

INTERIM CF AQUATICS AND WATER SAFETY POLICY

PURPOSE

1. This policy prescribes the regulating guidelines for the operation of Canadian Forces (CF) aquatic sport and water safety programs and facilities.

GENERAL

2. The interim CF policy on aquatics and water safety was formulated in consultation with nationally recognised civilian organizations and professional agencies, and is designed to meet specific military requirements and conditions. In the implementation of this policy, commanders should make full use of the knowledge and experience of the Personnel Support Program (PSP) Staff.

SECTION 1 -- MILITARY AQUATIC PROGRAM

SCOPE

3. The components of the interim CF military aquatic and water safety program are as follows:
- a. CF Water Safety Program. This program is designed to provide military personnel with the skills required to function effectively and safely in, on, under or around the water;
 - b. Physical Education, Sport and Recreational Aquatic Activities. This program is designed to provide military personnel with an effective means of developing and maintaining physical fitness and provide healthful leisure-time activities for members; and
 - c. Leadership Development Program. This program is designed to train instructional and supervisory personnel responsible for conducting military aquatic programs.

MILITARY WATER SAFETY PROGRAM

4. To ensure that military personnel can function effectively and safely in the water environment, all members must pass the basic military swimming standard test. Details of this test are at Annex A.
5. New entry officers and recruits shall complete the basic military swimming standard during their basic training phase. However, a member who is unable to attain the qualification during his basic training must complete the necessary training in swimming during trade qualification 3 training in the case of a non-commissioned member (NCM) or during initial classification training in the case of an officer. Where a member is unable to attain the swimming qualification due to substantiated medical reasons, the case shall be referred to NDHQ/CFRG (Canadian Forces Recruiting Group) for decision, and CFPSA/DPE for information.
6. Commanders should provide for regular screening and, where required, instruction of all personnel to ensure that they maintain the required physical skills and knowledge.
7. Instruction in swimming and water safety skills for military personnel should follow, where practical, the methods presented in the knowledge and skill programs of the Red Cross (RC) and the Lifesaving

Society, Canada (LSS). Where the instruction and examination conform to standards established by the RC or LSS, awards and qualification badges of these organizations may be awarded if the instructors and examiners have the appropriate authority and there is no cost to the public.

OPERATIONAL AQUATIC SKILLS

8. Certain operational tasks require military personnel to possess special aquatic skills to enable them to protect their own lives, avoid endangering their companions and carry out their military tasks effectively in a water environment. Commanders whose personnel face such hazards shall investigate the best method of dealing with the requirements and arrange instruction in the action to be taken to cope with the main dangers likely to be encountered. Personnel engaging in high-risk aquatic activities must do so under the direct supervision of a 'buddy', employing prudent due diligence.

9. Instruction in the CF water safety program for military personnel shall be conducted by:

- a. Personnel Support Program Fitness & Sports Instructors (PSP) and/or Aquatics Instructors/Lifeguards who hold a current lifeguard qualification, as defined in para 40; and
- b. members who hold a current RC and/or LSS water safety instructor qualification; or
- c. members who
 - (1) hold a current lifeguard qualification as listed in para 40;
 - (2) are appointed by the Fitness Sport and/ or Recreation Director (FS/R Dir) or the Fitness Sport and/or Recreation Coordinator (FS/R Coord); and
 - (3) are capable of instructing the specific skills listed at Annex A.

MILITARY AQUATIC PHYSICAL EDUCATION, SPORT AND RECREATIONAL ACTIVITIES

10. Competitive swimming, distance swimming, diving, aqua aerobics and water polo are highly rated methods of physical conditioning and should be actively encouraged as an important part of the unit physical education program wherever facilities permit.

11. In addition to the criteria noted in para 9, any personnel conducting and/or coaching specialized aquatic activities must possess the following qualifications:

- a. Aqua Aerobic instructors must hold a current Canadian Aquafit Leaders Alliance (CALA) certificate or a SPEEDO WaterART Fundamental Instructor certificate, or a YMCA Water Fitness Leader certificate;
- b. Swimming coaches must possess a Level 1 technical and theory certificate through the Coaching Association of Canada (CAC) and/or possess the Skills Coach Course through the Canadian Swimming Coaches and Teachers Association (CSCTA), and/or be a member of Swim Canada or La Fédération Internationale de Natation (FINA);
- c. Diving coaches must possess a Level 1 technical and theory certificate through the CAC and/or be a member of Diving Canada or FINA; and
- d. Water polo coaches must possess a Level 1 technical and theory certificate through the CAC and/or be a member of Water polo Canada or FINA.

