



Parramatta River Sailing Club Incident Management Plan for 2018 - 2019 Season.

Document Control:

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In an emergency the priority is to save lives, not the yachts or boats. Drifting or anchored boats can be picked up later.

Safety of competitors and volunteers will always override the preservation of yachts and boats.

1. Objective

To provide a safe environment for competitors, volunteers and officials participating in the PRSC 2018 - 19 sailing season. To ensure appropriate response to race incidents both on-water and off-water.

This document augments and extends the summary information included in Section 1 of the club's Handbook and Sailing Instructions (Ref 1). In addition, there are many other safety documents available on the Roads and Maritime Services (RMS) and Australian Sailing's websites including as below. This document has been compiled in general accordance with the "YA Guide to Preparing an Incident Management Plan".

The club also strongly recommends that the skipper of each yacht fills out and carries on board the club's Emergency Safety Card, which includes the St Johns Ambulance DRSABCD procedures on the back. This safety card can be downloaded from the Club's web site – www.prsc.org.au

2. References

1. PRSC Handbook and Sailing Instructions 2018 - 19.
2. Racing Rules of Sailing 2017 - 2020; as issued by Australian Sailing
3. Australian Sailing Special Regulations
4. Regulations for the Prevention of Collision a Sea
5. Maritime Safety Act 1998
6. Any and all regulations that apply to boating on Sydney Harbour – e.g. see RMS website.

3. Safety - Competitors

Competitors shall make their own decision to start or proceed in a race, taking into consideration the prevailing conditions at the time, in a "duty of care" manner.

Under the racing rules of sailing a boat or competitor shall give all possible help to any person or vessel in danger.

The latest weather forecast from the Bureau of Meteorology must be assessed by all skippers and crews prior to starting. Minimum safety categories required for each boat competing in each race are outlined in the PRSC Handbook and Sailing Instructions 2018 - 19.

PRSC assumes that all yachts will carry a mobile phone on board.

4. Safety - Volunteers

All volunteers will abide by sporting code of ethics and ensure safety is of prime importance at all times. Volunteers will ensure their own safety as a priority.

5. Safety – Race Management

PRSC race management is only an on-land effort, in the clubhouse, as outlined in Reference 1. The club is unable to provide emergency on water assistance to boats in distress (Ref 1). The crew of any boat in distress, or the crew of another boat witnessing a boat in distress should contact emergency services on 000 or VHF Channel 16.

The club does not hold a pre-race briefing since participating yachts sail from their moorings to the starting area and commence from there.

All skippers and crew hence must ensure they are aware of:

- latest weather forecasts and expected conditions
- current weather conditions
- local safety information.

6 First Aid

A First Aid kit and a Defibrillator are available in the PRSC clubhouse.

7. Incident Severity (escalation/delegation)

The skipper and crew of the yacht involved in an incident shall make an initial assessment of the level of the incident, including immediate contact with the club starter. The assessment may be classified as major, moderate or minor incidents as below. If needed, skippers and crew are encouraged to seek further guidance from relevant committee members who are racing that day – see Ref 1 for phone details. If deemed appropriate, escalate it to the emergency services (as below) that are best equipped to deal with the circumstances. When making an assessment of the situation, if there is any doubt as to the level of potential crisis involved, the skipper and crew shall make the more severe interpretation of the situation.

Assessment	Response
MAJOR	Immediate Activate Incident Management Team Notify Police (Emergency Services) Notify Incident Director.
MODERATE	Incident Management Team put on standby by IM Notify Police (Emergency Services) Notify Flag Officers.
MINOR	IM on standby in case of escalation Incident report completed and filed No further action

8. Incident Assistance

In the event of an emergency incident on board, the club and the below emergency services should be contacted as relevant.

Emergency Services

Water Police – Balmain	9320 7499
Gladesville Police	9879 9699
North Sydney Police	9956 3199
NSW RMS	131 256
Volunteer Coast Guard	9337 5033
Marine Rescue NSW	9450 2468

Phone 000 or VHF Channel 16

Royal Volunteer Coastal Patrol (Spit)	9969 3270
Abbotsford Point Boat Shed (Roger)	0428 217 500
d’Albora Marinas – Cabarita Point	9743 6277
Gladesville Bridge Marina	9181 2014
Sydney Boating Weather	1900 969 955

Emergency pickup points

The following locations are places where ambulance services may pick up a person requiring urgent medical treatment for a serious injury or illness. There are other suitable safe areas, **don’t just rely on this list**, familiarise yourself with these and other places you select. **You must give specific details to emergency services.**

PRSC - Looking Glass Point - end of Wharf Road, Gladesville provides shallow water access via the club steps. Deep water wharf access locations are:

1. Kissing Point Wharf Putney. Waterview St Putney.
2. Cabarita Wharf. End Cabarita Rd Cabarita.
3. Banjo Patterson Wharf. End Punt Rd Gladesville.
4. Abbotsford Wharf. End Great North Rd Abbotsford.
5. Chiswick Wharf. Bortfield Drive, Chiswick.
6. Henley Wharf. Huntleys Point Rd Henley.
7. Woolwich Marina – 2c Margaret St Woolwich.
8. Drummoyne Sailing Club. 2 St Georges Cr. Drummoyne.
9. Greenwich Wharf. Lower Serpentine Rd Greenwich.
10. Birchgrove Wharf. End Louisa Rd Birchgrove.
11. Balmain East Wharf. Darling St East Balmain.
12. Milson Point Wharf. Broughton St Milsons Point.
13. Man O’ War Steps. Farm Cove Crescent Sydney.
14. Kirribilli Wharf. Holbrook Ave Kirribilli.
15. Taronga Zoo Wharf. Athol Wharf Rd Mosman.
16. Clifton Gardens Wharf. Morella Rd Mosman.
17. Rushcutters Bay Wharf near RANSA. New Beach Rd Darling Point.
18. Double Bay Wharf. Bay St Double Bay.
19. Watsons Bay Wharf. Military Rd Watsons Bay.

9. Incident Response

In the event of an incident, the skipper shall phone the club and advise a relevant person – probably the club starter.

The skipper and starter shall determine the best course of action to be pursued, including (if required) contact to one of the above emergency services organisations.

If an ambulance is required 000 must be called and arrangements made for pick up at one of the above wharf access locations.

10. Media Communications

No person shall speak with the media regarding an incident. The club Commodore or delegated committee member will be appointed as the media spokesperson.

11. Documentation

An Incident Report is required to be completed for every incident – both on-water and off-water. The Incident Report can be completed via a hard copy file available in the clubhouse.

All Incident Reports shall be filed by the club starter.

The Commodore, Sailing Captain and Vice Commodore shall review all incidents and the report, and ensure that any follow up action required is completed – including notification to RMS, YA and other authorities as relevant.

12. Incident Report

The RMS requires incident reports depending on the severity – the club will assist with this determination and compilation.

The incident report shall include at least the following:

Date: _____ **Time:** _____

Reported By: _____

Description of Incident: _____

Action Taken:

Club Starter notified:

Yes / No **Date:** _____ **Time:** _____

Commodore, V/Commodore and Sailing Captain Notified:

Yes / No **Date:** _____ **Time:** _____

Others Notified:

Yes / No - Who: _____ **Date:** _____ **Time:** _____

Sailing Captain and Vice Commodore Comments:

Commodore Comments:

Follow up Action Required: (details)

By Whom: _____

By When : _____