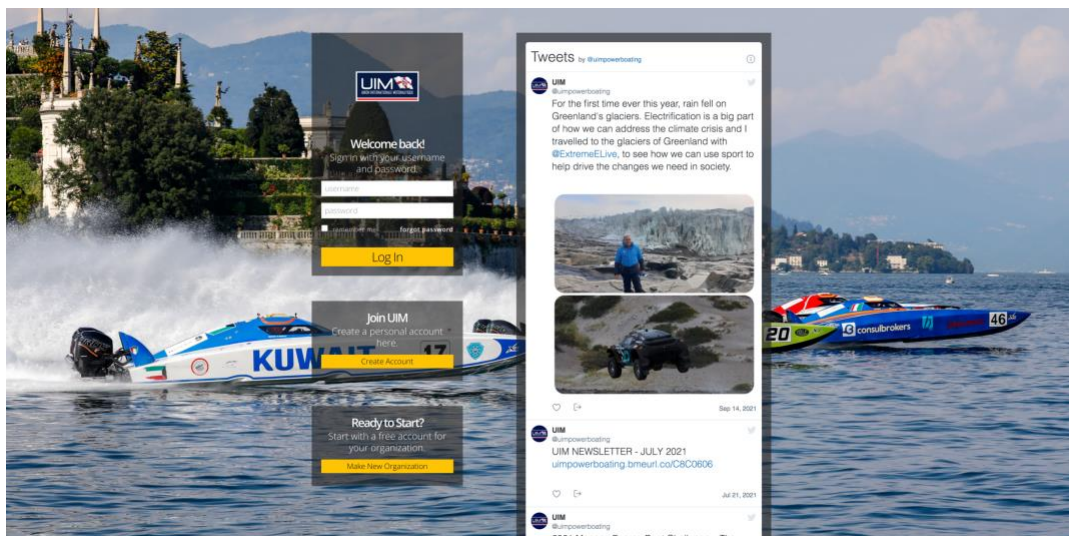




UIM Training Centre Recognition Requirements

Providing details on;

- About the UIM - Union Internationale Motonautique
- UIM Training Centre - Introduction
- How to become an UIM Training Centre
- Centre Operations Requirements
- UIM policies relating to Training Centre Accreditation.





ABOUT THE UIM - “UNION INTERNATIONALE MOTONAUTIQUE”

Established in 1922, the Union Internationale Motonautique (UIM) is the world governing body for all Powerboating activities. It is fully recognised by the International Olympic Committee (IOC) and it is a member of the Association of the IOC Recognised International Sports Federations (ARISF). The UIM has 64 affiliated National Federations. Each Country has 1 UIM affiliated National Authority who has the right to vote at the UIM General Assembly. The General Assembly has full powers to meet the objectives of the association.

As the Internationally recognised authority for world power boating, the UIM is charged with protecting and building the future of the Sport on behalf of its national federations and competitors and is responsible for creating a safe, accessible, unified and thriving world renowned sport.



UIM ACTIVITIES

POWERBOAT RACING :

Highly competitive, fascinating, intensely challenging, risky and entertaining, Powerboat Racing is the ultimate adrenalin rush and regarded as one of the most spectacular and exciting sports in the world.

The sport continues to grow and supported by the emergence of independent promoters and its National Authorities across all five continents, the UIM has increased its global influence to where UIM World and Continental Championships in all its various class are held annually.



YOUTH DEVELOPMENT PROGRAMME "PROPSTARS" :

Seeing the need to encourage safe, responsible and environmentally friendly Powerboating whilst at the same time ensuring the growth and development of the sport.

The UIM initiated the “Propstars” – UIM Youth Development Program where the slogan is

“DREAM ⇒ TRAIN ⇒ RACE”

One of the highest priorities of the UIM.

This program has now evolved into the comprehensive training syllabus you see today.

Comprised of professional training for our future generations of Powerboat Leisure Users, Powerboat Racers and Race Officials,





UIM EDUCATION AND TRAINING :

One of the cornerstones of any Organisation is its ability to change and grow.

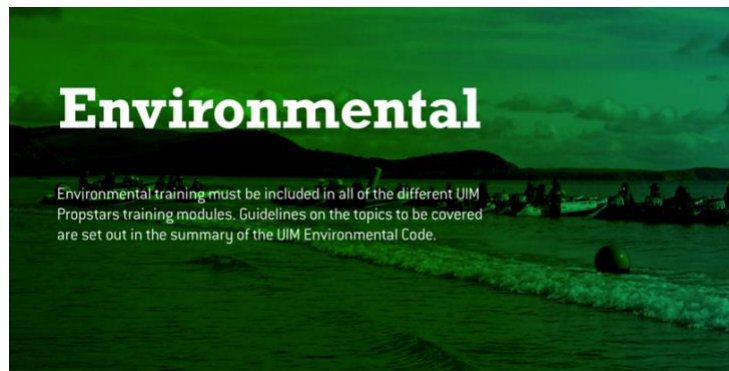
To assist in the future development of the sport of Powerboating;

The UIM saw the need to support its national Authorities by providing a system to UIM National Authorities and their affiliated Clubs and Training Centres to deliver UIM Internationally Accredited Training courses.

In partnership with "Checklick", the UIM has developed an online Course Management, skills tracking, certification and logbook system for use by its National Authorities and accredited Training Centres.

The UIM Education and Training programme enables powerboat leisure users, powerboat racers and officials access to a range of Professionally developed Training courses. This in turn leads to powerboats being used, in a safe, responsible and environmentally friendly manner.

The UIM in partnership with its national Authorities is establishing a world-wide network of training centres where training courses are taught to a set of Internationally recognised standards to ensure the success and growth of the sport of Powerboating.



UIM ENVIRONMENTAL :

The UIM is committed to reducing the organisation's environmental impact and to encouraging sustainability and environmental awareness by engaging all key stakeholders. We want to be part of the solution to solve the climate crisis and accelerate the transition to a more sustainable future.

As part of its commitment to the IOC Sustainability Strategy and the UNFCCC Sports for Climate Action Programme, the UIM will adhere to the following five principles:

- 1) Undertake systematic efforts to promote greater environmental responsibility
- 2) Reduce our global climate impact
- 3) Educate for climate action
- 4) Promote sustainable and responsible consumption
- 5) Support climate action through communication





UIM Training Centre – Introduction

UIM Training Centre:

UIM / Propstars Training Centres are organisations that have, in partnership with the UIM and its national Authorities have undertaken to provide quality tuition and training to national and international standards by running UIM certified training courses, using suitably-qualified staff, who follow the relevant UIM / Propstars syllabus, use appropriate well-maintained equipment and have adequate safety support.

Each centre has the opportunity to provide training from a number of schemes.

