

SMS R02 HAZARD REGISTER



Northcote Birkenhead Yacht Club

Boat Shed

Hazard	Risk	Management strategy
Petrol	Explosion Fire	1. No smoking or naked flames 2. Take care when handling and storing fuel
Heavy boats - moving in and out of boat shed	Injury	1. Take care when moving or lifting boats - ask for help if needed

Rigging Area and Clubrooms Environs

Hazard	Risk	Management strategy
Falls from wharf	Injury Death	1. For all LTS sessions, and other sessions involving children, place barriers along the wharf edge adjacent to the rigging area
Spars	Injury, esp. to head and face area	1. Take care when carrying booms and masts 2. Rig boats head to wind 3. Take care when moving around rigged boats
Vehicles, including buses, on road	Injury Verbal and/or physical conflict	2. Inform sailors of risk and advise caution when rigging, and launching and retrieving yachts and patrol boats 3. For all LTS sessions, and sessions involving children or more than 10 people, place barriers on the corner of the striped rigging area closest to the ferry terminal 4. Supervise younger children when crossing road
Rock falls from cliff in alleyway next to the Clubrooms	Injury Death	1. Inform sailors of risk and advise caution when using the alleyway 2. Minimise time spent in the alleyway 3. Avoid using the alleyway after heavy rain

Boat Ramp and Public Road

Hazard	Risk	Management strategy
Vehicles on road	Injury Verbal and/or physical conflict	1. Inform sailors of risk and advise caution when launching and retrieving yachts and patrol boats 2. Supervise younger children when crossing road

Slippery ramp	Falls Injury	1. Inform sailors of risk and advise caution when using the ramp - especially at low tide 2. Ramp master & helpers to assist sailors launching & retrieving
Oysters	Cuts	1. Inform sailors of risk and advise caution when using the ramp - especially at low tide 2. Sailors to wear closed-in shoes at all times
Launching and retrieving boats	Injury	1. Help each other launch/retrieve boats 2. Ensure helpers are available on the ramp 3. Be aware of other ramp users
Towing Patrol Boats	Injury	2. Ensure use of the safety chain between the car and trailer is on at all times and ensure the boat is secured on the trailer not just by the winch but with the safety chain as well 3. Take care when travelling across the road and when using the ramp

On the Water

Hazard	Risk	Management strategy
Ocean	Drowning	1. Wear buoyancy aids at all times on the water 2. Patrol boats on water at all times during boating activities ready to help when needed 3. Identify all crew are ok after capsize 4. Sail within our limits. If we are in doubt, we won't go out 5. Stay with our boat if we capsize 6. Monitor the boats in our care at all times
Sun & Weather	Sunburn Sun exposure Dehydration Hypothermia	1. Wear suitable warm, windproof clothing and hat 2. Apply sun lotion regularly 3. Drink water regularly 4. Get cold people to shore asap and warmed up

Spars	Injury, esp. to head and face area	<ol style="list-style-type: none"> 1. Advise sailors of the risk 2. Recommend protective headgear
Other water users e.g. powerboats, waka ama, SUP, kayak, swimmers	Injury/death	<ol style="list-style-type: none"> 1. Observe collision regulations 2. Patrol boat skippers to observe speed restrictions and take care around other craft 3. Understand and acknowledge that yachts, even while racing, do not always have right of way
Patrol boat propellers	Injury/death	<ol style="list-style-type: none"> 1. Approach swimmers and boats slowly 2. Approach capsized boats from upwind generally - drift down 3. When near swimmers, put motor into neutral or switch off
Ferries and Shipping	Injury/death	<ol style="list-style-type: none"> 1. Make everyone aware of the ferry risk and shipping channels
Moored boats	Collision Injury/damage	<ol style="list-style-type: none"> 1. Communicate and monitor – position racing marks well away from moored boats 2. Position patrol boats ready for assistance – be prepared to tow

Clubrooms

Hazard	Risk	Management strategy
Fire	Injury Death	<ol style="list-style-type: none"> 1. Make Clubroom users aware of fire alarms, emergency procedures, fire extinguishers, fire blanket and emergency exit locations
Hot water Gas Stove	Burns Explosions Injury	<ol style="list-style-type: none"> 1. Make Clubroom users aware of the oven and gas usage instructions 2. Make Clubroom users aware of hot water heater and its operation
Stairs	Falls Injury	<ol style="list-style-type: none"> 2. Advise Clubroom users of Club rules re alcohol use 3. Advise supervision of young children

Version History						
Title ID	Version	Status	Type of update	Date	Author	Approved
SMS 01	1	Superseded	Original	21/6/2018	David McIntosh	Chris Bowman
SMS R02	2	Current	SMS update 2022	15/9/2022	Chris Bowman	Chris Bowman