12. The physical and psychological demands of scuba sports diving make it imperative that the conduct of this activity, together with the formation of scuba sports diving clubs, be in strict accordance with the provisions of CFAO 50-10.

13. Other aquatic activities are subject to the applicable safety and control arrangements contained in this policy and to the rules and regulations issued by federal and provincial authorities.

MILITARY AQUATIC LEADERSHIP DEVELOPMENT PROGRAM

14. While the emphasis should be on activities to provide all CF personnel with basic water safety skills, it is necessary to have a planned leadership development program which will ensure that adequate trained leadership are available at all times.

15. This program should include instruction to the higher levels of RC and LSS qualifications which provide prerequisites for instructor and lifeguard training and qualification, as well as arrangements for regular courses to qualify personnel to the LSS Bronze Cross, NLS certification, and to the RC water safety and LSS lifesaving instructor levels.

16. In addition, full advantage shall be taken of courses for officials and coaches offered in various aspects of the aquatic program by the local Personnel Support Programs and by provincial government departments and sports governing bodies.

MILITARY AQUATIC PROGRAM ORGANIZATION AND MANAGEMENT

17. The FS&R Dir, or equivalent at bases and installations with different PSP staff structures, is responsible for the military aquatic and water safety programs on the base. Key personnel in the organization, management and conduct of these programs are:

- a. RC and LSS water safety and lifesaving supervisors;
- b. examiners (LSS) and/or Instructor Trainer (RC, LSS);
- c. instructors (RC, LSS); and
- d. members of the Canadian Swimming Coaches and Teachers Association (CSCTA).

18. The FS&R Dir (or equivalent) should ensure that all staff responsible for aquatic and water safety programs are appropriately qualified, oriented and trained. Where possible, there should be at least one senior lifeguard (with at least 3 months experience) scheduled each time the pool is in use.

SECTION 2 -- CIVILIAN AQUATIC AGENCIES

GENERAL

19. There are a number of civilian agencies in Canada that offer programs of activities, instruction, award systems and resource material in the field of aquatics. The FS&R Dir (or equivalent) should be familiar with what is available. Where the programs offered meet the needs of the base he/she may deal directly with the local or provincial representative of the agency concerned to arrange for the desired resources.

CANADIAN RED CROSS (RC) AND THE LIFESAVING SOCIETY (LSS)

20. Two of the major agencies are the RC and LSS. The RC program includes learn to swim, water safety and leadership training. The LSS offers programs and awards for artificial respiration, life saving skills and knowledge and leadership training. In addition, the LSS is responsible for the NLS program of qualifying lifeguards. Both the RC and LSS are organised on a provincial basis with national headquarters. NDHQ/CFPSA maintains a formal affiliation agreement with the national headquarters of both societies with the primary objective of ensuring that programs and services are available at all locations.

21. Bases/wings/units in Canada wishing to conduct RC or LSS programs or obtain materials shall contact the provincial office of the society concerned. Resources and services normally available include promotional material such as posters, booklets and instructional aids, training and re-qualifying courses for instructors and arrangement for examiners. Cost of materials or services, except as provided on an approved out-Service course or military course conducted by CFPSA, are a non-public fund responsibility. Any location that has been unable to obtain required services should forward a request giving details of requirements to NDHQ/CFPSA/DPE through normal channels.

22. Services and resources required by bases outside Canada shall be requested from NDHQ/CFPSA/DPE who will contact the national office of the society concerned to make the necessary arrangements.

23. RC water safety instructor and LSS leadership qualifications are controlled and issued by the provincial office of each society, however, all provinces have agreed to accept qualifications obtained in another province. To ensure that there is no delay in acceptance of aquatic qualifications when moving from one province to another, the lifeguard/instructor should first notify the present provincial office to ensure that records are appropriately transferred. Secondly, the lifeguard/instructor should notify the new provincial office so any special procedures and policies in that province may be communicated.

