



SAFETY MANAGEMENT PLAN

SAFETY INSTRUCTION (COURSE BOATS)

SAFETY OVERVIEW:

- The Club takes its safety responsibilities very seriously. Any type of safety incident should be reported to the Safety Officer (SO) Chris Goodhew or the Race Officer (RO), or Rear Commodore Christine Reid. The details of off-vessel incidents should be recorded in the *weekly record book*, which is kept at the desk in the office. On-vessel incidents should be recorded on the Form BNE18S-TPT-2, described below. No issue is too small to be recorded. Unsafe behavior is not tolerated, whether at sea or ashore. The club will maintain a radio listening watch as per the radio instructions detailed below. However, the rescue boat skipper should not hesitate to use international SOLAS radiotelephone procedures for assistance in times of danger (VHF channel 16 or 27 MHz channel 88). If an Aquatic Incident has occurred (death, serious injury needing hospital admission or substantial damage), it is the responsibility of those involved to complete an Aquatic Incident Report for submission to Queensland Transport.

1. DOCUMENTS

These instructions should be read in conjunction with the following Schedules:

- A. Description of Course Boats
- B. Form B18S-RB
- C. Annotated Course Chart

2. SAFETY AND RESCUE COORDINATION:

- The Race Officer is responsible for coordination of safety and rescue functions.

3. ACTION ON INJURY

A. INJURY BROUGHT ASHORE:

- Immediately radio PRO with location and brief description.
- PRO will dispatch assistance if required, having regard to the qualifications of the crew as per the crew list.
- In case of a major injury (e.g. unconscious, severe bleeding or severely broken bones), PRO will contact ambulance on 000 immediately with details, location and ambulance access information. Remaining Course Boats will maintain RADIO SILENCE for the duration of the incident.

B. INJURY AFLOAT:

- In case of any injury, contact the PRO with location and brief description. **PERSONS IN THE WATER WITH SUSPECTED SPINAL INJURIES SHOULD BE SUPPORTED AGAINST DROWNING IN THE WATER UNTIL QUALIFIED ASSISTANCE ARRIVES.**
- PRO will dispatch assistance if required, having regard to the qualifications of the crew as per the crew list.
- PRO will determine management strategy in terms of bring ashore or seek treatment on the water.
- PRO will contact VKR on Ch 63 VHF and/or ambulance on 000 immediately with details, location and ambulance access information, as appropriate. Remaining fleet will maintain RADIO SILENCE for the duration of the incident.
- Record the incident in detail in the vessel's Form B18S-RB, after immediate emergency is resolved.
- *This record is primary evidence in the event of an enquiry.*

C. IN ALL CASES WHERE RO NOT CONTACTABLE

- If communications with the PRO are impossible or unusable, contact ambulance directly on 000 with details, location and ambulance access information. For water borne assistance, the Water Police are available on Ph 3895 0333 and VHF (callsign VKR, Ch 63).
- If telephone contact is impossible, call MAYDAY on VHF distress channel 16. Volunteer Marine Rescue (call sign VMR #) or Water Police will respond.

- Apply resuscitation if necessary according to the guidelines at the clubhouse.
- If an injury is not severe, treat it with first aid equipment.
- Record the incident in detail in the vessel's Form B18S-RB, after immediate emergency is resolved.
- *This record is primary evidence in the event of an enquiry.*

4. **SQUALL:**

- The PRO will monitor for SECURITÉ warnings and warn the Course Boats accordingly. The Course Boats will advise the PRO of any incoming squalls.
- If a squall has hit, proceed to those most at risk first.
- Contact the PRO with location and identity of capsized boats and brief description of their situation. PRO will determine management strategy and resource allocation.
- If overwhelmed by either the number of capsized boats or the precariousness of their situations, the Water Police are available on Ph 3895 0333 and VHF (call sign VKR, Ch 63).
- If telephone contact is impossible, call MAYDAY on VHF distress channel 16. Volunteer Marine Rescue (call sign VMR #) or Water Police will respond.

5. **CREW LOST AT SEA (MOB):**

- Advise the PRO by radio and request assistance.
- Approach MOB under power from DOWNWIND; vessel must be in neutral gear for MOB recovery aboard.
- If MOB not found within one (1) minute, advise PRO immediately. PRO will contact relevant authorities, continue searching until advised otherwise.

6. **LOST SKIFF:**

- The most likely circumstance under which a skiff may be lost is a skiff becoming entrapped in a wharf structure and/or ship alongside, (river courses).
- If a rescue skipper becomes aware that a skiff is missing, advise the PRO by radio and request direction and assistance.
- If lost skiff is not found within five (5) minutes, advise PRO and immediate Water Police assistance will be sought. Continue search until advised otherwise.

7. **COLLISION AT SEA:**

- Advise the PRO by radio and request any necessary assistance.
- Check for injuries and treat on site as per **INJURY AT SEA**.
- In case of minor damage, tow damaged boat (s) back to club ramp.
- In case of major damage, contact PRO.
- If vessel is in imminent danger of being lost, call MAYDAY on VHF distress channel 16. Volunteer Marine Rescue or Water Police should respond.

8. **EMERGENCY ON THE COURSE BOAT:**

- Respond to the emergency at hand as appropriate using extinguisher, V-sheets, flares and radio.
- Since the rescue boat may be incapacitated while responsible for the safety of sailing boats, immediately advise the PRO by radio and request any necessary assistance for both coverage of the fleet and dealing with the emergency.
- Check for injuries and treat on site as per **INJURY AT SEA**.
- In case of vessel damage or imminent loss, treat as per **COLLISION AT SEA**.

