



TP 15136E

DRAFT STANDARD FOR RECREATIONAL BOATING SCHOOLS

DRAFT EDITION FOR CONSULTATION
06/2012



Invitation to Test and Comment

Transport Canada Marine Safety is distributing the draft Standard for Recreational Boating Schools (this document) to stakeholders for testing and comment over the summer of 2012.

What is comment being sought on?

Comment is being sought on the draft Standard for Recreational Boating Schools (TP 15136).

Stakeholders are asked to:

- 1) Apply the content of the draft Standard to their Recreational Boating School(s);
- 2) Evaluate the relevance of the provisions of the draft Standard for Recreational Boating School operations; and
- 3) Provide feedback to Transport Canada Marine Safety by August 31, 2012.

While this draft Standard is being tested, Recreational Boating Schools are asked **not to submit Annex II** to Transport Canada; instead, Marine Safety recommends that Recreational Boating Schools complete Annex II and keep it in their records.

How can I comment?

Comment on the draft Standard for Recreational Boating Schools (TP 15136) should be in written form using the comment form provided where appropriate.

Completed comment forms may be mailed, emailed or faxed to Transport Canada Marine Safety at the address below.

When should I provide my comments by?

Comments should be provided to Transport Canada Marine Safety by August 31, 2012.

How can I find out more?

For more information contact:

Domestic Vessel Regulatory Oversight (AMSA)

Transport Canada Marine Safety

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Internet: www.tc.gc.ca/svcp-pcpb

Notes

Recreational Boating Schools operating vessels larger than 15 metres, carrying more than 12 students or engaging on voyages outside those listed in 3.1(iii) of this draft Standard must ensure those vessels meet the requirements for passenger vessels under the [Canada Shipping Act, 2001](#).

The possibility of extending this Standard to include ocean-going voyages will be considered by Marine Safety at a later date.

Comment Form
Draft Standard for Recreational Boating Schools (TP 15136)

From:	
Name:	Position:
Company:	
Address:	
Telephone:	Email:
Date of submission:	

Comments:		
Page	Section	Recommended change (provide wording proposed and reason)

**Add sheets as necessary.*



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Canada

<p>Responsible Authority</p> <p>The Director, Domestic Vessel Regulatory Oversight, is responsible for this document, including any change, correction, or update.</p>	<p>Approval</p> <hr/> <p>Marine Safety</p>
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Original Date Issued:

Date Revised:

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TP 15136E
(06/2012)

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ANNEX II RECREATIONAL BOATING SCHOOL REPORT

Acknowledgements

Transport Canada recognizes the contribution of the Canadian Power and Sail Squadrons (CPS), Canadian Yachting Association (CYA) and the International Sail and Power Association (ISPA) in support of recreational boating safety in Canada and for allowing their material to be used as the basis for this industry-wide standard for the training of recreational boaters.

STANDARD FOR RECREATIONAL BOATING SCHOOLS

1 Interpretation

In this Standard:

- 1.1 “Authorized Representative (AR)” means the person described in section 14 of the [Canada Shipping Act, 2001](#);

For vessels registered by the RBS, any reference to the RBS in this Standard is also a reference to the Authorized Representative (AR) of that vessel. For vessels that are licensed or that are registered by a party other than the RBS, for the purpose of this Standard the RBS assumes the responsibility of the AR under the CSA 2001.

- 1.2 “CSA 2001” means the [Canada Shipping Act, 2001](#);
- 1.3 “Lifejacket” means a lifejacket as defined in the [Small Vessel Regulations](#) or alternatives as defined in the [Ship Safety Bulletin 02/2011](#);
- 1.4 “Marine Certification” means a certificate of competency, training certificate or other equivalency under the [Marine Personnel Regulations](#);
- 1.5 “Marine Safety” means Transport Canada, Marine Safety;
- 1.6 “Recreational boating school (RBS)” means an organization that delivers on-the-water training in the safe use of recreational vessels propelled by power and/or sail.
- 1.7 “RBS vessels” means powered and/or sailing vessels operated by an RBS for the purpose of on-the-water training of recreational boaters.

2 Introduction

- 2.1 This Standard is issued by the Minister under the authority of Section 10(1) of the CSA 2001.
- 2.2 This Standard contains minimum technical and operational requirements for powered and/or sailing vessels operated by an RBS for the purpose of on-the-water training of recreational boaters.
- 2.3 Marine Safety recognizes the safety benefits that result from the training of recreational boaters by RBS.
- 2.4 RBS vessels are not pleasure craft. Accordingly the Authorized Representative (AR) of these vessels must meet their obligation under Part 4 of the CSA 2001. In particular the AR must meet the requirements of

section 106 and the masters/instructors on such vessels have a duty of care toward the students on board as set out in sections 109 and 110 of the CSA 2001.

