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AV number (PACI Office use only)

2026/27 MEMBERSHIP APPLICATION FORM

This is an INITIAL application for PACI membership.

FOR OUTDOOR RECREATION ROPING ONLY

THIS MEMBERSHIP APPLICATION EXPIRES ON 31ST MARCH 2027

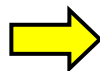
Please read carefully and complete all relevant sections.

All applicants, including newly certified Guides and Instructors who were trained and assessed under the PACI system are required to complete this form because PACI is the original source of your knowledge and skills. This application identifies your 'scope' and codifies your workplace duties and responsibilities. PACI is an 'RTO' issuing authority and this document forms a legally binding agreement between you and PACI (RTO 2808).

CHECKLIST: (tick to confirm completion of steps)

All applicants:

- ☐ Be at least 18 years of age (NOTE: A child is a person who is not yet 18 years of age)
- ☐ Be fit and healthy for working at height (including being suspended in a harness at height)
- ☐ Payment of your membership fee (see Q 19)
Note: First 12 months is free if you had just completed a PACI Guide or Instructor course.
- ☐ Passport quality photo - must conform to Australian passport requirements.
Note: The image must be in portrait orientation, taken against a plain white background (no hats or dark glasses to be worn). We no longer accept traditional film-based photos. The photo enables us to confirm that you are a real person (not 'AI').
- ☐ Copy of your current first aid + CPR certificate (in electronic format)
- ☐ Proof of Public Liability insurance (NOTE: Only applies if you are operating your own business:- eg you are self-employed, in a business partnership or a Pty Ltd company. If you are an *employee*, you don't need to send us insurance details)
- ☐ Lock this document when you have finished filling it in



Instructors applicants only

- ☐ Signed Training Agreement / Contract
- ☐ Copy of your **TAE40122** or **TAE40116** certificate IV in training and assessment (refer ASQA regulations).
NOTE: If you have the superseded TAE40110 qualification, you must also have the 2 upgrade units (TAELN411 and TAEASS502). We will need proof of these 2 units for your member file at PACI.

Lock this document when you have finished. This is a security feature that ensures no one can edit or alter your personal details.

Instructor Trainers & Instructor Assessor applicants Only

- ☐ All of the above
- ☐ Completed and signed Instructor Trainer & Instructor Assessor Agreement

Privacy Statement:

PACI is committed to protecting your privacy in accordance with the Federal Privacy Act (1988) and the Australian Privacy Principles (APP's). PACI will not use or disclose any information collected about you other than for the purpose for which it has been provided. PACI will not use, sell or disclose your information for any other purpose without your consent unless required or authorised by law.

1. Your Personal Details:

First (given) Name:	
Middle Name(s):	
Family name (surname):	
Date of Birth:	
Mailing Address:	
Mobile Phone	
Email:	

2. Did you become qualified as a PACI Guide or Instructor within the past 12 months?

Note: New members who gained their qualification via enrolment and payment on a PACI course are entitled to the first 12 months membership free-of-charge. PACI memberships run from 01 April to 31 March. Depending on which month you became certified, the remaining 'balance' will be pro-rated and carried forward (Note: In some cases, you might need to make a small 'top-up' payment to carry you through to the next renewal date on 31 March).

☐ Yes	If yes, please indicate the date of your assessment:			
☐ No		dd	mm	yyyy

3. Were you a past member of PACI (more than 12 months ago)?

☐ Yes – my PACI membership number was		:	
☐ No			

4. Are you, or have you been certified as a Guide or Instructor with an alternative professional association?

(eg ACIA, SAREA, RIAQ, or overseas agencies such as BMC, UIAGM, etc)

☐ Yes (specify)	
☐	I have attached copies of my original certification (applies if you answered 'yes')
☐ No	

5. I wish to apply for PACI membership in the following status:

Note: If choosing "current" status, you must be competent in your chosen range of endorsements (you will need to indicate details of your scope).

☐ **Current** - I wish to apply for membership in 'current' status. (choose this option if your skills are current and you intend to guide or instruct)

☐ **Inactive** - I wish to apply for membership in 'inactive' status (you can always upgrade at a later date).

6. Indicate the level of membership you are applying for:

☐ **Guide (G)** – a Guide (also known as a *leader*) can take charge of a group of participants/clients on an adventure-based activity. Guides do not train & assess individuals to be independent operators – that's the job of an instructor.

☐ **Instructor (I)** – an Instructor can deliver formal training and assess students for the purposes of issuing a nationally recognised qualification. All instructors must have a TAE Cert IV qualification.
Note: The RTO issues the qualifications (only an RTO is legally permitted to issue formal AQF qualifications).

☐ **Instructor Trainer (IT)** – an Instructor Trainer is able to teach candidate instructors and prepare them for their assessment (at an instructor-level). Final assessment is conducted only by a PACI appointed 'instructor assessor'. Note: You must also complete a separate IT/IA application (in addition to this form).

☐ **Instructor Assessor (IA)** – an Instructor Assessor is the highest level of membership with PACI. Instructor assessors are able to determine if an instructor candidate is competent (or not). Instructor Assessors are appointed by PACI based on merit and experience. Considerable industry experience is required – along with sound knowledge of PACI training methods and competency-based training.
Note: You must also complete a separate IT/IA application (in addition to this form).

Note 1: The primary focus of outdoor recreation roping is to use ropes and roping equipment to undertake activities for fun and adventure. Although work is undertaken in accordance with State OHS laws, clothing is generally lightweight (certainly not steel capped boots, construction hardhat, hearing protection, etc) and the activity is generally conducted on a natural surface (eg cliff) and/or an artificial surface.

Outdoor recreation work is completely different to industrial roping such as ISO 22846 rope access work (industrial rope access). Do not use this application to claim industrial roping skills.

