

# 2022/23 RISK MANAGEMENT PLAN

## Context:

Venue; Murrays Bay Sailing Club  
Client type; All sailors and Volunteers  
Dependency; Low  
Extent of Activities; Manage the movement of volunteers and the transport of equipment, the environment in which the sailors rig and launch, the activities of the sailors and manage the impact of our activities on the general public and environment.

## The Risk Management Process

### 1. Risks

1. Injury/Illness (I)
2. Loss of Credibility (C)
3. Loss or damage to Equipment (E)
4. Damage to the Environment/Surrounds (S)
5. Financial Loss (F)

### 2. Causal Factors

The first step in our risk management program is to identify what can cause loss.

#### (a) Equipment

#### (b) Environment

This category focuses on the club and surrounding environments which are utilized by members, participants, and in some circumstances, the general public.

#### (c) Personnel

This category includes team members, support personnel, officials, participants, parents, spectators and general public who may be in the vicinity of our actions.

### 3. Various environments involving hazards

- (a) Travel - Commuting
- (b) Pre and post sailing
- (c) Launching and retrieving
- (d) On the Water

### 4. Risk Assessment

Having identified the risks involved in our activities we need to assess them in terms of their likelihood to occur and the seriousness of the consequences arising from their occurrence.

Each identified risk must be rated. These ratings describe:

1. the likelihood of the risk occurring (likelihood); and
2. the loss or damage impact if the risk occurred (severity);
3. the priority, or degree of urgency required to address the risk.

In order to systematically assess the risks identified in the first stage of the process, we apply the risk rating scales set out below in Tables 1 – 3. The risk rating scales will allow you to rate identified risks and then identify risk management priorities.

#### 4.1 Likelihood

The likelihood is related to the potential for a risk to occur over an annual evaluation cycle.

**Table 1: Likelihood Scale**

Rating	<b>LIKELIHOOD</b> The potential for problems to occur for the duration of the contract
5	ALMOST CERTAIN: Will probably occur, could occur several times per contract.
4	LIKELY: High probability, likely to arise once during the contract
3	POSSIBLE: Reasonable likelihood that it may arise over the contract.
2	UNLIKELY: Plausible, could occur over a the contract
1	RARE: Very unlikely but not impossible, unlikely for this contract.

#### 4.2 Severity

The severity of a risk refers to the degree of loss or damage which may result from its occurrence.

**Table 2: Severity Scale**

Rating	<b>POTENTIAL IMPACT</b> In terms of the objectives of the organisation
5	CATASTROPHIC: Most objectives may not be achieved, or several severely affected
4	MAJOR: Most objectives threatened, or one severely affected
3	MODERATE: Some objectives affected, considerable effort to rectify
2	MINOR: Easily remedied, with some effort the objectives can be achieved
1	NEGLIGIBLE: Very small impact, rectified by normal processes

Having assessed each risk in terms of its likelihood and severity we are in a position to prioritize the risks to assist in the decision making of what action is warranted to manage the risks (where possible).

#### 4.3 Risk Priority

The risk priority scale determines the nature of the risk and the action required. They are indicators to assist in understanding the urgency and level of attention required from any given area of hazard. By adding the Severity rating score to the likelihood scale a ranking score of priority will be created.

**Table 3: Risk Priority Scale**

<b>10/9</b>	Extreme risks that are likely to arise and have potentially serious consequences requiring urgent attention
<b>8/7</b>	Major risks that are likely to arise and have potentially serious consequences requiring urgent attention or investigation
<b>6/5</b>	Medium risks that are likely to arise or have serious consequences requiring attention
<b>4/3</b>	Minor risks and low consequences that may be managed by routine procedures
<b>2/1</b>	Use this to note a risk that does not apply to your organization

#### 4.4 Nature of Management Strategy

When managing risks there are 3 ways to help prevent risk, it is possible to Prevent the risk, Isolate the risk or minimize the risk. The choice here is to choose a style that most **effectively and practically** manages the issue.

Example:

If there was a steel bar sticking up out of a launching ramp.....