UIM Propstars – Youth Development Training Program

UIM Training – Powerboat Race Officials Training Program

UIM Training – Go Powerboating / Go Motorboating / Go Jet-skiing

Courses are constantly under review and development.

How do your clients benefit?

- The certificate your clients receive upon successful completion of their training course is Internationally Accredited by the World Governing body for Powerboating.
- All instructors are UIM approved and have been trained to the highest possible standards by experienced UIM Instructor Trainers. This means that the course participant should be receiving the best instruction possible using the most up to date methods.
- Participants will know that a UIM/Propstars Training centre has undertaken to maintain standards of equipment and facilities in line with those defined by the UIM.
- UIM courses will be taught using an internationally approved step by step syllabus-based approach. This means they can become proficient at whatever level they chose within the sport.
- Using the UIM/Checklick online portal, Participants will be able to monitor their progress and on successful completion be able to access their UIM Certificate
- UIM certificate available, both nationally and internationally.

How do you benefit?

- The UIM/Checklick online portal provides online certification and logbooks, as well as support material for all its courses. Hard Copies of UIM Training Manuals are available at discount from the UIM / National Authorities for you to retail to your clients.
- In advertising you can use the UIM Training Centre / Propstars -Youth Development Program logos and Flags which are an Internationally recognised mark of quality, to promote your recognised courses
- Using UIM Propstars – Youth Development Program, Clubs , schools etc. have seen improved skill levels in the use of powerboats. Because this training is carried out in a safe, responsible and environmentally friendly, it gives the participants a better understanding of the sport and what is expected of them. This in turn leads to safer powerboating with less repairs and costs when it comes to maintaining equipment.



How to become an UIM Training Centre

You have already taken the first step by acquiring a copy of this publication which sets out all the requirements to establishing a UIM / Propstars Training Centre.

What Next ?

- 1) Carefully Read this publication.
At first, it may look a little daunting but it will give you a better understanding of what a UIM / Propstars Training Centre is about.
- 2) Once read, you should have a good idea what is required by your organisation to become a UIM / Propstars Training Centre.
- 3) If you have any questions or queries at this stage, please send an email to training@uim.sport and advice will be given as to the best way to proceed.
- 4) Once you are happy that you can meet the UIM/Propstars Training Centre requirements you should complete the form “*Application to become an UIM / Propstars Training Centre*” and email this to training@uim.sport. The UIM will contact your National Authority to organise an inspection of your facilities etc.
- 5) On the successful completion of the inspection you will be awarded UIM and National Authority recognition. (Recognition is based on the calendar year and is continuous unless withdrawn by the UIM / National Authority)

It is worth remembering that through all the stages we are committed to helping centres meet the requirements with the minimum of expense and effort.

It is not the policy to limit the number of UIM / Propstars Training Centres in an area but accreditation may be refused on the grounds that there are already sufficient centres to meet the need for courses in an area and where the accreditation of further centres would be likely to reduce numbers to unsustainable levels

Centre Operations Requirements

- 1. Personnel - Roles & Responsibilities**
- 2. Policies and Procedures**
- 3. Administration**
- 4. UIM Training Schemes**
- 5. Classroom / Shore Based**
- 6. Afloat**
- 7. Propstars – UIM Youth Development Program
Operating Requirements for Centres**
- 8. UIM Training – Pleasure Navigation Training Scheme
Operating Requirements for Centres**
- 9. UIM Training – UIM Officials Training Scheme
Operating Requirements for Centres**
- 10. UIM policies relating to Training Centre Accreditation.**
- 11. Appendices**



1. Personnel - Roles & Responsibilities

1.1) Training Centre Manager / Centre principal:

This should be the person who has overall responsibility for the implementation of UIM /Propstars accredited training and coaching activities within the organisation. They are responsible to the UIM for;

- a) The conduct during the delivery of UIM accredited activities.
- b) Issuing of certificates on behalf of the UIM.
- c) Ensuring that all instructors have the required UIM Instructor qualification
- d) Ensuring that all equipment is of the required UIM Standard and maintained to that standard.
- e) They must clearly understand the requirements of UIM as to the proper running of an UIM / Propstars Training Centre as laid out in this document.

1.2) UIM Senior Instructor:

An UIM Senior Instructor is an experienced Instructor who has been trained to take on the task of leading a team of UIM Instructors in the safe and effective delivery of UIM / Propstars accredited training courses within an UIM / Propstars Training Centre.

They are responsible for ;

- a) Overseeing all UIM Courses.
- b) Assigning Instructor tasks
- c) Been a mentor to instructors
- d) Ensuring the equipment is UIM Compliant and in a fit condition for the task.

1.3) UIM Instructor:

An UIM Instructor is an instructor that has successfully completed a UIM Instructor Course and can safely and effectively deliver UIM / Propstars accredited training courses.

1.4) Child Protection Officer:

Every UIM Training Centre should designate a person to be responsible for dealing with any concerns about the protection of children. It is recommended that this person should be experienced and fully understands the responsibilities attached to the role

2. Policies and Procedures

2.1) Safety Statement:

UIM Training Centres must have a safety statement as set out in legal requirements of the country they are based in.

2.2) Risk Assessment:

UIM Training centres must carry out a structured Risk Assessment for the courses been provided for. This risk assessment must be ongoing.

2.3) Emergency Action Plan:

UIM Training Centres must have in place a plan to deal with emergencies or accidents occurring on or off the water. Staff must be aware of these arrangements and the plan should be displayed in an area accessible to all staff.

2.4) SOP's (Standard Operating Procedures):

UIM Training centres must have a written operating procedures (Standard Operating Procedures) in a form that must be available to, understood by and implemented by all members of staff. SOPs should detail, where appropriate;

- Procedures for the ongoing risk assessment.
- Procedures to ensure staff members understand their responsibilities.
- Procedures to ensure effective, well run courses
- Procedures to monitor, review and feedback participants progress on UIM Courses.

2.5) Recruitment:

UIM Training centres must have in place policies and procedures for use when recruiting staff and volunteers who will be working within the Training Centre. Objectives should include;

- Verification of qualifications
- Requiring and following up references
- Assessment of suitability to work with children
- Pre-employment orientation / training

2.6) Recording Accidents & Incidents:

UIM Training Centres must record all accidents and incidents. Recommended method of this recording is either in an Accident and Incident book or digital replacement.

2.7) Policy on Participant's Ability to Swim or Degree of Water Confidence

UIM Training centres must have in place a policy on, and associated procedures for the levels of water confidence and or swimming ability the organisation requires of participants.

2.8) Working with Children

UIM Training centres must have a policy statement indicating the organisation commitment to good practice when working with children and vulnerable people. This policy statement must include procedures;

- ◆ Designed to minimise the risk to children participating within the organisation.
- ◆ To report suspected or actual, statutory abuse.
- ◆ Centre personnel to attend relevant Child Protection courses.