SECTION 3 -- MILITARY COMMUNITY AQUATIC PROGRAMS

SCOPE

24. The primary components of the community recreation aquatic and water safety programs for military families are:

- a. Learn to Swim Program. This program is designed to provide the aquatic and water safety skills required to function effectively and safely in, on, under or around the water;
- b. Aquatic Leadership Program. The program provides water safety, fitness and lifesaving instruction for persons 8 years and older. Using the LSS aquatic leadership continuum, this program serves as the training mechanisms for lifeguards; and
- c. Recreation Aquatic Activities. This program is designed to provide aquatic leisure activities, including but not limited to, open/family swims, length swimming, club activities and specialized aquatic programming.

LEARN TO SWIM PROGRAM

25. Where possible, the learn to swim program shall follow the RC AquaQuest and AquaAdult program. Locations subscribing to the RC learn to swim program will be required to obtain, and annually renew, an Authorized Provider Agreement with their provincial RC office. The cost of acquiring such resources is a non-public funds responsibility as stated in para 21.

26. Learn to swim programs may be offered in a group or private format. The recommended number of students per class in the group format is detailed in Annex C.

27. The FS&R Dir (or equivalent) shall maintain records on the number of participants engaging in the learn to swim program, the status of each participant's completion of the aquatic skills, and information on the details of each course (i.e. instructor name, location, date, time and pass/fail ratio). These records shall be maintained on location for a minimum period of 3 years.

28. Instruction for the learn to swim program shall be conducted by instructors hired by PSP who:

- a. are minimum 16 years of age;
- b. hold a current lifeguard or assistant lifeguard qualification as defined in para 40 and 41, or follow table 2 in Annex B, which outlines the number of supervisory lifeguards required during instructional periods; and
- c. hold a current RC Water Safety Instructor qualification.

AQUATIC LEADERSHIP PROGRAM

29. The purpose of the aquatic leadership program is to develop the fitness, lifesaving and leadership skills of persons 8 years and older. Where possible, the aquatic leadership program shall follow the LSS leadership continuum (Rookie Patrol to Lifesaving Instructor Trainer). Where applicable, aquatic leadership courses must be examined by a qualified LSS examiner. The FS&R Dir (or equivalent) should contact the local LSS area committee for resources and examiner contacts.

30. The FS&R Dir, (or equivalent) shall maintain records on the number of participants engaging in the leadership program, the status of each participant's completion at each level, and information on the details of each course (i.e. instructor name, location, date, time, participant's personal information and pass/fail ratio). These records shall be maintained on location for a minimum period of 3 years.

31. Instruction for the military community aquatic leadership program shall be conducted by instructors hired by PSP who:

- a. are minimum 16 years of age;
- b. hold a current lifeguard qualification (LSS NLS);
- c. hold a current Lifesaving Instructor qualification; and
- d. hold the appropriate qualification for the level taught (i.e. NLS Instructor, Lifesaving Instructor Trainer).

RECREATION AQUATIC ACTIVITIES

32. The recreational aquatic activities program provides recreational opportunities for military families to engage in leisure, specialized, fitness and club aquatic activities. Fitness swimming, family aquatic leisure activities (i.e. open swims), diving, aqua aerobics, synchronized swimming, water-polo, and various other aquatic sports are essential components of a comprehensive aquatic program, and should be offered as part of the ongoing aquatic programming where interest and facilities exist.

33. The FS&R Dir (or equivalent) shall ensure that coaches and instructors of aquatic recreational activities shall be appropriately qualified. In addition to the lifeguard, assistant lifeguard, specialized aquatic and coaching qualifications noted in para 11, 40 and 41, personnel conducting and/or coaching specialized aquatic activities for children must submit a criminal reliability check to the FS&R Dir or his/her equivalent.

34. Scuba diving, a high-risk aquatic activity, shall be conducted in strict accordance with the provisions of 50-10. Where possible, the FS&R Dir (or equivalent) should ensure that a Designated Operator (as defined in para 39) is within call during indoor scuba diving activities.

