

## BoatSafe Information Bulletin - 026

### Navigation Chart Training and Assessment Requirements

#### Purpose

This BoatSafe Information Bulletin (BIB) outlines the training and assessment requirements for the theory navigation questions. It includes the minimum expectations for approved materials that must be provided by all BoatSafe Training Organisations (BTOs) and used by all students.

#### Requirements

##### Situation

Section 6.8 of the *BoatSafe Business Rules* states that BTOs must ensure course content complies with the *BoatSafe RMDL Competency Standard*. This standard defines the skills, knowledge, and assessment criteria required for candidates to obtain a Recreational Marine Driver Licence (RMDL) or Personal Watercraft Licence (PWCL) and operate certain powered recreational vessels in Queensland.

##### Navigation Chart & Assessment requirements

The BoatSafe competency standards outline what must be included in the training of each unit, as well as resource requirements that are to be available. All BTOs must ensure that their training programs include these requirements, that minimum resource requirements are met and that BTPs are carrying out the navigational training and assessment in accordance with these requirements.

The navigation charts used in the training and assessment must meet the following minimum requirements.

- They must be printed in **colour only** and the text and graphics must be sharp and legible, without blurring or pixelation. When printing, always print from the original file, don't copy the copy.
- Paper size to be a minimum of A4 per chart. Reducing the size to fit two (2) on an A4 page is not accepted.
- Paper should be of suitable weight and quality, at least 70gsm to withstand handling during training and assessment.

##### Training

**All BTPs must complete the navigation training exercises (Charts C & D) with their students prior to attempting the assessment charts.**

The navigation **training** exercises can be completed as a group exercise where appropriate at the trainer's discretion. Copies of the completed navigation training (charts C & D) do not need to be kept with the student records. Charts C & D can also be laminated with the student using a whiteboard marker for the exercise, then reused.

Once the navigation training exercises are completed, students may then attempt the navigation chart assessment (questions 39 and 40) under formal assessment conditions. The assessment must be completed individually and **must not** be conducted as a group exercise. BTPs may allow a student to undertake and then mark the navigation chart assessment questions prior to the student attempting the other questions in the Common Assessment Tool (CAT).



The completed Chart A and Chart B must include the student's name, date, and outcomes in the designated fields. These completed assessment charts must be retained with the student's records.

The navigation chart assessment questions must be completed by the student using a black or blue ballpoint pen. Students indicate the navigation route with a continuous line to clearly show their answer. The use of other markings is not acceptable.

**If a student needs to reattempt a navigation assessment question, the second attempt must be completed on the same chart in a different coloured pen.**

### **Implementation**

The September 2025 version of the CATs may be implemented immediately into your programs but at the latest **must** be implemented by **15 October 2025**.

Those BTOs and BTPs that are found to be noncompliant with this BIB may have administrative action taken that may result in the suspension or cancellation of their authority. This may be considered as a critical or major noncompliance in line with the Boatsafe compliance policy.

### **Further Information**

For further information contact the BoatSafe Team – [boatsafe@msq.qld.gov.au](mailto:boatsafe@msq.qld.gov.au)