2.9) Maintenance

UIM Training Centres must be able to provide evidence of a planned maintenance program with regard to all boating and safety equipment provided for use on training Courses. This should include procedures for identifying, reporting and preventing the use of equipment that is unfit for its function.

3. Administration

3.1) Booking Form

The centre must have a booking form or digital form online. Included on this form should be details of next of Kin, any medical or dietary conditions and emergency contact. which may affect participation.

3.2) Customer Feedback

Customer feedback allows the customer to inform the Training Centre how they have performed, therefore a method for receiving and reviewing customer feed-back including complaints should be in place.

3.3) Course Programmes

Sample course programmes for all UIM accredited courses must be available.

3.4) UIM / Checklick online Training Portal (UIM Training Centre)

UIM Training Centres must register and have access to the UIM / Checklick Online Training Management Portal. It is the UIM Training centres responsibility to ensure that all course participants have registered on the system to accurately track progression, issue certification and log future activity.

In addition, Certificates should be awarded (as soon as possible) on successful completion of a UIM Course.

3.5) UIM / Checklick online Training Portal (Course Participants)

All participants have to register onto the UIM / Checklick online Training system, this allows them to monitor their progress, access training material and upon completion of a UIM course have access to the UIM Certificate. have access to the UIM Certificate. It also allows them to access their personal logbook.

3.6) Tracking Participants Progress

The most effective way of recording the progress of the participant is through the UIM / Checklick online portal.

3.7) Course Records

Details of all certificates issued by the centre must be kept. This must include participants name, address, certificate and endorsements issued, date issued and Instructors name.

3.8) Insurance

UIM Training Centres must have adequate Insurance in place. This included but not limited to the following;

- ◆ Employers Liability Insurance
- ◆ Third Party Liability Insurance
- ◆ Third Party Marine Liability Insurance

3.9) Staff – Instructors

It is the responsibility of the UIM Training centre to ensure that all instructing staff are appropriately qualified for the courses on which they are instructing.

All instructional staff must be briefed and trained in the relevant policies and procedures of the Training Centre.

All instructional staff must have a valid first aid qualification.

3.10) UIM / Checklick online Training Portal

The UIM / Checklick is an online skills tracking, certification and logbook system who uses the checklick platform.

This online system allows new skills to be tracked as participants progress through your course so you they can check in at any stage to see what they have achieved and the other skills yet to be taught.

All certificates achieved are available and saved the participants profile meaning no more worries about replacing lost certificates. The system also allows participants to log additional activities to help them track their experience.

3.11) Customer feedback

Customer feedback allows the customer to inform the Training Centre how they have performed, therefore a method for receiving and reviewing customer feed-back including complaints should be in place.

4. UIM Training Schemes

In association with your National Authority, application must be made to UIM for your centre to be accredited to run any of the following courses within the required scheme meeting the required criteria laid out in this document. Please note your Centre will be Inspected on each of your centre's accredited courses.



Propstars – UIM Youth Development Program (UIM Circuit and Offshore)	
1 - Basic	2 - Formula Future
3 – Advanced	4 - Competition
5 - Environmental	6 – Instructor

Propstars – UIM Youth Development Program (UIM Aquabike / PWC)	
1 - Basic	2 - Advanced
3 - Competition	4 – Slalom & Parallel Slalom
5 - Freestyle	6 - Environmental
7 - Instructor	8 – One day Introductory training course




UIM Training – Powerboating Scheme	
1 – Crew Certificate	2 – Basic Navigation
3 – Skippers Certificate	4 – Safety Boat
5 – Advanced Navigation	6 – Inshore Cruising
7 – Offshore Cruising	8 – Instructor

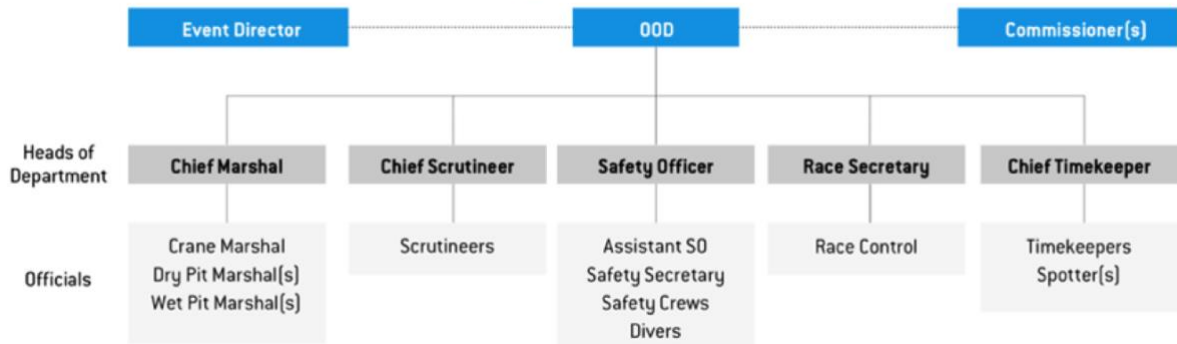
UIM Training – Motorboating Scheme	
1 – Crew Certificate	2 – Basic Navigation
3 – Skippers Certificate	4 – Advanced Navigation
5 – Offshore Cruising	6 – Instructor

UIM Training – PWC Aquabike Scheme	
1 – Basic Rider	2 – Essential Navigation
3 – Advanced Rider	4 – Safety / First Aid
5 – Rescue Rider	6 – Instructor

UIM

OFFICIALS TRAINING

Typical Race Organisation



UIM Training – Officials Training Scheme

Sporting Officials

Technical Officials



5. Classroom / Shore based Facilities

5.1) Classroom

Although a purpose built classroom would benefit course participants, it is not necessary on all occasions. Therefore UIM Training Centres must have access to adequate dry areas which give shelter in bad weather and to enable a comfortable environment for shore-based teaching. These areas should be appropriately furnished and equipped for this purpose

5.2) Visual Aids

Visual aids appropriate to the level and type of courses being offered must be provided. At the most basic levels it is suggested that a magnetic white board and /or flip charts are permanently available. Consideration should also be given to the provision of visual aids that may be used outside and when afloat.

5.3) Resource Materials

UIM Training Centres must have adequate resource materials available for the course which the Training centre is certified to deliver.

5.4) First Aid

A suitably equipped First Aid box should be located in an easily accessible and clearly marked position onshore. Contents should comply with relevant national and international legislation. Procedures should be in place to ensure that all first aid kits are regularly checked and re- stocked. It is recommended that a list of first aiders should be displayed in a prominent position.

