



**AMT**

Association of  
Maritime Trainers

INSPIRE. EDUCATE. ADVOCATE

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# Association of Maritime Trainers CODE OF PRACTICE

# AMT's MISSION STATEMENT



*Promoting best practice in recreational boat training .*

*Advocating for competency-based boat and jetski licence training.*

*Promoting safe on water practices and marine environment responsibility.*

*Working with appropriate organisations and maritime authorities to address issues related to boating safety, the environment and boat training.*

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## AMT CODE OF PRACTICE

### 1.1 Forward

This code of practice has been prepared and adopted by the Association of Maritime Trainers. (AMT)

The purpose of the Code of Practice is to:

- Promote best practice in recreational boat training.
- Provide standards of conduct for members of AMT.
- Serve as an instrument for advocacy on behalf of members on issues which effect them by working with appropriate organisations and maritime authorities
- Seek to improve and ensure maritime training practices are safe and relevant.
- Provide guidelines for best training and assessment practices within which to operate.
- Ensure the boat and PWC licence training is conducted and assessed to national competency based standards and that assessment evidence is recorded and maintained in accordance with nationally recognised guidelines and standards. (ASQA)

AMT will continually assess the Code's effectiveness. There will be a regular review and monitoring of the Code by the AMT to assess its continuing relevance, effectiveness and to identify need for change as the occasion arises.

### 1.2 Implementation

Members of AMT are required to sign and agree to abide by this Code of Practice. The Code will also be made publically available via AMT's website so that the boating public can confirm the standards of training they can expect from AMT members.

### 1.3 Marketing and publicity

Members will be able to use the AMT logo on their website's, social media platforms and in advertising.

The boating public will expect AMT members to have adopted this Code of Practice and assume members and their staff have the knowledge, experience, skills and training required.

The public has a right to confidently expect good and safe service that is competently delivered within an ethical business framework.

### 1.4 Code guidelines

AMT members will ensure that:

- They have current industry insurances and public liability policies.
- Trainers and assessors hold any required current and/or relevant qualifications/ certificates of competency.
- Trainers and assessors perform their duties in a safe and prudent manner using safeguards provided for the protection of others.
- Trainees are to be provided with sufficient information about the training and the requirements for appropriate clothing to be worn.
- Shore-based venues used for theory instruction adheres to workplace requirements of the Workplace Health & Safety.
- Trainers and assessors will maintain an awareness of possible literacy, language and numeracy considerations of trainees.
- All equipment is in good working order and they as well as notes and training aides are ready for the commencement of the training session.

- Training vessels used for the purposes of training must comply with the Certificate of Operation and any requirements stipulated by Maritime Authorities.
- Vessels used are registered, seaworthy and appropriately equipped with regulation safety equipment relevant to the area of operation.
- Vessels used are insufficiently supplied with fuel and equipment required for the intended voyage and that a reserve is allowed for when calculating fuel.
- The vessels machinery is in working condition, is safe to operate and all equipment capable of being tested is checked before departure.
- Trainees are given a safety brief and informed of the vessels emergency equipment and procedures.
- Required documentation is completed correctly and legibly.
- All records are maintained in accordance with national guidelines (ASQA) and Maritime Authority training requirements. Trainers and assessors to conduct themselves and their training sessions in a professional and ethical manner.

AMT members will ensure that trainees are provided with:

- Sufficient time to learn and understand information presented.
- Access to sufficient resources and training aids to successfully complete the course.
- Consideration to differing levels of previous experience and rates of learning.
- Courteous, equitable, honest and professional service.
- A safe environment in which to learn.

- An introduction at shore-based venues which will include: course timings and program, break times and locations for practical training, location of bathroom facilities. Location and access to tea/coffee making facilities (where applicable).
- A safety induction talk of introduction to the vessel used including: location of safety equipment, machinery, radios, equipment, location and use. Use of controls both mechanical and electrical.
- An introduction to the waterway being used including: Boat ramp or launch facility safety issues, traffic density in the area, restricted areas, direction of traffic and direction of buoyage, hazards in the area eg commercial wharves, shallow areas, submerged objects, depth of water, speed limit areas, wind and tidal conditions where applicable, slippery ramps and how to board and disembark from the vessel.

Ethics to be observed:

- Act honestly and fairly in business dealings with the boating community and industry.
- Ensure marketing and advertising representations are true and accurate at all times.
- Be respectful of the marine environment and abide by environment and pollution legislation requirements at all times.
- Actively promote safe boating practices and benefits of learning correct seamanship skills from qualified trainers.

## FEEDBACK AND COMPLAINTS

Feedback helps improve the services our members offer. If at any time you are not sure of the best way to provide feedback or raise a concern about your maritime trainer AMT can assist you in exploring your options and if required to assist through the feedback process.



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