



NEW PLYMOUTH SPORTFISHING AND UNDERWATER CLUB

HEALTH & SAFETY PLAN

For:

**2018 - 2019
FISHING & DIVING COMPETITIONS**

Revision: 4



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1.0 INTRODUCTION

The Competition HS (Health & Safety) Plan defines the key Health & Safety activities necessary to achieve NPSUC Health & Safety objectives and assigns responsibility for these activities and monitors their completion. Among other things, it serves as a reminder to those responsible for performing Health & Safety activities. It does not detail the rules for performing the various activities but references these rules.

The plan is designed to be used actively by all committee members and competitors involved in the running and entering of fishing and diving competitions, this will provide a systematic approach to the Management of Safety.

2.0 COMPETITION DESCRIPTION

All fishing and diving competitions will be run out of the NPSUC clubrooms located in at Ocean View Parade and Port Taranaki, New Plymouth.

The competitions are scheduled to take place between 10th November 2018 through to the 2nd June 2019.

These dates may be changed due to postponement of competitions.

- Memorial 10th & 11th November 2018
- Energy Sector 24th November 2018
- Ladies & Lassies 1st December 2018
- Tasman Marine 12th January 2019
- Mico Plumbing 8th February 2019
- Nationals 16th – 23rd February 2019
- Take a kid fishing 3rd March 2019
- Cockies 6th & 7th March 2019
- West Coast One Base 9th, 10th & 11th March 2019
- Active Electrical 23rd March 2019
- Tradies Tournamant 5th April 2019
- Kilwell 13th April 2019
- Brass Monkey 1st & 2nd June 2019

3.0 SEQUENCES OF COMPETITION

The competition will be carried out in the following sequence:

- Committee ratification of competitions
- Competition Briefing Evening, Rules, Hazards and Disclaimer information
- Competition
- Prize Giving
- Post Competition update to Committee



3.1 Pre Competition (Briefing)

The NPSUC committee will nominate a sub group to arrange and run each competition but will have the full support of all the committee.

The sub group will ensure the following areas are covered at the competition briefing the evening prior to the competition.

- Competition rules, hazard ID and Disclaimer forms are handed out to all competitors and disclaimer form is signed and returned to the nominated sub group.
- Entry of all competitors and boat names into the competition spreadsheet.
- Check of the weather forecast for the competition dates.
- Check with Port Taranaki for shipping movements and notify them of the competition dates and start and finish times.
- Print out the boat schedule for the radio operator.
- Ensure the radio operator has been arranged for the competition.
- A member of the sub group will run through all of the rules and identify the known hazards for the competition.
- Ask all present at the briefing that they have read and understood the rules and associated hazards.
- Skippers that are unable to attend a competition briefing can nominate another person from their crew over 18 years old that can sign on the Skipper's behalf. This person and the Skipper must be entered in the relevant competition.
- No boats must leave the harbour unless they have read and understood the rules and hazards and completed the disclaimer form.

3.2 Competition

The NPSUC committee or the designated sub group will identify hazards and control measures for the competition on a daily basis and update each evening at the completion of the prize giving.

In addition, the following will be carried out and communicated to the relevant parties prior to the commencement of the competition:

- Complete a pre start check for weather conditions.
- A nominated sub group member may send a boat out of the harbour to check the sea conditions and report back to the radio operator to the suitability of running the competition, taking into account the size of all boats entered in the competition.
- The radio operator is to check with Port Taranaki for shipping movements and update all boats entered in the competition.
- The radio operator will inform competitors if the competition is going ahead or postponed.



- The radio operator will then log all boats into the boat schedule with their, POB, destination and ETA.
- The radio operator will then give the approval for boats to leave the harbour.
- A radio schedule will take place during the competition, all boats must update their location and ETA back in to Port Taranaki.
- All incidents and near misses must be reported to the radio operator immediately and followed up in writing to the designated sub group leader on return to the clubrooms.
- The competition rules outline the fishing times and weigh station closing times, these times must be taken into account when making your plans to fish in each competition. Ensuring you give yourself sufficient time to safely return to Port.
- On return to Port each boat must update their arrival back with the radio operator.
- The Fishing committee has the write to cancel or post-pone a competition if after the competition has been called on, in the event of weather deterioration. Any fish caught until this time will still count.

3.3 Post Competition

The designated sub group will update NPSUC committee on any issues, near misses or hazards that have identified or occurred during the competition, these will be then reviewed and any modifications made to the HS plan for future competitions.