5.5) Radio Communication (VHF)

A Radio Base station should be established at a UIM training centre to allow for communications between all instructors and the Training Centre craft. Local and National regulations on the use of Radios must be adhered to. VHF radios, if available, should be used by qualified VHF Radio operators.

5.6) Toilets, Changing & Shower Facilities

Toilet facilities, with soap and water for washing hands, should be located within a reasonable walking distance from the operating area

Where participants or staff are required to change out of their normal clothing, separate male and female changing rooms, with sufficient accommodation for the average number of course members, should be provided.

Where clients are likely to get wet during the course of their activity, separate male and female hot showers should be available

All facilities provided must be hygienic, tidy and well maintained. Accessible facilities suitable for use by participants with special needs are not mandatory but must be available if courses are promoted to participants with special needs



6. Afloat

6.1) **Areas of Operation**

All areas been used must have telephone or radio communication coverage at all times in case of an emergency.

Areas of operation must be identified to the UIM /National Authority inspector.

Each Area must be clearly marked on a chart.

All Training Craft should carry a laminated chart with the limits of the operating area clearly shown.

Dangers in the area will be clearly identified.

6.2) **Launch and Recovers Areas**

Launching and recovery areas should be easily accessible and free of underwater hazards.

It should be suitable for the levels of courses being taught and for the types and numbers of craft being used

It should be suitable to launch and recover when the prevailing weather pattern (and local tidal effects, if applicable) are considered.

Adjacent to the launch area should be sufficient storage facilities for Launch vehicles and trailers, Launching trolleys etc.

6.3) **Manning of Powerboats**

All persons driving powerboats at an UIM / Propstars Training Centre must hold their Propstars Basic Certificate / UIM Go Powerboating Skippers certificate or equivalent.

6.4) **Use of Powerboats in UIM Training centres**

- a) All boats / engines must be fitted with effective “kill-cords /Safety lanyards”, which must be used at all times when operating a powerboat.
- b) All powerboats and engines must be in good condition, well-maintained and regularly serviced.
- c) Boats should be kept tidy with suitable storage / stowage provided for all equipment carried.
- d) Engines and fuel tanks must securely attach to the boat.
- e) Batteries if used must be secured to the boat, protected from flooding and have their terminals protected.
- f) Boats should be appropriately equipped for their intended area of operation and role.

6.5) **Use of participants own Boat**

Where participants are using their own boat(s) on a training course the following procedures must be in place;

- a) Boats and equipment must conform to UIM Training centre standards and procedures must be in place to inspect boats prior to use to ensure that this is the case.
- b) Unless otherwise covered by the Centres own insurance, the Centre must have written confirmation from the owner that the boats carry Marine Liability and that this covers the boat while engaged in the training course.
- c) Where it is expected that instructors or course participants other than the owner of the boat will be using or in charge of the boat at any time;
The owner must be made aware of this.
The owner must declare that the Marine Liability Insurance will remain in effect when the owner is not in charge of the boat.

6.6) **Safety Boats**

- a) Safety boats must be of a suitable type and adequately manned and equipped for the type of activity being overseen. The operating area, usual prevailing conditions and the distance from the operating area to the shore base must have be considered.
- b) Safety boats must be afloat and ready for immediate use whenever a training course is afloat.
- c) A sufficient of safety boats must be available to provide dedicated cover for each course taken place.

- d) All persons providing safety boat cover at an UIM Training Centre must hold a First Aid Qualification.
- e) Ideally safety boats will be manned by more than one person

6.7) Safety Boat Equipment

The provision of equipment to be carried in the safety boat will depend on a number of factors including the operating area and type of boat being used. This should be identified in the centres policies & procedures by way of a "Safety Boat equipment Check List"

The following is a recommended list of equipment which should be the minimum that must be carried in all safety boats and boats used as teaching platforms.

Safety Boat Equipment List

<p>Anchor An anchor of suitable size & type fitted with sufficient chain & line for the operating area. It must be stowed either in a locker or container sufficient to hold both the anchor and line. If a container is used it must be secured to the boat in a manner that will prevent it moving around the boat.</p>
<p>First aid kit must as a minimum contain the following items;</p> <ul style="list-style-type: none"> • Protective Gloves • Large field or ambulance dressings* • Triangular bandages* • Crepe Bandages • Plastic Bevy Bag <p>* It is recommended that these be individually vacuum packed,</p>
<p>Towing warps including;</p> <ul style="list-style-type: none"> • 1 long floating warp for towing astern (used with towing bridle) • At least 2 other warps suitable for rigging an alongside tow. • Towing Bridle attached to transom. This system must allow for quick & easy release in an emergency.
<p>Distress signals Visual distress signal(s) appropriate to the operating area must be carried. These may be in the form of flares or a large "Day-glow" flag.</p>
<p>Fuel All fuel must be contained in ready to use marine fuel tanks. These must be attached to the boat to prevent movement when under way.</p>
<p>Alternative means of propulsion To be used on single engine boats when operating independently Offshore. It must be appropriate to the course, the boat and operating area.</p>

The following items may also be required;

<p>VHF Radio Recommended at all times but must be a requirement where the safety boat is operating out of sight of the base.</p>

6.8) **Personal Floatation Devices / Lifejackets**

- a) PFDs/Lifejackets must be worn correctly by all course members and Instructors when afloat
- b) Where possible, sufficient, appropriate, Personal Flotation Devices (PFDs) / Lifejackets in an appropriate range of sizes must be available for all course members.
- c) If PFDs/Lifejackets are not provided by the centre, appropriate procedures must be in place to ensure that participants provide their own PFDs/Lifejacket's, that these are of an appropriate type and fit and they are fit for their intended use. If not provided it must be stated in the Course joining instructions.
- d) All PDF's/Lifejackets must be to an nationally/internationally approved standard
- e) A system, must be in place to monitor and report if necessary, the fitness for use of the Pdf/Lifejacket

6.9) **Helmets**

- a) Helmets must be worn on courses were appropriate. E.G. Kids helmets during Formula Future training. Certified Racing helmets when using Racing Boats. See UIM Website for list of approved standards.
- b) Sufficient helmets in an appropriate range of sizes must be available for all course members.
- c) Appropriate procedures must be in place to ensure that participants who provide their own helmet that the helmet it is fit for purpose.

6.10) **Clothing**

- a) Clear indication of the clothing required must be given in the course joining instructions.
- b) This to include Protective Clothing, Appropriate footwear, Headgear, Sun Glasses, Cream to protect form the Sun.
- c) Appropriate procedures must be in place to ensure that participants who provide their own clothing etc. that the clothing etc. it is fit for purpose.



7. **Propstars – UIM Youth Development Program
Operating Requirements for Centres**



Boats & Equipment

Boats used for powerboat tuition must be of an appropriate type for;

- Their intended operating area;
- Those UIM Propstars courses on offer.
- And be equipped appropriately for their intended operating area and role.

