

Candidate name: _____

Date: _____

PACI Standards and Procedures Exam

Directions: This is an open book exam. You should have reviewed all PACI protocols prior to undertaking this exam. Visit the PACI website at www.paci.com.au and then click on 'Public Downloads' | 'For teachers and Outdoor Educators' Locate and download the PDF file: *PACI protocols*. This exam is designed to identify any gaps that may exist in your knowledge. Missed exam questions may indicate that you are not yet ready to earn a PACI qualification. Poor performance indicates that you are not yet ready to act in a professional capacity. Each missed exam question must be thoroughly reviewed until competency is achieved. Carefully read each question then choose the best response or the most correct answer or write your answer in the space provided. Your answers must represent your own work and be written in permanent ink.

Time limit = 2 hrs Competency is demonstrated by initially scoring 100%

This section is for all PACI applicants (Guides and Instructors)

PACI membership protocols:

Q1. What date is the annual expiry date for all PACI memberships? _____

Q2. In order to renew a PACI membership, is a 'membership renewal application' required to be completed by each individual applicant?

☐

Yes

☐

No

Q3. *Complete the sentence:*

A PACI member must be in _____ status before s/he can represent herself/himself as authorised to act in a professional capacity and conduct organised activities at height.

Q4. Are all PACI members required to have a current certificate in first aid and CPR?

☐

Yes

☐

No

Q5. PACI members can choose to specialise in three (3) different areas of roping industry work. List each of the 3 different types of roping categories:

1. _____

2. _____

3. _____

Q6. Describe the difference between the following PACI membership classifications in terms of what each is authorised to conduct.

(i) Guide

(ii) Instructor

(iii) Instructor Trainer

(iv) Instructor Assessor

Copyright laws

Q7. PACI learning resources and exam papers are not subject to copyright laws. PACI members can copy and re-host these documents on their own websites.

☐ True ☐ False

Q8. PACI members can remove watermarks and crack passwords from PACI learning materials and exam papers.

☐ True ☐ False

PACI administrative protocols:

Q9. What administrative action must be completed any time a PACI member becomes involved in an accident or near miss while acting in a professional capacity at a workplace?

Q10. In relation to question 9, is there a time-limit in which to act if a client/participant is injured and required to undergo examination at a medical facility?

Within what period of time must you act?

☐ Yes ☐ No

Time frame to act _____ hrs

Q11. PACI preferred position with regard to liability disclaimers (waivers) is:
(indicate correct answer).

- ☐ A Liability forms (disclaimers) aren't worth the paper they're written on and it's a complete waste of time getting clients/participants to sign one.
- ☐ B PACI strongly recommends that adult clients/participants sign a liability form (disclaimer). Depending on how well it has been drafted, it will provide a 'first line of defence' in the unlikely event of litigation.
- ☐ D Do nothing – no legal steps are required. The *Civil Liability Acts* in all States/Territories protect business operators from any lawsuits arising from high risk adventure activities (eg rock climbing) – regardless of a persons age.

Q12. Persons under the age of 18 years are treated as what class of citizen in the eyes of Australian law?

- ☐ A an adult
- ☐ B a child
- ☐ C None of the above options are correct.
All people are treated the same (we are all equal).

Q13. If a person under the age of 18 years undertakes an organised activity with a PACI Guide/Instructor, the PACI position on managing legal risk is:

- ☐ A Parents and/or children must never sign any 'legal' documents unless they have their lawyer present to give advice.
- ☐ B Ensure that a 'Parental permission form' is signed by one parent only. Only the consent of 1 parent is sufficient.
- ☐ C Ensure that a 'Parental permission form' is signed by both parents. You must have the consent of both parents (where/if they exist).
- ☐ D Obtain verbal (over the telephone) permission from at least one parent.
- ☐ E Children can sign their own consent form – they don't need a parent.

Q14. When operating *your own business* (with an ABN) as a Guide or Instructor (whether paid or unpaid), must a PACI member have Public Liability insurance cover?

Note: 'own business' means either; sole-trader, partnership or company.

☐ Yes ☐ No

What is the usual minimum amount of Public Liability insurance protection required by most Land owners, National Parks authorities or City Councils?

\$ _____ Million

PACI Quality Assurance Protocols

Q15. What is the purpose of quality assurance? Why has PACI introduced a QA system?

Q16. What action can be taken against a member who does not respond to an official quality assurance inquiry from PACI?

