



Inspection Report for RYA Marine Short Range Radio Centres

Centres should complete the shaded section prior to inspection.

Name of Training Centre _____
 Principal _____ Tel _____
 Address _____
 Post Code _____
 Centre Email _____ Centre Website _____

SRC Assessors used by the centre

1. Name _____ RYA No. _____ Post Code/D.o.B. _____
 2. Name _____ RYA No. _____ Post Code/D.o.B. _____
 3. Name _____ RYA No. _____ Post Code/D.o.B. _____

Administration

Are records kept of attendees? Yes / No
 Completed examination papers available & a sample inspected? (Paper E,F,G,H,J,K/14) Yes / No
 Are cancellation arrangements adequate? Yes / No
 Does the course provide adequate instructional time, including suitable guidance on pre-course self study? Yes / No
 Are suitable student : Instructor ratios maintained? Yes / No
 Is there a customer feedback system? Yes / No
 Is there a system for dealing with complaints? Yes / No
 Are the claims made in advertising and course literature realistic? Yes / No

Facilities and Resources

Teaching facilities adequate Yes / No
 Adequate visual aids and teaching resources? Yes / No

Course Pack provided to students. List _____

Computer simulation RYA Approved Yes / No Type _____

DSC Training Radios

Make _____ Quantity _____
 Make _____ Quantity _____
 Make _____ Quantity _____

Inspector

I have inspected the centre and checked the items listed in this report form.

Name _____ Date of Inspection _____

Signature _____ Action Plan set Yes / No

Principal

I agree to comply with the RYA conditions of recognition as in the current guidance notes.

Signature _____ Name _____ Date _____