Ideally both planing and displacement craft should be available.

Console and tiller-controlled boats should be available.

All powerboats and engines must be in good condition, well-maintained and regularly serviced.

Boats should be equipped appropriately for their intended operating area and role.

All planing boats / engines must be fitted with effective engine “kill-cords / Safety lanyard”.

Kill-cords / Safety lanyard must be used by anyone operating a powerboat.

Engines and fuel tanks must have an efficient and secure method of attachment to the boat.

Where carried, batteries must be adequately secured to the boat, protected from flooding and have their terminals protected.

Boats should be kept tidy with suitable storage / stowage provided for all equipment carried.

The throttle and engine kill switch should be within easy reach of the Instructor while engine(s) are running

There must be a road trailer available and in good working order for use on launch and recovery. All trolleys and trailers used must be in good working order.

An adequate number of Race Buoys and ground tackle must be available.

All PWCs/Aquabikes must be fitted with effective engine “kill-cords/Safety lanyards”.

These must be used by anyone operating a PWC.

Clothing

The centre must have in place a policy to ensure that participants wear clothing appropriate to their activity and the prevailing conditions.

Personal Flotation Devices / Lifejackets

Appropriate PFDs / lifejackets must be worn correctly by all course members, including Instructors, when afloat or whilst on the Jetties.

Helmets

Appropriate Helmets for the task being undertaken must be worn at all times when afloat or on the Jetty

Instructional Staff

Qualifications required by Instructors to run courses

UIM Propstars Course	Instructor Qualification Required
Basic / Formula Future	UIM Propstars Instructor (Circuit & Offshore)
Advanced / Competition	
Environmental	UIM Propstars Instructor (Circuit , Offshore and Aquabike)
Aquabike Basic, Advanced, Competition, Slalom, Freestyle	UIM Propstars Aquabike/PWC Instructor
Propstars Aquabike Instructor.	UIM Propstars Aquabike/PWC Instructor Trainer
Propstars Instructor	UIM Propstars Instructor Trainer

Teaching ratios

Circuit & Offshore

Propstars Basic	1 Instructor : 6 Participants (1:8 with assistant Instructor)
Formula Future	
Propstars Advanced	Afloat - 1 Instructor : 6 Participants (1:8 with assistant Instructor)
Propstars Competition	
Environmental	Classroom - 1 Instructor : 8 Participants (1:12 with assistant instructor)
Propstars Instructor	1 Instructor Trainer : 8 Participants

PWC / Aquabike

Propstars PWC / Aquabike Basic	1 Instructor : 3 Participants (1:6 with assistant Instructor)
Propstars PWC / Aquabike Advanced	
PWC / Aquabike Competition	Afloat - 1 Instructor : 6 Participants (1:9 with assistant Instructor)
PWC / Aquabike Slalom	
PWC / Aquabike Free Style	Classroom - 1 Instructor : 9 Participants
Propstars PWC / Aquabike Instructor	1 PWC / Aquabike Instructor Trainer : 8 Participants



Propstars Circuit & Offshore

Basic:

Basic Powerboat Training offers an ideal introduction to those new to the sport, the instruction provided will lay the foundation stones of knowledge which will prove to be invaluable

Equipment required

Classroom facility.

A copy of the Propstars Training book for each trainee, plus note books and pencils etc.

White board, Recommended

to have a set of magnetic training aids

Recommended to have a set of Model navigation lights and day shapes.

Tables, chairs etc.

A suitable training boat.

A Suitable Safety Boat

Mooring ropes.

Practice ropes.

At least four small floating buoys with ground tackle.

A suitable jetty or pontoon.

One PFD and helmet for each trainee.
Tea, coffee, refreshments and suitable toilet facilities ashore.

Formula Future:

UIM Formula Future is an International competition designed to encourage children, between the ages of 8-18 to compete on the water and demonstrate their competency in basic water awareness skills, safety on the water and environmental awareness.

Equipment Required:

Knot Display

Practice ropes and workbench designed for knot tying

Boats must be Rigid Inflatable boats (RIBs), they must have a maximum length of 3.6m and a width between 1.3m and 1.7m. All boats in these classes must be equipped with two separate kill- switches, or alternatively with two separate connections to one kill-switch in order to allow the driver and/or the co- driver to stop the engine immediately.



2 x Ribs with a minimum of 5hp and a maximum of 10hp 4 Stroke Tiller steered outboard.

2 x Ribs with a minimum of 10hp and a maximum of 15hp 4 Stroke console steered outboard. The boats must be equipped with a steering wheel, a jockey seat for the driver with the speed lever on the starboard/right side and a kill-switch.

A suitable jetty or pontoon

At least ten small floating buoys with ground tackle.

Classroom facility with Whiteboard.

Set of magnetic teaching aids for White Board

Advanced:

The Advanced course is designed to provide an introduction into powerboat racing and to teach candidates how to get started in the sport and safely compete at club and national levels.

Equipment Required

Classroom facility.

White board with a set of magnetic training aids

Full set of Race Documentation (Administration, sport and technical)

Organisation chart of Roles and responsibilities

Race Helmets, Race Life-vest, Race-suit

Set of Race Instructions

Set of Race Flags

A suitable jetty or pontoon

At least 4 floating Racing buoys with ground tackle.

2 x Racing Boats, Circuit (Gt 15 or P750) or offshore (3J) or similar

2 x Safety Boats fully equipped.

1 x Tow Boat

Competition Training:

Candidates attending the Competition Training must have satisfactorily completed the Advanced Powerboat Training.

Equipment Required.

The following equipment is in addition to the equipment required on the advance course

UIM Rule Books

Recourse materials on Budgets and accounts

Floor mats for Physical exercise

Set of Racing propellers

White Board with Magnetic Teaching Aids

TV or Monitor to show relevant videos.

Set of Model Racing Boats

Environmental:

Environmental training must be included in all of the different UIM Propstars training modules.

Equipment Required.

Recourse materials on all the key elements of this course

Environmental Mat



UIM PWC / Aquabike Training

Basic / One day Introductory Course

Basic Aquabike/Jet Ski Training offers an ideal introduction to those new to the sport, the instruction provided will lay the foundation stones of knowledge which will prove to be invaluable

Equipment Required

Classroom facility

A copy of the Propstars Aquabike/Jet Ski Training manual for each trainee, plus note books and pencils etc.

White board

Tables, chairs etc.

At least one training ski

Launching Trolley

Set of Personal Equipment

Mooring ropes

Practice ropes

At least four small floating buoys with ground tackle

A suitable jetty or pontoon for practice mooring and approach

One life jacket for each trainee

Tea, coffee, refreshments and suitable toilet facilities ashore

Advanced

The Advanced course is designed to provide an introduction into powerboat racing and to teach candidates how to get started in the sport and safely compete at club and national

levels.