Note 2: Do not use this application to claim vertical rescue skills within a Public Safety context. This type of vertical rescue is of a technical nature and involves the use of specialist frames, stretchers, medical equipment, radios, vehicles, and other specialist equipment such as pulleys, self-locking descending devices and mechanical ascending devices.

7. Are you applying for PACI membership via the Recognition of Prior Learning (RPL) pathway?

☐ YES. I am applying for **RPL** (I have not recently completed a formal course) - \$200 flat rate RPL fee applies.
GO to Q8 if you are applying as a 'Guide'
GO to Q9 if you are applying as an 'instructor'
Indicate the range of endorsements for which you will be applying for RPL.

☐ NO I have recently completed formal assessment as a Guide or Instructor (ie through an authorised PACI assessor).

PROCEED TO Q8 (indicate the scope/range of endorsements that you achieved)

8. Scope of your knowledge and skills**GUIDES: (this page is for Guides only)**Skip to Q9 if you are applying as an instructor

We need to know the depth and breadth of your current knowledge and skills (ie your 'scope').

NOTE: Do not indicate skills that you know you are not competent and current in.

Indicate your scope by checking relevant boxes: (do not apply for endorsements that you know you are not skilled in)

Environments: I am applying to Guide in the following range of environments:

☐	Natural surfaces: (vertical cliffs)
☐	Artificial surfaces: ☐ fixed climbing walls ☐ mobile climbing walls ☐ abseiling towers
☐	Canyons: ☐ dry canyons ☐ wet canyons (flowing water) ☐ canyons with no permanent fixed anchors
☐	Caves: ☐ vertical access & egress ☐ within ambient light ☐ total darkness ☐ submerged sections
☐	Challenge ropes course structures: ☐ permanently installed ☐ portable ladders (used for access)
☐	Sites with foot access to top and bottom
☐	Sites with NO direct foot access to bottom (only bottom access is via abseil descent – eg a sea cliff)
☐	Sites with NO direct foot access to top (only access to top is via lead climbing)
☐	Sites requiring the use of existing structural anchors (eg steel beams, concrete pillars)
☐	Sites requiring the use of existing, permanently installed anchors (eg bolts and chains)
☐	Sites requiring the use of naturally occurring anchors: ☐ trees ☐ boulders ☐ geologic rock features
☐	Sites requiring the use of removable climbing protection devices: ☐ wire nuts ☐ cams ☐ hex's

Activity Specialisations: I am applying to Guide the following activity specialisations:

☐	Abseiling: ☐ single-pitch ☐ multi-pitch
☐	Top rope climbing: ☐ manual braking devices (eg 'ATC') (artificial surfaces) ☐ cam assisted self-locking devices (eg 'GriGri') ☐ auto-belays (eg 'Tru Blue')
☐	Top rope climbing: ☐ bottom-managed belay (vertical height ≤50% of rope length) (natural surfaces) ☐ top-managed belay (vertical height >50% of rope length) ☐ manual braking devices: (eg 'ATC') ☐ cam assisted self-locking devices (eg 'GriGri')
☐	Canyoning: ☐ single-pitch ☐ multi-pitch ☐ canyons without permanently installed anchors
☐	Caving: ☐ single-pitch ☐ multi-pitch
☐	Challenge ropes courses: ☐ low elements ☐ high elements
☐	Zip lines (flying fox): ☐ Using existing attachment hardware & PPE ☐ Using BYO attachment hardware & PPE ☐ Permanently installed zip lines with speed arresting system that is proven to work
☐	Lead climbing (bolted sport routes): ☐ single-pitch ☐ multi-pitch ☐ single rope
☐	Lead climbing (trad routes): ☐ single-pitch ☐ using removable climbing protection devices ☐ multi-pitch ☐ single rope ☐ double ropes (half ropes)

9. Scope of your knowledge and skills **INSTRUCTORS: (this page is for instructors only)**

We need to know the depth and breadth of your current knowledge and skills (ie your 'scope').

NOTE: Do not indicate skills that you know you are not competent and current in.

Indicate your scope by checking relevant boxes: (do not apply for endorsements that you know you are not skilled in)

Environments: I am applying to instruct in the following range of environments:

☐	Natural surfaces: (vertical cliffs)
☐	Artificial surfaces: ☐ fixed climbing walls ☐ mobile climbing walls ☐ abseiling towers
☐	Canyons: ☐ dry canyons ☐ wet canyons (flowing water) ☐ canyons with no permanent fixed anchors
☐	Caves: ☐ vertical access & egress ☐ within ambient light ☐ total darkness ☐ submerged sections
☐	Challenge ropes course structures: ☐ permanently installed ☐ portable ladders (used for access)
☐	Sites with foot access to top and bottom
☐	Sites with NO direct foot access to bottom (only bottom access is via abseil descent – eg a sea cliff)
☐	Sites with NO direct foot access to top (only access to top is via lead climbing)
☐	Sites requiring the use of existing structural anchors (eg steel beams, concrete pillars)
☐	Sites requiring the use of existing, permanently installed anchors (eg bolts and chains)
☐	Sites requiring the use of naturally occurring anchors: ☐ trees ☐ boulders ☐ geologic rock features
☐	Sites requiring the use of removable climbing protection devices: ☐ wire nuts ☐ cams ☐ hex's

Activity Specialisations: I am applying to instruct the following courses:

☐	Abseiling courses: ☐ single-pitch ☐ multi-pitch ☐ natural surfaces ☐ artificial surfaces
☐	Top rope climbing: ☐ fixed climbing structures ☐ manual braking devices (eg 'ATC') ☐ auto-belays (artificial surfaces) ☐ mobile climbing structures ☐ cam assisted self-locking devices (eg 'GriGri')
☐	Top rope climbing: ☐ bottom-managed belay (vertical height ≤50% of rope length) (natural surfaces) ☐ top-managed belay (vertical height >50% of rope length) ☐ manual braking devices (eg 'ATC') ☐ cam assisted self-locking devices (eg 'GriGri')
☐	Canyoning: ☐ single-pitch ☐ multi-pitch ☐ canyons with flowing water / waterfalls ☐ canyons with no fixed anchors
☐	Caving: ☐ single-pitch ☐ multi-pitch ☐ caves with vertical access and egress (no foot access)
☐	Challenge ropes courses: ☐ low elements ☐ spotting techniques
☐	Challenge ropes courses: ☐ high elements ☐ mobile belays ☐ self-managed belayed (dual-leg lanyard)
☐	Zip lines (permanent): ☐ Using existing attachment hardware & PPE ☐ with approved deceleration system
☐	Lead climbing – bolted sport routes: ☐ single-pitch ☐ multi-pitch (natural surfaces) ☐ single rope
☐	Lead climbing (trad routes): ☐ single-pitch ☐ multi-pitch ☐ single rope ☐ double ropes
☐	Self rescue courses ☐ Unit SISORSC002 (contextualised for self-rescue skills in vertical environment)
☐	Vertical rescue courses: ☐ Unit SISORSC002 (simple) ☐ Unit SISORSC003 (complex)
☐	Guide courses (training and certifying Guides): ☐ Within my scope of competency

10. INSTRUCTORS ONLY: (this page is for instructors only)

This question refers to the Standards for RTO's (Regulatory body ASQA)

Link: <https://www.asqa.gov.au/standards>

(checking a box means you agree and comply):

- ☐ I have access to the necessary educational and support services to meet the needs of the learner cohort/s undertaking the training and assessment;
- ☐ I have access to learning resources to enable learners to meet the requirements for each unit of competency, and which are accessible to the learner regardless of location or mode of delivery;
- ☐ I have access to facilities and equipment resources to support the number of learners undertaking the training and assessment.

Note: The term RTO in this context refers to 'PACI'. PACI provides current members with access to its training materials, checklists and other assessment related information (eg exam papers).

- ☐ All staff who are engaged to supply nationally accredited training meet the requirements of the relevant training package (ie SIS training package)
- ☐ Training facilities meet the requirements of the relevant training package
- ☐ Equipment resources meet the requirements of the relevant training package
Note: Equipment must conform to a relevant standard or be manufactured to conform to an ISO member nation's standard. For example, in Australia, the relevant standard for connectors, webbing/slides, lanyards, harnesses, etc is AS 1891.1. Within the European economic zone, all standards are prefixed with the letters 'EN'. In some cases, gear may be improvised for certain skill assessments – eg constructing an improvised harness and/or belaying with a Munter hitch. It should be pointed out that the webbing or cord used to construct the improvised harness must still conform to an ISO standard. In the case of a Munter hitch, the rope and carabiner must conform to a relevant ISO member nation's standard.

(checking a box means you agree and comply):

Training and assessment is delivered by trainers and assessors who comply with the following:

- ☐ I have the necessary skill and experience as specified in the relevant training package and the Standards for RTOs.
- ☐ I currently possess the **TAE40122 OR TAE40116 certificate IV in training and assessment (attach copy if recently certified)** Note: Older BSZ and TAA qualifications have been superseded; and
- ☐ I have the superseded TAE 40110 certificate IV plus the additional units as specified by ASQA
NOTE: Refer ASQA website (trainer/assessor competency requirements).
- ☐ I have the relevant vocational competencies at least to the level being delivered or assessed, and
- ☐ I can demonstrate current industry skills directly relevant to the training/assessment being undertaken.
- ☐ I undertake continuing professional development (CPD) in the fields of the knowledge and practice of vocational training, learning and assessment, including competency based training and assessment to maintain my currency. I also undertake CPD training in my specialist area of skill to maintain currency (eg abseiling, top rope climbing, canyoning, caving, challenge ropes courses).

Validation:

- ☐ I understand and acknowledge that I may be required to take part in validation of training products and protocols. All RTO must validate their training products on a regular (ongoing) basis. As an instructor, I may be required to provide feedback on how well the system is functioning and if it is consistently achieving quality outcomes.

Continuing Professional development (CPD):

- 1) You must visit www.training.com.au and <http://www.asqa.gov.au> to review and/or download material of a VET nature and keep abreast of new developments. You will be able to request newsletters and become a subscriber to regular bulletins and updates.
- 2) You can also enrol in CPD workshops held by experienced and knowledgeable trainers to further your knowledge and skills (keep copies of your enrolment as proof).

11. Proving that your skills are current (ie 'currency')

If you are applying for RPL, we need to know if your skills are current.

☐ I do not need to prove *currency* because I had recently completed a formal training course and was assessed as competent. **(PROCEED DIRECT TO Q16)**

☐ I am applying for **RPL** and I am current in all of my claimed endorsements. I am detailing all of my experience and evidence of currency beginning with Q12. **GO to Q12.**

Information:

Being 'current' means that you have maintained your knowledge and skills over time (ie you're up-to-date and have maintained your skills through regular practice). In effect, a person who is 'current' has not allowed his/her skills to deteriorate over time – and has maintained skills which are relevant to this application.

One of the biggest challenges that all professional guides and instructors face is how to maintain their knowledge and skills. A favourite PACI philosophy is... "if you're standing still, you're moving backwards".

PACI has been progressively tightening its policy in seeking adequate proof that members have indeed been maintaining their skills. The reason is simple. When you take responsibility for others, you owe a duty of care to ensure your clients have a safe and enjoyable experience and, in the unlikely event of an emergency, you will need to act quickly and decisively to preserve life.

How can you expect to fulfil these fundamental duties if you have allowed your skills to lapse?

In order to apply for PACI membership, we will require proof of currency in three (3) distinct areas as follows:

1. Proof that your personal roping skills are current; and
2. Proof that your vertical rescue skills are current; and
3. Proof that your **Guide** skills are current AND/OR Proof that your **Instructional** (formal teaching) skills are current.

