

# **PIEDMONT DIVING AND RESCUE ASSOCIATION, INC.**

## **INSTRUCTOR REQUIREMENTS**

**ITEM I:**

Only member instructors who belong to a national association will be approved by the Board of Directors of the PDRA and allowed to use the quarries owned or leased by the PDRA. The PDRA requires that instructors have a reputation for honesty, be of good moral character and good citizenship. Any instructor who has been convicted of a serious misdemeanor or a felony must enclose a full explanation along with their application for an instructor permit. All active instructors who are members of PDRA are also required to have a current PDRA instructor permit. (Amended by PDRA BOD June 9, 2008)

**ITEM II:**

All Instructors, who desire to conduct certification dives, open water training and related activities must have a permit of authorization issued by the PDRA. New or renewal instructors will submit their application for the annual Instructor permit to the Chair of the Instructor Committee. Provided all requirements are met, the Chair of the Instructor Committee will mark the permit application as approved and forward it to the Executive Secretary for issuance of the Instructor permit. Instructors failing to meet requirements for a new or renewal permit may appeal in person to the Board of Directors for approval.

All Instructors must follow the standards and procedures set forth by the professional agency to which they are a member (PADI, NAUI, SSI, SDI, etc.). Although Instructors are required to follow their agency's standards and procedures, the manner in which the property will be used, will be determined by the Board of Directors of the PDRA. For example, although most SCUBA Training Agency's allow confined water training to take place in lakes, rivers, and ocean areas that the instructor deems suitable, the Board of Directors of the Piedmont Diving and Rescue Association, Inc. has determined that PDRA Quarries are not suitable to conduct confined water training.

All Instructors who bring students to PDRA quarries for Open Water training are expected to have fully prepared their student for their first open water experience by having conducted proper academic and confined water training (pool) in accordance with their professional agency. There will be no confined water training conducted on any property owned or leased by the PDRA.

The use of the PDRA property by authorized Instructors is restricted to the following type of training: Open Water Certification, Advanced Open Water Training, Rescue Diver Certification, Divemaster Training, and Specialty Course Training. Other professional level courses such as Instructor and/or Assistant Instructor Training Courses usually require that a non-PDRA member such as a staff instructor or a Course Director from one of the Professional Agency's headquarters be brought onto PDRA property to conduct, supervise, and train Instructor and/or Assistant Instructor candidates. Therefore, special permission must be obtained from the Board of Directors of the PDRA before any training of Instructors and/or Assistant Instructors can take place.

Any Instructor who uses the PDRA quarries without first obtaining a permit will be permanently dismissed from the PDRA. Any Instructor of the PDRA that conducts confined water training at a PDRA quarry may be dismissed from the association and banned from membership in the PDRA for a period of not less than five years.

**ITEM III:** The instructor application shall consist of:

1. Two signed copies of instructor application form
2. Copy of current instructor certification
3. Copy of current instructor liability insurance
4. PDRA Liability Responsibility Form (if under a dive shop blanket insurance policy)
5. Signed copy of instructor requirements form
6. Annual fee
7. Copy of current membership card or completed member application form (for new members only)

**ITEM IV:**

A committee, appointed by the President, consisting of a chairperson and instructors appointed by the President shall represent the instructor members of the association. All requests from instructors to the Board of Directors shall come through the chairperson of this committee. The chairperson of the committee shall have the responsibility of maintaining the records of approved instructors for the Board of Directors. New instructors are required to meet with a member of the Instructor Committee for first time approval. Existing Instructors in good standing will renew directly with the Instructor Committee Chair. (Amended by BOD June 9, 2008)

**ITEM V:**

The PDRA will furnish to each authorized instructor an identification badge with his permit number and expiration date. This identification badge will be readily available while instructor has his class on PDRA owned and leased property and shall be shown upon request to anyone who identifies himself as a PDRA officer, quarry manager or PDRA member. A fine of up to \$100 will be assessed for each violation.

**ITEM VI:**

Instructors will have each student who is a non-member sign a release. A fine of up to \$100 per student will be assessed any instructor who fails to have his/her non-member students sign a release.

**ITEM VII:**

Instructors may take a non-member student for 5 dives for open water training (skin diving lessons count toward the 5 dives). If additional dives are required a student must join the PDRA. All students who take classes beyond open water must join the PDRA. A fine of up to \$100 per student will be assessed any instructor who brings a non-member to a PDRA quarry for advanced training.

**ITEM VIII:**

Any violation of the instructor requirements should be reported to the chair of the instructor committee or the PDRA president. Prompt and severe action of fines, suspension and/or revocation of instructor permit will be taken against those who disregard the PDRA by-laws and instructor requirements. Any instructor who is suspended or has his/her permit revoked must appear before the Board of Directors before the permit can be reinstated. Any instructor that is barred from PDRA as an Instructor will also be barred from Membership. (Amended by PDRA BOD June 9, 2008. Effective January 1, 2009)

**ITEM IX:**

It will not be the responsibility nor the intention of the instructor committee to mediate or arbitrate in any disagreement, private quarrel, etc. that occasionally arises between dive shops and various instructors. It will be the policy, however, to revoke the quarry permits of all instructors involved when a private quarrel overflows into the membership of the PDRA and causes dissension among the members.

**ITEM X:** The Instructor committee will propose annual instructor fees for approval by the Board of Directors.

"I have read the PDRA Instructor Requirements ITEM I through ITEM X. I agree to follow the Instructor Requirements. I also understand that I will face disciplinary action from the PDRA Instructor Committee and/or the PDRA Board of Directors in the event that I fail to follow these requirements.

Signed; \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_