35. Other aquatic activities are subject to the applicable safety and control arrangements contained in this policy and to the rules and regulations issued by federal and provincial authorities. For all activities conducted under the auspices of the Military Community Section of this policy, provincial and federal policy must take precedence in cases where new or unforeseen civilian regulations and standards exceed the standards and direction laid out in this policy.

SECTION 4 -- AQUATIC OPERATION AND SUPERVISION

GENERAL

36. Commanding Officers shall ensure that swimming pools and waterfront areas owned or used by DND are operated in a safe manner. Indoor, outdoor and waterfront aquatic facilities shall be operated, controlled, maintained and regularly inspected according to the governing federal, provincial and local regulations, and to the arrangements contained in this policy and other applicable orders.

SANITARY CONTROL

37. Orders covering sanitary control requirements are contained in CFAO 34-38.

ENGINEERING INSTRUCTIONS

38. Orders covering the engineering aspects of the operation, control and maintenance of swimming pools are contained in Construction Engineering Technical Order 13-2-2 and CFP 120.

LIFEGUARDS

39. When a Forces swimming pool is in use or when a waterfront area is being used for organized activities, the CO shall ensure that sufficient lifeguards are on duty to meet the minimum requirements set out in the tables to Annex B. At all times when a swimming pool is in operation there must be a Designated Operator (DO), holding at a minimum a current NLS qualification, within call. The DO must be available by voice or pre-arranged alarm system. The on-deck lifeguard must not leave the pool enclosure to summon the DO.

40. Lifeguards may be either military or civilian personnel who:

- a. must be 16 years of age;
- b. hold the following qualifications, obtained or renewed within the previous two years:
 - (1) NLS Certification, and
 - (2) current St. John's or RC Standard First Aid certificate or LSS Aquatic Emergency Care.

Note: Where these lifeguard qualifications exceed provincial regulations, at a minimum, the provincial regulations must be met, with the above noted lifeguard qualifications preferred.

41. Assistants Lifeguards may be either military or civilian personnel who:

- a. must be 16 years of age;
- b. hold the following qualifications, obtained or renewed within the previous two years:
 - (1) LSS Bronze Cross or higher award; and
 - (2) current St. John's or RC Standard First Aid certificate or LSS Aquatic Emergency Care qualification.

42. Lifeguards and assistant lifeguards shall have no duties requiring his/her absence from the pool deck or waterfront area when bathers are present. However, when more than one person is on guard duty a second lifeguard may absent himself/herself briefly from the pool deck or waterfront area to attend to other duties necessary for the operation or administration of the pool or area. The following criteria must be met:

- a. must be within call;
- b. must be in continuous surveillance of the pool or area, or surveillance maintained by other lifeguards not so absent; and
- c. sufficient lifeguards/assistants lifeguards must be on deck to meet the minimum requirements as set out in Annex B.

43. Lifeguards and assistant lifeguards shall wear the appropriate clothing, identified by the FS/R Dir (or equivalent) The clothing must be readily identifiable, and display the word "LIFEGUARD" in broad letters.

44. When a lifeguard or assistant lifeguard considers that a safety hazard exists because of excessive turbidity (a 150mm black disc at a depth of at least 0.6m is not visible), or the presence of undesirable or dangerous material in the water or on the pool deck or waterfront area, or because of any other dangerous circumstances, the lifeguard shall close the pool or ensure that swimming ceases, and notify the FS/R Dir (or equivalent).

45. Lifeguards, assistant lifeguards, aquatic instructors and coaches shall attend orientation training prior to commencing active on-deck duty and shall attend aquatic training every three months. The purpose of the orientation and on-going training is to test the fitness, lifeguarding and aquatic abilities of aquatic staff and volunteers. The orientation and ongoing training shall be conducted by the FS/R Dir/Coord or designate on the following minimum skills:

- a. removal of a 9kg. weight from the deepest area of the pool;
- b. 25m continuous swim in 17.5 secs or less;
- c. removal of a submerged (minimum 3m depth), unconscious, non breathing victim;
- d. 20m approach swim and 5m carry of a conscious swimmer;
- e. deep water spinal turnover;
- f. a sequence of rescue breathing and obstructed airway and/or CPR; and
- g. lifeguard scanning, rotation and supervision zone protocols.