3 Application

- 3.1 This Standard applies in respect of powered and/or sailing vessels operated by an RBS for the purpose of on-the-water training of recreational boaters that
- i. are not more than 15 metres;
 - ii. carry not more than 12 students; and
 - iii. are engaged on a Sheltered Waters Voyage or a Near Coastal, Class 2 Voyage as defined in the [Vessel Certificates Regulations](#), or a Limited Contiguous Waters Voyage, as defined in the [Marine Personnel Regulations](#).

4 General Requirements

- 4.1 Except as specified in this section, RBS vessels must comply with the provisions of any relevant regulations or standards under the CSA 2001.
- 4.2 To be eligible for the exceptions specified in this section, an RBS must
- i. Meet the requirements of this Standard, including Annex I, *Equipment and Safety Procedures*; and
 - ii. Submit Annex II of this Standard, *Recreational Boating School Report*, to their local Transport Canada Centre. Annex II must be completed in full and submitted prior to an RBS operating under this Standard.
- 4.2.1 Should any issues be identified by Marine Safety, these issues must be corrected to the satisfaction of Marine Safety before the RBS will be eligible for the exceptions specified in section 4 of this Standard.
- 4.3 **Vessels not more than 15 tons, gross tonnage (GT):** If an RBS meets the requirements of this Standard then the vessels operated by that RBS for the purpose of on-the-water training of recreational boaters are not required to meet:

- i. The safety equipment carriage requirements of Part 4 of the [Small Vessel Regulations](#) (SVR);
- ii. The requirements for construction or compliance notices set out for vessels other than pleasure craft in Parts 7 and 8 of the SVR;
- iii. The requirement to be registered as non-pleasure craft under the CSA 2001 and the [Vessel Registration and Tonnage Regulations](#) if they are registered or licensed as pleasure craft.

4.4 **Vessels more than 15 GT but not more than 15 metres in length:** If an RBS meets the requirements of this Standard then the vessels operated by that RBS for the purpose of on-the-water training of recreational boaters are not required to meet:

- i. The safety equipment carriage requirements of the [Life Saving Equipment Regulations](#) and the [Fire Detection and Extinguishing Equipment Regulations](#);
- ii. The requirements of the [Fire and Boat Drills Regulations](#);
- iii. The requirements for construction set out in the [Hull Construction Regulations](#) and the [Marine Machinery Regulations](#);
- iv. The requirements for inspection set out in the [Hull Inspection Regulations](#) and the [Crew Accommodation Regulations](#);
- v. The requirement to hold a Canadian vessel inspection certificate under section 10 of the [Vessel Certificates Regulations](#);
- vi. The requirement to be registered as non-pleasure craft under the CSA 2001 and the [Vessel Registration and Tonnage Regulations](#) if they are registered or licensed as pleasure craft.

4.5 In addition, if an RBS meets the requirements of this Standard, the crew of the vessels operated by that RBS for the purpose of training recreational boaters is not required to meet the personnel certification requirements of the [Marine Personnel Regulations](#) (MPR) as they apply to non-pleasure craft.

4.6 If an RBS fails to meet the requirements of this Standard, Marine Safety will proceed under the understanding that vessels operated by that RBS for the purpose of on-the-water training of recreational boaters will meet all the requirements of the regulations made under the CSA 2001 as they apply to passenger-carrying vessels, in particular the MPR and Parts 4, 7

and 8 of the SVR.

- 4.7 RBS vessels are not pleasure craft. As a non-pleasure craft, all reportable marine accidents and incidents, as defined in the [Transportation Safety Board Regulations](#), must be reported to the Transportation Safety Board. Instructions on how to report to the Transportation Safety Board can be found at www.tsb.gc.ca.
- 4.8 When operating in the waters of a foreign country, the laws of that country apply. It is the responsibility of the RBS to comply with any applicable laws of a foreign country when operating in the waters of that country.

5 Safety Equipment and Construction Requirements

- 5.1 Annex I to this Standard lists the mandatory safety equipment for RBS vessels, and includes equipment required by Part 2 of the SVR plus some safety equipment appropriate for the training activities being carried out. These equipment requirements, in addition to the operational requirements set out in this Standard, are considered to provide an equivalent level of safety to the equipment requirements set out in Part 4 of the SVR.
- 5.2 Note that every RBS vessel must comply with the following requirements from Part 4 of the SVR:
- i. **Passenger count** - SVR section 402, regarding passenger count and reporting to shore.
 - ii. **Cold water operation** - SVR section 403, regarding operation in water temperatures less than 15°C.
 - iii. **Liferaft (for vessels of more than 8.5 metres) - SVR section 411 - or the alternative set out in Annex 1 of this Standard.**
- 5.3 RBS vessels must comply with all the applicable construction requirements of Part 7 of the SVR as they apply to a pleasure craft plus any requirements set out in this Standard. These requirements, in addition to the operational requirements set out in this Standard, are considered to provide an equivalent level of safety to the construction requirements set out in the Part 7 of the SVR for a vessel other than a pleasure craft.
- 5.4 Vessel Capacity and Design Limitations

