

The Road to Becoming a Certified Debriefer

Debriefer certification training program

Once an observer has the prerequisites and has been nominated by a national or regional observer program manager or coordinator to undertake the PIRFO Debriefer Certification process they will start a 3-part competency based training (CBT) programme of workshop training and on the job experience. Once Trainee Debriefers successfully complete all steps (PARTs A, B and C) outlined they will be certified as a PIRFO Debriefer by the CMC of PIRFO.

PART A – Introduction to Debriefing Workshop

Successful applicants to the PIRFO Debriefer Certification program must first satisfactorily complete an Introduction to Debriefing workshop. The workshop provides overview of the PIRFO Debriefing Certification process and the skills required to be a debriefer. It will include:

- overview of the debriefing policy
- the steps required to successfully gain PIRFO Debriefer certification
- pre-debriefing and debriefing
- preparation for the debriefing process
- identifying and prioritising incidents, critical incidents and infringements
- interview techniques and interpersonal communication skills
- verification of data and tricks of the trade
- recognising common errors made by observers
- completing the relevant Debriefer form and Evaluation form
- an understanding of how data is used by compliance and scientific personnel
- data management and reporting

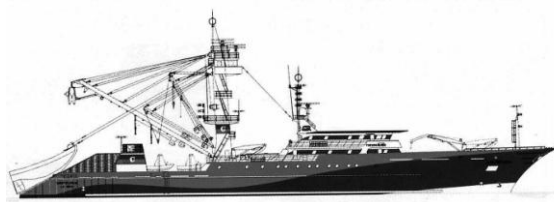
PART B – On the job experience

On successful completion of the Introduction to Debriefing workshop a candidate will be issued with a Debriefer Assessment Record and will return to their workplace for on the job training for a minimum of three months under the guidance and supervision of a certified PIRFO Debriefer approved by the PIRFO Certification Management Committee (CMC).

During this training the candidate must:

- observe a minimum of two (2) **full** debriefings conducted by a certified PIRFO Debriefer *
- conduct a minimum of three (3) **full** debriefings supervised by a certified PIRFO Debriefer
- complete all the tasks contained in the observation checklist in the PIRFO Debriefer Assessment Record and have them verified and signed as competency achieved (CA) by a certified PIRFO Debriefer. The candidate is allowed a maximum of three assessments.
- complete the three written questions in the PIRFO Debriefer Assessment Record
- return the completed PIRFO Debriefer Assessment Record to the SPC/FFA PIRFO programme section for verification and filing

**If possible debriefings observed by trainee Debriefers should be conducted by at least two different certified PIRFO Debriefers*



p.t.o.

PART C – Final Assessment workshop

On notification of verification of the completed PIRFO Debriefing Assessment Record by the SPC/FFA PIRFO program section the candidate is eligible to attend a Final Assessment Workshop. The workshop will include:

- revision of the skills learnt in the Introduction to Debriefing workshop
- group discussion on the lessons learnt during the PART B on the job training component
- a written knowledge test with a combination of multiple choice and short answer questions

If a candidate fails to achieve the 80% pass mark required for the written knowledge test they can request a re-sit of the test. The timing of the re-sit will be determined by the Facilitator of the Final Assessment workshop.

A re-sit may take place before a candidate departs for their home port if the convenor believes a successful re-sit is likely, or at a later date at a venue approved by the PIRFO facilitator.

In the event a re-sit is undertaken at a later date it must be conducted under strict supervision of an approved invigilator such as an assessor at a local Vocational Training Provider or under supervision at an approved secure venue such as a local SPC office or a police station.

Final Certification

On successful completion of PARTS A, B and C the candidate will be issued a Certificate of Competency as a PIRFO Debriefing by the CMC of PIRFO certifying that the holder is able to conduct debriefings of observers under the PIRFO framework.

Where observers with debriefing experience are invited to a PIRFO approved Recognition of Prior Learning (RPL) process, PARTS A, B and C may be combined as a single RPL workshop.

As part of an RPL process a candidate must complete a simulated debriefing at the workshop under the observation of an experienced Debriefing and/or Trainer and be signed off as competent by that person if they successfully complete the skills in the observation checklist used as evidence in PART B

The candidate must also complete the written knowledge test and obtain a pass mark of 80%.

On successful completion of the simulated debriefing and the written knowledge test the candidate undertaking the RPL workshop is deemed to have met the requirements of the PIRFO Debriefing Assessment Record and can be issued a PIRFO Debriefing Certificate of Competency by the CMC of PIRFO.

The PIRFO Debriefing Certificate of Competency will include the endorsement or endorsements that the Debriefing has been approved as experienced and competent in to conduct debriefings. Endorsements may include purse seine, longline or pole & line endorsements or a combination of these and certify the holder of the PIRFO Debriefing Certificate of Competency is approved to conduct debriefings on completed fishing trips using the endorsement methods of fishing.

The PIRFO Debriefing should carry the PIRFO Debriefing Certificate of Competency at all times when debriefing and provide details of their certification to the observer being debriefed, relevant ship's officers and any official requiring verification of the PIRFO Debriefing's validity.

The PIRFO programme secretariat will keep a database of all certified Debriefings with complete activity books, assessments and a copy of the Debriefing Certificate of Competency on file.