

Circular

Title: Standard Operating Procedures
Document ID: C20007
Department: Lifesaving
Audience: Administrators, Presidents, Vice Club Captains, Club Captains – please circulate to your members
Date: January 2020

This circular is to provide information in relation to Standard Operating Procedures (SOP) now approved and in place to guide SLSSA activities.

SOPs have been developed for Critical Incidents (debriefing and traumatic exposure) and Emergency Operations. A debrief template and a “Traumatic Stress Reactions” pamphlet that work as an appendix to the Critical Incident SOP have also been developed and are also available for guidance.

You can view these documents on the SLSSA members portal at,
https://members.sls.com.au/SLSA_MembersOnline/public/document_library
Under the SLSSA Lifesaving tab.

The SOPs are also available for download on the tablets as issued to all Surf Clubs for provision to Patrol teams. The documents can be downloaded from the Mobile Data Management icon (ME MDM) under “documents”.



The Critical Incident documents are also kept in the Duty Officer vehicle for provision to patrols when required.

Key personnel, and in particular Patrol Captains and Vice Captains should familiarise themselves with these documents as soon as possible.

Club management should also familiarise themselves with the Critical Incidents SOP to understand their club’s obligations following a critical incident.

Please be advised also that it is an expectation that the tablets are now available for use in all patrol tents. The tablets in the future form part of the minimum patrol equipment and will be subject to audit in a patrol inspection.