NSW Maritime requires all commercially registered vessels to have a Safety Management System (SMS) on board and available for inspection should an authorised officer of NSW Maritime request this. KCC's committee boat falls within this category.

1 SAFETY MANAGEMENT SYSTEM

1.1 Anchor

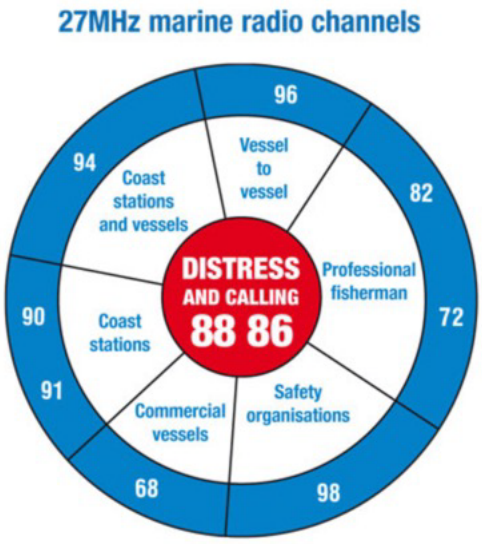
Check the anchor is in place and attached to the vessel. Familiarise crew with anchor winch operation.

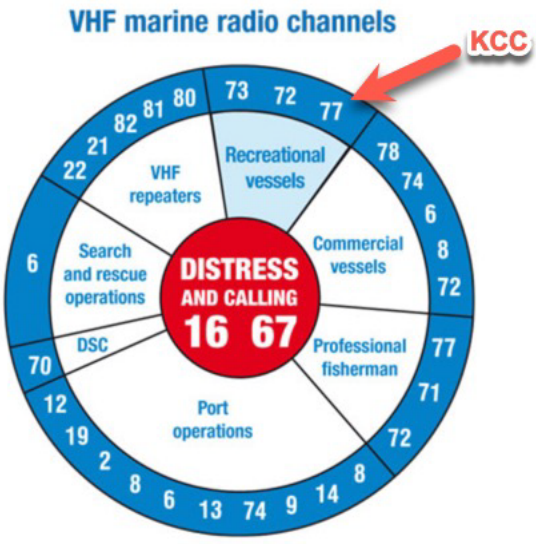
1.2 Radio

Check radio operation by calling either KCC clubhouse or Marine Rescue.

KCC marine radio communications: -

Call Sign	User
Kurnell Club	KCC Clubhouse Radio (Officer of the Day) during racing
Kurnell 1	KCC Primary Support Vessel on the water during racing
Kurnell 2	2nd KCC Support Vessel (when utilised)
Kurnell 3	3rd KCC Support Vessel (when utilised)
Kurnell 4	4th KCC Support Vessel (when utilised)
Kurnell Rib	Other KCC Support Vessell (when utilised)





KCC prefers VHF radio Channel 77 when marine radio is used and monitored during KCC racing.

The KCC Clubhouse has a 27MHz UHF radio (Channel 94) but this is not usually in use or manned.

Further information re marine radio in NSW can be found here: -

https://www.nsw.gov.au/driving-boating-and-transport/navigation-and-communication/radio-network-services

KCC's Clubhouse does not have a fixed telephone number – The Boat Captain **MUST** exchange telephone numbers with the Officer of the Day and/or Race Secretary and/or Principal Race Officer ashore. This is backup to the radios in case of emergency.

For other contact details refer to the *Contact* page of the KCC website (www.kcc.asn.au) or KCC's Operational Plan, Appendix B.

1.3 Life Jackets

Check lifejackets are on board and make sure all crew and passengers are aware of their location and donning procedure.

1.4 First Aid Kit

Check first aid kit is on board and stocked.

1.5 Moving Around the boat on the water

Always maintain a hand hold when moving around the boat while on the water.

1.6 Anchor Retrieval

Adopt a good body position when retrieving rounding mark ground tackle and boat anchor. Motor up rather than drag tackle into the boat.

1.7 Operational Issues

Should any safety issues occur while on the water, the person in charge will notify KCC base by radio and act in a manner to ensure safety of all personnel.

1.7.1 Fire on Board

Attempt to extinguish fire and/or run the boat aground and get off. Notify KCC Clubhouse.

1.7.2 Man Overboard (MOB)

Approach MOB carefully and throw a life jacket if person is not wearing one. Position boat to allow MOB to board via ladder at rear of the boat. SWITCH OFF the engine while MOB is accessing the ladder.

1.7.3 Righting Capsized boats

This is a specialized operation and requires consultation with the capsized boat's skipper. Righting of boats is via the tip of the mast by the boat crew and leverage by the capsized crew.

1.7.4 Disposal of Rubbish

All rubbish is to be removed from the boat prior to garaging.

1.7.5 Safety Drills

Man overboard (MOB) and firefighting drills to held on a three-monthly basis and documented.

1.7.6 Medical Emergency

If emergency is on board, notify KCC base to call ambulance and get boat back to KCC rigging area.

If emergency is on another boat, notify KCC base and standby until help is available.
Transport person/s to KCC rigging area if in a position to do so.

If the injury is considered serious, KCC base to contact Marine Rescue, and NSW Maritime on VHF channel 16.

1.7.7 Fuel handling

Ensure fuel container is grounded to the boat during fuelling operations. Fuel tank to be at least half full before leaving the club house. Spare fuel container to be full and on board. Kurnell 1 and Kurnell 4 use regular unleaded petrol (not ethanol E10) and Kurnell 2 and Kurnell 3 use pre-mixed 2-stroke fuel.
Check with the Boat Captain or Equipment Officer re tractor fuel.

2 Master's (Boat Captain) Responsibility and Authority

The master is always in charge of the vessel. He/she has complete authority and is responsible for safety, pollution prevention and the efficient operation of the vessel. He/she may deviate from documented vessel procedures if human life, property or the environment is at risk. He/she may ask KCC base/Marine Rescue for advice/assistance.
In everything to do with the safety of persons, property or the environment, the Master reports directly to the KCC Commodore or a member of the KCC Executive.

The Master is responsible for:

1) making sure the crew understand and carry out KCC's safety and environmental protection policy;
2) issuing orders in a clear and concise manner;
3) making sure that safe operations and the protection of the environment are followed;
4) reporting defects, hazards, incidents to the Commodore or Executive member.
5) Having all mandatory safety equipment on board as per NSW Maritime regulations.

THIS DOCUMENT SHOULD BE PRINTED AND AVAILABLE IN THE BACK OF THE SEAT POCKET OF KURNELL 1.