

PLEASURE CRAFT COURTESY CHECK (PCCC) PROGRAM

Tasks	Performance Standard		Conditions for Evaluation
	Knowledge	Skills	Evaluation of Performance
<p>1.0 Objectives & General Information (.25 Hrs) (PCCC Student Manual)</p>	<p>Each candidate will be familiar with the scope and limitations of the PCCC program including the Role and responsibilities of PCCC examiner.</p> <ul style="list-style-type: none"> • Role of the PCCC is public education. • Checks are made by invitation only. • Limit courtesy checks to Pleasure Craft (PC). • Not enforcement officers- no authority to enforce regulations <p>Each candidate must be able to differentiate between pleasure craft or non- pleasure craft</p>	<p>When conducting P3C checks each candidate will:</p> <ol style="list-style-type: none"> 1. conduct themselves in a professional manner, taking into account conduct and deportment. 2. have available an examination kit containing PCCC manual, BSG, flashlight, examination pad. 3. be able to provide information on knowledge of weather forecasts, equip sales reps, OGD contacts, local navigational issues. 4. Reference SVR Part (I, II, III, IV, V,VI) as they relate to various PC issues. 	<p>Given suitable and stable surroundings each student shall participate in a PC courtesy check either at dockside or with the vessel on a trailer. During in-field scenarios, candidates shall take action to ID whether or not the PC and it's equipment comply with all applicable regulations. During this time, candidates must the points listed in the skill column. Candidates will demonstrate the skill standard consistently during in-field scenarios, and act within CCGA SOP's. The PCCC manual / SB guide should be used for reference during all examinations.</p>
<p>1.1 Mandatory Safety Equipment (.25 Hrs) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will describe the compulsory equipment carriage requirements for all size categories of pleasure craft under 20 meters in length, and Describe the proper use and function for each piece of compulsory equipment.</p>	<p>Candidates will explain the significance for all personal protection, distress, navigation and boat safety equipment required on PC <20 meters in length.</p>	<p>Each candidate can be evaluated for these points either by proficiency exam, or verbal questioning during vessel examination of compulsory equipment. Candidates must also conduct a check in at least three of the following;</p> <ul style="list-style-type: none"> • Licensing & registration, • Equipment carriage requirements • Safety precautions, • Capacity labels and HIN's • LPG/ Engine fuel tank ventilation
<p>2.0 Examination Criteria Boat Safety Equipment (.50 Hrs)-- Fire extinguisher (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall state all compulsory boat safety equipment for vessels under 20 meters.</p> <ul style="list-style-type: none"> • Candidates shall ID situations where prohibition/exemptions may apply • ensure that numbers, classifications and locations meet the requirements of SVR • Extinguisher- if PC is power driven, fitted fuel tank, equipped with fuel burning appliance. May not be mandatory if all POB are wearing approved PFD. 	<p>Candidates shall participate in an examination of boat safety equipment. In the case of a fire extinguisher check:</p> <ul style="list-style-type: none"> • the condition of cylinder, discharge hose (nozzle not missing, not cracked) and indicator gauge (fully charged) • provide info on approvals and ratings. • locking pin, seal & service tag not missing and in good order. • fire extinguishers should be shaken vigorously in the upside down position (approx... once per month) to prevent extinguishing agent from caking and hardening • valve assembly free from corrosion • Hydrostatically tested in accordance with NFPA 10 	<p>Each candidate shall participate in a thorough examination of the compulsory safety equipment demonstrating the inspection criteria for each. Candidates may be evaluated for these points by written examination, or in-field evaluations.</p>

