

# BOATING SAFETY PLAN & BOOKING FORM

**No boating is permitted unless approval is given by the Maritime Safety Dive Officer (MSDO).** All Field Trip Forms, the Risk Assessment and a Boating Safety Plan must be submitted to the Maritime Safety Officer no later than **72** hours prior to departure. Once approved the Risk Assessment and Boating Safety Plan should be forwarded to the field trip participants. All participants must abide by Flinders University policies and procedures. (1) A minimum of two people **must** be on-board. (2) The skipper must be qualified and experienced. (3) The boat is seaworthy and carries all appropriate safety gear. (4) Personal Floatation Devices (PFDs) are to be worn on-board **AT ALL TIMES**. (5) The skipper must deliver a boat safety briefing to all passengers and crew. (6) The boat should not operate in rough seas or hazardous conditions. (7) A qualified first aider must be present. (8) A daily scheduled calling system must be implemented with the nominated University contact and the local Sea Rescue squadron or Coast guard. (9) For safety and fatigue management, working over 12 hours whilst operating motor vehicles or boats, in a 24 hour period, **is not permitted**. (10) A "SPOT Device" (e.g. personal EPIRB) is strongly recommended for remote or commercial work. Note, in the event of an emergency, details recorded on this form may greatly improve search and rescue thus latitude and longitude points are mandatory.

<b>Boat owner</b> (i.e. Charter, Uni or Private):		<b>Skipper</b> (Person in Command):	
Name:		Name:	
Mobile:		Mobile:	
Address or Port of Departure:		Training/ Licence no. (i.e. Coxswains):	
<b>Boat Name:</b>	<b>Boat Registration No:</b>	<b>Survey type &amp; date</b> (i.e. 2D, 2C):	
<b>Boat Type:</b>	<b>Boat Length:</b>	<b>Boat Colour:</b>	<b>Engine (HP):</b>
University Boat Booking in Calendar: <input type="checkbox"/> Y <input type="checkbox"/> N		University Account Code to be charged:	
<b>If towing, Vehicle;</b>			
Make: ..... Model: ..... Colour: ..... Rego: .....			
Trailer Rego: ..... Boat Ramp Name: .....			
Does Vehicle have sufficient tow rating & braking capacity: <input type="checkbox"/> Y <input type="checkbox"/> N (i.e. RV Tethys 2.52 tonne, RV Tom Thumb 2.1 tonne)			
All drivers have been inducted and have sufficient towing experience to safely tow vessel: <input type="checkbox"/> Y <input type="checkbox"/> N			
<b>Description of boating work and training, experience and role of participants;</b>			
<b>Departure location/s</b> (e.g. Port or Boat ramp)	<b>Destination/s:</b>	<b>GPS Points</b> (i.e. Latitude & Longitude) <b>*MANDATORY*</b>	<b>GPS Route:</b>

<b>Boating departure date:</b> Date: ____/____/____ Time:       :	<b>Boating return date:</b> Date: ____/____/____ Time:       :	<input type="checkbox"/> Day trips <input type="checkbox"/> Voyage  <b>Expected no of days on the water:</b>	<b>Total number of personnel on-board:</b>  <b>Number of University personnel on-board:</b>
<b>Local Sea Rescue or Coast Guard</b> Name: Number/ Channel: Daily scheduled calling: <input type="checkbox"/> Y <input type="checkbox"/> N    Time:       :		<b>Nearest Hospital:</b> Name: Number: Address:	
<b>Communications for remote boating operations</b> (i.e. outside of metropolitan waters) mobile phone coverage will likely to be intermittent. In this situation a supplementary means of communication <b>must</b> be established with the Nominated University contacts. Please identify below:			
<b>Satellite phone number:</b>		<b>SPOT device number:</b>	
<b>VHF Channel:</b>	<b>27 MHz Channel:</b>	<b>UHF Channel:</b>	<b>GRN Channel:</b>
<b>Safety Equipment, First Aid and PPE taken</b> (beyond what is supplied on-board the surveyed vessel):			
<b>Personnel with current Provide First Aid or higher:</b>			

### Field Trip Leader:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Mobile: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please attach this Boating Safety Plan and a Risk Assessment to attachments in FlinSafe. The Maritime Safety Dive Officer (MSDO) will review and approve boating operations via the online system.

Note, If booking a University boat your Supervisor (or the account code holder) must also sign below to authorise the use of the nominated cost code for the relevant boat booking.

### Supervisor (account code holder): Boat Bookings authorisation:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Mobile: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## EMERGENCY CONTACTS LIST

<b>Marine Radio</b> (Distress, safety and calling)	<b>VHF Channel 16</b> (International) <b>27 MHz Channel 88</b> (Australia) <b>UHF Channel 5</b> (Australia)
<b>Coast Guard Assist</b> or <b>Sea Rescue</b> (South Australia)	<b>(08) 8248 6100</b> or <b>(08) 82955072</b> . Visit: <a href="#">SA coastal radio network</a>
<b>SA Water Police</b>	<b>(08) 8242 3466</b> (South Australia)
<b>Police/ Fire/ Ambulance</b>	<b>000</b> (Australia) or <b>112</b> (Overseas)
<b>Australian Maritime Safety Authority (AMSA)</b>	<b>1800 641 792</b> (Australian Search & Rescue)
<b>Maritime Safety Dive Officer (MSDO)</b>	<b>Matt Lloyd: +61 414 190 051</b> or <b>(08) 8201 2534</b>
<b>Flinders University Security</b> (24hrs)	<b>(08) 8201 2880</b>
<b>Associate Director, WHS Flinders University</b>	<b>Helen Webb: +61 414 190 024</b> or <b>(08) 8201 3703</b>