Control and supervision

Q17. Define the term '*active ropes*' in relation to the supervision of students/participants undertaking activities at height.

Q18. Can an individual with a physical disability participate in organised activities at height?

☐

Yes

☐

No

Q19. Can any performance requirements be waived when assessing disabled persons for the purposes of issuing a nationally recognised competency certificate?

☐

Yes

☐

No

Q20. When supplying a service to paying clients, does a professional Guide owe a duty of care to his/her clients?

☐

Yes

☐

No

Q21. A PACI Guide is able to avoid duty of care responsibilities when offering services for free. (if there is no cash transaction, there is no legal duty of care).

☐

True

☐

False

Explain your answer:

- Q22. What is meant by the term reasonable foreseeability? Explain your answer in terms of the professional relationship that a Guide/Instructor has with his/her students.
(Consider the hypothetical example of a large paper wasp nest on a route – and your clients are preparing to abseil/climb on that route).

Explain:

- Q23. Must a pre-activity safety briefing be delivered prior to conducting an organised activity at height?

☐

Yes

☐

No

- Q24. If you answered **yes** to question 23 above, list at least 4 items of content (ie safety instructions) that you would consider crucial in terms of participant safety.

Note: We have given 2 examples for you...list 4 more.

1. Please respect and follow all safety instructions given by staff.

2. Long hair must be tied back (no loose hair dangling).

3. _____

4. _____

5. _____

6. _____

- Q25. True or False.

During activities at height that involve school groups (eg abseiling / climbing / challenge ropes courses, etc), the Guide in charge may delegate technical responsibility to a teacher who is present on site. For example, the Guide can shift the primary responsibility for fall protection to the teacher.

☐

True

☐

False

- Q26. True or False.

In the PACI system, client-to-Guide ratios are determined by the number of ‘active’ ropes that are setup and being used (rather than pure client numbers).

☐

True

☐

False

- Q27. When more than one PACI Guide (e.g. staff member) is present and involved in the conduct of an activity, must one Guide be appointed to take overall charge at the site?

☐

Yes

☐

No

Q28. What is the maximum number of active ropes that an individual abseiling Guide can control and manage when conducting introductory abseiling activities for participants?

Q29. Staff (leaders) are struggling to fit a harness to a participant (a very large person). All attempts to fit a harness have failed. Should staff remove the participant from the activity and tell him/her to sit down and wait (Yes/No)? Explain your answer and how you would handle the situation.

☐

Yes

☐

No

Explain:

Q30. When conducting **abseiling** activities for novice participants (eg school groups), which of the following belay systems are required by PACI protocols:

☐

A

Bottom-managed
belay

☐

B

Top-managed
belay

Q31. This question relates to Q30 above. If there is an incident where a client experiences an 'entrapment' (eg hair caught up in abseil device), which type of belay system will enable a more effective response?

☐

A

Bottom-managed belay (ie a bottom brake person)

☐

B

Top-managed belay.

Explain your answer:

- Q32. When using a top-managed belay system, the preferred PACI method is: (choose)
If you think PACI allows more than one method, indicate additional answers.

☐ A

☐ B

☐ C

☐ D


Explain:

PACI Operating Protocols:

- Q33. When selecting trees as anchor points, what is the minimum trunk *diameter* that is required by PACI protocols?

_____ mm

- Q34. When selecting boulders for use as anchor points, what minimum volume/mass is required?

- Q35. Define the term 'no single-point failure' as it refers to anchor systems built from '*removable climbing protection devices*' (eg wired nuts and cams).



Explain:

Q36. Can a single (solitary) tree be used as an anchor point for PACI activities?

☐ Yes ☐ No

If you answered 'Yes' – explain how this can be possible:

Q37. Define the term *absolute* anchor.

Q38. Define the term 'cliff' as outlined by PACI standards.

Q39. According to PACI standards, what does the term 'safeguard' mean?

Q40. List the *minimum* PPE and equipment each Guide (leader) is required to have when acting in a professional capacity during all activities that involve exposure to height:

Q41. True or False:

A Guide who has scope to conduct activities on natural surfaces is automatically authorised to also conduct activities on artificial surfaces.

☐ True ☐ False

- Q42. Professional Guides/leader often ask what type of locking carabiner does PACI recommend? Study the photos carefully. Choose the type/design that you think PACI recommends.

