



SURF LIFE SAVING



IRB

Refresher Manual

Updated: September 2025

In it for life.



Introduction

Refreshers are a tool for clubs to use in identifying the capabilities of members before they start their roles in the new season. SLSNZ requires completion of refreshers to ensure that members can deal with situations that occur in Surf Lifesaving and use Surf Lifesaving equipment in a safe and appropriate way.

This manual describes the requirements of the Inflatable Rescue Boat (IRB) Driver Refresher.

IRB Drivers are required to be refreshed before they can operate an IRB in the new season. At any time, an IRB Driver will be considered to be currently refreshed or not by the timeline below:

It is expected that all IRB Drivers complete their refresher(s) before their refresher expires on an annual basis.

Remember that Refreshers are:

- Managed online through etrainu
- Available ALL year
- Have a 12-month cycle. This means that if a member completes their refresher on 2 September 2025, it will expire on 2 September 2026.

Refer to the *Refreshers Set-up Manual* for further information on the refresher process.





Powercraft Refreshers

IRB Driver Refresher

The IRB Driver Refresher is designed for any “currently refreshed SLA” member who holds their IRB Driver Award.

The IRB Driver Refreshers consist of the following components:

- **Online Refresher:** Theory Test – 20 questions, in 120-minute timeframe, with 85% pass rate.
- **Practical Refresher:** Task sign-off as per checklists for:
 - IRB Engine setup
 - Water work
 - Single Person Rescue
 - IRB Close down

Assessment Requirements – IRB

Equipment Required

- All operators/drivers and crewpersons must each wear a compliant helmet and personal flotation device (PFD) that meets the NSOP/CSOP requirements when operating a powered craft at all times.

Conduct of the Section

- The practical aspects shall be performed in a minimum of one (1) metre of surf. The surf size must be measured from the front of the wave, from the trough of the wave, to the top. For the purpose of consistency, this means that while surf size may vary throughout the duration of the session, only skills demonstrated in the minimum wave size will be considered valid.
- The surf size measurement must apply in the areas in which the powered craft is being driven/crewed for the assessment.
- Refreshing members should be kept in small manageable groups. To maintain water safety, there should be a maximum of **TWO** IRBs to every **ONE** Assessor to for all water-based activities.

Water Safety

- The assessor must ensure there are adequate water safety personnel during the water sections. The refresher assessment is not to continue if the water safety ratio cannot be maintained.
- If the refresher takes place during patrol hours, the assessor must inform and communicate with the Patrol Captain.
- *If refreshers are conducted during patrol hours, the Patrol Captain will retain oversight for all operations.*
- The assessor must fill out an Operational Risk Assessment on the Patrol App for the refresher event.



Assessment Checklists – IRB Driver

The Surf Lifeguard undertaking this IRB Drivers Refresher must be currently refreshed as a 'Surf Lifeguard' before commencing the IRB Driver refresher.

<input type="checkbox"/>	Refreshed Surf Lifeguard
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IRB Driver Refresher Check List

IRB Engine Set Up

It is intended that this section of the IRB Drivers Refresher is to be conducted in a group situation. It is expected that each member being assessed will participate and perform at least one task in the group. Any members that do not participate and perform at least one task in the group will not achieve this section of the refresher practical.

<input type="checkbox"/>	Driver checks previous IRB operations logbook.
<input type="checkbox"/>	The IRB engine is fitted securely to the center of the transom plate, clamp screws are tight.
<input type="checkbox"/>	Carry out engine check including: prop and guard, split pin, castle nut, prop shaft, all bolts are tight, no missing bolts, prop clearance, check tilt pin.
<input type="checkbox"/>	Check engine cowling cover is correctly secured and bungee security cord attached.
<input type="checkbox"/>	Safety strop attached.
<input type="checkbox"/>	Fuel line connection clean and attached.
<input type="checkbox"/>	Engine started in flush tank to warm up, tell-tale checked.
<input type="checkbox"/>	Engine checked for smooth running.
<input type="checkbox"/>	IRB logbook filled out.

Water Work

All IRB Drivers will complete each component as an individual in this section.

<input type="checkbox"/>	Lifejacket and Helmet worn by crew and driver.
<input type="checkbox"/>	Launch the IRB.
<input type="checkbox"/>	Complete the manoeuvres listed below: <ul style="list-style-type: none"> • Remain stationary in surf • Parallel run in surf • Recover crew (simulation of crewperson falling out of IRB) • Figure 8 manoeuvres
<input type="checkbox"/>	Complete a minimum of one 'single person rescue' in the surf zone.
<input type="checkbox"/>	Return to shore and beach IRB.



Single Person Rescue

All IRB Drivers will complete each component as an individual in this section.

Patient pickup

<input type="checkbox"/>	Good communication with the crewperson in locating the patient.
<input type="checkbox"/>	Appropriate speed and course to area of patient(s) in line with MNZ legislation.
<input type="checkbox"/>	Slows when nearing patient and assess the patient and the surf conditions, checks for hazards.
<input type="checkbox"/>	Pick-up patient with IRB facing into oncoming waves.
<input type="checkbox"/>	Driver positions patient alongside the port pontoon.
<input type="checkbox"/>	On reaching the patient the driver idles the engine in gear.
<input type="checkbox"/>	Once crewperson has secure contact with the patient, the driver accelerates slightly forward to allow the patients legs to rise to the surface; driver then lifts the patient's legs aboard while commencing a port turn.
<input type="checkbox"/>	Good timing during pickup (picked up after the wave hits the patient).
<input type="checkbox"/>	Good teamwork shown.

Care for the patient

<input type="checkbox"/>	Assistance required signal* given by the driver on return to shore.
<input type="checkbox"/>	Driver ensures safe return to the beach for the patient, no unnecessary risks taken and observing all legislative requirements.

Patient lift and carry from IRB

<input type="checkbox"/>	Crewperson and Driver work effectively together to lift patient from IRB.
<input type="checkbox"/>	Patient is carried clear of the high-water mark.
<input type="checkbox"/>	Patient is handled carefully.

***Note:** Assessors must convey to the driver that they will be rescuing a patient requiring medical assistance, therefore there is a requirement to signal for assistance "at the appropriate time" on their return to shore.



Close down IRB

It is intended that this section of the IRB Drivers Refresher is to be conducted in a group situation. It is expected that each member being assessed will participate and perform at least one task in the group. Any members that do not participate and perform at least one task in the group will not achieve this section of the refresher practical.

There may be some minor local variation to close down procedures. Any variations should be explained to the satisfaction of the Assessor.

<input type="checkbox"/>	IRB, trailer, PFD's and helmets washed (and stored properly).
<input type="checkbox"/>	Engine run down and checked.
<input type="checkbox"/>	IRB semi deflated.
<input type="checkbox"/>	Fuel bladder filled and stored.
<input type="checkbox"/>	Logbook filled in.