- Prevent;**            Cut the steel bar out, or launch somewhere else
- Isolate;**            Put a road cone over the steel bar to stop people walking into it, or rope it off
- Minimize;**        In a briefing make everyone aware of the steel bar and to avoid it

#### **Scope of this Risk management process;**

Manage the associated risks involved in the operation of Murrays Bay Sailing Club and events at the club are;

- Events are run from the Murrays Bay Sailing Club located at Murrays Bay Beach Auckland.
- The club is well set up to run events..
- An interaction with the general public takes place on the beach access road and the beach area. There is also an impact on the public main road with competitors and pedestrians crossing with vehicles exiting a car park on a significantly blind corner.
- The clients are sailors of all ages, they have a range of abilities and experience
- The volunteers and officials are skilled with very high levels of experience
- Key equipment used in the process are sailor's boats provided and maintained by themselves, officials motor boats used to run races and provide rescue these are supplied by Murrays Bay Sailing Club and on loan from other Sailing Clubs. Other equipment used is a club tractor and possible private vehicles to transport motor boats to and from the beach.
- Key locations of risk are the Sailing Club, beach and reserve areas, beach access road, the main 'Beach Rd' and the waters off Murrays Bay.

L L A N D  B A S E D  R I S K  A R O U N D  Y A C H T  C L U B  , B E A C H ,	Hazard or Causal Factor	<b>Risk</b> Injury (i) Credibility(c) Equipment(e) ) Surrounds(s) Finance (f)	L i k e l i h o o d	S e v e r i t y	P r i o r i t y ( 0 - 1 0 )	P r e v e n t I s o l a t e M i n i m i z e	Crisis Management	Prevention/SOP	
		<b>Equipment</b>							
		Fuel/oil spill	S, C, I	2	2	5	M	Wipe up or break down any oil or petrol spills with simple green	Gas tanks to be filled up at petrol station
		Boats on reserve/mud	E, S	2	2	4	P	Move boats into club and advise sailors	Rig boats with the confinements of the club
		Tractor causing beach erosion/ruts	E, S	2	1	3	M	Sweep sand back into place.	Use experienced tractor drivers, training to be given to all new drivers. Tractor to be driven at slow speeds.
		Tractor Sled dragging on road	E, S	3	3	6	M	Pay for the road to be repaired, get tractor fixed.	Use experienced tractor drivers, training to be given to all new drivers. Tractor to be maintained.
		Fire, gass leak or explosion from BBQ	I,C, E, S, F	1	5	6	M	Call 111 fire, First aid medical treatment as required Contact club commodore	Always store and use the BBQ outside, BBQ's to be used in fire proof and easy to clean area. Ensure gas bottles are turned off after BBQ use. Recommend small sign placed on BBQ advising safety procedure, including reverse thread on gas bottle.
		Boom hitting naïve general public	I,c	3	3	6	M	First aid medical treatment as required. Contact club commodore	Sailors to be aware of risk their boat pose to the public, rigging areas to be away from high traffic areas
		Burns from BBQ and Kitchen	I,e,f,s	1	3	4	p	Cold water for 5 minutes, Hospital if required	Trained MBSC members to manage the kitchen and BBQ. Areas around kitchen and BBQ to remain uncrowded, kitchen and BBQ users to be experienced. All hot elements to be supervised until they have cooled down.
		Kitchen fire	I,e,s,f,c	1	4	5	p	Use an extinguisher to put out the fire. Evacuate to the reserve area to the north of the club.	Fire alarm, sprinklers and fire extinguishers to be check and maintained as per manufacturers recommendations and guidelines
	Fire from fuel hazards	I,	2	5	7	M	Get a fire extinguisher, evacuate to a reserve area to the north of the club. call 111 fire, contact club commodore and club safety manager	Fuel tanks to be stores in fuel bunker, bunker door to be kept closed at all times, except when accessing, adequate and appropriate fire extinguishers in boat storage area	
	<b>Environment</b>								