- i. All vessels must be operated within the maximum weight capacity, number of persons, engine power for outboard engine and operating conditions determined by their manufacturer.
- ii. Vessels of not more than 6 metres must be operated according to the maximum safe recommended limits stated on their Canadian Compliance Notice.
- iii. Vessels assessed to the ISO standards 12217 must be operated according to their maximum capacity and assigned Design Category (e.g. A, B, C or D).
- iv. Vessels for which no maximum weight capacity, number of persons, engine power for outboard engine and operating conditions have been determined by their manufacturer must be assessed to determine these limits using suitable recommended practices and standards.

6 Training Standard

- 6.1 The RBS must develop a written training syllabus and/or lesson plan for each course offered by the RBS. The syllabus and/or lesson plans must be readily available and in use during training.
- 6.2 As a minimum, the following information must be included in the RBS' training syllabus and/or lesson plan for each course offered by the RBS:
 - i. Intent and nature of the training
 - General statement regarding the overall nature and intent of the training to be delivered for each course level
 - Learning progression for students
 - ii. Required training or prerequisites
 - Experience, training and course prerequisites that a student must have successfully completed prior to beginning the course
 - Any annual or ongoing requirements a student must fulfill to continue to be certified at the specific training level
 - iii. Duration and format of course

- Minimum duration and format of the course including a course outline
 - Environmental conditions (e.g. wind speeds, sea state, time of day, visibility, etc.) under which the student is expected to demonstrate skills
 - Preferred and/or required characteristics of the vessels and training environment in which the student will be training
- iv. Examination or evaluation criteria and pass mark
- Statements of the specific knowledge and skills that a student must demonstrate
 - Evaluation criteria to determine if a student has successfully achieved the learning objectives and demonstrated the expected level of skill
 - Method of evaluating the student's knowledge and skills
 - Passing grade of the course
- 6.3 The course level must be appropriate for the intended voyage.
- 6.4 Course completion certificates must be issued to all successful candidates following the training.
- 6.5 During a training course, only students, instructors, crew, RBS staff, and agents of Transport Canada shall be on board the vessel.

7 Student Standard

- 7.1 The RBS must develop and maintain a student standard.
- 7.2 As a minimum, the following information must be included in the RBS' student standard and communicated to the student:
- i. Age restrictions
 - Age restrictions applicable to each course level, if required
 - ii. Health requirements
 - Health requirements applicable to each course level
- 7.3 The Training Standard applicable to the course level, as set out in section 6 of this Standard, must be communicated to the student.

8 Instructor Standard

- 8.1 The RBS must develop and maintain an instructor standard.
- 8.2 As a minimum, the following information must be included in the RBS' instructor standard:
- i. Age restrictions
 - Age restrictions applicable to the level of course the instructor is teaching, if required
 - ii. Health requirements
 - Health requirements applicable to the instructor level
 - iii. Required training or prerequisites
 - Experience that an individual must have to apply to be an instructor
 - Prerequisite training and/or certifications that must be completed within a specified time period
 - Duration and format of the certification process
 - Statements of the specific knowledge and skills that an instructor must demonstrate
 - Evaluation criteria to determine if an instructor has the required knowledge and skills
 - Expected performance level required of an instructor
 - Any annual or ongoing periodic requirements that an instructor must fulfill to continue to be authorized by the school to deliver training
 - iv. Relevant practical skills required to teach the course
 - Expected practical skill levels that an instructor must demonstrate with respect to the course material, lesson planning and teaching methods
 - v. Authorized activities
 - Activities instructors are authorized to carry out on behalf of the RBS

- vi. Instructors must hold at least one of either a marine certification appropriate for the training or marine/boating instructor qualifications appropriate for the training.
- vii. Instructors must hold as a minimum, a Pleasure Craft Operator Card (or equivalent) and a standard first aid certificate as defined in section 16.1 of the [Canada Occupational Health and Safety Regulations](#).