<p>2.1 Examination Criteria Boat Safety Equipment (1 Hrs) manual propelling device, bailers and manual water pumps</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall state all compulsory boat safety equipment for vessels under 20 meters.</p> <p>Candidates shall ID situations where prohibition/exemptions may apply and ensure that numbers, classifications and locations meet the requirements of SVR</p> <ul style="list-style-type: none"> • Bailers- not required for multi-hull vessels with subdivided multiple seal compartments. • Propelling device- any apparatus that can be used to manually propel a vessel. 	<p>In the case of a bailer, ensure it is dedicated to that purpose, made of plastic or metal bailer and is min. 750ml / 65cm²</p> <p>In the case of manual water pump, must be able to reach the bilge and discharge over the side of the vessel.</p>	<p>Each candidate shall participate in a thorough examination of the required boat safety equipment demonstrating the inspection criteria for each and/or may be evaluated for these points by written examination</p>
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<p>3.0 Examination Criteria Distress Equipment (.50 Hrs)-- Watertight Flashlight, Flares Type A,B,C, and D</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Knowledge</p> <p>Each candidate shall state all compulsory distress equipment required for vessels under 20 meters.</p> <ul style="list-style-type: none"> • water tight flashlight • flares (A,B,C,D) <p>Each candidate shall explain the examination criteria for a flashlight.</p> <p>Each Candidate shall ID situations where prohibitions / exemptions may apply-</p> <ul style="list-style-type: none"> • river, canal or lake in which vessel can at no time be more than one mile from shore etc. • engaged in an official competition or in final preparation for a competition and have no sleeping accommodations • use of flares, unless found in a situation of distress, is prohibited. 	<p>Skills</p> <p>Candidates shall participate in an examination of distress equipment. In the case of flares:</p> <ul style="list-style-type: none"> • type • approvals, • expiry date, • types required for various vessel size categories. • area of operation, and • proper storage <p>Each candidate shall simulate how to use each type of flare.</p> <ul style="list-style-type: none"> • Fired at an angle into the wind • High velocity winds, lower angle to 45 degrees 	<p>Skill Knowledge Attitude</p> <p>Each candidate shall participate in a thorough examination of the required boat safety equipment demonstrating the inspection criteria for each or be evaluated for these points by written examination.</p>
<p>4.0 Examination Criteria Navigation Equipment (1 Hrs)</p> <p>Sound signalling device / appliance, navigation lights and radar reflector</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall state all compulsory distress equipment required for vessels under 20 meters.</p> <ul style="list-style-type: none"> • sound signalling device / appliance • navigation lights- required if PC operates at night or in limited visibility. • radar reflectors- not required if it is not essential to the safety of the vessel or is impractical to mount. 	<p>Each candidate shall ID situations where prohibition/exemptions may apply.</p> <p>Each candidate shall ensure all vessels fitted with navigation lights are in good working condition with the appropriate arcs of visibility.</p> <p>Candidates shall ensure those vessel required to carry radar reflectors have located devices above all superstructures and at least 4m above the water (if possible).</p> <p>In the case of electrical SSD, candidates will recommend a manual SSD (i.e. whistle)</p>	<p>Each candidate shall pass an exam that includes questions regarding function and use of navigation lights, or may participate in an examination of the required navigation equipment demonstrating the inspection criteria for each.</p>
<p>5.0 Examination Criteria Personal Protection Equipment (PPE) (Hrs)</p> <p>PFD, buoyant heaving line, lifebuoy, lifting harness and rigging</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall state all compulsory Personal Protection Equipment (PPE) required for vessels under 20 meters.</p> <ul style="list-style-type: none"> • PDF • buoyant heaving line • Lifebuoy • lifting harnesses and appropriate rigging <p>Each candidate shall state significance and difference between PFD & Lifejacket Exemptions for each-- Guidance notes SB guide pg 46.</p>	<p>Candidates shall participate in an examination of PPE required on vessels <20m – taking into account:</p> <ul style="list-style-type: none"> • approval, • size and condition. • Colors • Grab lines <p>Each candidate shall ID situations where prohibition/exemptions may apply</p> <p>In the case of reboarding devices – must be present if freeboard >.5m , state construction specifications,</p>	<p>Each candidate shall pass an exam that includes questions regarding personal protection equipment, or participate in a thorough examination of the required personal protection equipment demonstrating the inspection criteria for each.</p>

