

Emergency Plan & 'How To' Aids

1. Introduction.....	2
2. Roles and responsibilities	2
3. Emergency Priorities.....	2
4. Recovering a person in the water	
4.1 Person <u>able</u> to use stern ladder (port side)	3
4.2 Person <u>unable</u> to use stern ladder	3
5. Abandoning or anchoring the Laser when person rescued	4
6. Getting assistance from other boats in the vicinity	4
7. Providing assistance in other boating incidents	4
Emergency & Handy Contacts.....	4
 <u>'How to' Aids:</u>	
1. 'First Aid Officers'	5
2. 'Recovery Sling'.....	6
3. '000' calling an Ambulance	7
4. 'Ambulance Pick-Up Locations'	8
5. Basic Life Support ('DRSABCD' including CPR).....	9
6. 'Defibrillator' (AED).....	10
7. 'Hypothermia'.....	11
8. 'VHF Radios'	12
9. 'Marine Rescue NSW'	13
10. 'Abandoned Laser'.....	14
11. Tow a Laser.....	15
12. 'Incident' Reporting.....	16
Notes.....	17

1. Introduction

This document provides guidance for the **'Race Committee Boat' crew (i.e. Race Officer (RO) and Race Assistant (RA)) for emergency incident management and must be read prior to rostered Race Day duties**. A number of the **'How To Aids'** also support in dealing with emergency incidents if they occur at the Club.

2. Roles and responsibilities

The RO is responsible for directing all 'on-water' operations during an emergency incident.

Before leaving the Club, the RO is responsible to;

2.1 Ensure that the following Safety items are on the 'Race Committee Boat';

- **Mobile Phone** - At least one mobile phone (well charged) for emergency use.
- **Black Support Boat Satchel** (make sure a copy of this **'Emergency Plan & How To Aids'** is inside the satchel).
- **Handheld VHF Radio** – make sure a VHF radio is inside the 'Black Support Boat Satchel' and that the battery is fully charged.
- **First Aid kit** - check the First Aid kit is in the box under the boat driver's seat.
- **Life Jackets** – check that 2 life jackets are located in the box under the driver's seat.
- **Recovery Sling** – place in the bottom compartment of Driver's console near battery.
-

2.2 Ensure that RO and RA have agreed who will be the 'Driver' and who will be the 'Assistant' ('Asst') during any on-water Incident, and that both are familiar with the 'Emergency Plan & How To Aids'.

On the water the RO and RA are responsible (along with all competitors as per the 'Sailing Instructions') for being **vigilant** and **constantly monitoring** the fleet for potential incidents, boats sailing erratically, drifting upside down, or competitors signalling for assistance - and the weather. **RO's should be ready** to take command, action and render assistance quickly in need (RRS 1.1).

It is recommended that both RO & RA **wear a life jacket at all times and certainly if the forecast weather and sea state conditions increases the level of risk and potential for a rescue**. It is good practice to wear your normal sailing life jacket which is likely more comfortable. If for any reason you are **alone in the boat you must, by law, wear a life jacket**.

In an Incident a 'First Aid Officer' (FAO) can be contacted to assist in need (Refer to the **FAO list in 'How to #1'**). If time/circumstance allows the RO may get an FAO on board (or swap RA with an FAO).

Don't hold up a rescue waiting for an FAO to arrive - time and professional medical help is critical.

In an emergency every second is critical - it may be best to **'Dial 000', start CPR, and proceed to shore** as fast as possible with the recovered person **without any delay**.

Commodore and/or Vice Commodore will endeavour to assist with rescue activities, and will contact the injured person's emergency contact person as appropriate. There is a 'Members Contact List' (with **Partner/Emergency Contact details**) in a 'sealed confidential envelope' in the 'Support Boat Satchel'.

After the Incident - Commodore and/or Vice Commodore are to ensure an **RMS Incident report** (and AMSA Incident report in need) is lodged in terms of Statutory requirements (refer '**How to #12**').

3. Emergency Priorities

- **The #1 priority is people safety**, not boats (others can grab boats, pick up later).
- Always **check for danger** to yourself, crew, and then the injured competitor.
- **RO to plan and advise RA** what actions you intend to take, so RA can provide support.
- **Quick action** is essential – people lose condition and strength very quickly in cold water.
- There is an extremely **short recovery window** for incidents like drowning (3-5 mins) and heart attacks (5-10 mins), and hypothermia needs quick attention.
- **If person is unconscious, injured, showing signs of hypothermia or distress they should be recovered from the water, or from their Laser as quickly as possible**, their condition assessed, and assistance called asap, and action commenced immediately as needed
- (Refer '**How to #'s 4, 5 & 6**').

