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ABSOLUTE FISHING CHARTERS

Occupational Health, Safety & Welfare Policy and Procedures

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Introduction

Absolute Fishing Charters intends to implement and maintain a high level of safety standards within its operations in accordance with Occupational Health, Safety & Welfare regulations. It is important that all management, employees and subcontractors be familiar with this policy and the attached plan and comply with these and any other safety requirement pertaining to work.

The chief objectives to safe working practices are:

To secure the health, safety and welfare of persons performing work.

To protect from and minimize the risk to health and welfare of persons performing work.

To protect the public against any risks to the health, safety and welfare in respect of any work undertaken, manufactured, supplied or stored at the work place.

To encourage and involve employees in issues affecting occupational health, safety and welfare.

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Review of this OHS&W policy and procedures will be at the first business meeting of each quarter.

Responsibilities

- Absolute Fishing Charters hold responsibility for ensuring the safety, health and welfare of workers.
- The delegated skipper of the vessel is accountable for the safety of personnel associated with mooring and charter operations.

Skipper's / Crew's responsibilities

- Ensure current up to date licences (Coxswain or Master 5) and certificates (OHS&W at Sea/First Aid)
- Provide adequate supervision for persons on board the vessel and moorings.
- To prevent/minimize and correct any hazards that may occur on the vessel or surrounding area.
- Physically check the vessel and moorings for hazards.
- Ensure passengers are inducted to the vessel and safety equipment when boarding for the first time.
- Ensure reporting and documentation of all accidents or near misses.
- Maintain and operate in a safe manner and in accordance with the regulations, all plant, equipment and protective clothing.
- Do all such things as are required by the skipper to ensure OHS&W regulations.

Individual's responsibilities

- Protect him / herself from dangers or risks they may encounter whilst on the vessel or moorings.

- Do all such things as required by the skipper or crew to ensure compliance with the OHS&W regulations.
- Maintain and operate in a safe manner and in accordance with regulations all plant, equipment and protective clothing.
- Ensure the he / she is not, by the consumption of alcohol or a drug, in such a state as to endanger his / her own safety or the safety of any other person.
- Comply with all statutory legislation, codes of practice and Australian standards.
- Ensure fellow skipper/crew/passengers comply with these responsibilities.

Hazard Identification

Safety is everyone's responsibility. Learn to spot hazards; a hazard is anything that may potentially cause an accident or injury to yourself or any other individual at the work place.

- Check the suitability, capability of any plant and equipment or materials used for the particular use intended.
- Look for any foreseeable abnormal situation of misuse, potential for injury due to entanglement, crushing, trapping, cutting, stabbing, puncturing, shearing, abrasion, tearing or stretching.
- Look for the potential of falling objects.
- Remove any hazard immediately or report the incident to the skipper so that action can be taken to make the area safe.
- The aim is to identify all hazards, which may affect health safety & welfare so that action can be taken to assess the risk associated with them. Once this is achieved control measures can be designed to eliminate as far as possible, and then to minimize the level of risk which people are exposed to in the work place.

Ask yourself

- Are you dressed for the job?
- Is the deck clean and uncluttered?
- Looking around, are all items properly secured with no loose gear?
- Are flammable liquids and gases stored safely?
- Are there potential fire hazards?
- Are safety glasses and ear protection available and used?
- Is the area well ventilated from dust, smoke and fumes?

Evacuation

(7 short blasts followed by one long blast on the ship's horn)

The order to abandon the vessel must be given by the person in charge of the vessel. This means all attempts to save the vessel are at an end. A mayday distress call should be sent on the radio, and any other means of attracting attention of nearby

vessels made. Upon receiving instruction of an emergency to evacuate the vessel the following procedures should be followed.

