



# FIRST SECURITY GROUP

## CERTIFICATION DEPARTMENT

### LIFEGUARD REGISTRATION & CERTIFICATION PROCESS

Doc. No.: FSG.CERT.15.07.01

Rev.: 1

Date:31.12.15

## LIFEGUARD REGISTRATION AND CERTIFICATION

### STEP 1

APPLICATION

1 DAY

- READ AND UNDERSTAND THE LEAFLET ON ASSESSMENT PROCESS AND CRITERIA
- FILL OUT APPLICATION
- SIGN INDEMNITY
- SUBMIT PROOF OF LIFEGUARD TRAINING
- SUBMIT PROOF OF DCAS APPROVED FIRST AID TRAINING
- SUBMIT 2 PHOTOGRAPHS
- SUBMIT PROOF OF FITNESS OR HEALTH CARD
- SUBMIT PASSPORT AND VISA DETAILS OR EMIRATES ID
- PAYMENT OF FEES TO ADMIN. OFFICE
- GET SCHEDULE CONFIRMATION AND EXAMINATION CRITERIA
- CONFIRM INFORMATION ABOUT CLOTHING AND RULES FOR USE OF POOL.

### STEP 2

ASSESSMENT

1-2 DAYS

- ATTEND EXAMINATION AS SCHEDULED.
- REPORT AT LEAST 15 MINUTES BEFORE TIME.
- CARRY PROPER IDENTIFICATION AND DOCUMENTARY PROOF FOR ENTRY
- CARRY AN EXTRA PAIR OF CLOTHES FOR THE PRACTICAL EXAMS
- ENSURE THAT NO FOOD IS CONSUMED AT LEAST 1 HR PRIOR TO WATER TEST
- WRITTEN EXAMINATION MAY BE CONDUCTED PRIOR OR AFTER THE PRACTICAL EXAMS.
- PRACTICAL EXAM DURATION 4 HRS
- WRITTEN EXAM 2 HRS
- LUNCH/PRAYER BREAK FOR 1 HOUR
- CRITERIA FOR PASSING THE EXAMINATION WILL BE INFORMED UPON ADMISSION AND ALSO PRIOR TO CONDUCTING OF EXAMINATION.

### STEP 3

CERTIFICATION

10 DAYS

- EMAIL CONFIRMATION ABOUT EXAMINATION RESULTS WILL BE RECEIVED BY CANDIDATE WITHIN 4 WORKING DAYS
- CERTIFICATES AND CARD WILL BE ISSUED WITHIN 10 WORKING DAYS OF THE DECLARATION OF RESULTS.
- CANDIDATES WILL READ AND SIGN THE CODE OF ETHICS AND SUBSTANCE ABUSE POLICY OF PHSD- DUBAI MUNICIPALITY PRIOR TO RECEIVING CERTIFICATE.