

Competence 10

Demonstrates the ability to undertake all routine administrative tasks that are required to be undertaken during normal AUV operations

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|------------------------------|--|-------|--|
| Candidate Name: | | Date: | |
| Activity Number (1,2, or 3): | | | |

Performance Criteria: all of these must be assessed over a minimum of 3 work activities

Type of Evidence: Observation (O), Work Product (P), Written (W), Questioning (Q), Not Covered (N/C) or Not Applicable (N/A)

| Performance Criteria | | Type of Evidence |
|----------------------|--|------------------|
| a) | Can locate and interpret work scopes for subsea operations as required by the Client Company | |
| b) | Demonstrates the ability to prepare comprehensive handover notes to ensure continuity between crew changes | |
| c) | Demonstrates the ability to prepare detailed end-of-trip reports | |
| d) | Demonstrates the ability to complete fault reports and other company documentation | |
| e) | Demonstrates a basic understanding of the calibration requirements for the system | |
| f) | Demonstrates the ability to maintain online survey log and associated records in a legible and logical manner | |
| g) | Can identify anomalies and non conformances in data collected during Dive Operations | |
| h) | Ensures that information collected conforms with Company QA and QC Policies | |
| i) | Assessor - I have discussed the above performance criteria with the candidate and can confirm that they have the knowledge & understanding to support their performance in these criteria. | |
| j) | Candidate - write a short report (250 to 500 words) to describe how you have demonstrated your knowledge, skill & experience in these criteria over 3 assessed work activities. | |

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| Witness name: (If applicable in assessment plan) | | Date: | |
| Assessor name: | | Date: | |