4.0 HEALTH & SAFETY INFORMATION

Safety is everybody's responsibility, however it is the responsibility of the boat owner/skipper to ensure that they are competent in operating their boat in a safe manner. They must have all the required safety equipment on board and are competent in its use.

They must ensure that all people on board their boat are aware of the rules, hazards and control measures associated with them entering these competitions.

The following information will be given to all boat owners/skippers for each competition.

- ***Hazard ID form***
- ***Boat Safety Checklist***
- ***Competition Disclaimer form***
- ***Emergency contact phone numbers***
- ***Update of additional hazards***



5.0 INCIDENT REPORTING AND INVESTIGATION

- All accidents or incidents shall be reported immediately to Club Base radio operator on channel 3 and/or Coastguard on channel 61 and followed up in writing on the appropriate incident form and handed to the designated sub group leader on return to the clubrooms.
- All reported accidents or incidents will be investigated and discussed at the next committee meeting.
- All reports will be closed out with the relevant parties.
- Update of HS Plan and hazard ID as required.
  - *Responsibility – NPSUC Committee*

6.0 EMERGENCIES

All emergencies will be directed to Club Base radio operator on channel 3, Taranaki Coastguard on channel 61 and the Police on 111, they will direct the emergency response team as they see fit.

All skippers and competitors must comply with their requests at all times.



APPENDIX A: HAZARD IDENTIFICATION FORM

STEPS – Key Tasks	HAZARDS (Associated with each Key Task)	SIGNIFICANT Y / N	HAZARD CONTROL BARRIERS (How do you propose to eliminate, isolate or minimise?)	RECOVERY (What will you do if the Controls/Barriers fail?)
1. Skippers to ensure all safety equipment is carried on board.	Sinking of boat, man overboard, running aground,	Y	Ensure all safety equipment is certified and in good condition and that everyone on board knows how to operate it. Skippers to ensure they have completed the boat safety check list	Contact Club Base radio operator on channel 3 Contact Coastguard on channel 61
2. Check Weather	Poor weather	Y	Check local weather report and sea conditions on channel 20 prior to leaving Port.	Contact Coastguard on channel 61
3. Use of boat ramp	Reversing down the boat ramp.	Y	Use a spotter to ensure clearway when reversing down the boat ramp, extra caution required in low light times.	Stop and wait until sufficient clearway is available.
	Launching and retrieving boat, other boats, vehicles, trailers and people	Y	Take care when launching and retrieving boats, ensure there is clear launching area.	Seek assistance
	The end of the ramp is dangerous at very low tides.	Y	Ensure sufficient water depth.	Seek assistance
4. Use of jetty	Damage to boat, people and jetty	Y	Take care when approaching the jetty, be vigilant of your speed, other boats and people using the jetty.	Seek assistance
	Minimum room for mooring boat at the jetty when busy.	N	Use pick up and drop off for passengers to eliminate congestion.	Seek assistance
	Boats using the access pathway to and from the boat ramp and jetty	Y	Keep within the 5 knot speed limit, be vigilant of other boats.	Stop and report any issue to radio controller.
5. Use of Harbour	Moored boats within the harbour	Y	Take care when navigating from the jetty to the harbour entrance and return.	Stop and report any issue to radio controller

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STEPS – Key Tasks	HAZARDS (Associated with each Key Task)	SIGNIFICANT Y / N	HAZARD CONTROL BARRIERS (How do you propose to eliminate, isolate or minimise?)	RECOVERY (What will you do if the Controls/Barriers fail?)
6. Log trip report	Un-reported trip	Y	Contact Club Base radio operator on channel 3 and log trip report, stating boat name, call sign, POB, Destination and ETA.	Contact Club Base radio operator on channel 3
7. Sea Conditions	Radio Schedule	Y	Update radio schedule at 11:30 giving your position and ETA	Contact Club Base radio operator on channel 3
8. Travelling to and from fishing destination	Poor Sea conditions, waves, wind, tides and rips Obstructions, sea and weather conditions, other vessels,	Y	Do not leave the harbour if the conditions are even marginally unsafe for your vessel. Ensure the skipper is aware of all known obstructions and has completed a sea and weather assessment. Check for other vessel movements and be alert of other boats in your vicinity.	Contact Coastguard on channel 61
9. Fishing	Falling overboard Cuts from knives and other sharp objects. Sea Sickness.	Y Y N	Ensure lifejackets are worn where stipulated and 2 registered anglers are on-board. Ensure first aid kit is available. Return to Port.	Contact Coastguard on channel 61 Contact Coastguard on channel 61 Seek medical advice.
10. Scuba Diving	Lost Diver (lost or drowned) Collision with passing boats Diving Injury (bends, respiratory, circulatory)	Y Y Y	Divers to brief boatmen on response Use Dive Flag Divers to be certified and dive within their certification limits	Coastguard channel 16 and call 0800 4 DES 111 for any diving emergency response
11. Breakdowns	Boat breakdowns	Y	Ensure the boat is well serviced and maintained.	Contact Club Base radio operator on channel 3 or Coastguard on channel