4. Recovering a person in the water

4.1. Person is able to use the stern ladder (aft port side).

- Driver** - Approach the person **from downwind** with person to **windward port side**
- **Slow on arrival**, use neutral
 - Be aware of **propellor danger** - **stop motor before person reaches the stern** of the boat by pulling the kill switch
 - **Use anchor in need** if any danger of drifting into a lee shore, rocks, dangers
- Asst** - **Lower** the stern ladder
- **Be prepared to grab hold of the person** to avoid the boat blowing away from them and guide them to the ladder in need
 - **Assist person** up ladder in need, trying to keep weight in the middle of the boat
- Both** - **Assess condition of person** (watch for Hypothermia, refer to '**How to #7**') and take appropriate action.
- At all times **take care to maintain weight balance** in the boat.

4.2. Person is unable to use the stern ladder.

Use the **Recovery Sling** to recover the person from the water. Refer to '**How to #2**'.

5. '**Abandoning**' the Laser (and Race) - when person rescued

As per point 3. above your **priority is the person being rescued**.

If the person is in a serious condition or injured, immediate emergency medical assistance is the priority, Dial '000' for an Ambulance, follow Operator instructions, get person to shore for attention as required. Refer 'How to #'s 3, 4 & 5**'.**

Laser rescue is secondary.

To **avoid distractions**, you may need to tell another person to deal with the abandoned Laser and to also pass the word around that there has been an emergency and that **racng has been abandoned** (at least until the emergency incident is over).

Don't waste time with 'abandon race' flags in an emergency, **deal with the emergency**. Refer **'How to #10** for how to deal with an abandoned Laser.

6. Getting assistance from other boats in the vicinity

It may be an option for the RO to call or signal to nearby boats for additional assistance. Try VHF contact if the opportunity for assistance warrants (refer **VHF Channels** in **'How to #8'**). It remains the RO responsibility to make this decision at the time and depending on circumstances.

7. Providing assistance to other boating incidents

If rendering assistance to a person from other fleets these guiding principles may be applied until the relevant Club or emergency services take over control and management.

List of 'How To' Aids;

1. Identify a MHASC First Aid Officer
2. Use the Recovery Sling
3. Call '000' and an Ambulance
4. Select an 'Ambulance Pick-up Location'
5. Apply Basic Life Support ('DRSABCD' including CPR)
6. Find & Use a 'Defibrillator' (AED)
7. Treat 'Hypothermia'
8. Use a 'VHF Radio'
9. Use 'Marine Rescue NSW'
10. Deal with an abandoned Laser
11. Tow a Laser
12. Report an 'Incident'

Emergency & Handy Contact Phone Numbers

Emergency Services (Ambulance, Police, Fire)	000 (24 hrs)	
NSW Water Police	000 (24 hrs)	1800 658 784 (24hrs)
Marine Rescue NSW	9450 2468	
Mosman Police	8855 8900 (24 hrs)	
Royal North Shore Hospital Emergency Department	9926 7111 (24hrs)	
North Shore Private Hospital	8425 3000	
Health Direct After Hours (Free Aus Govt GP/Nurse telehelp)	1800 022 222 24hrs)	
Marine Rescue Middle Harbour (Weekends Only)	9969 3270	
Middle Harbour Yacht Club	9969 1244	

MHASC Location details; On the Middle Harbour foreshore at Parriwi Head and south of MHYC.

Access: From Council car park in front of MHYC, via laneway alongside the MHYC Club building.

Nearest crossroads; Council Car park entry MHYC side, at the traffic lights corner of Spit Road and Parriwi Road, Mosman.

GPS location: : S 33.80811 E 151.24803

First Aid Officers

First Aid Officers (FAO's) have completed at least a First Aid Medical Certificate programme;

- Vanessa Dudley Sail No. 206416, 199098
- Graham Jennings Sail No. 209528
- Rob Lowndes Sail No. 211584, 197530, 216357
- Diane Sissingh Sail No. 202968, 215574
- Jenny Danks Sail No. 207451, 217550

In the event that any of the FAO's spot an incident **they will attempt to go straight to the person requiring assistance and await the 'Race Committee Boat' arrival, or go straight to the 'Race Committee Boat'** if the person has been recovered from the water and offer assistance.