9 Operational Requirements

- 9.1 As required by section 106 of the CSA 2001, the RBS must ensure that the crew and passengers receive safety training.
- 9.2 As required by section 205 of the MPR, before departure on any training activity, the instructor must ensure that all students on board receive on-board safety training and familiarization. Instead of the requirements of TP 4957 (Marine Emergency Duties Training Program) this training and familiarization must at a minimum include:
 - i. Familiarization with the vessel arrangements;
 - ii. Briefing on the known hazards of the waters to be travelled;
 - iii. General safety rules of the vessel;
 - iv. Warning that conditions may not be suitable for children or persons with pre-existing health conditions (e.g. pregnancy, heart condition, etc.);
 - v. Instructions on how to wear lifejackets or personal flotation devices (PFDs) and when they must be worn;
 - vi. Location of the through-hull fittings on the boat and demonstration of their operation, if applicable;
 - vii. Location and operation of safety equipment carried on board (e.g. life saving, firefighting, etc.); and
 - viii. Information on emergency procedures, including medical treatment of personal injuries, recovery of person overboard, firefighting and launching of lifesaving equipment.
- 9.3 Every person must wear a lifejacket or personal flotation device (PFD) at

- all times while underway unless below deck on a closed-construction vessel.
- 9.4 There shall be no consumption of alcoholic beverages at any time when recreational boating training is being delivered.
- 9.5 RBS vessels shall carry no more than 12 students at one time. The total number of persons on board must never exceed the vessel's capacity.
- 9.6 Records of all training must be maintained by the RBS. These records must be available for audit by Marine Safety for a period of three years and must include:
- i. Names of course instructors;
 - ii. Names of students;
 - iii. Courses provided, including date and location;
 - iv. Record of the safety orientation briefings; and
 - v. Training certificates issued.
- 9.7 Each school must have a system in place for client service and must have established procedures for dealing with client complaints.

10 Emergency Contingency Plans

- 10.1 As required by section 106 of the CSA 2001, the RBS must develop procedures for the safe operation of the vessel and for dealing with emergencies. Procedures must be in place to deal with the following potential emergencies that might arise during training, including:
- i. Adverse weather conditions beyond the scope of the course;
 - ii. Electrical, electronic or communication equipment failure;
 - iii. Engine, drive or steering failure;
 - iv. Fire;
 - v. Grounding, flooding or collision;
 - vi. Hull, equipment, sails and rigging damage or failure;
 - vii. Damage control in the event of through-hull fitting failure;

- viii. Person overboard;
- ix. Cold shock and hypothermia;
- x. Medical emergency;
- xi. Re-fuelling, fuel spills and environmental response; and
- xii. Search and Rescue and giving assistance to other vessels.

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ANNEX I - SAFETY EQUIPMENT AND SAFETY PROCEDURES

Every RBS vessel must carry on board the safety and navigation equipment required by the applicable regulations for a pleasure craft of the same size, including Part 2 of the [Small Vessel Regulations](#) (SVR). In addition, this Annex identifies additional safety equipment to be carried on board RBS vessels. This equipment list is based on best practices of organizations currently delivering on-the-water training in Canada.

Notes

1. Items marked with a star (*) are required by regulation in some cases.
2. Column description:
 - 1: **Sailboats - Basic/Introductory - Sheltered Waters, and waters not more than 10 miles from shore and not more than 25 miles from a place of refuge¹** - cruising courses usually conducted in moderate conditions during daylight hours (no pre-requisite)
 - 2: **Sailboats - Intermediate - Near Coastal Voyage, Class 2** - cruising courses usually conducted in moderate to strong winds during daylight hours (pre-requisite: must have completed basic/introductory course or demonstrated equivalent experience)
 - 3: **Sailboats - Advanced - Limited, Contiguous Waters Voyage** - cruising courses conducted in any weather conditions, day or night (pre-requisite: must have completed intermediate course or demonstrated equivalent experience)
 - 4: **Sailboats - Offshore - Limited, Contiguous Waters Voyage** - cruising courses conducted with no restrictions based on period of day, or weather conditions (pre-requisite: must have completed advance course or demonstrated equivalent experience)
 - 5: **Powerboats - Basic/Introductory - Sheltered Waters, and waters not more than 10 miles from shore and not more than 25 miles from a place of refuge¹** - basic outboard and basic power courses (no pre-requisite)
 - 6: **Powerboats - Intermediate - Near Coastal Voyage, Class 2** - power courses (pre-requisite: must have completed basic power course or demonstrated equivalent experience)
3. "Sheltered Waters" and "Near Coastal Voyage, Class 2" are defined in section 2 of the [Vessel Certificates Regulations](#). "Limited, Contiguous Waters Voyage" is defined in section 2 of the [Marine Personnel Regulations](#).
4. When operating in the waters of a foreign country, the laws of that country apply and it is the responsibility of the RBS to comply with any applicable laws of that country.

Abbreviations:

- SVR: [Small Vessel Regulations \(SOR/2010-91\)](#)
 CNPR: [Charts and Nautical Publications Regulations, 1995 \(SOR/95-149\)](#)
 NSR: [Navigation Safety Regulations \(SOR/2005-134\)](#)
 SSR: [Ship Station \(Radio\) Regulations, 1999 \(SOR/2000-260\)](#)
 R: Recommended

¹ A place of refuge includes the mainland or an island that can be used as a safe refuge from the weather.