Equipment Required

Classroom facility

Race flags to include: Red, Yellow Black, White, Green, Blue and Chequered Flag,

4 Training skis (numbers to be agreed in advance of training course)

Minimum 25 small floating buoys with ground tackle

Racing vests, helmets, goggles, boots and gloves for each trainee

Competition

On satisfactory completion of this course the candidate will be eligible to apply for a Provisional Jet Bike Racing licence from their National Authority and to race in the Class in which they have been trained

Equipment Required

Classroom facility

Race flags to include: Red, Yellow Black, White, Green, Blue and Chequered Flag,

4 Training skis (numbers to be agreed in advance of training course)

Minimum 25 small floating buoys with ground tackle Racing vests, helmets, goggles, boots and gloves for each trainee

Slalom

Slalom and Parallel Slalom racing provide an added spectacle at many Aquabike/Jet Ski events.

Freestyle

UIM Aquabike Freestyle is similar to other motocross freestyle events except it takes place on water. Freestyle is a showcase of skill and ability in controlling a stand up ski.



8. UIM Training – Pleasure Navigation Training Scheme **Operating Requirements for Centres**



Boats & Equipment

Boats used for powerboat tuition must be of an appropriate type for;

- Their intended operating area;
- Those UIM courses on offer.

Ideally both planing and displacement craft should be available.

Console and tiller-controlled boats should be available.

All powerboats and engines must be in good condition, well-maintained and regularly serviced.

Boats should be equipped appropriately for their intended operating area and role.

All planing boats / engines must be fitted with effective engine “kill-cords / Safety lanyard”.

Kill-cords / Safety lanyard must be used by anyone operating a planing powerboat.

Engines and fuel tanks must have an efficient and secure method of attachment to the boat.

Where carried, batteries must be adequately secured to the boat, protected from flooding and have their terminals protected.

Boats should be kept tidy with suitable storage / stowage provided for all equipment carried.

The throttle and engine kill switch should be within easy reach of the Instructor while engine(s) are running

There must be a road trailer available and in good working order for use on launch and recovery. All trolleys and trailers used must be in good working order.

Clothing

The centre must have in place a policy to ensure that participants wear clothing appropriate to their activity and the prevailing conditions.

Personal Flotation Devices / Lifejackets

Appropriate PFDs / lifejackets must be worn correctly by all course members, including Instructors, when afloat.

On Offshore Waters; Lifejackets with at least 150 Newtons of buoyancy fitted with a light of an approved type must be used by all course members, including Instructors.

Instructional Staff

Qualifications required by Instructors to run courses

UIM Course	Instructor Qualification Required
Crew Certificate – An Introduction to Powerboating	UIM Powerboat Instructor
Skippers Certificate	
Safety Boat Certificate	UIM Safety Boat Instructor
Advanced Navigation	UIM Advanced Powerboat Instructor
Intermediate - Inshore Certificate	UIM Advanced Powerboat Instructor
Advanced – Offshore Certificate	UIM Advanced Powerboat Instructor

Teaching ratios

Crew Certificate - Introduction to Powerboating	1 Instructor : 3 Participants (No more than 3 students per boat)
Skippers Certificate	
Safety Boat Certificate	Where only 1 boat is used 1 Instructor : 4 Participants Otherwise 1 Instructor : 6 Participants / 2 powerboats with no more than 3 students per boat
Intermediate - Inshore Certificate	
Advanced – Offshore Certificate	
Advanced Navigation	Classroom based: 1 Instructor : 8 Participants
<p><i>Note:-</i></p> <p>The ratios set out above are the maximum permitted for use on courses at UIM recognised Training centres. However, where and when operating conditions require, they may well need to be reduced. This decision should be made by the Senior Instructor or Centre Manager / Principal in conjunction with the instructor running the session. In doing so they must have considered the abilities / capabilities of the participants; the equipment being used and the prevailing local conditions on any particular day.</p>	
<p>The UIM reserves the right to specify the maximum ratios to be used by a centre if it feels that those being used by a centre are inappropriate. These may be different from those listed above.</p>	

Crew / Skippers Course

Centres running these courses must have available a suitable range of boats and equipment on which to practice. The following is recommended.

- Tiller controlled Boat
- Console controlled Boat
- Planing boat
- MOB training equipment
- Compass
- Charts
- First Aid Kit
- Means of communication with Training centre / Emergency services

Safety Boat Course

Training Centres which are not attached to Powerboat Racing clubs will need to demonstrate they have the equipment and required personnel to train and assess candidates for the Safety Boat Certificate.

Centres running Safety Boat courses must have available a suitable range of boats on which to practice. The minimum acceptable will be;

- 1 Rib
- 1 Racing Boat – Single pilot
- 1 Racing Boat – 2 Crew
- 1 Racing Boat with enclosed cockpit

Intermediate - Inshore Powerboat Course

The following equipment must be available and in good working order

- Boarding Ladder
- GPS
- Steering Compass
- Hand bearing Compass

The centre should be able to provide or demonstrate the following,

- A supply of suitable navigation equipment & aids and a method of weatherproofing these
- A documented procedure for passage planning and written procedures to be followed in the event of a boat becoming overdue.

Advanced – Offshore Powerboat Courses

The boat used must be a sea going planing boat, usually a R.I.B. provided with the following equipment:

- Compass (fitted with light)
- GPS
- Lights conforming to IRPCS
- VHF Radio
- Anchor of suitable size with sufficient chain & cable
- Towline
- Torch
- Basic tool Kit & appropriate spares
- Heaving line
- Paddles (Min. 2)
- Flares, 2 hand held red, 2 orange smoke, 2 parachute
- Sea Anchor / drogue
- Life jacket (150 Newton or greater) fitted with a light of approved type for each crew member

If the boat is to operate on its own, i.e. not in the immediate company of another boat engaged on the same course of instruction there is the requirement for the following.

- Either twin engines and the following;

If using a built-in fuel tank, an alternative fuel supply for at least one of the engines.

If electric start then the engines must have individual batteries and/or a demonstrable method of manually starting the engines.

Or

- To carry a spare engine of at least 1Hp per meter of boat length. This must have its own separate fuel supply and be stowed in a manner that will prevent damage to the boat and its occupants and will prevent the engine becoming inoperable if the boat is swamped.

In addition the centre should be able to provide or demonstrate the following,

- A supply of suitable navigation equipment & aids and a method of weatherproofing these
- A documented procedure for passage planning and written procedures to be followed in the event of a boat becoming overdue.



Administration

In addition to all other administration requirements set out in these notes Training Centres offering the UIM Motor Boat Training Scheme must have in place procedure to ensure that;

Records

Details of participants and instructors, including names and emergency / next of kin contact details must be kept on board and with a responsible person ashore for use in an emergency.

