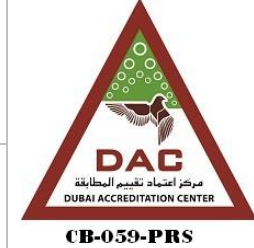




FIRST SECURITY GROUP

CERTIFICATION DEPARTMENT

Doc. No.:
FSG.CERT.15.16.01



LIFEGUARD INSTRUCTORS – REGISTRATION AND CERTIFICATION PROCESS

Rev.: 0 Date:15.01.17

REGISTRATION AND CERTIFICATION PROCESS

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 ATLEAST 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 ATLEAST 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.



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	Prepared by	Signature	Date
Prepared by	Operations Manager		
Checked by	Corporate Strategy & QHSE Manager		