Additional Safety Equipment Required							
(1)	Life-Saving Appliances	1	2	3	4	5	6
1.1	*Inflatable Life raft Note: All vessels of more than 8.5 metres in length going outside of Sheltered Waters Voyages or more than 2 miles from shore in inland water must carry a life raft as required by section 411 of the SVR. A life raft compliant with the <i>ISO 9650 Small craft -- Inflatable life rafts</i> standard and serviced according to the manufacturer's instructions is acceptable as an alternative to a life raft approved under the SVR.	√	√	√	√	√	√
1.2	Inflatable or Rigid dinghy Note: For vessels of more than 8.5 metres used for lessons of type 2 and 6 and that are going outside of Sheltered Waters Voyages or more than 2 miles from shore in inland water an inflatable dinghy (not a rigid dinghy) is acceptable as an alternative to the life raft required in 1.1 above provided that: - The vessel does not go more than 5 miles from shore - The capacity of the dinghy is sufficient to carry all persons on board	√	√			√	√
(2)	Vessel Safety Equipment	1	2	3	4	5	6
2.1	First Aid Kit and manual Note: The first aid kit must meet the requirements of section 8 of the SVR	√	√	√	√	√	√
2.2	Sharp/Rigging knife	√	√	√	√		√
2.3	Watertight Flashlight with spare bulb & batteries	√	√	√	√	√	√
2.4	*Radar reflector (see Ship Safety Bulletin 07/2008) Note: Rule 40 of the Collision Regulations requires a vessel that is less than 20 metres in length or is constructed primarily of non-metallic materials to, if practical, be equipped with a radar reflector or other means to enable the vessel's detection by other vessels navigating by radar at 3 GHz or 9 GHz	√	√	√	√	√	√
2.5	Smoke detector (in each accommodation and service space, other than in low-risk spaces such as washrooms and void spaces)	√	√	√	√	√	√
2.6	Fire detector in the engine space with remote visual and audible alarm		√	√	√	√	√
2.7	Emergency food & water			R	√		
2.8	Basic tools & spare parts	√	√	√	√	√	√
2.9	Bilge pumping and high bilge-water alarm in each watertight compartment as per section 736 of the SVR	√	√	√	√	√	√
2.10	A provision (e.g. fire port) to discharge a portable fire extinguisher in the engine space or a fixed fire extinguishing system as per section 741 of the SVR	√	√	√	√	√	√

Additional Safety Equipment Required							
(3)	Emergency Equipment	1	2	3	4	5	6
3.1	Emergency steering tiller	√	√	√	√		
3.2	Emergency steering device				√		
3.3	Means of reducing foresail size	√	√	√	√		
3.4	Person Overboard (POB) marker pole	√	√	√	√		
3.5	Mainsail reefing (minimum 2 reefs, if practicable)	√	√	√	√		
3.6	Heavy weather jib			R	√		
3.7	*Person Overboard Protection (lifelines and ladder) Note: All RBS vessels must comply, at a minimum, with section 712 of the SVR	√	√	√	√	√	√
3.8	EPIRB (required for column 3 when beyond VHF range)			√	√		
3.9	Emergency Abandon ship bag			√	√		
(4)	Navigation Equipment	1	2	3	4	5	6
4.1	Binoculars		√	√	√		√
4.2	Barometer		√	√	√		√
4.3	*Boat and/or handheld Compass (See SVR sections 207 and 215 and NSR sections 40-43)	√	√	√	√	√	√
4.4	Depth sounder		√	√	√		√
4.5	*Charts (corrected up to date) (See CNPR sections 4-7)	√	√	√	√	√	√
4.6	*List of lights, buoys & fog signals (See CNPR sections 4-7)	√	√	√	√	√	√
4.7	Vessel Logbook	√	√	√	√	√	√
4.8	*VHF radio (See NSR)	√	√	√	√	√	√
4.9	GPS	R	R	√	√	R	√
4.10	Weather Fax or SSB modem / weather program or proven method of obtaining weather (required for column 3 when beyond VHF range)			√	√		
4.11	Radar			R	√		
4.12	Marine SSB Radio or satellite communications (required for column 3 when beyond VHF range)			√	√		
4.13	Sextant (if Celestial Navigation)				√		
4.14	Nautical Almanac (if Celestial)				√		
4.15	Sight Reduction Tables (if Celestial)				√		

Additional Safety Equipment Required							
(5)	Personal Safety Equipment	1	2	3	4	5	6
5.1	Safety harness, tether and knife		√	√	√		
5.2	Jack lines available on board		√				
5.3	Jack lines fitted		R	√	√		
5.4	*Whistle fitted on each lifejacket/PFD	√	√	√	√	√	√
5.5	*Strobe Light for lifejacket/PFD (at night) Required for night passages and all course taught in a liveaboard format.	R	√	√	√	R	√

ANNEX II - RECREATIONAL BOATING SCHOOL REPORT

This report must be completed and submitted to Marine Safety for a Recreational Boating School (RBS) to be eligible to operate under the requirements of the Standard for Recreational Boating Schools, TP 15136.