Embarkation / Safety Briefing

The centre must have a standard safety briefing which must be provided to participants upon embarkation. This should include, but not necessarily limited to,

Rules with regard to use of PFDs / Lifejackets

How to fit, use and stow PFDs / Lifejackets

Procedures to be used in the event of an emergency, Fire, Running aground, etc.

Procedures to be used when abandoning ship

Location and function of emergency exits

Procedures to be used to indicate distress

Boats & equipment

Boats and equipment used on the UIM Motorboat scheme must be to a standard to allow for courses to be carried out on inshore/offshore waters. This should include, but not necessarily limited to,

VHF Radios

Emergency Grab Bag

MOB Recovery equipment

GPS

Tool Kit and spares

First Aid kit to the international standard for offshore passages.

Clothing

The centre must have in place a policy to ensure that participants wear clothing appropriate to their activity and the prevailing conditions.

Personal Flotation Devices

Appropriate PFDs / Lifejackets must be worn by all course members, including instructors, when on deck while underway.

Instructional Staff

All courses must be taught by an UIM Motorboat Instructor.

Teaching Ratios

Crew Certificate	UIM Motorboat Instructor
Skippers Certificate	1 Instructor : 3 Participants (No more than 3 students per boat)
Offshore Certificate	UIM Advanced Motorboat Instructor 1 Instructor : 4 Participants
Advanced Navigation	UIM Advanced Motorboat Instructor Classroom based: 1 Instructor : 8 Participants



PWCs /Aquabikes

All PWCs used for tuition must;

Be of an appropriate type for their intended operating area

Be in good condition, well-maintained and regularly serviced.

Be equipped appropriately for their intended operating area and role.

All PWCs/Aquabikes must be fitted with effective engine “kill-cords/Safety lanyards”. These must be used by anyone operating a PWC.



Equipment

There must be sufficient, suitable trailers or trolleys to launch and recover PWCs. These must be suitable and in good working order.

Clothing

The centre must have in place a policy to ensure that participants wear clothing appropriate to their activity and the prevailing conditions For PWC this either;

A wetsuit combined with an appropriate windproof outer layer or a drysuit.

Personal Flotation Devices



Appropriate PFDs must be worn correctly by all course members, including instructors, when afloat. On PWC training courses PFDs used must be specifically designed for use by PWC users or water skiers.

Instructional Staff

All courses must be taught by an UIM Personal Watercraft Instructor.

Teaching Ratios

Basic Rider	1 Instructor : 3 Participants
Advanced Rider	UIM PWC Instructor 1 Instructor : 6 Participants on no more than 3 PWCs
Rescue Rider	UIM Rescue Instructor 1 Instructor : 6 Participants
Advanced Navigation	UIM Advanced PWC Instructor Classroom based: 1 Instructor : 8 Participants

Safety Cover

Where only one PWC is being used on a course another PWC or powerboat must be available to provide safety cover.

Where two or more PWCs are being used on the course they may provide safety cover for one another provided one machine is equipped according to the requirements for UIM Safety Boats

The maximum ratio of Safety Boats to PWCs is 1:6

Where a safety boat is being used and it is providing cover for more than one course or type of activity the following conditions will apply;

The safety boat must be operating independently from the courses or activity. In other words the safety boat driver cannot be instructing on any of the courses.

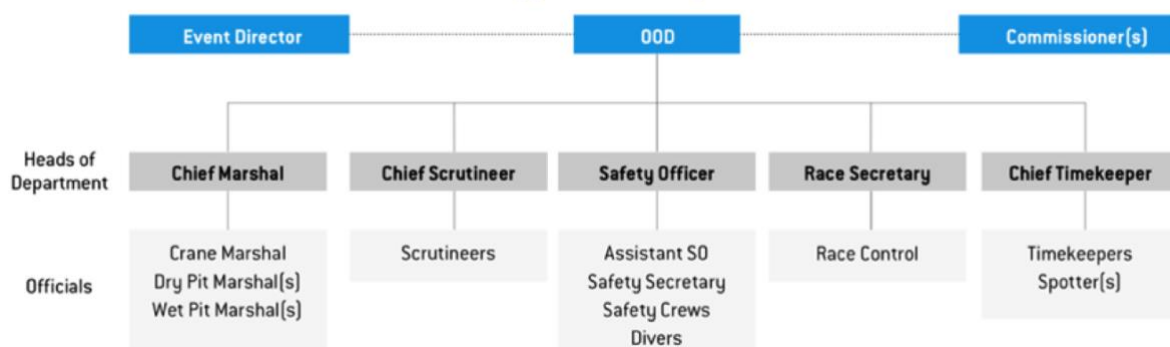
All the boats being covered must be operating in a designated area and visible to the safety boat/s at all times.



9. UIM Training – UIM Officials Training Scheme Operating Requirements for Centres



Typical Race Organisation



Due to the wide range within the duties UIM Race Officials, Each course has to be tailored to the participants needs. Therefore the below list of equipment required may not be sufficient for all courses. Please contact your national Authority for assistance on this matter.

Equipment Required

Classroom facility.

White board with a set of magnetic training aids

Tables, chairs etc.

UIM Rule Books

Full set of Race Documentation (Administration, sport and technical)

Organisation chart of Roles and responsibilities

For Technical Courses access to a workshop with relevant engines and tools available.



10. UIM policies relating to Training Centre Accreditation.

UIM Training Centre Inspections

New Centres

An inspection is carried out on all new Training Centres prior to UIM accreditation being issued.

Centres Already Holding UIM Accreditation.

UIM Training Centres are inspected regularly by an UIM appointed inspector.

Changes to Recognition Status

Further inspections may be required;

- before recognition for additional activities and/or higher levels of recognition are granted
- where there are substantial changes to a centre including equipment, facilities and staff
- when there is a change of Centre Principal.

Inspection Visits

It is usual for visits to be made by prior arrangement as it is desirable to ensure that a course of instruction is underway at the time of inspection, particularly for a new centre. The Inspector will seek to ascertain that all courses are run in accordance with the guidelines set out in this document and in the relevant UIM publications associated with the training courses being run.

This visit is also an opportunity to identify in-service staff training requirements, staff development training needs, course and teaching developments and any other training matters. Following the inspection, a report is returned to the UIM by the inspector.

Referrals

Should the Inspector make recommendations for immediate action by the Principal, the Inspector may make a second visit to confirm that all arrangements are now in place. A supplementary charge may be made for additional visits.

Inspection Results

The Inspector will, during the course of the inspection, make known to the Centre Principal or their representative the results of the inspection. They will be offered the opportunity to note their views on these on the conduct of the inspection and Inspector. Centres will be given a written copy of the inspection results.