NOTICES

46. Following notices must be posted in at least two places at the pool:

- a. no person having a communicable disease or open sores on his or her body shall enter the pool.
- b. no person shall bring a glass container onto the deck or into the pool.
- c. no person shall pollute the water in the pool in any manner and that spitting, spouting of water and blowing the nose in the pool or on the deck are prohibited.
- d. no person shall engage in boisterous play in or about the pool.
- e. the maximum number of bathers permitted on the deck and in the pool at any time.
- f. the location of a telephone that is available for emergency use.

47. The words DEEP AREA and SHALLOW AREA must be written at the appropriate locations. The letters and depth markings must be:

- a. clear; and
 - b. at least 100 millimetres (4 inches) high.
48. CAUTION – AVOID DEEP DIVES or SHALLOW WATER – NO DIVING must be posted:
- a. at the pool where the maximum depth is 2.5 meters (8 feet) or less; and
 - b. In a conspicuous place in letters at least 150 millimetres (6 inches) high.
49. CAUTION – NO DIVING must be posted:
- a. at a pool which has one or more ramps;
 - b. in a conspicuous location on each wall or fence enclosing the pool; and
 - c. in letters at least 30 millimetre (6 inches high).
50. Signs must state that each bather take a shower with warm water and soap before entering the pool and they must be posted:
- a. at the entrance to each shower area; and
 - b. at every entrance to the deck used by bathers.
51. A notice must be posted at the emergency telephone identifying it as the emergency telephone and the notice must also include.
- a. names, telephone numbers and addresses of resuscitation, medical aid and fire services; or
 - b. service to which the phone is connected.
- Note. Pool staff must be trained on the emergency procedures for the specific emergency response team.
52. If there is a permanent spectator gallery next to the deck, there must be a notice stating that spectators cannot walk on the deck, within 1.8 metres (6 feet) or the edge of the pool.
53. Depth must be marked on the pool deck showing:
- a. deep points;
 - b. breaks between shallow and deep points; and
 - c. breaks between gentle and steep bottom slopes.
54. CPR procedures must be posted on a wall in a location that is visible by all.

SAFETY EQUIPMENT

55. At each swimming pool an emergency telephone shall be provided (as per para 51 and 65), which is easily accessible from the pool deck and which may be either a direct line to emergency service or an individual line for the one location. The telephone shall be tested on each occasion the pool is opened to ensure that the system is operating.

Lifeguards stations

56. There must be at least:
- a. 1 lifeguard station where the pool area is greater than 150 square metres, but less than 230 square metres; and
 - b. 2 lifeguards stations where the pool area is greater the 230 square metres.
57. Lifeguards stations must be an elevated platform or chair:
- a. not less than 1.8 metres (6 feet) above the water surface;
 - b. securely positioned while in use;
 - c. located at the side of the pool so as to permit an unobstructed view of the pool bottom; and
 - d. used only by lifeguards and assistants lifeguards.
58. For modified pools, lifeguards stations must be located:
- a. along the edge of the water; and
 - b. at intervals not greater than 60 metres (66 yards).

Lifesaving Equipment

59. Each swimming pool must place lifesaving equipment in convenient locations for emergencies. A clock shall be affixed within the pool enclosure in a readily visible location.
60. Pools must have:
- a. reaching pole;
 - b. 2 buoyant throwing aids;
 - c. A spineboard, or other equipment for moving a person who has a spinal injury; and
 - d. a first aid kit.
61. Reaching pole must be:
- a. at least 3.65 metres (12 feet) long; and
 - b. electrically insulated or non-conducting.
62. Throwing aids must be:
- a. securely attached to a 6 millimetre (.25 inch) diameter rope; and
 - b. on a rope that is one-half the width of the pool plus 3 metres (10 feet), or longer.
63. First aid kit must contain at least:
- a. a current copy of the St-John Ambulance or the RC First Aid Manual;
 - b. 12 safety pins;
 - c. 24 adhesive dressings individually wrapped;
 - d. 12 sterile gauze pads, each 75 millimetres (3 inches) square;
 - e. 4 rolls of 50 millimetre gauze (2 inches) bandage;
 - f. 4 rolls of 100 metres (110 yards) gauze bandage;
 - g. 4 sterile surgical pads suitable for pressure dressings individually wrapped;
 - h. 6 triangular bandages;
 - i. 2 rolls of splint padding; and
 - j. 1 roll-up splint.
64. Safety equipment requirements for waterfront areas vary with the particular area. The following are considered to be minimum requirements:

- a. elevated control stations;
- b. ring buoys;
- c. paddle boards;
- d. first-aid kit;
- e. loud hailer; and
- f. appropriate transportation whenever the waterfront is being used for organised activities.