PART A – Recreational Boating School Information

Name of School			
Business Address			
Street Address			
City		Province	
Postal Code			
Business Phone		Fax	
Mobile Phone		E-mail	
School Location			
Street Address			
City		Province	
Postal Code			
Business Phone		Fax	
Mobile Phone		E-mail	
Name of Authorized Representative or RBS Representative			
Recreational boating organization membership (if any)			
Organization Name			Member No.

Notes:

1. If the RBS has more than one location, fill one form per location.
2. Attach a list of courses with schedule. Attach course syllabi/lesson plans if this is your first/initial report or if you have had course additions or modifications to existing courses.

PART B - List of RBS Vessels

#	Registration or License Number	RBS Owned		Length (metres)	Motor	Sail	Persons on Board		Maximum Voyage Class ⁽³⁾		
		Yes	No				Min. Crew	Max. Students	SW	NC2	LCW
1		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

1. Add other sheets as needed.
2. This list must be kept up to date and available at the RBS location.
3. See definitions of voyages in the [Vessel Certificates Regulations](#) and the [Marine Personnel Regulations](#)
 - SW: Sheltered Waters Voyage
 - NC2: Near Coastal Voyage, Class 2
 - LCW: Limited, Contiguous Waters Voyage

PART C – Requirements

(1)	Registration and Licensing	Yes	No	N/A
1.1	Are all vessels properly registered or licensed? (CSA 2001 46, SVR PART 1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Are all vessels properly marked in accordance with certificate of registry or license? (CSA 2001 57, SVR 102)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3	Since registration or licensing, have structural and/or mechanical changes been made to any of the vessels? (CSA 2001 58)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Is a copy of the certificate of registry or license on board each vessel? (CSA 2001 63, SVR 101)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(2)	Safety Procedures and Operational Requirements	Yes	No	N/A
2.1	Are there procedures for safely operating the vessels including dealing with emergencies? (CSA 2001 106)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Are records available ashore detailing the number of passengers and crew on board? (SVR 402)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Are procedures in place to prevent cold-water shock and hypothermia? (SVR 403/501)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Are there signs and procedures for operation of mechanical blowers in all gasoline spaces? (SVR 1001)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Are procedures in place for safe refuelling and prevention of any leakage of fuel? (SVR 1002)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Is all safety equipment required by the Regulations and this Standard in good working order and readily accessible and available for immediate use? (SVR 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Are all portable fire extinguishers and fixed fire extinguishing systems kept fully charged? (SVR 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Are all life rafts serviced at the required interval and marked with the date and place of last service? (SVR 21)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Are all life rafts, other than those packed in a valise-type container, stored in a manner that allows the life raft to automatically float free? (SVR 21)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(3)	Navigation Equipment	Yes	No	N/A
3.1	Is a sound-signalling device on board each vessel? (SVR 207)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2	For vessels of more than 9 metres in length <i>or</i> that are operated after sunset or before sunrise or in periods of restricted visibility, are the masthead, stern, side and/or all round white lights visible for the correct range? (SVR 207)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(3)	Navigation Equipment	Yes	No	N/A
3.3	Are the masthead, stern, side and/or all round white lights properly located? (COLREGS Rule 21)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Is each vessel fitted with a radar reflector? (COLREGS Rule 40)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Is there a magnetic compass on board each vessel? (SVR 207)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Is there an approved Marine Radio communication system on board each vessel? (SSR 7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(4)	Life Saving Appliances	Yes	No	N/A
4.1	Are there lifejackets or personal flotation devices of an appropriate size for all persons on board each vessel? (SVR 204)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2	Is there a re-boarding device on board all vessels when the vertical height to climb on board from the water is more than 0.5 metres? (SVR 204)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3	Are there buoyant heaving lines, lifebuoys attached to buoyant lines and self-igniting lights on board as appropriate for the length of the vessels? (SVR 204)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4	Is there a watertight flashlight on board all vessels? (SVR 205)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5	Are there pyrotechnic distress signals on board all vessels as appropriate for the length of the vessels? (SVR 205)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6	Is there a life raft of suitable size on board on all vessels of more than 8.5 metres and going outside of a Sheltered Waters voyage or more than 2 miles from shore in inland water? (SVR 411 or alternative identified in ANNEX I of TP 15136)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(5)	Vessel Safety Equipment	Yes	No	N/A
5.1	Vessels not more than 9 metres: Is there a manual propelling device or anchor with not less than 15 metres of cable on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Vessels not more than 9 metres: Is there a bailer or manual bilge pump on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Vessels more than 9 metres but no more than 12 metres: Is there an anchor with not less than 30 metres of cable on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4	Vessels more than 9 metres but no more than 12 metres: Is there a manual bilge pump or bilge pumping arrangement on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5	Vessels more than 12 metres: Is there an anchor with not less than 50 metres of cable on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.6	Vessels more than 12 metres: Is there a bilge pumping arrangement on board each vessel? (SVR 206)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(6)	Firefighting Equipment	Yes	No	N/A
6.1	Are there portable fire extinguishers on board of the required class and capacity as appropriate for the length of the vessels? (SVR 208)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2	Vessels more than 12 metres: Are there two buckets and an axe on board each vessel? (SVR 208)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.3	For vessels with enclosed accommodation and/or service spaces on board, is there a smoke detector installed in each of these spaces? (TP 15136 ANNEX 1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(7)	Additional Safety Equipment (TP 15136 Annex I)	Yes	No	N/A
7.1	Are all the additional Life-saving Appliances required by section 1 of Annex I of TP 15136 on board all vessels as appropriate for the type of vessel and training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.2	Is all the additional Vessel Safety Equipment required by section 2 of Annex I of TP 15136 on board all vessels as appropriate for the type of vessel and training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.3	Is all the additional Emergency Equipment required by section 3 of Annex I of TP 15136 on board all vessels as appropriate for the type of vessel and training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.4	Is all the additional Navigation Equipment required by section 4 of Annex I of TP 15136 on board all vessels as appropriate for the type of vessel and training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.5	Is all the additional Personal Safety Equipment required by section 5 of Annex I of TP 15136 on board all vessels as appropriate for the type of vessel and training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(8)	Vessel Construction (Section 8 applies only to vessels fitted or designed to be fitted with an engine)	Yes	No	N/A