What is acceptable proof?

Providing proof can sometimes be difficult. So PACI has developed a standard template which is included in this application package. If you complete all the details as outlined in this package, your application will progress faster and it will be easier for us to cross-check all of your claimed endorsements. You still need to send us copies of any certificates you may have – including first aid and CPR.

PACI may request any or all of the following supporting evidence:

[] signed statement from your employer (on a business letterhead) indicating your currency in a particular area
 [] logbook entry authenticated by a person who was present and witnessed your activities (must include contact information so we can investigate if necessary).

Note: PACI does not accept self-authenticated logbook entries.

[] AV forms signed by your students (for instructors only) – this indicates current teaching skills
 [] video footage that clearly depicts your personal performance
 [] statutory declarations with wording that clearly and unambiguously indicates your currency
 [] a statement of attainment or qualification for training that you recently completed (within past 12 months)
 [] feedback questionnaires from your clients giving critique of your performance (client contact details should be available so we can contact them to verify the feedback)

Note: This list is not exhaustive

Frequency of your skills practice sessions:

You must have practised all your skills at least once during the calendar year – this is the minimum level required. PACI encourages members to practice *more* than just once per calendar year.

Piece-meal versus holistic practice sessions:

PACI does not recognise isolated skills that are practiced one at a time. Skills must be grouped together holistically within a scenario context. For example, it is unacceptable to simply tie one knot (eg a re-threaded figure 8) and then claim that you are current. Practice sessions should always be designed to capture a range of skills in a continuous sequence in order to achieve a broad outcome.

12. RPL (Recognition of Prior Learning)

Skip this section if you had recently completed a PACI Guide or Instructor course ([go to Q16](#)).

I am applying for membership with PACI as: (select one)

☐

Guide (leader)

☐

Instructor (you must have a TAE Cert IV qualification)

Knowledge: (we need to assess your current knowledge)

☐

I have completed all of the PACI core exams:

- Standards & procedures
- Risk management
- Knots

☐

I have completed the relevant exams for each activity specialisation within my scope

Risk management skills:

You may use the PACI pdf templates which can be downloaded from the PACI website.
Or, you may use an alternative format.

☐

I have completed an activity plan (SWMS).

☐

I have completed a risk assessment for each activity specialisation I am applying for.

Practical skills: (we need to assess your current skills)

Legal warning: Do not make claims for something you know to be false. Wilfully making false claims is a crime known as fraud.

I am claiming competency against each of the following units of competency from the SIS training package:
Link: <https://training.gov.au/training/details/sis> (scroll down to view individual units of competency).

You will need to prove your claims.

Submit evidence to back your claims.

If you have a Statement of Attainment (or qualification) issued by an RTO, please send us an electronic copy. Note that your original assessment was at a fixed point in time (in the past). All RTOs are required to establish if you are still current (all practical skills are *perishable* – they deteriorate over time).

If you don't have a Statement of Attainment (or qualification), you will need to supply evidence of your competency. Your evidence will need to be referenced against each claimed unit.

Do not email your evidence. It is preferred that you create a link for us to download your evidence (eg dropbox, google drive, etc).

Based on the evidence you submit, PACI will make a decision as to the next step – which will either be:

[] acceptance of your RPL application (desktop audit only) – PACI will assign your 'scope'

[] a practical face-to-face assessment will be required (this is not a free service).

In most cases, some form of face-to-face practical assessment is required. This is more likely in cases where the applicant is unknown to PACI and it is difficult to ascertain any past history of work experience and/or depth of experience. The duration of an assessment can vary from 1-2 days (based on the scope of skills claimed).

For the assessment, access to a suitable site/venue is required (applicant to arrange if own local area).

There are no refunds given for 'fail' (NYC) results.

RPL claimed units of competency

Do not randomly select (tick) units. If you tick a unit, it means you are declaring that you are competent.

Abseiling Skills

1	☐	SISOABS001	Abseil single pitches using fundamental skills
2	☐	SISOABS002	Abseil single pitches, artificial surfaces
3	☐	SISOABS003	Abseil single pitches, natural surfaces
4	☐	SISOABS004	Abseil multi pitches, natural surfaces
5	☐	SISOABS005	Establish ropes for single pitch abseiling on artificial surfaces
6	☐	SISOABS006	Establish ropes for single pitch abseiling on natural surfaces
7	☐	SISOABS007	Establish ropes for multi pitch abseiling on natural surfaces
8	☐	SISOABS008	Lead single pitch abseiling activities on artificial surfaces
9	☐	SISOABS009	Lead single pitch abseiling activities on natural surfaces
10	☐	SISOABS010	Lead multi pitch abseiling activities on natural surfaces

Climbing Skills

1	☐	SISOCLM001	Top rope climb single pitches, artificial surfaces
2	☐	SISOCLM002	Top rope climb single pitches, natural surfaces
3	☐	SISOCLM003	Lead climb single pitches, natural surfaces
4	☐	SISOCLM004	Lead climb multi pitches, natural surfaces
5	☐	SISOCLM005	Establish belays for single pitch climbing on artificial surfaces
6	☐	SISOCLM006	Establish belays for single pitch climbing on natural surfaces
7	☐	SISOCLM007	Establish belays for multi pitch climbing on natural surfaces
8	☐	SISOCLM008	Lead single pitch climbing activities on artificial surfaces, top rope climbing
9	☐	SISOCLM009	Lead single pitch climbing activities on natural surfaces, top rope climbing
10	☐	SISOCLM010	Lead single pitch climbing on natural surfaces, lead climbing
11	☐	SISOCLM011	Lead multi pitch climbing on natural surfaces, lead climbing