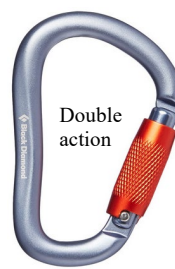
☐ A

☐ B

☐ C

☐ D

☐ E

☐ F


There is no specific carabiner that PACI recommends. The best carabiner is the one that is optimal for the intended application.

Explain:

- Q43. Professional Guides/leader often ask what is the harness that PACI recommends for school groups (children)? Choose the harness you think PACI recommends for school groups.

☐ A

☐ B

☐ C


Explain:

- Q44. Professional Guides/leader often ask what type of descending device PACI recommends for school groups (children) in abseiling activities? Study the photos carefully.

☐ A

☐ B

☐ C

☐ D

☐ E

☐ F

☐ G


There is no specific device that PACI recommends. The best device is the one that is optimal for the intended application.

Explain:

Q45. What does each letter of 'ABCDE' represent in terms of the 5 point safety check in all activities that involve exposure to falls from height?

A _____

B _____

C _____

D _____

E _____

Q46. At the 'D' step in the checklist, is a function test mandatory?
That is, when performing the checks at 'D', is it a requirement to actually apply load in a functional test?

☐ Yes

☐ No

Q47. In relation to conducting activities at height, what is meant by the term 'point of no return'?
Explain your answer:

Q48. What is meant by the term 'single-pitch' activity?

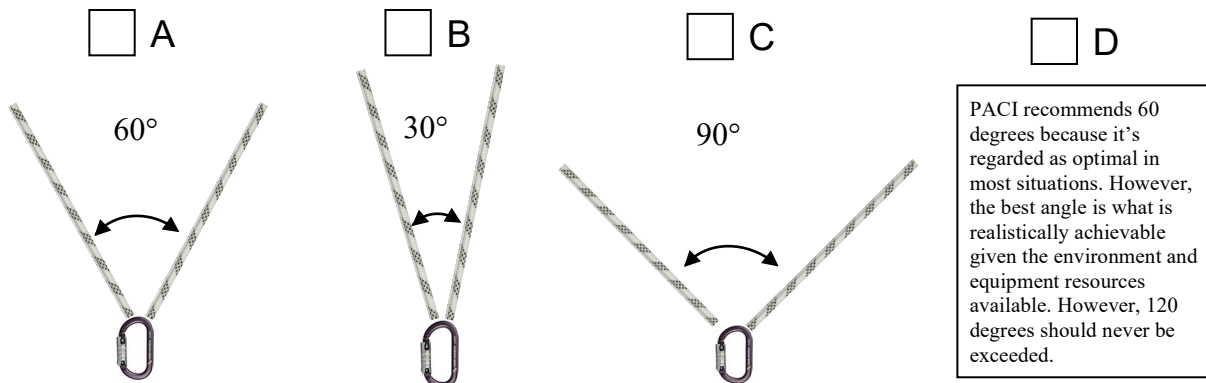
Q49. What is meant by the term 'multi-pitch' activity?

Q50. When conducting multi-pitch activities, must the leader/guide have prior personal experience (or accurate/detailed knowledge) of the intended route?

☐ Yes

☐ No

Q51. Professional Guides/Leaders often ask what is the included angle (internal separation angle) that PACI recommends when setting up anchor systems at a workplace.



Explain:

Q52. In terms of using a self-belay to perform an abseil descent, which system is PACI approved? If you think both are approved, tick both box's.



Explain:

Q53. True or False.

When dismantling and packing up an abseiling system, a PACI Guide may release the abseil rope from above, and allow it to free-fall to the ground.

☐

True

☐

False

Explain:

Q54. In 1996, Jade Frances fell while participating in a climbing activity on an artificial surface. She was severely injured (with lifelong injuries). The climbing gym (in the State of NSW) was prosecuted – and the court order sent a strong message to the outdoor recreation industry.

This question relates to how a safety belay rope is attached to a participants harness. What is the PACI protocol for attaching a safety belay rope (eg a climbing rope) to a participants harness? Study the image below – then choose the most correct response.

Study the photo carefully. Is the rope attachment method shown in the image permitted under PACI protocols?

☐

Yes

☐

No

Explain your answer:

Q55. True or False:

When attaching a rope to a participants harness, a business operator can choose whatever method he/she thinks is appropriate. There is no Australian standard or law that mandates one particular method. Explain your answer.