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<p>6.0 Carbon Monoxide Hazards</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall be able to explain the possible conditions where carbon monoxide might be a danger. i.e. while underway, cooking, heating or at idle for too long - particularly enclosed spaces / partially enclosed spaced.</p> <p>Each candidate shall be able to explain the signs and symptoms of carbon monoxide poisoning. Use appliances under well ventilated conditions only. Carbon monoxide detectors alert to CO build up</p>	<p>Each candidate shall look for after market changes or modifications to vessels- cabin extensions, canvas tops changed.</p> <p>Each candidate shall ID likely spaces exhaust gases may billow up and drift into enclosed / partially enclosed spaces.</p>	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination.</p>
<p>7.0 Ignition Protected Systems</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will be able to recognise the difference between automotive or marine engine part such as a relay, alternator, starter or distributor. Each candidate will be able to ID an ignition protected engine part by UL label or SAE rating.</p>	<p>When examining inboard gasoline engine each candidate will look:</p> <ul style="list-style-type: none"> to see if it is an automotive replacement part for unscreened openings for cracks and breaks in wires for cracks, breaks or holes 	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination.</p> <p>Given an inboard gasoline engine each candidate shall be able to locate and identify ignition protected systems. If no engine is available, candidates may be evaluated through table top scenario (given either engine parts or photographs) verbalizing examination criteria with an instructor.</p>
<p>8.0 Engine Space Blower</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate shall describe the ventilation requirements for gasoline powered engine compartments, prior to start up, at idle or while underway.</p> <ol style="list-style-type: none"> blower may be installed with separate ducting or incorporated in the natural exhaust system. mounted as high as practicable (min 350 mm above bilge low point, and must be operated min 4 minutes prior to start up 	<p>When examining engine space blowers each candidate will:</p> <ul style="list-style-type: none"> ensure UL approval check exhaust duct for serviceability- perfect integrity (no perforations) blower to be operated and exhaust check manually, and listen for any suspicious noises 	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination.</p> <p>Each candidate shall participate in a thorough examination of the blower and engine and fuel tank space ventilation (gasoline engine) system demonstrating the inspection criteria for each. . If no engine is available, candidates may be evaluated through a table top scenario (given either engine parts or photographs) verbalizing examination criteria with an instructor.</p>
<p>9.0 Liquefied Petroleum Gas (LPG) Fuel System</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate must understand LPG is heavier than air and will flow to lower parts of boat:</p> <ul style="list-style-type: none"> difficult to remove, highly explosive, and used for fuel burning appliance on PC. <p>Appliances must be installed in accordance with manufactures instructions.</p>	<p>Candidates examining LPG systems shall ensure:</p> <ul style="list-style-type: none"> adequate ventilation, appliances are fully secured cylinder(s) are in a well ventilated area – recommended top of cabin / outside on main deck. cylinders DOT approved and valve outlets capped on spares. examination criteria for gas fuel piping pg 102 PCCC Manual 	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination.</p>

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10.0 Heat Shielding (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate shall be able to explain: <ul style="list-style-type: none"> the hazards associated with the radiation of heat, and insulation should be in place to prevent combustion of woodwork or flammable material. 	Each candidate will check adjacent surfaces of engine exhaust piping, wiring, switch board, distribution panels, cooking and heating appliances.	Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination
11.0 Safety Precautions (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate will be able to explain PC towing requirements relating to water skiing, tubing etc. Guidance notes pg 126 PCCC manual. Each candidate will be able to explain the requirement for mufflers on power driven vessels. Guidance notes and explanations to possible installations pg 111.	Given reference material (PCCC manual) candidates will answer questions relating to Part VI of the SVR Safety Precautions. <ul style="list-style-type: none"> application Engines-- acceptable engine exhaust noise muffling arrangements PC towing activities 	Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination
11.1 Safety Precautions prohibition against careless operation, engine start up, (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate shall be able to explain the key elements to SVR Part VI S.43 <ul style="list-style-type: none"> operate a vessel in a careless manner without due care and attention without reasonable consideration. Engine start up – 4 minutes 	Each candidate shall be able to use the <i>Small Vessel Regulations</i> to reference points listed in the knowledge column.	Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination
12.0 Engine and Fuel Tank Space Ventilation (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate will be able to explain that engine and fuel tank space ventilation is compulsory on all PC with inboard gas engines. Diesel Engines-- natural ventilation is not required to eliminate diesel vapours, but opening must exist to provide air to engine to not starve.	While examining inboard gasoline engines each candidates shall: <ul style="list-style-type: none"> Check cowls for obstructions, Ensure intakes cowls face forward, and exhaust cowls face aft, Ensure cowls are positioned to prevent water from entering (during normal operations) and prevent recirculation of gas fumes. Intake duct midway to bilge or below carburetor intake level. Exhaust duct extended from lower third of compartment, above bilge H2O accumulation 	Each candidate shall participate in a thorough examination the engine and fuel tank ventilation system demonstrating the inspection criteria listed in the skills column, or may be evaluated for these points by written examination or oral questioning during table top exercises.

<i>Pleasure Craft Courtesy Check Program</i>		Standards	
13.0 Privacy Act (PCCC Student Manual) (Safe Boating Guide)	Each candidate will be familiar with policy developed in relation to the Privacy Act. <ul style="list-style-type: none"> • Courtesy check forms are protected by PIPEDA once there is any personal information on it. • Once information has been entered into a data base, courtesy check forms must be destroyed. • Personal information is only to be released for the purposes for which it was collected 	When collecting information, the person who is providing the information must be informed of the purpose for which the information is being collected, and who it may be used by	Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination
14.0 Fuelling (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate will be able to explain the safety precautions associated with fuelling <ul style="list-style-type: none"> • portable tanks removed prior to fuelling • fitted tanks-- only 1 POB when fuelling • engines & electrical off, • open flames extinguished, • no spillage of fuel allowed. • close all windows, portholes hatches and cabin doors • required to prevent leakage or spillage of fuel into hull or water. 	While conducting courtesy examinations candidates will check for vapour odours, and remind all operators of inboard gasoline engines to operate compartment blowers for at least four minutes prior to start up.	Each candidate shall be evaluated for these points by written examination or by oral questioning during the inspection.

