

PIRFO Draft Competency Standards

PIRFO 3 - 6.02	Keep a daily record of relevant activities, events and information in order to complete a written Observer Trip Report
<p>Prerequisites:</p> <p>Descriptor</p> <p>This module requires candidates to maintain a detailed daily journal of relevant activities, events and information while at sea. This journal should include personal observations and information relevant to the daily operation of the vessel as well as more sensitive information in relation to possible vessel operational non-compliance. Candidates are expected to refer to this journal information when completing written Observer Trip Reports in the prescribed format.</p>	
Learning Outcome	Assessment Criteria
1. Relevant and comprehensible entries are made in a written daily journal	1.1 Relevant entries are made in a written daily record 1.2 Daily record entries are legible and comprehensible 1.3 Record contains relevant personal and operational observations and information 1.4 The operational use of notebooks, records, forms and trip reports by a fisheries observer is explained
2. Relevant journal entries are used to prepare an Observer Trip Report	2.1 Prescribed formats are followed in the completion of Observer trip reports. 2.2 Relevant record entries are utilized in Observer trip report preparation
3. Understand the value of filing regular weekly reports from sea of vessel status with national and regional agencies	3.1 Report formats and contents are in accordance with the requirements of regional and/or national fisheries agencies 3.2 Show knowledge of the various forms of communication available to transmit such reports

<p>Context and method of assessment</p> <p>Initial assessment of the preparations for an extended trip to sea is to be conducted in a classroom as a simulated Observer trip scenario.</p> <p>Assessment of the requirements for Learning Outcomes 3 and 4 can be undertaken over the duration of a training course by having candidates keep a daily journal. The journal should be assessed on the basis of legibility and content.</p> <p>The following assessment methods are suggested:</p> <ul style="list-style-type: none"> • keeping a daily journal • journal entries can cover classroom scenarios that are used as assessment activities for other modules <p>Resources may include:</p> <ul style="list-style-type: none"> • examples of journals • resources from other modules relevant to the keeping of a journal
<p>Underpinning knowledge</p> <p>The module requires candidates to determine what events and activities should be recorded in their daily journal.</p>

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Evidence and Assessment Guide

Learning Outcome	Evidence Guide
<p>1. Relevant and comprehensible entries are made in a written daily journal</p>	<p>1.1 & 1.2 The journal should be sequential, easy to read and understandable</p> <p>1.3 The journal should reference both operational (work related) events as well as personal observations. This might include vessel movements, fishing activity, unusual events, weather, crew relationships, personal well being.</p> <p>1.4 The operational use of notebooks, records, forms and trip reports by a fisheries observer is outlined</p>
<p>2. Relevant journal entries are used to prepare an Observer Trip Report</p>	<p>2.1 Prescribed format is used to complete an Observer Trip Report</p> <p>2.2 Relevant journal entries are used to compile the Observer Trip Report</p>
<p>3. Understand the value of filing regular weekly reports from sea of vessel status with national and regional agencies</p>	<p>3.1 Report formats and contents are in accordance with the requirements of regional and/or national fisheries agencies</p> <p>3.2 Show knowledge of the various forms of communication available to transmit such reports:</p> <ul style="list-style-type: none"> • radio • telex • facsimile • satellite phone • email

<p>Practical skills</p> <p>The essential skills a person needs to perform work to the required standard include:</p> <ul style="list-style-type: none"> • Organisational skills to prepare checklists and carry out tasks to complete checklist activities • Familiarity with general vessel operational practices and safety matters • The ability to determine which events and activities should be recorded in a daily record book <p>Literacy skills used for:</p> <ul style="list-style-type: none"> • Observer Trip reports • Writing daily records • Forming weekly reports as required
<p>Critical aspects of evidence</p> <p>Assessment must confirm an ability to:</p> <p>Commit to a daily routine of keeping a record book .:</p> <p>Determine events and activities worthy of recording</p>