8.1	Are safety notices placed in a visible location near any hazard on board? (SVR 704)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.2	Are all vessels equipped with handhold devices and guard rails in accordance with sections H41.5 and H41.6 of American Boat and Yacht Council Standard H41, <i>Reboarding Means, Ladders, Handholds, Rails, and Lifelines</i> ? (SVR 712)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.3	Does each vessel's structural strength conform to the construction standards and is it adequate for the intended use of the vessel? (SVR 713)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.4	Is the design of the superstructure, hull and fittings on each vessel in accordance with the construction standards for the maintenance of watertight integrity and the prevention of downflooding? (SVR 714)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.5	Is every enclosed space on board containing a source of gasoline vapour provided with a natural ventilation system designed to remove any accumulation of combustible vapours? (SVR 718)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.6	Are spaces containing a gasoline engine fitted with powered ventilation in accordance with the construction standards and is there a safety notice near the ignition switch indicating that the blower is to be operated for four minutes before the engine is started? (SVR 719)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(8)	Vessel Construction (Section 8 applies only to vessels fitted or designed to be fitted with an engine)	Yes	No	N/A
8.7	Is every engine space ventilated to provide enough air for combustion and cooling? (SVR 720)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.8	Are the fuel system and fuel tanks installed, tested and maintained in accordance with the construction standards? (SVR 721-727)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.9	Are electrical systems in compliance with designated standards? (SVR 728)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.10	Are the batteries accessible, properly installed and secured? (SVR 729-730)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.11	Are all electrical components ignition-protected? (SVR 731)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.12	Are all exhaust systems and mufflers installed and maintained to prevent the leakage of exhaust gases and in accordance with the construction standards? (SVR 733)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(9)	Pollution Prevention	Yes	No	N/A
9.1	Are you aware it is prohibited to discharge an oil or oily mixture over board? (SVR 1002)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.2	Are you aware it is prohibited to discharge noxious liquids (chemicals) over board? (CSA 2001 187)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.3	Are you aware it is prohibited to discharge sewage over board? (POLLUTION REGS 95)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.4	Are you aware it is prohibited to discharge garbage over board? (CSA 2001 187)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(10)	Training Standard (TP 15136 Section 6)	Yes	No	N/A
10.1	Have written training syllabi and/or lesson plans been developed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.2	Is the syllabus and/or lesson plan available and in use when training is taking place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.3	Is there an examination or evaluation process for students included in the syllabus and/or lesson plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.4	Is there a training standard in place that includes all of the following? - Intent and nature of training - Required training or prerequisites - Duration and format of course - Evaluation criteria and pass mark	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.5	Are the only persons on board during training students, instructors, crew, school staff and agents of Transport Canada?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.6	Is the course level appropriate for the intended voyage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.7	Are course certificates issued to students upon successful completion?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(11)	Student and Instructor Standards (TP 15136 Sections 7 and 8)	Yes	No	N/A
11.1	Do all instructors hold, as a minimum, a standard first aid certificate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.2	Do all instructors hold, as a minimum, a Pleasure Craft Operator Card (PCOC) or equivalent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.3	Do all instructors hold marine certification appropriate for the vessel and/or course?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.4	Is there a student standard in place that includes all of the following? - Age restrictions, if required - Health requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.5	Is there an instructor standard in place that includes all of the following? - Age restrictions, if required - Health requirements - Required training or prerequisites - Relevant practical skills required to teach the course - Authorized activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(12)	Operational Requirements (TP 15136 Section 9)	Yes	No	N/A
12.1	Are pre-departure on-board safety orientation training and familiarization given and do they include all of the following? - Vessel arrangements - Local hazards in the waterways travelled - General safety rules of the vessel - Warning that conditions may not be suitable for children or persons health conditions - Instructions on how and when to wear lifejackets and/or PFDs - Location and demonstration of through-hull fittings - Location and operation of safety equipment carried on board - Emergency procedures (injuries, person overboard, firefighting, lifesaving equipment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.2	Are lifejackets or PFDs worn while underway, unless below deck on a closed-construction vessel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.3	Are all persons on board refraining from consuming alcohol while training is being delivered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.4	Are there no more than 12 students on board the vessel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.5	Are records of all training activities maintained and do they include all of the following? - Names of course instructors and students - Courses provided - Record of pre-departure safety orientation briefings - Training certificates issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(12)	Operational Requirements (TP 15136 Section 9)	Yes	No	N/A
12.6	Is there a client service system in place with established procedures for dealing with client complaints?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(13)	Emergency Contingency Plans – (CSA 2001 Section 106)	Yes	No	N/A
13.1	<p>Are there contingency plans are in place to deal with emergencies such as those listed below?</p> <ul style="list-style-type: none"> - Adverse weather conditions beyond the scope of the course - Electrical, electronic or communication equipment failure - Engine, drive or steering failure - Fire - Grounding, flooding or collision - Hull, equipment, sails and rigging damage or failure - Damage control in the event of through-hull fitting failure - Person overboard - Cold shock and hypothermia - Medical emergency - Re-fuelling, fuel spills and environmental response - Search and Rescue and giving assistance to other vessels 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Abbreviations:CSA 2001: [Canada Shipping Act, 2001 \(S.C. 2001, c. 26\)](#)COLREG: [Collision Regulations \(C.R.C., c. 1416\)](#)POLLUTION REGS: [Vessel Pollution and Dangerous Chemicals Regulations \(SOR/2012-69\)](#)SVR: [Small Vessel Regulations \(SOR/2010-91\)](#)SSR: [Ship Station \(Radio\) Regulations, 1999 \(SOR/2000-260\)](#)