- Stop immediately and turn off all engines and secure machinery.
- Make sure all hatches and watertight doors are secured.
- Scan the area for other people, warn them and proceed to the muster station.
- Drink as much water as possible.
- Put on extra clothing and wear soft-soled shoes to prevent damage to life raft.
- Check that everyone has a life jacket properly fitted.
- Assist any injured people you encounter, providing you do not place yourself in danger.
- Remain assembled until the area is declared safe or you are told to enter the life raft.
- The crew should launch the survival craft and other life saving appliances.
- If time permits gather extra food and water and navigational aids. Take your grab bag.
- Passengers and crew should board the survival craft in an orderly manner, the elderly, sick and children, first. (Avoid getting wet where possible)
- The crew should issue seasick tablets to everyone.

First Aid

The first aid box is located on the port side at the bottom of the cabin stairs. All crew members have up to date St John First Aid certificates and this is a legislative requirement.

All injuries and near misses must be reported and recorded before leaving the vessel.

Confined Spaces

Enclosed spaces such as cabin, engine room, battery compartments, toilet and hull storage compartments may have substances, which give off dangerous gas or starve the area of oxygen. Never enter a space that has been closed for a long time without notice to the skipper and making the necessary arrangements to make the area safe.

Fire Equipment

It is the duty of each crew member to check equipment is in good condition and has not been lost or stolen. If a fire breaks out, raise the alarm and go to muster stations. Whoever is in charge should radio for help and if you decide to attack the fire then decide on the right equipment and course of action.

Will you cool the fire with water?

Will you cut off the air and smother it?

Will you starve it of its fuel source?

Fire Extinguishers

Crew to check every day before operation(charged)

There are extinguishers in port pigeon holes, bottom of stairs, 2 in engine room

Fire Blankets

The fire blanket is located in locker under sink. Used to smother small fires by spreading the blanket over it to exclude air. Do not remove blanket as re-ignition may occur.

Fire Bucket

A bucket with lanyard attached is located at rear of deck and is available for filling with seawater.

Fire Hose

The vessel is fitted with a fire hose on the starboard side and can be used to pump seawater onto a fire. Main switch located at switchboard.

Fuel Shut Off Valve

Located at the helm, both port and starboard should be shut off in the event of an engine fire breakout.

Ventilation Shutdown

If a fire was to break out in the engine compartment then shutting down the air supply will kill the fire. The levers to activate this are located in both port and starboard side bulwarks. These are marked clearly.

Automatic Fire Fighting System

Reel Therapy is fitted with an automatic fire fighting system in its engine room. This is activated at the helm when detection of a fire is alerted by an alarm.

Personal Safety Equipment

Work becomes safe when we wear the right safety gear and protective clothing. If the right safety equipment is not available then either ask for it or get it yourself. It is foolish to ignore safety precautions.

Body warmth

If you are exposed to cold conditions, wear suitable clothing that allows you to both work and maintain suitable body temperature.

Eye protection

If you are engaged in work where there is dust, metal chips, splashing liquids, glare or radiation risk, you must wear eye protection.

Foot protection

Always wear footwear appropriate for the work performed. Non-slip style is recommended.

Hand protection

There are a number of potential risks to your hands; exposure to chemicals, heat, cold or water for prolonged periods, cutting or hitting hands. If in any of those circumstances you should wear appropriate gloves.

Head protection

If you are working where injury to the head is possible from falling objects or low bulkheads then a helmet should be worn.

Hearing protection

Your hearing may be damaged by loud, sudden or prolonged noise. If you are working in such a noise wear ear protection.

Skin protection

You should always wear clothing to protect the skin from sunburn and possible skin cancers. Exposed skin should have sun block applied regularly.

General Vessel Dangers

Pitching and rolling

Pitching and rolling may occur unexpectedly as a result of the wind and waves. You should always be careful as you move about the vessel and use handrails where possible. One hand for yourself, one hand for the ship.

Radiation

Radio aerials and radar antennas can emit radiation; make sure the radar is switched off before going aloft.

Galleys

The vessel's cooking facilities pose special problems because of the heat and use of hot cooking oils and fats. All utensils must be secured and food kept in containers.

