



<b>MNA</b>	
<b>Person in Charge</b>	
<b>ISAF Nominated Expert</b>	
<b>Dates of Audit</b>	

**AUDIT REPORT FOR MNA NTP ACCREDITATION**

Guidance Note References	Mandatory delete as appropriate	Advisory delete as appropriate
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**SUSTAINABILITY**

**MNA NTP Organisation and Management**

Is there a nominated person responsible for the management of the NTP?	1.2 and 1.4	YES	NO	
Is the nominated person selected by, and accountable to, a formally constituted body?	1	YES	NO	
Is the NTP adequately funded?	1.11			YES NO

**SAFETY**

**Safety Arrangements and Regulatory Compliance**

Does the MNA and NTP comply with all relevant National legislation and regulations?	2.1 and 4.2.2	YES	NO	
Does the MNA have a robust process for ensuring that all training centres also comply?	2.2 and 2.4	YES	NO	
Are Safeguarding arrangements in place and effective?	2.3	YES	NO	
Are there any statutory licensing schemes relating to the use of water craft?	2.5			YES NO
Does the NTP provide additional controls and craft specific training?	2.6			YES NO
Are adequate First Aid arrangements available to all training centres?	2.7	YES	NO	
Is there a process for the periodic review of training to share safety related lessons learned?	2.4	YES	NO	

**EFFECTIVENESS**

**Content**

Is the NTP well promoted and accessible to anyone?	3.1	YES	NO	
Is the NTP progressive with 'levels' clearly defined to provide a measure of achievement?	3.2	YES	NO	
Are levels of participation monitored and recorded by the NTP Programme Manager?	3.3			YES NO
Is there a clearly defined and active pathway from recreational to competitive sailing?				YES NO

**Delivery**

Is the process of coach selection and training clearly defined and effective?	4.1	YES	NO	
Is the Coaching structure consistent with the size and requirements of the NTP?	4.1	YES	NO	
Are coaching qualifications transportable throughout the MNA?				YES NO
Are coaching qualifications linked to National standards?				YES NO
Are all craft used for training, including safety boats, fit for purpose?	2.6 and 4.2	YES	NO	
Are Training Centres accredited by the MNA?	4.2	YES	NO	

**Maintaining Performance Standards**

Are Training Centres accountable to the MNA for standards of delivery?	4.2	YES	NO	
Is there a system for regular monitoring of Training Centre performance?	4.2	YES	NO	
Is there a process for correcting under performance?	4.2	YES	NO	
Are Coaches monitored to ensure delivery consistent with the NTP?	4.1	YES	NO	
Is there a process for updating and re-validating Coaches?	4.1 and 5	YES	NO	
Is participant performance monitored by the MNA?	4.2	YES	NO	
Was active training observed?		YES	NO	
Was practical training consistent with the NTP and of suitable quality?		YES	NO	

**The above criteria have been assessed in accordance with the ISAF Recognized Training Accreditation Process Guide. Any areas of concern or recommendations for consideration by the MNA are detailed in the full Audit Report.**

Signed - \_\_\_\_\_ Date - \_\_\_\_\_

ISAF Nominated Expert