Canyoning Skills

1	☐	SISOCAY001	Traverse canyons
2	☐	SISOCAY002	Abseil in easy to intermediate canyons
3	☐	SISOCAY003	Abseil in easy to intermediate to advanced canyons
4	☐	SISOCAY004	Establish ropes and belays for abseils in easy to intermediate canyons
5	☐	SISOCAY005	Establish ropes and belays for abseils in intermediate to advanced canyons
6	☐	SISOCAY006	Lead canyoning activities, easy to intermediate canyons
7	☐	SISOCAY007	Lead canyoning activities, intermediate to advanced canyons

Caving Skills

1	☐	SISOCVE001	Traverse canyons
2	☐	SISOCVE002	Descend and ascend ladders in caves
3	☐	SISOCVE003	Abseil single pitches in caves
4	☐	SISOCVE004	Descend and ascend single ropes in caves
5	☐	SISOCVE005	Establish ropes, ladders and belays for caving
6	☐	SISOCVE006	Lead caving activities

Challenge Ropes Course Skills

1	☐	SISOCHC001	Lead challenge course sessions, low elements
2	☐	SISOCHC002	Setup and supervise challenge course sessions, low elements
3	☐	SISOCHC003	Lead challenge course sessions, high elements
4	☐	SISOCHC004	Setup and supervise challenge course sessions, high elements
5	☐	SISOCHC005	Manage challenge course

Vertical Rescue Skills

1	☐	SISORSC002	Perform vertical rescues
2	☐	SISORSC003	Perform complex vertical rescues

Planning Skills

1	☐	SISOPLN002	Plan outdoor activity sessions
2	☐	SISOPLN006	Plan for minimal environmental impact

Risk Management Skills

1	☐	SISOPLN004	Identify hazards, assess and control risks for outdoor recreation activities
2	☐	SISOPLN007	Manage risk for outdoor programs

...

Depth and breadth of my experience:

- ☐ I have at least 1000 days ($\approx$ 3 years) of accumulated field (practical) experience – where I was responsible for all decision making.
- ☐ I can work autonomously – I do not need a supervisor to direct my work or check that my work is accurate and error-free.
- ☐ I am able to solve problems and make immediate corrections to activities as they occur in real time. I am not prone to freezing, becoming indecisive, or getting confused when plans go wrong.

Note: Some applicants make claims that they have many years of experience. There are 365 days in a calendar year. In fact, some people only engage in their activities on weekends, and there are 52 weekends in a year (104 days). Furthermore, some people only engage in their activities one weekend per month (24 days). Within a one-day time frame, a person may only be actively engaged for a few hours. PACI expects at least 6 hours of engagement in a day to count that as 1 day experience. Please be realistic when calculating your accumulated experience.

Further RPL evidence

- ☐ I have attached further evidence in support of my RPL claim with this application.
- ☐ I have created a cloud storage link for PACI to download additional evidence in support of my claim for RPL. I will email download details to PACI.

13. RESCUE SKILLS ALL RPL APPLICANTS TO COMPLETE THIS PAGE

☐ I declare that my vertical rope rescue skills are *current* and that I am capable of rescuing a person from height within my scope of activity specialisations (endorsements).

Indicate all that apply...

For natural surfaces:

I have maintained the following vertical rescue skills through a self-directed program of regular practice within realistic situations using equipment and techniques that are relevant to my experience level.

- ☐ knot tying skills (a range of knots, hitches and bends)
- ☐ vertical mobility skills (includes fixed rope ascending skills using slide & grip hitches)
- ☐ rigging solid reliable anchor systems relevant to my endorsed activity specialisations
- ☐ escape from a belay under load
- ☐ building and operating mechanical advantage (haulage) systems
- ☐ building and operating lowering systems
- ☐ suspended patient extraction (ie pick-off or snatch rescue)

For artificial climbing surfaces:

I have maintained the following rescue skills through a self-directed program of regular practice within realistic situations using equipment and techniques that are relevant to my experience level.

- ☐ knot tying skills (a range of knots, hitches and bends)
- ☐ hair caught in belay device (method to quickly remove rope tension on belay device)
- ☐ risk of pendulum fall – method to quickly suppress the pendulum fall
- ☐ incorrect belay procedure – merely pulled rope down and stacked at feet (rope not drawn through belay device)
- ☐ rope snagged on hold (loop of rope induced) – risk of ground fall
- ☐ climber and belayer on different ropes (mistake) – climber is already half-way up route and is not actually on belay
- ☐ response to frozen climber (using a portable extension ladder for access)
- ☐ Response to 'Z' clipping a climbing rope while leading (for lead climbing only)

For challenge ropes courses:

I have maintained the following vertical rescue skills through a self-directed program of regular practice within realistic situations using equipment and techniques that are relevant to my experience level.

- ☐ knot tying skills – (a range of knots, hitches and bends)
- ☐ hair caught in belay device - method to quickly remove rope tension on belay device
- ☐ incorrect belay procedure – merely pulled rope down and stacked at feet (rope not drawn through belay device)
- ☐ unconscious staff member situated at top of pole – method to extricate and lower to ground (patient suspended by lanyard)
- ☐ unconscious staff member situated mid-span on a cable – method to extricate and lower to ground (patient suspended by lanyard)
- ☐ abseil skills
- ☐ using a pre-rigged micro-hauler system to lift and transfer a patient
- ☐ frozen participant on high element – response

14. CURRENT GUIDING SKILLS: (complete if applying for RPL as a Guide/leader)

We need to know about your current capabilities as a Guide:

Evidence of recent conduct of an activity at height where you were in charge:Requirements (checklist):

- ☐ the activity was for an organised group (not close personal friends or family)
- ☐ I made all logistical arrangements and planned the activity
- ☐ I was the person in charge and had clear workplace health and safety (WHS) obligations to the group
- ☐ the activity was commensurate with the skill level and capability of the group
- ☐ I delivered an effective pre-activity safety briefing and a post activity debriefing
- ☐ the activity involved exposure to height where client fall prevention measures were implemented (eg a top managed belay safety line for clients while abseiling, or a belay for a climber, etc)