ROAD AND SURROUNDS	Not being able to evacuate in case of emergency	I, C, e	2	5	7		Use any means necessary to evacuate the building Ring 111	Nominated evacuation exits and pathways to remain unlocked and clear whilst the club is in use. Minimise the number of people who can access the upper level of the club.	
	Septic Overflow from high tide or flooding	I,C S	2	1	3	M	Delay going on the water if necessary	Communication with the local council re water quality	
	Beach Damage	S	3	1	4	M	Sweep beach	Limit areas on the beach where the tractor and boats are launched	
	Fall over edge over RIB storage	I,C	3	5	8	m	First Aid, if serious medical centre	Disclose risk to all sailors at registration and briefing, Add significant penalties to sailors who break this. Every 2 meters add sign highlighting risk "Do not climb on wall.	
	Road Traffic	I, C	3	5	8	M	First Aid, See hospital repair/replace equipment	Place road cones along the center line to alert drivers and slow them down. Recommend use of under-pass	
	Sharp edges on new floor	I	3	3	6	I	First Aid, seek medical advice	Tape over sharp edges on the floor	
	Hitting head on large low hanging beams in the club	I	3	2	5	M	First Aid, seek medical advice	Only applies to very tall people, not much to be done.	
	Falling through outward opening windows up elevation	I, C	2	5	7	P / m	First Aid, if necessary medical centre	Add latches to the windows.	
	Walking into or through large glass windows	I	3	5	8	M	First Aid, if necessary medical centre	Leave large doors open where possible. Tape sign/tape onto windows	
	Unsuitable parking leading to congestion	C, S E	4	2	6	I	Take time to address any conflicts with the general public.	Sailors to take trailers away during large events, Alert general public drivers that traffic may be slowing	
	Boats Blown over by wind in rigging area	E, C, I, S, F	4	3	7	M	Repair objects. Notify owners. First aid for injured people	Remind sailors to keep gear tidy and strapped down	
	Power lines around rigging area	I E S F C	1	5	6	I	See doctor/medics Notify the owner or property and police. Repair equipment	Check for overhead wires when selecting rigging area	
	<i>People</i>								
	Dropping litter	S, C	5	1	6	M	All sailors to pick up any rubbish they see	Have accessible and conveniently placed rubbish bins that are empty	
	Sprinklers accidently set off causing wetness through the building	E, F, S, C	2	4	6			Educate club members on impact of activating sprinklers	
	Theft of sailors equipment	E	3	2	5	M	Replace or borrow, Notify police	Keep gear tidy, in one place and locked if possible, security on site at night	
Theft of club equipment	E, F	3	3	6	M	Replace or borrow. Notify club. Notify police	Keep gear tidy, in one place and locked if possible, security on site at night		
Sunburn, heatstroke	I C	2	3	5	M	See doctor or medics Cold bath, drink, shade	Sailors personal responsibility, however monitor sailors		
Careless other competitors damaging gear	E	3	3	6	M	Replace or repair	Keep gear tidy and compact away from thoroughfare		

	Clubrooms damaged or left untidy	S, E	3	4	7	M	Fix and or clean, notify commodore asap of damage	Outline to sailors at briefing to look after club ad be good about the privilege.
	Underage or unauthorised people accessing drink or alcohol, drink or food cabinets	f.e.c	2	3	5	I	People breaking rules to be banned from the club.	All fridges and cabinets to have locks, nominated people to control keys. Have clear signs about alcohol age and rules etc.
	People getting lost or not accounted for in evacuation scenarios	l,c	2	5	7	m	Of all of those who have evacuated, ask them to account for those who they know. Get on the phone, contact police	Have an accurate contact list of sailors officials and volunteers.

S S A I L O R  L A U N C H & R E T R I E V E	Hazard or Causal Factor	<b>Risk</b> Injury (i) Credibility(c) Equipment(e) ) Surrounds(s) Finance (f)	L i k e l i h o o d	S e v e r i t y	P r i o r i t y	P r e v e n t i o n s o l a t e M i n i m i z e	Crisis Management	Prevention/SOP
		<b>Equipment</b>						
	Boom in wind hits person	I	4	2	6	M	First aid. If head is hit see doctor/medic	Sailors to be aware of booms etc around launch areas. Keep rigging areas confined away from public as much as possible.
	<b>Environment</b>							
	Equipment damaged coming in or out in waves	I E	2	3	5	M	Repair or replace.	When the beach launching in waves choose sheltered spot. Have adults on hand to help lift boats in and out of the water. Adults to help with beach trolleys.
	Sailors hurt, drowned coming in in waves	l,c,	1	5	6		First aid. Hospital. Contact families. Contact Primary Race Office and Commodore of MBSC	Sailors to be experienced and trained in such conditions. If waves are severe, use safety boats to stagger sailors coming in or launching and have volunteers and sailors all helping o bring boats in.
	<b>People</b>							
	Boats etc hit ground	E C	3	2	5	P	Repair. Notify owner/commodore	Boats to be launched in correct depth of water Sails to be unable to fill while launching



