

The National Outdoor Leader Registration Scheme (NOLRS) establishes the requirements for skills, knowledge and experience for leaders within the outdoor industry and is valid for three (3) years. After this time it is necessary to re-register to demonstrate that knowledge and skills are current and valid. The re-registration requirements ensure that registered outdoor leaders participate in a minimum level of activity ensuring the currency of, or increase in, their knowledge and skills.

## Re-registration Requirements

Three categories contribute toward meeting the requirements for re-registration:

1. Leading a group
2. Emergency response training
3. Professional Development (PD).

A point-scoring method is used to determine if a leader is eligible for re-registration. The different categories have different rates of points allocation as well as different minimum and maximum total points possible. More points in one area can offset to some degree a lower level of points in another. Re-registration is possible without points from the PD category.

Additionally, leaders need to provide evidence of the relevant current first aid qualification. This is a continuous requirement for registration in the Scheme.

## Meeting the Requirements

### Leading a Group

Evidence will consist of **verifiable** logbook entries. Entries need to have:

- the contact details for a verifying person, or
- access to a 'workplace' diary or schedule along with the name of a person within the organisation who can verify the activity occurred, or
- access to a landmanager permit or similar evidence

### Emergency Response Training and Professional Development

For both of these, evidence will need to include the duration, the name of presenter and a brief description of the content of programs and events.

Training and professional development can be both in-house or external.

Training relevant to multiple registrations may be used more than once (eg, a vertical rescue course may be used for both single pitch abseiling guide as well as single pitch climbing guide requirements).

**Emergency Response:** Additionally, evidence must be supported by verifiable logbook entries, certificates issued by training organisation, or certificates of attendance or receipts from employer/organisation.

**Professional Development:** Additionally, professional development needs to be verified by certificates of attendance, receipts confirming subscriptions, other supporting documentation such as names of articles, course enrollment etc.

## How to Re-Register

1. Gather the evidence to show you meet the requirements as stated overleaf.
2. Assess your evidence and determine whether or not you have gathered sufficient evidence to meet ALL the criteria for re-registration. If you do not have sufficient evidence, contact the OCA for assistance and information about what actions/activities you can undertake.
3. If you are satisfied you've "got what it takes", obtain certified copies of your evidence. A certified copy is obtained by presenting your original and a photocopy of the same to a Justice of the Peace / Commissioner for Declarations OR your employer/ Training Provider. This person will sign and date the photocopy to indicate its authenticity. **Send only the copies** and keep the originals for your own records.
4. Complete the Application for Re-Registration. Decide on your preferred method of payment and complete as required. Make sure you make any cheque payment, payable to The Outdoor Council of Australia. Post the application, certified copies of your evidence and payment.

If you wish to add to or modify your registration with NOLRS, rather than just re-register in the same area and level, you should submit:

- Application for Subsequent Registration for the new area, and, Application for Re-registration for any areas and levels in which you still want to re-register.

<p><b>Outdoor Council of Australia</b> <b>Ph: (08) 9248 6677 1800 660 540 Fx: (08) 9248 5799</b> <b>PO Box 414 Greenwood WA 6924 Email: nolrs@outdoorcouncil.asn.au</b></p>
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<b>NOLRS Re-registration Table for low challenge ropes course managers</b>						
	<b>Point allocation</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Min/max for the 3 years</b>	<b>Points</b>
<b>Performing the role</b> (A session is at least three (3) clients through at least three (3) different elements.)	<b>Conduct a review of course policy and procedure: 100 points per review.</b> <b>All managers must satisfy this criteria</b>				150 / 180 (max of 70 points from "other roping")	
	Be involved in a major/annual inspection/maintenance activity: 20 points inspection.  Leading other roping activities: 1 point per hour OR 6 points per session. This includes conducting or supervision high roles sessions, and leading abseiling and climbing on artificial or natural surfaces.					
<b>Emergency response training (ERT).</b>	In-house training: 3 points per hour				50 / 80	
	External training: 4 points per hour External ERT is training conducted by persons external to the leaders usual work environment.					
<b>Professional development (PD)</b>	Attendance at conferences, workshops or training events, including in-house, that bear relevance to the registration level: 1 point per hour				0 / 20	
	Membership of state outdoor recreation or education association, state or national activity specific associations: 5 points per membership					
	Personal study and/or research: 1 point per nominal hour					
<b>Total points</b>						

### Standard registration

Total points for the 3 years needs to be a minimum of at least 250 points to enable re-registration without further assessment of competence. Of the 250 points, a minimum of 50 need to be from the last 12 months.

### Registration (E)

Total points for leaders with an experienced classification (E) needs to be a minimum of 120 points with at least some of the points being from the first 2 categories. Other minimum and maximum points as stated above do not apply.