STEPS – Key Tasks	HAZARDS (Associated with each Key Task)	SIGNIFICANT Y / N	HAZARD CONTROL BARRIERS (How do you propose to eliminate, isolate or minimise?)	RECOVERY (What will you do if the Controls/Barriers fail?)
				61 and the Police on 111
12. Emergencies	Electrical Fire Fuel leaks and fire Gas Leaks and fire	Y Y Y	Ensure all electrical items are insulated. Ensure fuel is well sealed and contained in certified containers. Ensure gas cylinders are certified	Fire extinguisher Ensure Isolation Contact Coastguard on Channel 61 and the Police on 111
13. Log out trip report	Unknown location of boat	Y	Ensure a log out of your trip is updated to Club Base radio operator on channel 3	Log out with Coastguard on channel 61



New Plymouth Sportfishing & Underwater Club (Inc).

Disclaimer 2018 / 2019 SEASON

Skipper's Name	
Boat Name	Cell Phone
Powered By	Hull Length
Horse Power	Colour
Hull Make	Trailer Registration
VHF Call Sign	

Compulsory Safety Items

Anchor and chain (chain should be equal to boat length)	Boat name & Phone Number on trailer
Suitable Tow Rope (separate from Anchor Rope)	Tool Kit (screwdriver, fuses, crescent)
Boat Hook / Gaff	Compass
First Aid Kit	Knife
Navigation Lights	Torch
EPIRB (In TEST)	Bilge Pump / Bailer
Flags (Dive Boats must carry Dive Flags).	Life Jackets (one per person)
Boat name on both sides of Boat	Photo of boat in Club Register
VHF Radio	Flares (in Test) 2 x Hand held and 1 x Smoke
Fire Extinguisher, of the type with a gauge confirming pressure	

I have entered into the attached Fishing / Diving competition. I understand and accept that this contest will involve the launching and retrieval of my boat, the navigation of my boat through the harbour and moored boats. I will then be involved in coastal fishing.

I have been advised that there is a degree of risk involved in these activities. Underwater obstructions may be present i.e. rocks to side of ramp at low tide and dredge. I understand that if I do not exercise sufficient care my boat may be damaged and/or sunk. Fishing in coastal waters also contains potential dangers.

By entering into this competition I have been advised of and understand the potential difficulties and/or dangers faced in this competition by me and my crew. I have familiarised myself with the area and have taken the steps a prudent skipper and crew should consider necessary in these circumstances. I warrant that I have the necessary experience and skill to handle my boat and crew in these conditions.

The New Plymouth Sportfishing & Underwater Club Inc; has advised me that it is not liable to me and/or my family and/or members of my crew or to any other person in regards to this event, and that I am relying upon on my own skill and judgement and not upon any warranty and/or promise given by The New Plymouth Sportfishing and Underwater Club Inc.

I and my crew indemnify The New Plymouth Sportfishing & Underwater Club Inc; for any loss damage and/or liability suffered by The New Plymouth Sportfishing & Underwater Club Inc; relating to anything done or not done by me or to any mishap suffered by me in regards to this event.

I also agree that neither The New Plymouth Sportfishing & Underwater club nor any parties associated with the event shall have any responsibility, financial or otherwise, for any risk incident that may arise, whether or not by negligence, from any direct or indirect loss, injury or death that might be sustained by me or my crew, from my intended or actual participation in the event or related activities.

My accepted entry will not be transferred to another entrant and accept that in the event of any "act of God" conditions causing a cancellation of the event, my total entry fee is not transferable or refundable.

I agree to comply with the event's rules, regulations and event instructions.

I consent to receiving any medical treatment which may be advisable in the event of illness or injuries suffered during the event.

I have made my crew aware of these conditions and have authority to sign on their behalf.

SIGNED.....DATE...../...../ 20

SKIPPER /

BOAT OWNER

IT IS YOUR RESPONSIBILITY THAT YOU ARE CARRYING ON BOARD YOUR BOAT THE NECESSARY SAFETY EQUIPMENT AND COMMUNICATION GEAR FOR THIS TYPE OF EVENT.

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