PART D – Declaration

Additional Operational Information

How many years have you been operating a Recreational Boating School in this area? _____

Have any of the vessels associated with your RBS been involved in any accidents/incidents over the last 5 years? No Yes – If “Yes”, complete page 10 of Annex II.
Note: This question does not replace or in any way modify the requirement to report all reportable marine accidents and incidents to the Transportation Safety Board (for details see section 4.7).

As the Authorized Representative (Owner) of a Canadian vessel you are advised that you have a legal obligation under the *Canada Shipping Act, 2001* to:

1. Ensure that the vessel and its machinery and equipment meet the requirements of the regulations,
2. Develop procedures for the safe operation of the vessel and for dealing with emergencies,
3. Ensure crew receives safety training, and
4. Ensure that the passengers receive safety briefings.

By signing below, the representative of the Recreational Boating School confirms that the school satisfies the requirements of the *Standard for Recreational Boating Schools TP 15136*.

Print name of Authorized Representative or RBS Representative: _____

Signature of person completing this report: _____

Print name of person completing this report: _____

Note: If an independent marine consultant has conducted this report, please provide details of consultant(s).

Date: _____
dd – mm - yyyy

Accident/Incident Record

Note: Include accidents/incidents that occurred in the last five years and that involved vessels operated by the Recreational Boating School making this application. Add other sheets as needed. This record is for the purpose of TP 15136 only.

1	Vessel Registration or License No.	Length (m)
Number of Crew on Board	Motor <input type="checkbox"/>	<i>or</i> Sail <input type="checkbox"/>
Number of Students on Board	Date & Time	
Owner of the Vessel		
Location (by reference to an easily defined geographical point, or by latitude and longitude)		
Description (including any injuries or fatalities)		
Action (s) taken to prevent recurrence		
2	Vessel Registration or License No.	Length (m)
Number of Crew on Board	Motor <input type="checkbox"/>	<i>or</i> Sail <input type="checkbox"/>
Number of Students on Board	Date & Time	
Owner of the Vessel		
Location (by reference to an easily defined geographical point, or by latitude and longitude)		
Description (including any injuries or fatalities)		
Action (s) taken to prevent recurrence		