☐

True

☐

False

Explain:

PPE and Equipment

Q56. True or False:

A PACI professional (eg a Guide) is permitted to construct an improvised harness from tape/webbing and fit it to a client in cases where a commercially manufactured harness will not fit. [Note: Assume that the bulk tape/webbing is compliant with **EN 565**]

☐ True ☐ False

Q57. All PPE issued and fitted to clients/participants must conform to a recognised national Standard (eg EN standards, AS standards, ISO, etc).

☐ True ☐ False

Q58. PACI protocols require that all PPE is visually checked to ensure 'fit for purpose' prior to commencement of an activity at height.

☐ True ☐ False

Q59. What action is required if PPE is found to be defective or damaged (ie 'not fit for use')?

Q60. Are you permitted under Australian workplace laws to use PPE that does not conform to Australian Standards? (for example, the item of PPE only has an EN & CE mark).

☐ Yes ☐ No

Explain your answer:

CHECK YOUR ANSWERS

Final score _____ (competency = 100%)

Statement: *I have had this exam explained to me and I now understand any questions I may have answered incorrectly. I acknowledge that if I do not properly implement PACI standards & procedures, my clients could be exposed to falls from height with attendant risk of injury and/or death. I understand and agree that standards and protocols form a legal benchmark against which my professional conduct will be measured against.*

Signature _____

Date _____

Printed name: _____

THIS NEXT SECTION IS FOR INSTRUCTORS ONLY...NOTE:

If you are an 'Instructor' – you are required to continue answering the questions in this section...

- Q1. According to PACI standards, how long must student training & assessment records be maintained (in a filing system – as evidence)?

_____ Years

- Q2. What is the purpose of an Assessment Verification (AV) form?

- Q3. True or False

Each student (or trainee) is required to sign an AV form upon successful completion of a formal training course.

☐ True ☐ False

- Q4. True or False

Each type of course has its own unique AV form, and a PACI instructor is required to use the correct AV form when completing end of course paperwork. The AV form is then submitted to PACI (as soon as possible).

☐ True ☐ False

- Q5. What is the purpose of the 'scope of endorsements' on all AV forms?

- Q6. True or False

Each successful student must receive a qualification within 30 days of the assessment date (the RTO is the issuing authority). Instructors must submit completed AV forms to PACI as soon as possible after an assessment.

☐ True ☐ False

Q7. At the completion of a formal training course that leads to a nationally recognised qualification, is each student required to be surveyed using a prescribed feedback questionnaire?

☐

Yes

☐

No

Q8. If you answered yes to the above question, is a PACI instructor required to send course feedback questionnaires to PACI head office for evaluation and processing?

☐

Yes

☐

No

Q9. What are RTO standards? Are instructors also required to comply with RTO standards?

Q10. What is an AVETMISS questionnaire? Are all students required to complete an AVETMISS questionnaire before commencing a PACI course?

Q11. Are all students required to have a valid USI code for all formal training course (ie is it mandatory)?

☐

Yes

☐

No

Q12. When conducting an activity that leads to the attainment of a formal qualification, the primary intent is to: (indicate correct response)

☐

A Impart technical knowledge and skills to a specified level of competency.

☐

B Facilitate skills transfer or develop student knowledge and skills in order that they may act independently and without supervision.

☐

C Impart knowledge and skills that are required to safely participate in, but valid only for the duration of the activity

☐

D Train participants to a degree where they can subsequently teach others.

☐

E None of the above are correct.

Q13. Before accepting a course to train and assess new Guides (leaders), I should consider the following: (you may indicate more than one answer).

- ☐ A Don't train them, because they will become my competitors
- ☐ B If I accept the course, always try to fail them, so they can't become my competitors.
- ☐ C They could become valuable assets to me and others.
- ☐ D The industry needs well trained Guides – so I should accept the training.
- ☐ E The industry is already over-loaded with too many Guides, we don't need any more. Ignore all requests for training.

Q14. When a trainee Guide successfully completes all theory and practical phases of Guide (ie leader) training, is a PACI membership application and passport photo (including AV form) required to be submitted for processing?

- ☐ Yes ☐ No ☐ Only if the trainee Guide has paid a membership fee

CHECK YOUR ANSWERS

Final score _____ (competency = 100%)

Instructor Statement: *I have had this exam explained to me and I now understand any questions I may have answered incorrectly. I acknowledge that if I do not properly implement PACI standards & procedures, my students/clients could be exposed to falls from height with attendant risk of injury and/or death. I understand and agree that standards form a legal benchmark which my professional conduct will be measured against.*

Signature _____ Date _____

Printed name: _____