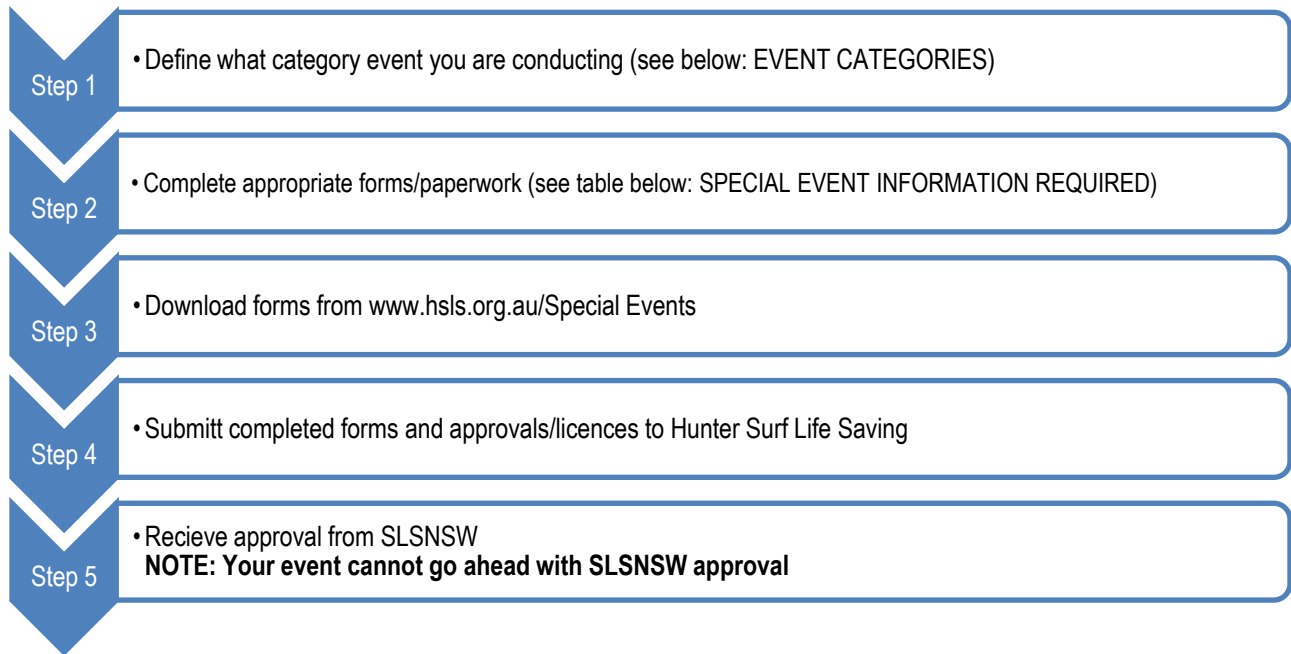


HSLs SPECIAL EVENT PROCEDURE



EVENT CATEGORIES

Category A – Advisory role only

Acting as an official advisor to another person or organization (etc) in the safety aspects of an event, but not including any actual participation by club members, equipment etc.

Category B – Assisting an event

Assisting as an official advisor to another person, or organization, other than SLSA (i.e. assisting in the safety of supervision of a swim leg or triathlon or aquathon etc)

Category C – Conducting an event (for another organisation)

Being responsible for the organisation of an event in its entirety, but upon behalf of a person or organisation other than SLSA (i.e. assuming full organisation control for a fee for services etc).

Category D – SLSA Event

A Surf Life Saving Club, Group, Branch or State/Territory Centre acting as a promoter and organiser of the full event, either with or without sponsor involvement.

Category E - Aquatic safety supervision/community education program

A Surf Life Saving Club, Group, Branch, State Centre, Professional Lifeguard and appropriately qualified SLSA member acting as an official advisor and/or assisting in the safety or supervision of an aquatic safety program, e.g. school or community group supervision at a beach.

Category F – External entity conducting SLSA events

An event that is not conducted by a club/branch/state or SLSA and involves SLSA events/members/equipment and/or IP. Examples of events include a surfboat, ironman series or high performance camp etc conducted by a private entity or a group of members not attached to a management entity as the organiser. Such events will need to follow the procedures outlined in this guide along with negotiation with the State Surf Sports Manager. Events that operate across borders will require negotiation with the SLSA General Manager of Surf Sports/Operations. A Deed of Sanction will need to be entered.

SPECIAL EVENT INFORMATION REQUIRED

(see page 6 – Volume 4: Event Sanctioning & Management)

	Category A	Category B	Category C	Category D	Category E
Application for Special Event (page 12-19)	√	√	√	√	√
Activity Safety Plan (page 20-27)			√	√	
External Event Organiser (page 28)		√	√	√	
Contract for Service (page 30 & 31)	√	√	√	√	
Map of Course		√	√	√	
Council Approval				√	
Waterways Approval				√	
Certificate of Currency		√	√		
Event Reporting (to be completed after event)		√	√	√	√