ON WATER SAILING	Hazard or Causal Factor	Risk Injury (i) Credibility© Equipment(e) ) Surrounds(s) Finance (f)	L i k e l i h o o d	S e v e r i t y	P r i o r i t y	P r e v e n t i o l a t e M i n i m i z e	Crisis Management	Prevention/SOP	
	<b>Equipment</b>								
	Collisions	E C	3	3	6	M	Protest, Inform class rep, repair	Sailors to sail by rules. Emphasis on staying clear	
	Damage to boats when towing	E F	2	3	5	P	Re tie boat in new place tow in and repair damage	Tow lines to be tied to a structurally adequate place, normally mast base.	
	Sailor hurt whilst sailing, or being hurt during capsize		3	5	8	m	Get sailors ashore. Seek approp. Medical attention. See SOP at bottom of page.	Check boats to make sure they meet the class safety rules. Disclose to sailors to compete at their own risk. Have rescue boats spread over fleets to ensure visual coverage. Use experienced rescue personnel to identify possibly accident as early as possible	
	<b>Environment</b>								
	Weather conditions	I C	4	3	7	M	Don't go out if conditions are beyond skill levels. Abandon racing. rescue if necessary.	Check, assess and monitor weather constantly. Have daily meeting with safety and officials Have signals to show sailors to head in.	
	Stuck in Shipping Channels	E I C F S	1	5	6	M	Coach to tow boat out of way	Be aware of local shipping channels and local rules etc Cross shipping channel at 90 degrees. Do not hang around in channels.	
	Local Reefs that sailors can hit	I,e,c	2	2	4	i/ m	Sailors to sail in and fix if possible otherwise rescue craft to rescue and tow ashore.	Sailors know the area well from pre-training clinics. Course area to avoid reefs/shallow water.	
	Hypothermia from cold	I,c	1	4	5	p	Sailor into RIB down low out of wind. Cover them in jackets and clothing. Get sailors ashore. See SOP at bottom of page.	Sail in spring or summer. Water temps are mild. Experienced sailors know what equipment to wear to stay warm. Ensure sailors don't spend too long swimming in water. Rescue craft to watch for tiredness.	
<b>People</b>									
Inappropriate clothing	I C	3	3	6	P	Give extra clothing. If severe, seek medical advice.	Sailors wear appropriate kit. Experienced sailors.		
Not enough food and water	I	3	2	5	P	Find spare food	Sailors be prepared. Spare water and muesli bar on gear boat		
Not obeying racing rules	C	3	1	4	M	Lose protest, learn rules	Sailors agree to sail by the rules		
Not obeying local rules	C	2	1	3	M	Learn rules apologize	Disclose local rules to sailors		
Lost sailor	I C	1	5	6	P	Find boat, contact emergency services, race committee, other coaches and sailors, start search	Take regular head counts at mark roundings. RET sailors to be notified to PRO and RC. Use check in and out system. Have good coverage of rescue craft around course		



Injury while towing	I C	2	4	6	P	First aid, if serious take boat off tow and get sailor inshore to medics asap	Hands to be kept clear of tow line while towing. When towing rescue craft to start tow slowly watching for the tow line to remain clear. Tow boat should have an observer
Sailor and boat blown out to sea	E I C	2	5	7	P	Locate boat, get upright, check sailors,tow in	Take regular boat count checks. Rescue craft to assist boat not in control or capsized. Ensure adequate number of rescue craft with sufficiently skilled volunteers on rescue raft

C C O A C H B O A T	Hazard or Causal Factor	Risk Injury (i) Credibility(c) Equipment(e) ) Surrounds(s) Finance (f)	L i k e l i h o o d	S e v e r i t y	P r i o r i t y	P r e v e n t i s o l a t e M i n i m i z e	Crisis Management	Prevention/SOP
E Q U I P M E N T	<b>Equipment</b>							
	Engine/Boat stopping	E I C	3	3	6	M	Suitable anchor on board Contact RC or shore manager	Always check and carry spare fuel before launching Boats to be regularly serviced
	Boat punctured by sharp object	E	2	3	5	M	Keep inflated with pump if hole is small. Remove and repair.	Avoid sharp parts of sailor's boats. Be aware of sharp parts on road trailer. Be aware of general public losing control of their boats when retrieving etc, predominantly their props.
	Anchor lost overboard	E F C	1	3	4	M	spare anchor or head into shore	Ensure the anchor is tied to rope and rope is tied to boat.
	<b>Environment</b>							
	Rough weather flipping boat	E F I C	1	5	6	P	Deploy lifejacket if nec. Put out anchor, access radio, stay with boat, wait for rescue.	Assess conditions accurately. In huge waves stay bow into waves or downwind. Avoid sitting beam on. If beam on keep eyes to windward.
	Boat damaged launching/retrieving in waves	E	3	2	5	M	Injured people first aid to hospital Check and repair the boat. Sea trial if major repair	Avoid where possible. Otherwise use sailors to help. On beaches, beach boats and winch trailer underneath. Keep head away from under the boat. When boat is coming in do not stand between beach and the boat.
	Boat filling up with water	E	3	2	5	M	Bail. Run boat ashore on beach	Have 2 forms of removing water (bailer, bilge pump, duck bills). check bung before launching.
	<b>People</b>							
	Coach falling overboard/drowning	I C	1	5	6	M	Deploy life jacket. Get back in the boat or get back to the boat.	Wear a life jacket or PFD at all times whilst afloat except for when momentarily changing clothing or if health or emergency requires. Kill chord to be worn at all times when motor is running
Driving irresponsibly	C	2	2	4	P	Apology or pay fine	Drive within harbour safety by laws & safety guidelines	
Breaking harbour rules	C F	2	2	4	M	apology	Rib drivers to have extensive boating experience	

