

From: [Lifesaving](#)
Bcc: [Admin](#); [Deputy President SLSS](#); [Director Junior Development SLSS](#); [Director Member Services SLSS](#); [Director of Administration SLSS](#); [Director of Finance SLSS](#); [Director of Lifesaving and Education SLSS](#); [Director of Surf Sports SLSS](#); [Doug Hawkins](#); [President - Sydney](#); [Bondi Captain of Lifesaving](#); [Bondi Lifesaving](#); [Bronte Club Captain](#); [Burning Palms Lifesaving](#); [Clovelly Lifesaving](#); [Coogee Lifesaving](#); [Cronulla Lifesaving](#); [Elouera Lifesaving](#); [Era Lifesaving](#); [Garie Club Captain](#); [Maroubra Lifesaving](#); [North Bondi Lifesaving](#); [North Cronulla Club Captain](#); [North Cronulla Lifesaving Director](#); [South Maroubra Assist DOL](#); [South Maroubra DOL](#); [Surf Rescue 30 Captain](#); [Tamarama Lifesaving](#); [Wanda Club Captain](#); [Wanda Director of Lifesaving](#); [Bondi CTO](#); [Bondi Higher Awards](#); [Bronte CTO](#); [Bronte Education](#); [Burning Palms CTO c/- Club Secretary](#); [Clovelly CTO](#); [Clovelly CTO 2nd Email](#); [Coogee CTO](#); [Cronulla CTO c/- club office](#); [Elouera CTO](#); [Era CTO](#); [Garie SLSC Education Chief Training Officer](#); [Maroubra CTO](#); [Michelle Cowans](#); [North Bondi CTO](#); [North Cronulla CTO](#); [South Maroubra CTO](#); [Tamarama CTO](#); [Wanda CTO](#); [Bondi Secretary](#); [Bronte Admin](#); [Bronte Manager](#); [Burning Palms Secretary](#); [Clovelly Secretary](#); [Coogee Secretary](#); [Cronulla Secretary](#); [Elouera Secretary](#); [Era Surf Life Saving Club](#); [Garie Secretary](#); [Maroubra Secretary](#); [North Bondi Secretary](#); [North Cronulla Secretary](#); [South Maroubra Secretary](#); [Surf Rescue 30 \(ORB Randwick\) Secretary](#); [Tamarama Secretary](#); [Wanda Secretary](#); [Bondi Manager](#); [Bondi SLSC](#); [Bronte Admin Office](#); [Clovelly SLSC](#); [Coogee SLSC Admin](#); [Cronulla SLSC](#); [Elouera SLSC](#); [Elouera SLSC](#); [Era SLSC](#); [Maroubra Club Admin](#); [North Bondi Office - 2nd email](#); [North Bondi SLSC](#); [North Cronulla SLSC](#); [South Maroubra SLSC Office](#); [Surf Rescue 30 Secretary](#); [Wanda Club](#); [Brad Taylor](#); [Cron Suth Education Coordinator](#); [Cron Suth Lifesaving Coordinator](#); [David Kowald personal email](#); [Director of Lifesaving & Sydney Branch](#); [Education](#); [Lifesaving Manager](#); [Matt Spooner](#); [Randwick Education Coordinator](#); [Randwick LS Coordinator](#); [RWC Coordinator](#); [Waverley LS Area Coordinator](#)
Subject: Skills Maintenance - Endorsed Delegates
Date: Monday, 2 September 2019 2:53:00 PM
Attachments: [image001.png](#)
[Skills Maintenance Information Booklet 2019.pdf](#)

To : Club Chief Training Officers
CC: Clubs, Secretaries, Captains, LSEC, BOM

Further to the Pre Season Meeting held 31/8 discussion on who can 'oversee' the conduct of Skills Maintenance activities, Clubs are referred to Page 7 of the SLNSW Skills Maintenance Booklet (as attached).

This details what qualifications endorsed Delegates should have and the activities they can sign off on.

Step One

Identify your Clubs Endorsed Delegates – full names of these members is to be minuted at your Club Board/Board of Management meeting and copy of names to be provided to Branch Office for audit purposes. E: lifesaving@surflifesavingsydney.com.au

Step Two

All Club endorsed Delegates will need to have the appropriate delegate award created in surfguard. To do this, Clubs are to Create New Award Assessment request
ie. Endorsed Delegate – Bronze Medallion (as per normal new award process in Surfguard) and submit via Surfguard and Branch will then finalise the surfguard process for the Club for this qualification to be reflected on the members awards.

Step Three

Clubs will then be able to select the Assessor or Endorsed Delegate when you are processing the completed skill maintenance for your members in Surfguard.

Note : this process must be actioned before any delegates oversee any Skills Maintenance sessions.

Any queries, please do not hesitate in contacting Branch Office.

Regards and thank you

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