Type of activity:

Environment:

Name of site:

Purpose of activity:

Number of participants:

Date:

Witness name:

Witness contact details:

Mobile:

Email:

Declaration: *I certify that I was responsible for guiding an activity involving exposure to falls from height. I further certify that the above information is correct and that giving false or misleading information is fraudulent and will render this application null and void.*

Verification signature: _____

Date: _____

15. CURRENT INSTRUCTIONAL SKILLS: (complete if applying as an instructor)

We need to know about your current capabilities as an instructor:

Evidence of recent course you conducted:Requirements (checklist):

- ☐ the activity was an organised instructional course (not for close personal friends or family)
- ☐ I made all logistical arrangements and planned the course
- ☐ I was the person in charge and had clear workplace health and safety (WHS) obligations to the students
- ☐ the course was competency based – with well-defined performance criteria
- ☐ I delivered both the training and final assessment to determine if competency had been achieved
- ☐ the course involved exposure to height where student fall prevention measures were implemented (eg a top managed belay safety line for clients while abseiling, or a belay for a climber, etc)

Type of course:

Environment:

Name of site:

Purpose of course:

Number of students:

Feedback received: ☐ I received feedback on my performance as the instructor (supply proof)
☐ I did not collect feedback results from my students

Course assessment date:

Witness name:

Witness contact details:

Mobile:

Email:

Declaration: *I certify that I provided formal instruction and was responsible for assessing the competence of my students. I further certify that the above information is correct and that giving false or misleading information is fraudulent and will render this application null and void.*

Verification signature: _____

Date: _____

16. Training Agreement (for *instructors only*)

If you intend to issue nationally recognised qualifications through PACI, you must read and sign the current [training agreement](#). The current external trainer agreement can be downloaded from the PACI website.

Have you signed the current training agreement?

- ☐ Yes
(provided you comply with the agreement, you will be able to provide nationally recognised training to your students and PACI can issue Statements of Attainment on your behalf)
- ☐ No
(You will not be able to provide nationally recognised training or access any qualifications through PACI)

17. Have you made arrangements for insurance? (NOTE: Only applies if you operate your own business or undertaking).

(Note: Employees would normally be covered under their employers insurance)

- ☐ Yes
- ☐ No – You must inform PACI of your insurance coverage before you are to conduct any PACI sanctioned activities

18. Your insurance policy details (if you are carrying on a business or undertaking; you are self-employed, or you are in a business partnership or a Pty Ltd company)

I currently carry Public Liability / Errors and Omissions insurance that covers me for teaching and/or supervising PACI courses/activities during the 2025/26 membership period.

Policy provided by			
Policy Number			
Expiry Date			
Indemnity Limit:			
Type of Cover:	☐ Public Liability		
	☐ Errors & Omissions / Professional Indemnity		
Agent Contact:			

Note: If you are an employee (ie you are working for an employer), you would be covered under your 'bosses' insurance policy. In this case, please provide contact details of your employer.

Your employers name:	
Your employers contact details:	

19. Payment Details

NOTE: Membership is free (for the 1st 12 months) if you had just completed a Guide or Instructor course.

	MEMBERSHIP CLASSIFICATION	FEE \$AUD
☐	RPL / RCC fee (refer to Q11)	\$200.0
☐	Guide (G)	\$220.00
☐	Instructor (I)	\$250.00
☐	Instructor Trainer (IT)	\$270.00
☐	Instructor Assessor (IA)	\$290.00
	TOTAL AMOUNT PAID	\$

Please provide details of how you made your payment:

Type of payment: (indicate)

☐ electronic funds transfer (direct deposit)

☐ My school or educational institute is paying on my behalf. I have supplied a purchase order (PO).

Date of payment:

dd

mm

yyyy

NOTE:

Membership fees are calculated on a 12 month basis.

All memberships have an annual expiry date on March 31 each calendar year.

When the annual expiry date is reached, you will need to complete a new application for the following membership year.

Depending on when you joined, your initial payment for 12 months rolls over and continues into the new membership period. A **pro-rata** (top up) payment may be required to carry you forward to the next March 31 date.

Please note: Prices are GST inclusive

NOTE: We no longer accept payment by credit card or cheque

Email completed application to:

processing@paci.com.au

Electronic bank transfer details:

BSB = 064819

Account No. = 1003 8390

Account name = Professional Association of Climbing Instructors Pty Ltd

Reference Line = Please use your name

Please email your remittance when electronically transferring

...

PROCEED TO THE NEXT SECTION...

ALL APPLICANTS MUST READ AND SIGN THE PACI MEMBERSHIP AGREEMENT AND MEDICAL STATEMENT.

2026/27 PACI MEMBERSHIP AGREEMENT

THIS MEMBERSHIP AGREEMENT EXPIRES AT MIDNIGHT ON 31st March 2027

I (write your full name) hereby apply to the **Professional Association of Climbing Instructors Pty Ltd. (PACI)** for membership subject to the following terms and conditions.