Collision with other boats	E C F	2	4	6	P	Check for injury and damage.	Maintain constant visuals, understand right of way rules. Stay out of racing area unless rescuing
Boat run aground	E C F	1	3	4	P	Check the boat for leaks and seaworthiness. Repair.	Boat users know local area and have extensive boating experience.
Blown out to sea	I C	1	4	5	P	Put the anchor out. Contact police or coastguard. Wait for rescue	Always carry a suitable anchor with plenty of chain and spare rope. 2 forms of working communication. Spare fuel
Sailor injured while towing	I C	2	4	6	M	First aid. If major injury, get a sailor ashore to med centre or hospital. Leave boat to other sailor or rescue craft	Make sure sailors hands etc are out of way of tow line before accelerating. Make sure rope is running clear of all equipment. Attach a tow rope to suitable part of sailors boat and coach boat.
Wind gear broken	E	2	1	3	M	repair	Show coaches how to use and look after

R I B L A U N C H A N D R E T R I E V E b e a c h a n d r a m p )	Hazard or Causal Factor	Risk Injury (i) Credibility(c) Equipment(e) ) Surrounds(s) Finance (f)	L i k e l i h o o d	S e v e r i t y	P r i o r i t y	P r e v e n t i s o l a t e M i n i m i z e	Crisis Management	Prevention/SOP	
	<b>Equipment</b>								
	Boat coming off trailer while reversing	I, E, S, F,	2	2	4	P	Winch RiB back onto trailer, assess damage	Leave chain on rib until back of boat is in water	
	Unsuitable car getting stuck on ramp/beach	E	2	3	5	M	Tow the car off the beach with tractor	Use suitable vehicle for launching/retrieving scenario	
	Person hurt by reversing rib off trailer (engine etc)	I, C, E, S	2	5	7	M	Administer necessary first aid, Call club commodore	Rib driver to keep vigilant watch before pushing rib off trailer and into water. Ensure no one is behind the RIB while it is moving	
	Person caught between trailer and rib when retrieving	I, C, E, S	2	5	7	M	Administer necessary first aid, Call club commodore	Never let anyone get between the trailer and the boat	
	Engine damaged on ground	E	3	2	5	M	Call mechanic get fixed	Engine to be trimmed up appropriately when in shallow water	
	Pre-launch checks not done	E	3	3	6	M	Assess for damage, retire and fix boat	See launching SOP for pre-launching checks	
	Tractor causing beach erosion/ruts	S	4	2	6	I	Smooth out beach	Minimise tractor driving on beach to safe areas	
	Tractor sled dragging on road	E,S,F	2	2	4	M	Contact MBSC Commodore and then council to get repaired	Use trained tractor drivers, ensure tractor is working correctly	
	Injury due to lifting RIB trailers onto tow balls	I	3	2	5	m	Seek medical attention.	Use tractor to lift RIB trailers or jockey wheels. Use multiple people to lift heavy trailers	
	Tractor hitting boats	E, F	2	4	6	M	Advise Regatta Director	Assess access to ramp and clear of obstacles before reversing. Turn the radio off for hearing. Reverse slow. Keep vigilant, look out.	
	Tractor not working correctly, ie brakes and tow bar lift damaging RIB trailer	E	2	3	5	M	Advise Regatta Director	Maintain a regular maintenance or tractor or checked and tested prior to extensive use.	
	RIB trailer coming off tow ball and damaging trailer	E	3	3	6	M	Advise Regatta Director	Ensure RIB trailers are fitted correctly to tow bar	
	RIB trailer parking upsets local users	C, S	3	4	7	P	Advise Regatta Director	Assign a designated RIB trailer parking area	
<b>Environment</b>									