Appealing Inspection Results

A Centre Principal may appeal the findings of a Centre Inspection with the UIM Development Officer. The UIM reserves the right to charge a Training Centre for additional inspections made should the original inspection findings be upheld.

Procedures on the Withdrawal of Accreditation by the UIM

Withdrawal of UIM Accreditation

A centre may have accreditation withdrawn where;

- Minimum standards of tuition and safety are not being achieved.
- The rules or spirit of accreditation have been broken.
- The undertakings and conditions agreed to in the “*Application to become an UIM Training Centre*” have been broken.
- Failure to settle accounts in within agreed timescale.

The UIM will notify the Centre Principal of the Training Centre in writing that recognition has been withdrawn. The UIM will at the same time notify the Centre Principal of the appeals process.

Should UIM recognition be withdrawn from a centre, the UIM may make such fact known through the press and inform other interests as it sees fit.

Appeals

Should a centre wish to contest the withdrawal of recognition an appeal must, in the first instance, be made to the Chairman of the UIM Appeal Board at The UIM office in Monaco. Notice of an appeal should be lodged with the UIM not later than two weeks from the receipt of the letter confirming the suspension of recognition. Details of the tribunal process are available from the UIM office and are included below.

Appeals Procedure

In the event of an UIM Training Centre having its recognition withdrawn, the following procedures will apply should the Training Centre wish to appeal the decision.

If the Centre Principal wishes to appeal the decision they should lodge an appeal with the Chairman of the UIM Tribunal within 2 weeks (14 days) of their receiving written notification from the UIM that it has withdrawn recognition.

UIM recognition of the Training Centre will remain suspended throughout the proceedings.

The UIM Tribunal will convene to hear the appeal within 2 weeks (14 days) of receiving written notification of the appeal from the Centre Principal. The Training Centre may however request this period to be extended.

The Chairman of the Tribunal will set the date, venue and time that the appeal is to be heard. In order to facilitate the quick hearing of the appeal it may not necessarily be heard during normal working hours.

Correspondence for the Chairman of the UIM Tribunal should be marked as Private & Confidential and addressed to
UIM Secretary General, Avenue des Castelans - 98000 Monaco and emailed to UIM@UIM.sport

Upon Discontinuation or Withdrawal of UIM Accreditation

Once UIM Training Centre accreditation is suspended or withdrawn from an organisation; The organisation must cease to run UIM accredited training courses or issue UIM certificates with immediate effect and licenses on the Checkclick online certification platform will be suspended.



Note that the UIM will not accept or honour certificates issued by your organisation after accreditation has been withdrawn, and will withhold these certificates if they are presented to us.

You may no longer advertise, or otherwise imply, that your organisation is an UIM Training Centre or that you are able to run or certify UIM training courses.

You must remove the UIM Training Centre logo and other references to UIM Training Centre accreditation from all stationary, literature, websites, etc. within 24 hours.

You must return to UIM publications, documentation and branding only provided to UIM Centres. Where these are in usable condition UIM may at its discretion refund the cost of these materials.

The UIM will, with immediate effect, remove all permissions to access and edit your organisation profile on the UIM / Checklick website / database including your ability to add, populate or certify training courses.

If you have participants who have completed courses and have yet to be certified on the UIM / Checklick system; you need to indicate this to us as you will no longer be able to complete their certification.

UIM / Propstars Training Centre Logo

The UIM / Propstars Training Centre Logo is intended for use by UIM Centres as a widely recognised brand confirming their status as a provider of a quality training product.

The logo is available to centres on a range of products supplied by us and is available in electronic form for you to use in your own publications. Details on these are available from the UIM Office.

All UIM / Propstars Training Centres will be issued with the UIM Training and/or the UIM Propstars Flag to indicate that they are a UIM Training centre.

In order to protect the brand there are a number of conditions for its use.

The Logo may only be used in the form, dimensions and colour indicated. The specifications for these are laid out in separate guidelines available from the UIM and as supplied with electronic versions of the logo.

The Logo may only be used by accredited UIM / Propstars Training Centres and then only in association with UIM products or activities which they are accredited to provide.

The Logo may not be used by Instructors, UIM or otherwise, not acting under the specific authority of an UIM Training Centre.

With the exception of those arrangements set out above, the UIM logo may not be used in any form by anyone, including UIM Training Centres or instructors without specific prior written consent from UIM. This includes embroidered clothing.

Advertising

A center's advertising, brochures, booking forms, joining instruction, etc., should be clear and accurate. They must not give any misrepresentation, either by implication or omission that the facilities, services and courses offered, qualifications of staff or level of UIM recognition differ from those implicit in the recognition already granted.

In particular where a centre is accredited by the UIM to provide a particular activity and the centre is offering other similar but unaccredited activities, these should be separated and the difference made apparent in any advertising.



Appendix

Recommended Contents for First Aid Kits

Item	Centre / Club	Safety / Day boat	Cruising (Coastal)	Cruising (Offshore)
Container / Packaging				
Canoe bag		1		
Equipment roll		1		
Fold out valise	1		1	1
Tools				
First aid scissors	1	1	1	1
Procedures Kit	0	0	0	1
Thermometer	1	0	1	1
Head torch				
Bandages / Dressings				
No 8 medium dressing sterile unboxed	3	0	4	6
No 9 large dressing sterile unboxed	3	2	2	4
Eye pad dressing with bandage sterile	1	0	1	2
Finger dressing with adhesive fixing	1	0	1	2
Crepe bandage BP 7.5cm x 4.5m	3	0	1	1
Crepe bandage BP 10cm x 4.5m	3	1	1	1
Wetproof plasters assorted box of 20	0	1	1	1
Calico Triangular bandage 90 x 127cm	6	6	6	6
Medic silk Tape 2.5cm x 4.5m	2	0	1	2
Electrical Insulating tape	1	1	1	1
Grip elasticated tubular bandage size D 1m	1	0	1	1
Grip elasticated tubular bandage size E 1m	1	0	1	1
Pad non adherent dressing pads 10cm x 10cm	6	1	6	10
Pad non adherent dressing pads 5cm x 5cm	6	1	6	10
Butterfly Closures	20	10	20	20
"Sam – Splint"	2	1	2	2
Hygiene / Personal Protection				
Wipe individual moist cleansing wipe	20	6	20	40
Eye wash pods 20ml	2	0	2	2
Gloves Nitrile	10	2	4	10
Shield mouth to mouth resuscitation device with valve	4	2	2	2
Thermal Protection				
Survival Bag	3	1	1	1
Foil blanket adult size	12	2	2	2
Drugs / Applications				
Instant Relief ice pack	2	0	1	1
Sea Sickness Tablets	0	0	50	100
Re-hydration sachets	0	0	6	20
Burn Gel	1	0	1	2