking leads, appropriate speed, weight distribution, strategies for clearing ice from prop or under hull.

2. Demonstrate knowledge of set industry guidelines and situational strategies for small boat/zodiacs around/in environmental hazards.

Range: Ice bergs, glaciers, overhanging rock walls, glacier faces, fog, upwind of ice edges, waves generated by calvings.

3. Demonstrate knowledge of set industry guidelines and situational strategies for small boat/zodiacs around wildlife.

Range: Individual and group strategies for approaching and/or observing whales/bears/seals/birds.

4. Understands and able to assess sea/ice conditions against personal skills and the right of a driver to decline to be involved if they are not comfortable.

Endorsement 2 – Support a polar Sea Kayak or SUP operation

SCOPE: This endorsement is for guides/field-staff who run/support all aspects of a sea kayak or SUP program. To gain the endorsement you must be tested in all the Elements.

PERFORMANCE CRITERIA:

- 1. A group is loaded from a small boat/zodiac into sea kayaks or other craft.**
Range: Positioned appropriate to conditions and skills, embarkation/disembarkation, procedure is explained, group is controlled, loading method.
- 2. Kayaks or other craft are transported on/by a small boat/zodiac.**
Range: Towing system used, carrying system used, understands limits of small boat/zodiac and risks involved, drives to weather/sea conditions.
- 3. The role of a small boat/zodiac in supporting a recreational craft excursion is explained.**
Range: Following/support distance is appropriate to conditions, any wildlife considerations and group skill, situational requirements discussed with group guide, ability to work on different radio channel.
- 4. Assist in a rescue and recovery of kayak and/or swimmer.**
Range: Safe approach, positioning of small boat/zodiac relative to wind/waves/victim, strategies for getting victim into small boat/zodiac.

Endorsement 3 – Drive small boat/zodiac safely in strong winds (>30kts).

SCOPE

This endorsement is designed for skilled and experienced drivers who can support an operation in strong or non standard operational wind conditions in polar or non polar waters.

PERFORMANCE CRITERIA:

1. Drive a route to and from shore.

Range: Winds up to but not exceeding 40kts, control of small boat/zodiac, choice of route dependent on waves/wind/swell, a range of driving stances, use of features to provide shelter.

2. Explain safety strategies for driving in strong winds.

Range: Communications with Bridge or EL, use of ballast, options of shelter and lee.

3. Slow speed manoeuvring in strong winds to a set point (no greater than 40cm either side).

Range: Able to hold a position and angle, can explain a 'ferry' angle to the wind, allows for wind slip at final approach.

Endorsement 4 – Surf zone operations.

SCOPE: This endorsement is for drivers/staff with skills and experience to land/leave a surf zone with/without passengers in polar or non polar waters.

PERFORMANCE CRITERIA:

- 1. Discuss concepts of good judgement with personal skills vs surf conditions..**
Range: Ability to read surf conditions, self assess, risk mitigation.
- 2. Discuss the advantages and disadvantages and driving procedure for surf landings.**
Range: Forward landings, stern landings.
- 3. Demonstrate a surf landing suitable for given conditions with controlled disembarkation of passengers.**
Range: Management of craft, controlled disembarkation, communication with passengers.
- 4. Demonstrate a surf exit for given conditions with controlled embarkation of passengers.**
Range: Management of craft throughout, controlled embarkation, communication with passengers and/or shore party.

Endorsement 5 – Crane operations.

SCOPE: This endorsement is for drivers who are involved with operations to unattach or attach small boats/zodiacs to a winch or crane hook on a vessel in standard operating sea and wind conditions.

PERFORMANCE CRITERIA:

- 1. Demonstrate checks for all sling attachment points, transom bolts and sling U bolts.**
Range: Visual check for wear and tear, manual test of bolt tightness and orientation, understands the system for reporting faults or hazards.
- 2. Demonstrates ability to drive to the crane hook and retrieve or attach a small boat/zodiac.**
Range: Decision about current and wind direction, preparation of straps, smooth approach, disengage gears, engage hook, attach control line, engine procedures, tiller raised, anchor stowed, paddles stowed, inflation valves turned if required.
- 3. Demonstrate the correct method for attaching the small boat/zodiac lifting sling to the hook and control line attachment.**
Range (there may be ship specific requirements not included in this Range): Straps untangled, straps clear of tiller arm, lifting hook attached.
- 4. Demonstrate ability to communicate with crane/winch operator via hand signals.**
Range: Stop, up, down.
- 5. Has a working knowledge of Company Handbook and any particular ship specific operations that may differ from the Scope and the rights of driving staff to not be involved in crane operations if they feel it is unsafe for any reason.**
Range: Ship specific Staff Handbook, maintenance issues communicated to appropriate person.

Endorsement 6 – Land a group on an ice floe or sea ice.

SCOPE: This endorsement is for experienced and skilled guides/drivers who land people/groups on ice floes or fast ice. It is expected that they have received mentorship and tuition on all contemporary management procedures and the skills required prior to assessment.

PERFORMANCE CRITERIA:

- 1. Explain theories of ice strength and ice condition relative to safety concerns for ice landings.**
- 2. Explain options and strategies for small boats/zodiacs to land on ice floes or sea ice.**
Range: Drive-on landings, pontoon landings.
- 3. Demonstrate an ice floe or sea ice landing for given conditions and/or vessel.**
Range: Correct strategy for conditions and vessel, communication with passengers, controlled disembarkation and embarkation, management of excursion area, rescue equipment within easy reach.
- 4. Understands rescue strategies and carries rescue items for a possible 'breakthrough' or fall from ice edge and demonstrates their uses.**
Range: Throw line, paddle, ice-axe, ice probe.

Endorsement 7 – Rescue driving.

SCOPE: This endorsement is for experienced drivers who have **undertaken or trained how to manage a zodiac/small boat with a patient requiring a stretcher or who may have suffered injuries that require special management. It is expected the driver will have the appropriate skills and knowledge of the situational management decisions that go with transporting such patients in given conditions.**

PERFORMANCE CRITERIA:

- 1. Load a stretcher/patient into a small boat/zodiac.**
Range: Correct placement of small boat/zodiac, communication with stretcher/patient bearers, stretcher/patient correctly oriented in the small boat/zodiac for the specific injury.
- 2. Deliver stretcher/patient to vessel or designated site.**
Range: Communication with ship/shore team, drives to conditions for patient comfort, explains strategies to stretcher party for unloading, allowance for any medical assistance to be continued.
- 3. Understands and manages hazards associated with transporting an injured or immobile patient.**
Range: Potential reduction in physical and/or cognitive function of the patient, immobility of the patient and any PFD issues.

DATE:	REVIEWERS:
2010	Prepared by Graham Charles (for Quark and OOE)
2015	Graham Charles
2/3/2016	Graham Charles
3/9/2016	Staff of Vavilov OOE – many alts
5/12/2016	PTGA Board, Doug Gould <i>et al.</i>
8/05/2017	Graham Charles editions
9/8/2017	Graham Charles editions Flipped Small boat/zodiac and wildlife approaches
10/9/2017	Graham Charles split into Polar Endorsement and small boat zodiac ops Qualifications Review Meeting
14/5/2018	Qualifications Review Meeting
20/5/2019	Qualifications Review Meeting
26/3/2020	Qualifications Review Meeting
2021	Qualifications Review Meeting