



## Elements of Shipboard Safety



The Elements of Shipboard Safety course is a two (2) day, face to face course covering the competencies required for an AMSA Elements of Shipboard Safety Certificate.

The course covers the duties of any crewmember in relation to surviving at sea in case of vessel abandonment, different types of Life Jackets, Thermal Protection suits, Raft Launching systems, Flares and emergency procedures, personal care, duty of care, occupational health & safety, basic knowledge of how fire is created, how it can spread, how it can be extinguished and how it can be prevented.

### ***Certification***

On successful completion of the course, you will receive a Nationally Recognised Statement of Attainment for following Units of Competency;

- MARF001 Apply basic survival skills in the event of vessel abandonment
- MARF002 Follow procedures to minimise and fight fires on board a vessel
- MARF004 Meet work health and safety requirements
- MARF005 Survive at sea using survival craft

### ***Course Cost:***

Elements of Shipboard Safety - **\$850.00**

### ***Refunds/Rescheduling/Cancellations***

If a student is unable to attend a scheduled course, AMI offers to refund or to reschedule attendance. In the event of a refund – a full refund (100%) will be provided to all students/employers where the request has been made seven (7) days prior to the course commencing.

If the request is made within three (3) days of the course commencing, AMI reserves the right to retain 30% of the fees paid for administrative purposes.

If the request is made on the day of the course commencing, no refund will be available to students/employers. Unless a medical certificate is provided and or a letter from an employer or evidence of compassionate grounds (AMI Management will make a final determination).

In the event of course cancellation, where the course has been cancelled by AMI, we will ensure that all students/employers are offered the opportunity to reschedule, receive a full refund of all fees/deposits paid and or offer another Registered Training Organisation to provide the training.

Further information is available in the Policies and Procedures of AMI.

### ***Appeals, Complaints and Grievances***

If a student is dissatisfied with an assessment result, in the first instance they are directed to discuss with their Trainer and Assessor, and request clarification and feedback. Further assessment may be undertaken resolve the assessment result.

If a student remains dissatisfied with the outcome, an Appeal on the Assessment can be lodged with the administrant team and the Training Manager and/or Managing Director, will commence a review in to the assessment processes. A copy of the Appeal form can be obtained from reception and or from AMI's website.

Further information is available in the Policies and Procedures of AMI.

If a student wishes to lodge a complaint or grievance, in relation to the activities or actions of an AMI staff member or contactor, they are requested to lodge their complaint in writing and/or by completing a Complaints and Grievance's Form, available from reception and or from AMI's website. Upon receipt of any complaint or grievance, all allegations will be investigated by the Managing Director and an appropriate outcome reached with the complainant.

Further information is available in the Policies and Procedures of AMI.

### ***Student welfare***

The welfare of all students attending AMI, is our priority, anything that the staff of AMI, can do to assist students with their studies is a priority, our policies and actions reflect that our students are our priority. If an "event" occurs that jeopardises the safety and welfare of any of our students, we would request that the management of AMI, is notified immediately and all measures will be undertaken to rectify any situation (within our control).

Further information is available in the Policies and Procedures of AMI.

### ***What will you need?***

- ✓ Towel and change of clothes
- ✓ Lunch – there is a canteen within walking distance
- ✓ Enclosed footwear
- ✓ Passport photograph
- ✓ Writing materials (e.g. pen, pencil) and paper

### ***When and where is the course run?***

The Elements of Shipboard Safety course is run monthly at AMI, located at 61 Quill Way, Henderson WA. Please contact reception for specific course dates.