Lifting

Lifting is potentially dangerous, unless done properly. On board a vessel there is an added danger of the vessel's motion putting you off balance. Stand firm and lean against something for support in heavy seas.

Sunburn

Exposure to the sun can cause skin breakdown and start skin cancers. Wear sensible clothing and use sunscreen.

Knives and hooks

Fishing charter operations have many sharp knives and hooks (some could be rusty and infected) and should be cleaned and stored when not in use. Always cut away from yourself and seek first aid for all cuts and abrasions.

Entanglement

On board there are many ropes (mooring ropes, burly lines, anchor chains and fishing lines) in use at any one time. Care should be taken not to cross lines when fishing or be entangled in a rope temporarily on deck. If a rope or line is on deck for a period of time a hessian bag can be placed over it to avoid entanglement.

Poisonous fish

Many species of marine life have defences such as stingers and barbs for their protection. If you are unsure of the way to handle a particular species of fish our staff can help. (Leather jacket, gurnard, stonefish, puffer fish, stingray, blue ringed octopus and jellyfish). If stung or infected please seek immediate first aid

Vessel Safety Equipment

The Universal Shipping Laws Code binds us and as part of that requirement the vessel must carry and have inspected the following safety equipment.

Life Jackets

Life jackets keep you afloat with your mouth out of the water and your nose clear of water and your body slightly inclined backwards. The vessel carries at least one life jacket per person and a suitable number for children. It is essential you know how to put on a life jacket;

1. Place head through opening
2. Put arms through loop formed by tapes
3. Pull tapes downward until front of jacket fits snugly under the chin
4. Cross tapes at the back
5. When jumping into the water grasp the neck opening very firmly and pull down hard with both hands

Life Buoys

The life buoys on the vessel should be checked for damage and to ensure the self-igniting light works. If someone falls overboard raise the alarm and throw the life buoy as close as you can to the person. The person in the water should wear the life buoy by passing his / her arms through it.

Radios

We carry 3 radios on board UHF, VHF and 27 Meg. A list of channels and instructions are located near the radio.

Epirb

Emergency Position Indicating Radio Beacon which, when activated, transmits a tone signal on the international VHF civil aviation distress frequencies of 121.5MHz and on the military equivalent of 243MHz. Located just inside the door to the cabin, starboard side, crew to check prior to charter.

Hand Flares

Kept on board under the couch seats on port side, in watertight containers, is a selection of flares. Use by date and instructions for use are printed on the side.
Orange smoke flares – emit orange smoke for 60 sec range 4 kilometres, clear day
Red hand held flares – burn with 15,000 candle power for 60 sec, visible 10 km on dark night
Red Parachute distress rockets – fire to height of 300metres, burn 40 sec, visible 15km (day) 40km (night)

Life Rafts

The life rafts are to be deployed by the skipper, only in the event of sinking ships or uncontrollable fire, instructions for use are on the casing and all crew are trained in their operation.

Certificate of Survey/Registration

The Universal Shipping Laws Code binds us and as part of that requirement the vessel must be inspected at certain dates. Our last full out of water survey was 24/4/07

Certificate	#28863
Survey Class	1C
Vessel name	Reel Therapy
Type	Passenger / other
Periodic survey	29/2/2008
Out of water survey	28/2/2009
Shaft survey	N/A
Lift raft survey	12/4/2008
Compass adjustment	N/A
Crew	2
Un-berthed passengers	25

Skipper's Induction Brief to Passengers

1. Welcome aboard introduction and name

2. Point out location of safety equipment; life jackets, fire extinguishers, fire blanket, life buoy with light, two way radios, EPIRB, flares and life rafts.
3. Demonstrate how to put on a life jacket, including ties, light and whistle.
4. Demonstrate use of VHF radio in case of emergency. (Use only if skipper drowning)
5. Talk to passengers about dangers on board i.e. moving around, balance, sunburn, knives and hooks, entanglement, poisonous fish.
6. Request no fishing lines to be put in the water until engines are switched off.