

**Piedmont Diving and Rescue Association
Specific Information for Instructors
(Revised March 2010)**

The Instructor Permit

It is no longer necessary for instructors to wear the PDRA Instructor Permit while teaching on PDRA property. However, the PDRA Instructor Permit is to be readily available during all instructional activities conducted on PDRA property and shall be shown upon request to anyone who identifies himself as a PDRA officer, quarry manager, or PDRA member.

Bylaws, Rules and Regulations, and the Code of Ethics

All instructors must abide by the Bylaws of the PDRA, the PDRA Rules and Regulations for Members, and the PDRA Code of Ethics. Current versions of these documents are available on the PDRA website for review.

Non-member Student Rule

Non-member students may be brought on to PDRA property only for the Open Water Level of training. These non-member students can only participate in five open water training dives. That can be five dives on five days or three dives one day and two dives another day or any combination that totals five dives. Skin Diving counts as a dive. The main point is that after completing five open water training dives in PDRA quarries, the student can no longer be brought on to PDRA property as a non-member dive student.

Students who take Advanced Open Water, Rescue Diver, Divemaster, or any other type Advanced Diving and /or Specialty Courses must be PDRA members. It is the responsibility of the instructor teaching the class to ensure that his students are members. There is a very stiff penalty that could result in fines, suspension or expulsion from PDRA for teaching non-members Advanced Diving and Specialty Courses on PDRA property.

Instructors with Students

From time to time you may encounter a large number of PDRA members diving at a particular quarry where you have planned certification dives. Please remember that PDRA members have the right of way. Please refer to Rules and Regulations Number 11.

"Members and guests shall not park vehicles so as to block gates or water entry areas. Instructors with classes of students, and guests shall be certain that neither instructing activities nor vehicles shall impede regular member's free access to parking areas and water entry areas."

Lake Norman Quarry normally experiences large numbers of instructors and students on weekends during warm weather. Lake Norman Quarry has a designated student parking area and student deck and has the capacity to handle large groups of students and instructors. It is no longer necessary to schedule and reserve your spot for weekend certification dives at Lake Norman Quarry.

JMR quarry has limited parking in the dock area and may also experience large numbers of instructors and students on weekends during warm weather. JMR quarry does not have a designated student parking area; however, non-member students should park away from the dock area after unloading their dive gear. Instructors are responsible for directing their non-member students and guests to appropriate parking areas at JMR quarry.

Nitrox Rule

There will be no Nitrox Training in the entry level courses (Basic or Open Water). Any instructor who wants to conduct Nitrox Diving must offer that training in an Advanced Class or Specialty Training Class.

Confined Water Training

There will be no confined water training on PDRA property. Although most scuba training agencies allow confined water training to take place in lakes, rivers, and ocean areas that the instructor deems suitable, the Board of Directors of the PDRA has determined that PDRA quarries are not suitable to conduct confined water training and has enacted severe penalties for those who would violate this directive.

Membership Forms

Membership Forms are two parts, (1) the PDRA Membership Application and Release and (2) the PDRA Statement of Understanding and Waiver. Always use an original **(in its latest form)** when signing up new members. These documents are located on the PDRA website and can be downloaded without charge. You may also join online. Student passes are part of the Membership Application. Please check "Student Pass" on the application.

Releases and Record Keeping for Students

For reasons of liability and also to determine who is an authorized student or guest, the PDRA requires the use of the PDRA Statement of Understanding and Waiver for Students. The proper execution of this document is essential to the association. Releases must be completed by the non-member student and instructor and all signatures must be legible. All required information must be written in the spaces provided on the form. Instructors **must print their name** along with their signature. The instructor's PDRA key number must be written in the blank provided.

Improperly executed releases will be forwarded to the Board of Directors for their action. Instructors are responsible for ensuring that they have obtained a current version of the PDRA Statement of Understanding and Waiver for Students. These documents are located on the PDRA website and can be downloaded without charge.

Completed releases are to be placed in the mailbox located near the quarry gate upon entering the property. The instructor is responsible for ensuring that their non-member student does not enter the water until page 1 of the completed release has been placed in the mailbox. Page 2 of the completed release is to be placed in a visible location in the instructor's vehicle during instructional activities conducted on PDRA property. After training is completed, page 2 of the release forms should be retained by the instructor for his records.

Please be sure to use only the PDRA Statement of Understanding and Waiver for Students. Do not use the releases labeled for guests for non-member students.

Contact Information

For any questions about the application process, please reach out to one of the Instructor Committee members below.

Instructor Committee:

American Quarry

- Greg Culp – (704) 209-2209, instructor@salisburyiscuba.com
- Devan Simmerson – (704) 640-0589, devan.simmerson@gmail.com

JMR Quarry

- Steve Hughes – (202) 841-8095, steven.d.hughes@verizon.com
- Ray Mason – (434) 547-9790, raycls8@gmail.com

Lake Norman Quarry

- Bryan Stafford – (828) 244-0465, bstafford1982@gmail.com
- Tim Stafford – (828) 310-4471, timhstafford@gmail.com

Student Passes

All students will be required to have pass to enter quarries during training open water training.

Passes will be \$30 for their completion of training of open water up to seven days at the quarry.

At their completion of their open water classes, the new diver will be given \$20 off membership. The \$20 initiation fee will be waived, so their membership for the first year will be \$40.

All students must have proof at the quarry that they had paid to enter the quarry.

It is the instructor's responsibility to make sure their students have paid to enter the quarry. Instructors must provide the PDRA with their insurance yearly. There will no longer be instructors' fees. They will be responsible for their membership fees.



Liability Responsibility Form

Instructor Name _____

Address _____

City _____ State _____ Zip _____

Name of Shop: _____

Address _____

City _____ State _____ Zip _____

Statement of Liability

To:

The Piedmont Diving and Rescue Association, Inc: The above named employee and/or instructor will be teaching sports diving under our umbrella insurance policy. If this employee and/or instructor leaves or is terminated, we will also terminate his liability insurance and notify you of that fact by certified mail. Until you are notified in writing, we will continue to **maintain insurance coverage and be liable** as a shop for his actions while on property owned by the Piedmont Diving and Rescue Association, Inc.

Date: _____

Shop Owner / Manager _____

State of _____ County of _____

I, the undersigned, a Notary Public in and for the County and state aforesaid, do hereby certify that _____, Shop Owner/Manager, in the foregoing Statement of Liability personally appeared before me and acknowledged the due execution of the forgoing instrument.

Witness my hand and notarial seal, this the _____ day of _____, 20_____

Notary Public _____ My Commission Expires: _____

Piedmont Diving and Rescue Association

Instructor Candidate Checklist

Instructor Candidate's Name: _____

Instructor Committee Member's Name: _____

Date: _____

I have had the following rules and regulations fully explained to me. I agree to follow all rules and regulations of the Piedmont Diving and Rescue Association (PDRA). I understand that violating the rules of the PDRA may result in disciplinary action that can include suspension and/or fines and may include expulsion for life from the PDRA and its properties.

Candidate's Signature

| Instr. initials | Comm. initials | Rules and Regulations |
|-----------------|----------------|--|
| | | Instructor Permit Location |
| | | Bylaws, Rules, and Regulations of PDRA |
| | | Code of Ethics |
| | | Guest Rule |
| | | Instructors with Students |
| | | Parking with Students |
| | | Nitrox Rule |
| | | Confined Water Training |
| | | Membership Forms |
| | | Releases and Record Keeping |
| | | Reporting Accidents or Incidents |
| | | Violation Reports |
| | | Solo Diving |
| | | Annual Instructor Renewal |