65. An emergency telephone, directly connected to base/wing/unit emergency services or the local telephone utility, shall be clearly marked either by the color of the phone (i.e. red) or by a distinguished marking (red 2" border surrounding the phone). The telephone must be available on-deck, within a staff area adjoining the deck/waterfront, or within an accessible distance of a waterfront area. In addition, a clearly visible sign (as per para 51) must be posted that designates the telephone as an emergency phone.

INSPECTION

66. All safety equipment, emergency telephones and communication systems, security devices, exits, entrances, pool / waterfront areas, water clarity and sanitation, and dressing rooms shall be inspected immediately before opening the pool / waterfront to bathers and immediately before closing. All inspections shall be recorded in a daily log book.

67. Pool chemistry shall be tested and recorded at least a half hour prior to the opening of the pool, and every subsequent two hours during operational hours.

68. Pool fittings, including main drain covers, outlets, vacuum line connector fittings and equalizer fittings, shall be inspected monthly, and results recorded and retained for a period of 3 years.

STANDING ORDERS

69. Standing orders shall be established and recorded for each pool or waterfront area and shall include:

- a. comprehensive actions to be taken in the event of an emergency or incident, including the method of contacting medical, fire and police agencies;
- b. usage of protective equipment, such as protective gloves and pocket masks;
- c. systems of control, including warning signals, whistles, alarms and search and rescue methods and procedures;
- d. procedures following a death;
- e. user prerequisites, including requirements in swimming ability and age limitations;
- f. specific prohibitions, including details of reserved or restricted areas;
- g. control of the number of persons using the facility at any one time;
- h. procedures for dealing with facility closures or emergencies / incidents;
- i. physical security arrangements, including hours of operation;
- j. management procedures, including delegated authorities;

- k. mandatory types of swimming apparel;
- l. instructions regarding special, common and biological hazards;
- m. instructions on the administration of medication, oxygen and defibrillators; and
- n. terms of reference for each management, supervisory, maintenance and custodial position, including the individual responsibilities for emergency and security procedures.

70. All persons employed in the pool / waterfront area, whether as part of their normal duties, as paid employees or as volunteers, shall initial as having read the standing orders on appointment to the position and thereafter at intervals not greater than three months.

REPORTS

71. A daily log for each swimming area shall be maintained to record usage figures, safety equipment inspections, test results for chlorine (free available and total chlorine) and pH, make-up water readings, details of injuries or accidents, and safety equipment deficiencies. Such a log must be kept by the FS/R Dir (or equivalent) and retained for a period of three years.

72. The FS/R Dir (or equivalent) must retain a photocopy of a validated original copy of the aquatic qualifications of all personnel and volunteers working in the aquatic environment.

SAFETY AND CONTROL OF SWIMMING WHILE ON EXERCISES OR OPERATIONS

73. During exercises or on operations, units may be operating in areas where there are no swimming pools or supervised waterfront areas. In such circumstances swimming may be permitted in available water areas but only if:

- a. the swimming areas available are examined for sanitary considerations and hazardous conditions and the most suitable selected and defined;
- b. all personnel are briefed on water safety procedures and special dangers of the area;
- c. surveillance patrols are established using qualified personnel where practicable;
- d. reaching, throwing and towing aids are available or improvised;
- e. a boat patrol is established for deep water swimming;
- f. the buddy system is used with checks at not less than 15-minute intervals; and
- g. an emergency communication system and transportation shall be available on-site.

AMUSEMENT DEVICES

74. Aquatic facilities housing a water slide shall ensure the following:

- a. the construction and maintenance of a water slide is in accordance with federal and provincial regulations;
- b. at the entrance of every slide, signage shall be posted that conveys operational rules and regulations as determined by federal and provincial standards;

- c. the top area of the slide shall be supervised by a lifeguard or assistant lifeguard who is responsible for the safe and orderly flow of usage, with the splash pool area of every slide supervised by a different lifeguard or assistant lifeguard;
- d. every water slide shall be equipped with an electronic voice communication system that links the two supervising lifeguards; and
- e. daily inspections shall be conducted and recorded on the interior and splash pool areas of the slide.