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15.0 Flame Arrestors (Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)	Each candidate will understand the requirement for inboard gasoline engines equipped with carburetors <ul style="list-style-type: none"> • must have an efficient means of backfire control. 	Each candidate shall examine an inboard gasoline engine and ensure its flame arrestor is secured to engine air intake with flame tight connections. <ul style="list-style-type: none"> • no separation in the grid elements. • elements must be clean with no oil residue. • no gasket between arrestor and throat of carburetor. 	Each candidate shall participate in an examination of a flame arrestor (inboard gasoline engine) demonstrating the inspection criteria for each. . If no engine is available, candidates may be evaluated through table top scenario (given either engine parts or photographs) verbalizing examination criteria with an instructor.

<p>16.0 Conformity, Capacity, Single Vessel Labels and HINS</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will be able to explain which vessels are required to carry capacity, single vessel or conformity labels- New PC sold in Canada up to 6m length 7.5 KW Each candidate will be able to explain what information is provided by labels: max safe HP limit, number of occupants, load capacity</p> <p>Understand that ratings are <i>recommendations</i></p>	<p>Each candidate shall ID the type of plate/label require for each type of PC</p> <ul style="list-style-type: none"> • serially produced PC <6m • Homebuilt boats, and • other <p>Each candidate shall locate HIN</p>	<p>Each candidate shall participate in a vessel examination and ID manufactures recommendations. If no plate is attached candidates will provide owner/op wilt information on application procedures. If PC is not available, candidates may be evaluated through table top scenario (matching compliance labels with vessels)</p>
<p>17.0 Up Draft Carburetors</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will be able to ID an updraft carburetor and drip pan.</p> <ul style="list-style-type: none"> • Drip pans must be in place to prevent leakage of gasoline from the carburetor • If leakage is observed, advise owner / operator to have the carburetor serviced by a competent, certified mechanic 	<p>Each candidate will explain what to do in cases where up draught carburetors are ID, but no drip pan exists. To create a drip pan, take a soup can and cut it to approximately 1 inch. Make a hanger, using wire to allow the container to hang under the carburetor to catch any possible drippings. Place gauze or absorbent pad in the bottom and replace once soiled.</p>	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination</p>

<i>Pleasure Craft Courtesy Check Program</i>		Standards	
<p>18.0 Licensing of Vessels and Registration, listing, recording and licensing</p> <p>(Small Vessel Regulations) (PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will be able to state the difference between vessel licence and registration and what agency(s) are responsible for each vessel. Each candidate will be able to identify to which vessel licencing applies as stated in Part I of the SVR Each candidate will be able to describe the proper method for marking vessel, and the procedures for licencing a vessel. Guidance notes found in SB guide pg 56.</p>	<p>Each candidate shall review a pleasure craft licence and ensure:</p> <ul style="list-style-type: none"> • a copy or original copy is on board. • the number on the hull is the same as on the licence. • the transfer was done, if any • markings are proper • tender boats with engines of at least 7.5 KW, used as transportation mode between shore and the pleasure craft is required to be licenced. 	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination</p>
<p>19.0 Acts and Regulations SVR, COPCR, BRR, NCP, CCC</p> <p>(PCCC Student Manual) (Safe Boating Guide)</p>	<p>Each candidate will be able to list the requirements for SVR mandatory safety equipment:</p> <ul style="list-style-type: none"> • Be on board Bear a stamp/label indicating it has been approved • Be in good working order, and • Be readily accessible at all times. <p>COPCR application, exemptions and phase in periods guidance notes pg. 8 SBG BRR Age-Horsepower restrictions application exemptions guidance notes pg. 9 Nautical Charts and Publications Regulation</p>	<p>Each candidate shall be able to answer questions relating to the application of regulations listed in the knowledge column. i.e. Nautical Charts and Publication Regulations-- - from the area unusually travelled, must be present onboard if the operator does not have a working knowledge of the hazards of the area.</p>	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination</p>
<p>19.1 Contraventions Act</p>	<p>Each candidate shall understand the Contraventions Act is a federal statute that establishes a simplified procedure for prosecuting certain federal offences.</p>	<p>Candidates will be able to answer questions on the following:</p> <ul style="list-style-type: none"> • where offences can be found • fines for typical boating offences • who can enforce the regulations, and • violation ticket process 	<p>Each candidate can be evaluated for these points by written examination or oral questioning during vessel examination</p>