Sand and salt water in tractor and RIB trailers	E	5	2	7	M		Keep vehicle out of water, Allow for surge and tide, Wash vehicle and RIBs after use
Boat getting caught out of control in waves	I, E, C	4	3	7		Beach the boat First aid in necessary Winch boat onto trailer	Where possible try to launch from calm location. In case of waves use full awareness and drive in on back of wave as per training.
Tractor reversing or driving into people	I,c,f	2	5	7		Attend to person, first aid, follow SOP at bottom of page	Use experienced tractor driver. Driver to keep vigilant look out at all times. Tractor to be driven slowly
<i>People</i>							
Reversing into person, animals or equipment while approaching water	I, C, E, S, F	2	5	7	M	Administer necessary first aid, contact Regatta Director	Assess access to ramp and clear of obstacles before reversing. Turn radio off for hearing. Reverse slow. Keep vigilant look out.
General public under skilled crashing into our equipment in their boats	I, E, F,S	2	5	7	M	Contact Regatta Director	Watch public. Give them extra room where possible
Boat damaged or injury when retrieving in waves	E, F, C, I	3	5	8	M	Ensure the safety of people then beach the boat	If possible use extra people. On a beach drive boat up beach and then winch trailer under boat, hook up and tow away.

## RELEVANT EMERGENCY CONTACT NUMBERS

**New Zealand**

**All Emergency Services 111**

**International VHF Emergency Channel**

**Channel 16**

**Regatta Channel**

**Channels 77 and 17**

**Local coastguard contacts VHF channel 16**

**Rothesay Bay Fire Station 111**

**Browns Bay Police Station 111**

**Murrays Bay Tower either over VHF or CELL Ph 021 242 6272**

**Process for significant emergency/incident:**

1. Contact Murrays Bay Tower
2. Murrays Bay Tower to arrange emergency services
3. Murrays Bay Tower to nominate 1 person to handle injured person and stay with them full time
4. Murrays Bay tower to contact Duty Officer
5. Duty Officer to contact families.

## **Safe Operating Procedure**

### **Rib Use guidelines:**

- Maintain constant visuals, understand right of way rules
- Under 5 Knots within 200m of shore
- Lifejackets on whilst afloat.
- Kill chord on when engine is running
- Monitor VHF designated channels for emergencies
- Call in and out to tower, (call sign and no. of people on board POB)
- Keep wake down
- Stay out of course area unless rescuing

**Any mechanical issues contact Murrays Bay Tower (vhf call sign 'Tower')**

### **Pre-launch Check**

- Tubes are properly inflated
- Bungs are properly fitted
- Propeller looks good
- Adequate fuel and spare fuel
- Anchor and line
- Lifejackets for every person on board
- VHF radio working and checked or handheld

- Rescue tape (to tie to boat if sailors removed)
- Second form of backup communication. (e.g. cell phone in water proof case)
- Tow Rope
- Sign out RIB on AssetTiger App

**Launching of RIB;**

- Keep a constant look out for sailors and public
- If RIBs are kept on shore, team up with tractor operators, you must assist with putting RIBs in the Water. Reverse trailer into water and float boat off (Team up with other rib operators)
- Return trailer to top of beach on soft sand or back to clubhouse

**Retrieving RIB; (everybody working together will make this simple)**

- If RIBs need to be brought ashore. Bring boat into shallows and hold in place
- Winch trailer under rib by hand in the shallows, be quick so that the wheels don't sink in.
- Pull RIB and trailer up onto hard sand to be picked up by tractor etc
- Lower drain flaps and pull out bung
- Assist tractor driver with trailer hook up and removal back at the club
- Sign in RIB on Asset Tiger App, reporting any repairs required

**Rescue of Injured sailor Emergency;**

1. Get sailor out of water and into RIB (first aid, CPR if necessary)
2. Contact Murrays Bay Tower immediately and give;
  - i. **sailors name**
  - ii. **injury**
  - iii. **your location relative to the course**
3. Leave the sailors boat and get ashore immediately.
4. Contact the Race Committee or Tower with details of the capsized boat.

**Rescue and Towing for sailor without injury;**

- Get sailors out of water promptly
- Stow sails and equipment securely to allow for towing
- Attach tow line to structurally strong area on both rib and sail boat, preferably with knots that can be released under load
- Start tow slowly ensuring hands are free from tow line
- Tow at an appropriate speed
- **Notify RACE Committee of boat being rescued and taken ashore**