75. Aquatic facilities housing hot tubs, wading pools and splash pads shall ensure operational, maintenance and supervision rules and regulations are in accordance with provincial and federal regulations. Appropriate signage and lifeguard requirements shall be adopted according to the governing federal and provincial authorities.

ANNEX A -- BASIC MILITARY SWIMMING STANDARD TEST

ITEM 1 -- WATER SAFETY KNOWLEDGE

- a. be aware of the hazards in, on, under and around water and should know how to react when in trouble; and
- b. be aware of safe rescue measures and be able to perform reaching assists and rescue breathing (direct method of artificial respiration).

ITEM 2 -- "ABANDON SHIP" EMERGENCIES

- a. Dressed in trousers and shirt and wearing a life jacket:
 - (1) jump, feet first, into deep water from the side of the pool;
 - (2) surface; and
 - (3) swim, using any style of propulsion, a distance not less than 50 meters (no time limit).

ITEM 3 -- RUDIMENTARY SWIMMING SKILLS

- a. Dressed in trousers and shirt:
 - (1) execute a forward roll entry into from the side of the pool;
 - (2) surface;
 - (3) remain afloat for at least 2 minutes using any combination of floatation skills such as
 - (a) treading water;
 - (b) motionless float;
 - (c) swimming in place; or
 - (d) drown proofing; and
 - (4) swim a distance of at least 20 metres using any style of propulsion.

ANNEX B -- LIFEGUARD REQUIREMENTS

The minimum requirements for lifeguards for Canadian Forces pools or waterfront areas are contained in the tables below. Notwithstanding these tables, where the applicable provincial laws so require, additional lifeguards shall be provided. Where these lifeguard qualifications exceed provincial regulations, at a minimum, the provincial regulations must be met, with the lifeguard qualifications noted in para 40 preferred. A Designated Operator (DO) must be within call at all times when the pool or waterfront area are in use.

Table 1 - Minimum Number of Lifeguards when Pool Is Used For Other Than Aquatic Instruction (pool surface 500 square metres or less)

Number of Bathers in Pool Enclosure	Minimum number of Lifeguards (where all lifeguards are NLS certified)	Number of Bathers in Pool Enclosure	Minimum number of Lifeguards and Assistant Lifeguards *
1 to 30	1	0 to 30	1
31 to 125	2	31 to 100	2
126 to 250	3	101 to 200	3
251 to 400	4	201 to 300	4
greater than 400	one additional lifeguard for each 150 bathers.	Greater than 300	one additional lifeguard for each 100 bathers.

* The number of assistant lifeguards cannot be greater than the number of lifeguards.

NOTE: For pools surface greater than 500 square metres, add 1 to the minimum number of lifeguards and assistants lifeguards.

Table 2 - Minimum Number of Lifeguards, in Addition to Aquatic Instructors, When Pool Is Used for Instruction Only

Number of Pupils	Lifeguards or Assistant Lifeguards required* (where instructors are lifeguard or assistant lifeguard certified)	Lifeguards or Assistant Lifeguards required* (where instructors are not lifeguard or assistant lifeguard certified)
1 to 25	0	1
26 to 60	1	2
Over 60	2	3

* The number of assistant lifeguards cannot be greater than the number of lifeguards.

Table 3 - Minimum Number of Lifeguards for a Supervised Waterfront Area

Number of Bathers	Lifeguards or Assistants Lifeguards required*
1 to 50	2
51 to 150	3
151 to 300	4
Over 300	5

* The number of assistant lifeguards cannot be greater than the number of lifeguards.

ANNEX C -- INSTRUCTIONAL RATIOS

Program	Ratio (instructor to students)
AquaTots	1:12
AquaQuest 1 to 4	1:6
AquaQuest 5 to 7	1:8
AquaQuest 8 to 9	1:10
AquaQuest 10 to 12	1:12
AquaAdult	1:10

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