9. **IN EVENT OF DISTRESS OR ACCIDENT:**

Skiffs needing assistance must luff to windward.

(b) The crew stay with the boat at all times while the boat is capsized.

(c) Crews should call for assistance before becoming exhausted.

9 A. ATTRACTING ATTENTION:

The use of the following signals to indicate that assistance is needed:

(a) Crew in boat:

Either both arms raised above the head and lowered to the sides cyclically at 5 second intervals, or a flag or other object, on a spar waved from side to side through an arc of 30 degrees either side of the vertical, cyclically at 5 second intervals.

(b) Crew in water:

One arm raised above the head for three seconds at 5 second intervals.

(c) When a boat is in difficulty with its sails lowered, some highly visible article, such as an orange or yellow garment, should be hoisted on a halyard to aid visibility to rescue craft.

10. SAFETY REQUIREMENTS FOR RESCUE BOAT CREWS:

- All course boats and equipment must fulfill the relevant statutory requirements and AYF special regulations part 2.
- Every Course Boat occupant must have a personal flotation device.
- All course boat skippers and crew must sign-on and sign-off before and after each race. Sign-on sheets are located inside the sailing office.
- Skipper must complete the checklist of equipment on board on the Form B18S-RB prior to departure. ***The skipper is liable should the Course Boat be picked up on the water with deficient safety equipment.***
- Each Course Boat is to be equipped with at least one of a Marine VHF radio. **MF/HF and 27MHZ will not be monitored.**
- All Course boats are to be operated in such a manner that will not cause any disturbance to competing skiffs.
- While capsizing is a normal part of sailing, due to the age of competitors and type of boats all capsizes are treated as an incident to be attended.
- All Course boats must strategically place themselves so that the course is reasonably covered.
- All Course boats are under the direction of the PRO and will follow all instructions given.
- At all times the priority is to preserve participants from risk of death or injury, overriding preservation of vessels.
- On-water incidents must be recorded on the Form B18S-RB. No incident causing or capable of causing accident, injury or damage is too small to be recorded. If an Aquatic Incident has occurred (death, serious injury needing hospital admission or substantial damage), it is the responsibility of those involved to complete an Aquatic Incident Report and written statement for submission to Maritime Safety Qld.

11. PRO GUIDELINES:

- The PRO will keep a list of Course Boat skippers and crews with their respective boating, radio and first aid qualifications.
- The PRO will place copies of a printout of the current weather forecast for the River & Manly areas on the sailing notice board, depending on the venue. (This is a checklist item on the Form B18S-RB).
- The PRO will monitor the arrival at the club ramp or otherwise safe accounting of the participant fleet, at which time the PRO will stand down the Course Boat fleet.
- The PRO or delegate will maintain a radio listening watch from the time the first Course Boat is tasked to the time when the last Form B18S-RB is signed off by the PRO.
- *In the case of a missing person or vessel, coordination responsibility passes to Queensland Water Police, based at Fisherman Island.*

12. PRO'S DISCRETION

- The PRO has the discretion to direct any participant vessel to be beached, returned to the club ramp, or accept a tow if, **in the opinion of the race officer** the continued operation of that vessel by its skipper and crew is likely to prejudice the safety of its crew, the public or a safety vessel and its crew.

- This discretion will be exercised where appropriate irrespective of whether or not the action results in disqualification of the participant vessel.
- The PRO may abandon a race if in the opinion of the PRO continuance of the race would place participant crews at greater risk of injury than continuing the race.
- The PRO has the discretion to direct safety vessels to any part of the course at which the PRO deems it necessary to establish and maintain rescue vessel resources.

13. RESCUE BOAT SKIPPER'S DELEGATIONS:

- The Course Boat skipper may direct any participant vessel to act in accordance with orders of the PRO. The Course Boat skipper may direct on behalf of the PRO. The Course Boat skipper will notify the PRO when a direction has been given.
- The Course Boat skipper must record any action taken under this delegation, **or any action not taken on instructions from the PRO or participant skipper**, in the vessel's Form B18S-RB. ***This record is primary evidence in the event of a protest.***

14. RADIOTELEPHONE PROCEDURES (RTP)

- All RTP is to be conducted on marine VHF.
- The primary channel is VHF Ch 74.
- The alternate channel is VHF Ch 77.
- "abbreviated RTP" is the primary callsign in use

The primary list is:

STATION	CALLSIGN	ABBREVIATED RTP CALLSIGN	DESCRIPTION
The "Grant-West"		RESCUE ONE	Yellow RIB 5.3 m
The Paul Vivian "		RESCUE TWO	Yellow RIB 5.3 m
Brisbane 18 Footer Sailing Club	VH4AOF	EIGHTEEN FOOTERS	
Race Officer	VH4AOF	RO EIGHTEENS	

Rear Commodore: Mobile Phone 0412 743 103

- VMR channel 16 VHF or phone 3396 5911
- VKR channel 14
- Fire or Ambulance: 000
- The Brisbane 18's Clubhouse: 3399 1320 (Riverside Place Morningside)

15. EMERGENCY CONTACTS:

- Volunteer Marine Rescue VMR ch 16 VHF or phone 3396 5911
- Water Police VKR ch 63 or Ph 3895 0333
- Fire or Ambulance: 000