All PACI members: [carefully read and initial each paragraph] [Make a copy for your own records]

1. ☐ I certify that when I am working in a professional capacity, I am covered by public liability and/or professional indemnity insurance. If I am an employee, I confirm that I am covered under my employers business insurance. If I am an independent contractor or self-employed, I confirm that I am covered under my own public liability and/or professional indemnity insurance.
2. ☐ I have current first aid and CPR skills and can administer basic life support to injured person(s) as required.
3. ☐ I will abide by and implement all height safety standards and procedures as outlined in the most current PACI Protocols and other supporting documentation within the capacity of my current membership classification and scope of endorsements.
4. ☐ I acknowledge and understand that I have both an obligation and a duty to ensure that only competent, qualified staff are placed in charge of activities that involve exposure to height and risk of falls. I understand and accept that the SIS training package defines the competency requirements for persons leading/guiding recreational roping activities at height. I cannot depart from a site and delegate leadership authority to other staff unless they are appropriately qualified, competent, and have current skills. I further acknowledge and agree that all staff who have workplace related obligations and duties must have knowledge and skills that are relevant for the activity context, and job role they are performing.
5. ☐ I acknowledge and accept that if I am holding myself out to potential customers as being a PACI qualified member (eg PACI guide or instructor), I *must* be a current PACI member with the appropriate industry classification and scope, and *comply* with the most current PACI protocols. Enticing potential customers (eg as a PACI qualified member) without in fact being a current qualified PACI member is fraudulent and will result in adverse legal action and potentially higher insurance premiums.
6. ☐ I agree to comply with all State/Territory WHS legislation as applicable to my geographic location in Australia. I understand and agree that a cliff can be a workplace.
7. ☐ I am aware that I can be held accountable for my professional actions and that my conduct will be monitored by PACI. Any complaints received or brought to the attention of PACI will be investigated. PACI will seek to obtain written statements of facts from the complainant and the PACI member, and try to reach a resolution that suits all parties and closes the matter.
8. ☐ I understand and accept that PACI may notify other training organisations should I be suspended or expelled. A possible condition of future re-instatement as a member might be professional retraining at my own expense.
9. ☐ I will not discredit PACI or cause any action that may have the effect of discrediting PACI and it's members nor cause any action that will create a liability to PACI.
10. ☐ I will not be under the influence of substances and/or alcohol when acting in a professional capacity at a workplace. I understand and agree that my clients/participants will be placed at risk if my judgement is impaired.
11. ☐ I will comply with the most current version of the 'PACI protocols' (free download from the PACI website) as published by PACI in my professional capacity. Any deviations from the protocols must be reasonably justifiable and authorised by PACI in writing.
12. ☐ I will comply with all site rules and regulations where I conduct my training activities. If I am operating in a National Park, I will indemnify the National Parks authority in respect of any legal liability arising from my business activities in the respective State or Territory that I am currently operating in and/or comply with any legal requirements that the said authority may deem necessary from time to time. I have read and become completely familiar with the National Park regulations in my region and have clarified my understanding of any changes to my obligations as a commercial operator in the said National Park.
13. ☐ I will submit an 'Incident Report form' with PACI for any incident of which I am personally and directly involved with (ie; legal proximity and causality can be attributed to me personally). I understand that I can submit any form provided it captures and includes all details and relevant facts in a coherent way. I understand that PACI is legally bound by Australian privacy laws and does not disclose information to unauthorised persons or persons who have no legal basis to obtain confidential information. I understand that legal claims for personal injury is subject to the 'statute of limitations' in each State. I further understand that I must notify my insurance company of any incident with which I am directly involved within twenty-four (24) hours of the incident. In the unlikely event of a death, authorities (eg police) must be notified immediately.

Instructor members only: (clauses #14 through #24 apply only to instructors)

Skip to clause #25 if you are a Guide/Leader.

14. ☐ I understand and agree that I will not be able to supply any training and/or assessment activities unless I have completed and signed the PACI Training Contract for the current membership period. I further understand and agree that the said contract must be received and on file with PACI.
15. ☐ I have familiarised myself and made myself knowledgeable about the latest PACI instructional methods in addition to the current Training or Technical Bulletins and related mailings. I have read and become completely familiar with PACI educational materials and have clarified my understanding of any updated information. I understand that the PACI protocols document is the primary source of all learning/guidance material.
16. ☐ I understand and agree that the SIS training package defines the competency standards for all roped training and assessment activities at height. I agree that it is my responsibility to check, confirm, and implement the performance requirements of each unit of competency that applies to my training activities.
17. ☐ I possess the minimum human & physical resources necessary to provide student training within the capacity of my membership classification and scope of endorsements. I certify that I will not attempt to provide student training unless the minimum required human and physical resources are available. I understand and agree that all PPE and equipment must be relevant and realistic in terms of utility to students and effectiveness in terms of the context of training.
18. ☐ I will only use up-to-date training materials and resources which can be downloaded from the PACI website. When conducting formal training that leads to a qualification or statement of attainment, I will adhere to the requirements and guidelines of the most current PACI learning materials and other PACI publications, protocols, and checklists.
19. ☐ When accepting a person for enrolment in a formal training course, I will ensure that the person has access to the PACI student handbook which contains all information as required by the Federal Regulator (ASQA) – and is downloadable from the PACI website. I will assess the language literacy and numeracy (LLN) requirements of all students and provide assistance as identified.
20. ☐ I will take all reasonable steps to ensure that my clients/students are made aware that the registered training organisation (RTO) responsible for issuing qualifications and/or Statements of Attainment for my training and assessment is PACI. I will not engage in any conduct which could mislead my clients about my partnership arrangement with PACI. My advertising and recruiting efforts will enable clients/students to recognise that PACI is in fact the registered training organisation (RTO) behind all nationally accredited training/assessment that I am delivering.
21. ☐ I am aware of the fact that the degree of training for a trainee/client can seriously affect the person's health and safety if conducted inadequately. I agree to take whatever measures are possible to either certify a trainee/client as competent or omit from competency, any trainee/client who respectively qualifies or does not qualify for achievement of competency.
22. ☐ I understand and agree that guide-level training constitutes a departure from ordinary recreational-level training. Guide training is intended to prepare a person for working as a professional with clear duties and obligations under common law and/or WH&S legislation. When conducting guide-level training, I will ensure each trainee has access to a current version of PACI Protocols (either electronic, internet or paper format) *before* training commences. I understand and acknowledge that the PACI Protocols provide the underpinning operating procedures for all PACI activities at height.
23. ☐ I acknowledge that delivering instruction at height is a physically strenuous activity and that at any time, I may be required to perform a rescue under arduous conditions including the delivery of CPR and First Aid. I further acknowledge and agree that it is my personal responsibility to maintain the necessary levels of fitness in order to involve myself in instruction and supervisory activities at height. I further acknowledge that should my physical condition change, rendering me incapable of meeting the physical requirements of instruction and supervision, I will cease my instructional and supervisory activities until I am again capable and if necessary, be cleared by a medical examination performed by a licensed physician.
24. ☐ I understand and accept that if I am undertaking training and assessment for the purpose of issuing nationally recognised qualifications and/or Statements of Attainment, I am legally bound by Australia's Standards for RTOs (hereinafter Standards). If I am not undertaking nationally accredited training and/or assessments, then I am not bound by the said Standards. I will maintain accurate trainee assessment records for each trainee I assess against nationally endorsed training packages. I acknowledge and agree that my student assessment records may be examined by an authorised auditor from ASQA (the Federal Regulator) as part of a Standards compliance audit. I further acknowledge and agree that I must submit my student assessment records as part of a compliance audit if and when directed by an authorised ASQA auditor and that any costs incurred for such submission will be at my own expense.

