

**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. <https://ncpdra.org/members/>

Student Member Rule

Open Water Students can be trained at the PDRA Quarries, but they must sign up for a student membership using the online Student Application before entering PDRA Property. They can do that online at: <https://ncpdra.org/registration/membership-application/> . This Student Membership will allow the student 7 trips to the quarry to complete their open water training. After their Open Water training, the student must become a full member to use the PDRA quarries. See Student Passes Section at the end of this Packet for more information.

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 nonmembers 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 nonmember 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

Currently, Confined Water Training for already certified divers is allowed providing they are full members of the PDRA. Examples of this would be required Confined Water Training for courses such as Dry suit, Full Face Mask, Rescue and others. Basic Diver and Open water Diver Confined water training is "Not" allowed at this time. There are also times when rain, weather and other things could affect visibility in the quarries making Confined Water Training impossible. Most training agencies list Confined Water as Pool Like Conditions so each Instructor must make the determination of conditions before conducting any Confined Water Training.

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.

<https://ncpdra.org/registration/membership-application/>

Releases and Record Keeping for Students

For reasons of liability and 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 is to make sure that the student has obtained a student pass and filled out all the required information on the student pass, the Statement of Understanding and paid the fees. This shall all be done online, it is no longer required to have a physical copy of this paperwork on hand. A digital copy on a phone will be sufficient. Just have your student email you a copy of their confirmation. As the instructor, it is your responsibility to make sure your student has completed all forms and payments before they enter any PDRA Property. Any violation of this policy will result in action taken by the Board Of Directors and could result in the Instructor being expelled from Membership.

Contact Information

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

Instructor Committee:

American Quarry

- 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 \$70.

All students must have proof at the quarry that they had paid to enter the quarry. This can be a digital copy of their email confirmation of student membership that they received after obtaining the membership online.

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 with their applications. If the instructor is covered by Dive Shop Policy it is still the instructors responsibility to obtain and upload a copy of the insurance. 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: _____

State

Zip

Statement of Liability

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 **maintain insurance coverage and be liable** a shop for his actions while on property owned by the Piedmont Diving and Rescue Association, Inc.

Shop Owner / Manager _____

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:

Address

City_To:

Date:

State of

Date 07/2008 *This form is for Instructors who do not maintain personal liability insurance.*

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