

## HEALTH AND SAFETY POLICY

Our health and safety policy is to, so far as is reasonably practicable:

- Prevent accidents and cases of ill-health.
- Manage health and safety risks in our workplace for our employees, clients and contractors.
- Provide such information, instruction, training and supervision necessary to ensure the safety of our employees and contractors and clients.
- Encourage all employees and crew to maintain safe working practices.
- Provide and maintain safe working equipment.
- Provide all necessary Personal Protective Equipment.
- Ensure that all substances are used, stored and handled safely.
- Maintain safe and healthy working conditions.
- Implement all necessary emergency procedures, including evacuation procedures in the event of fire or other significant incident.
- Ensure that adequate provision is made.
- Review this policy annually and revise whenever there is a change in circumstances, in work practices or the introduction of new legislation affecting the policy, so as to ensure that these standards of health and safety are maintained.

### **Arrangements for health and safety**

- **Training of Skipper**

Training shall be maintained in line with the Royal Yachting Association requirements for a commercially qualified Skipper/Master including an ENG1 or ML5 medical certificate.

The skipper must not set to sea until they are satisfied with the individual characteristics of the vessel which they are sailing.

- **First aid provisions**

In line with the RYA/MCA requirements all skippers must have attended a first aid course within the last three years.

- **Consultation**

Skipper must report back any instances which may cause a Health and Safety issue in order to provide a continuous improvement environment. Reports back must include 'near misses' as well as any incidents.

Consultation with staff on health and safety matters will take place routinely as they arise and following any review of health and safety matters where changes are required.

- **Lifejackets**

- Lifejackets must be inspected before use

- Lifejacket must not be stowed wet, they should be left in the forward showroom to dry.
  - Lifejackets must be returned in the same bag with the same tether, (each bag is numbered)
  - Life jackets must for part of the crew brief and the skipper should ensure that each jacket has been fitted correctly and that the crutch strap is being used.
  - Life jackets must be worn on deck at all times.
  - Tethers must be used at night, with true winds over 20 knots
- **Fire Safety**  
The skipper must be aware of:
    - The location and operation of the gas isolation valve in the cabin.
    - The location and operation of the gas bottle and isolation valve.
    - The location and operation of the fuel cut off valve
    - The location and operation of the engine compartment vent shut off.
    - The location and operation of the fire extinguishers
    - The location and operation of the fire blanket
    - The storage of any flammable
- **Fire procedure.**  
In the event of a Fire emergency:
    - The fire alarm must be raised by shouting 'Fire,Fire'
    - If the discovering crew member or a nearby crew member is able to deal with the fire they should do so using the fire extinguisher or fire blanket.
    - The Gas should be turned off at the bottle immediately
    - In the case of an engine fire, the engine bay is fitted with an automatic extinguisher, this should be allowed to do its job by:
      - Turning the engine off
      - Isolating the fuel supply
      - Blocking the engine vent
      - DO NOT OPEN THE ENGINE ACCESS DOOR OR PANELS
      - **A Mayday call must be considered**
    - All crew members should be accounted for
    - Readiness should be made to launch the life raft.
- **Accident and near accident investigation Procedures**
    - Where there is an accident or a near accident the details must be reported in the ships log.
    - In addition, the incident or near incident must be reported to the designated person ashore for discussion regarding actions or future actions required to avoid a repeated situation.
    - Where the accident or incident is of a type that needs to be reported under Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).
- **Work equipment selection and maintenance**

The vessel must be maintained at all times. The following are imperative points:

- The vessel and equipment must be inspected before and after a passage or course and recorded in the log book.
- Any safety critical defects must be dealt with before slipping
- Any breakages must be reported

- **MOB**

In the event of a man overboard the following drill should be followed:

- General alarm raised with 'Man overboard' shout.
- A sea marker thrown over.
- If under sail, vessel put to hove too.
- Engine started and head sail furled.
- Sheet in the mainsail tight.
- Mayday call on channel 16 & activate EPIRB and throw over board
- NOTE: Most of the lifejackets have epiirbs
- Head down wind past the casualty and throw horse shoe/dan buoy over.
- Get out the MOB recovery bag from the starboard cockpit locker
- Deploy MOB recovery line
- Pull the casualty to the vessel using the recovery line OR bring the vessel alongside on the windward side of the casualty.
- Recover the casualty by:
  - If they are conscious and able over the stern platform
  - If they need recovering use a spinnaker halyard on an electric winch with the recovery hook in the MOB recovery bag.
  - If you need to go in use the climbing harness in the MOB recovery bag before going in attached to the other spinnaker halyard.
  - Monitor Ch16 for emergency services
  - When the casualty is on board, take them below and remove wet clothing, gently warm them. Thermal blankets are behind the aft heads.
  - Liaise and co-operate with the emergency services at all times After the incident log as much as possible into the ships log and the incident report form.