All PACI members:

25. ☐ I certify that I have a genuine intent to be a good citizen in terms of discharging my professional duties when working with clients/participants/students. I agree that I must embrace the philosophy of continuous improvement and to ensure that my clients/participants/students are satisfied with the services that I provide.
26. ☐ I understand this contract to be legally binding and subject to Australian contract law.

I have thoroughly informed myself on the foregoing Membership Agreement by reading it before I signed it and hereby consent to and accept the terms and conditions in their entirety.

Signature: _____
Required for membership

Date: _____

Note: This application does not constitute an offer for membership. Membership is activated only upon review and approval of the application.

Continue to next page (medical statement):

2026/27 MEDICAL STATEMENT (confidential Information)

Please read carefully before signing:

This a statement in which you are informed of some potential risks involved with conducting instructional and/supervisory activities involving students/participants at height*. Your signature on this statement is a requirement of your membership with the Professional Association of Climbing Instructors (hereinafter PACI). Instruction/supervision at height is an exciting and demanding activity. To conduct classes safely, you must not be extremely overweight or out of condition. At any time, you may be required to perform a rescue under arduous conditions including the delivery of CPR and first aid. You have a duty of care to disclose any medical condition that could endanger the health & safety of your students or anyone who may be affected by your activities at height.

MEDICAL HISTORY (To the applicant):

The purpose of this medical questionnaire is to find out if you should be examined by your local doctor before engaging in professional duties as a leader/instructor. A positive response to a question does not necessarily disqualify you from instructing. A positive response means that there is a pre-existing condition that may affect your safety and the safety of your students while engaged in instructional activities at height. A positive response means you must seek the advice of your physician.

Please answer the following questions on your past or present medical history with a **YES** or **NO** answer. If you are not sure, answer **YES**. If any of these items apply to you, we must request that you consult with a physician prior to participating in instructional activities at height.

Do you regularly take prescription (S4) medications (with the exception of birth control)? YES ☐ NO ☐

Are you over 45 years of age **and** have one or more of the following? YES ☐ NO ☐

- currently chain smoke or regularly smoke more than half a packet of cigarettes a day (this includes cigars)
- have verified high levels of 'Low Density Lipoprotein' type cholesterol
- have a family history of heart attacks or strokes
- have climbed **above** 8000m without supplementary oxygen **and** suffered symptoms of hypoxia (forcing you to descend) **and** had received treatment in a medical facility for altitude related sickness

Have you ever had or do you currently have.....

A check in a box means 'yes'... leave blank if 'no'

- | | |
|---|---|
| ☐ Severe asthma, or wheezing with breathing, or wheezing with exercise? | ☐ History of back surgery? |
| ☐ Severe, frequent allergic reactions/attacks? | ☐ History of diabetes? |
| ☐ Any form of life threatening lung disease? | ☐ History of back, arm or leg problems following surgery, injury or fracture? |
| ☐ Pulmonary oedema? | ☐ Inability to perform moderate exercise (walk one mile within 10 minutes)? |
| ☐ Cerebral oedema? | ☐ History of high blood pressure or take medication to control blood pressure? |
| ☐ History of chest surgery? | ☐ History of any heart disease? |
| ☐ Head trauma causing unconsciousness (including brain injuries)? | ☐ History of heart attacks? |
| ☐ Claustrophobia or agoraphobia (fear of closed or open spaces)? | ☐ Angina (including heart and blood vessel surgery)? |
| ☐ Behavioural health problems? | ☐ History of ear disease, with hearing loss and/or problems with balance? |
| ☐ Epilepsy, seizures, convulsions or take medications to prevent them? | ☐ History of bleeding or other blood disorders? |
| ☐ Recurring migraine headaches or take medications to prevent them? | ☐ History of any type of hernia? |
| ☐ History of blackouts or fainting (full/partial loss of consciousness)? | ☐ History of severe ulcers or ulcer surgery? |
| ☐ History of recurrent back problems? | ☐ History of drug or alcohol abuses? |
| | ☐ History of unexplained illness and/or diseases? |

I, (applicant full name) hereby acknowledge that the information I have provided about my medical history is accurate to the best of my knowledge. I further acknowledge that I have been advised of the medical risks associated with instruction/supervision at height*. I further acknowledge that having been advised of the risks associated with supervision/instruction at height and, to the maximum extent permitted by law, hereby release and hold harmless the PACI Pty Ltd. from any suit, demand or claim arising as a consequence of any death, injury or illness caused by my instructional/supervisory activities whether passive or active. I further acknowledge and understand that false or misleading information could seriously affect the health & safety of my students/clients. I further acknowledge that this document may be relied upon in any proceedings instituted in any Court by me or my heirs, executors and assigns.

Signature: _____

Date: _____

* Means activities at height on any type of surface whether artificial or natural within an outdoor recreation context.