In an emergency incident, if the person has been recovered from the water and requires ambulance pick-up **the 'Race Committee Boat' should call '000', start CPR in need, and proceed directly to the selected 'Ambulance Pick-up Location'** as quickly as possible (Refer 'How to #'s 3 & 4').

In these circumstances they shouldn't wait for an FAO to arrive if not already present - **time and professional medical help is critical.**

FAO's can follow the 'Race Committee Boat' and assist on shore in need.

Recovery Sling

- Driver** - Approach person to be rescued from downwind and to the starboard side of the boat.
- Recovery Sling 'Attachment Points' are large stainless steel hoisting eyebolts on top of Starboard Gunwale fore & aft).
 - Advise Asst to prepare the SOS Recovery Sling immediately it becomes apparent that the person being rescued is unable to climb the stern ladder.
- Asst** - Clear the floor forward and starboard side of the Driver's Console.
- Relocate any equipment behind the Driver's seat.
 - Retrieve the Recovery Sling from the bottom of the Console.
 - Unzip the Recovery Sling, unfold it along the Starboard side floor.
 - Attach Sling ends to the 'Attachment Points' on the Starboard gunwale.
 - Hook the 2 mid 'Attachment Hooks' under the Starboard gunwale.
 - Place the middle 'grey rope' across the Driver's seat for the Driver to assist in lifting.
 - Ensure the Sling is untangled, ready for lowering into the water for use.
 - Lower the recovery sling into the water as the boat stops on reaching the person to be rescued.
 - Grab the person by the life jacket.
 - Guide the person head first and face up from the boat's aft end into the middle of the Recovery Sling.
- Driver** - Slow on approach, use neutral, then Stop motor with 'kill switch' when Assistant has hold of the person.
- Important – Driver needs to stay on Port side of boat to maintain boat balance.
 - Grab middle grey rope to assist pull person from water in need.
- Asst** - Pull 'grey rope' to grab the base of the white ladder webbing
- Use the white ladder rungs as 'haul up' handholds to quickly haul/roll the person up to the gunwale.
 - Ensure the person remains face up until roll up commences.
 - Gently roll the person into boat, maintain hold at all times.
 - Brace person with your body and knees to lower gently to floor.
 - Ask Driver to assist with lowering legs and feet onto boat floor at the same time.
 - Driver needs to be careful to maintain boat balance in the process.
 - Move person to starboard bow section of boat.
 - Locate their head close to anchor compartment to give room for you to apply CPR.
 - Commence 'DRSABCD' Action (Refer 'How to #5').
 - Advise Driver if Triple Zero '000' required.
 - Continue CPR until Emergency Services takeover.
- Driver** - Call Triple Zero ('000') for an Ambulance (Refer 'How to #'s 3 & 4').
- Drive as quickly as possible to the nearest 'Ambulance Pick-Up Location';
 - A). Balmoral Baths Wharf if in Hunter Bay/The Sound area; or
 - B). MHYC 'Wharf 'B' if North of Wyargine Point, nearer MHASC

'000' calling an Ambulance

Knowing how to call Triple Zero (000) in an emergency can be the difference between life and death.

There are a few simple steps to take when making a Triple Zero (000) call:

- Dial **'000'** or Call via the **'Emergency Plus App'** if you have it installed on your phone.
- Stay calm. Speak slowly and clearly at all times.
- A Telstra operator will ask you if you need Police, Fire or Ambulance.
- Ask for **AMBULANCE**.
- You will be connected to an Ambulance Control Centre
- The Service Operator will ask you a standard set of questions.
- Answer the questions to the best of your ability.
- **Be prepared to explain your location and the best 'Ambulance Pick Up Location'** (at MHASC if on land or Balmoral/MHYC if 'on the water' – See **'How to #4' – Select Ambulance Pick Up Location**).
- **Don't hang up** until the operator has confirmed they have all the information they need.
- If possible **have someone wait outside at a prearranged meeting point or in a prominent location for emergency services** to arrive to assist them to locate the emergency.



Emergency Plus emergencyplus Developed by Australia's Emergency Services and partners

It is strongly recommended that all MHASC members have the Emergency Plus App downloaded onto their mobile phone. Download link; [Emergency+](#)

Simply touch the '000 Emergency' symbol to dial '000'. The App has **built in GPS location** which is instantly available to the Service Operator and invaluable in both on water and on land emergencies.

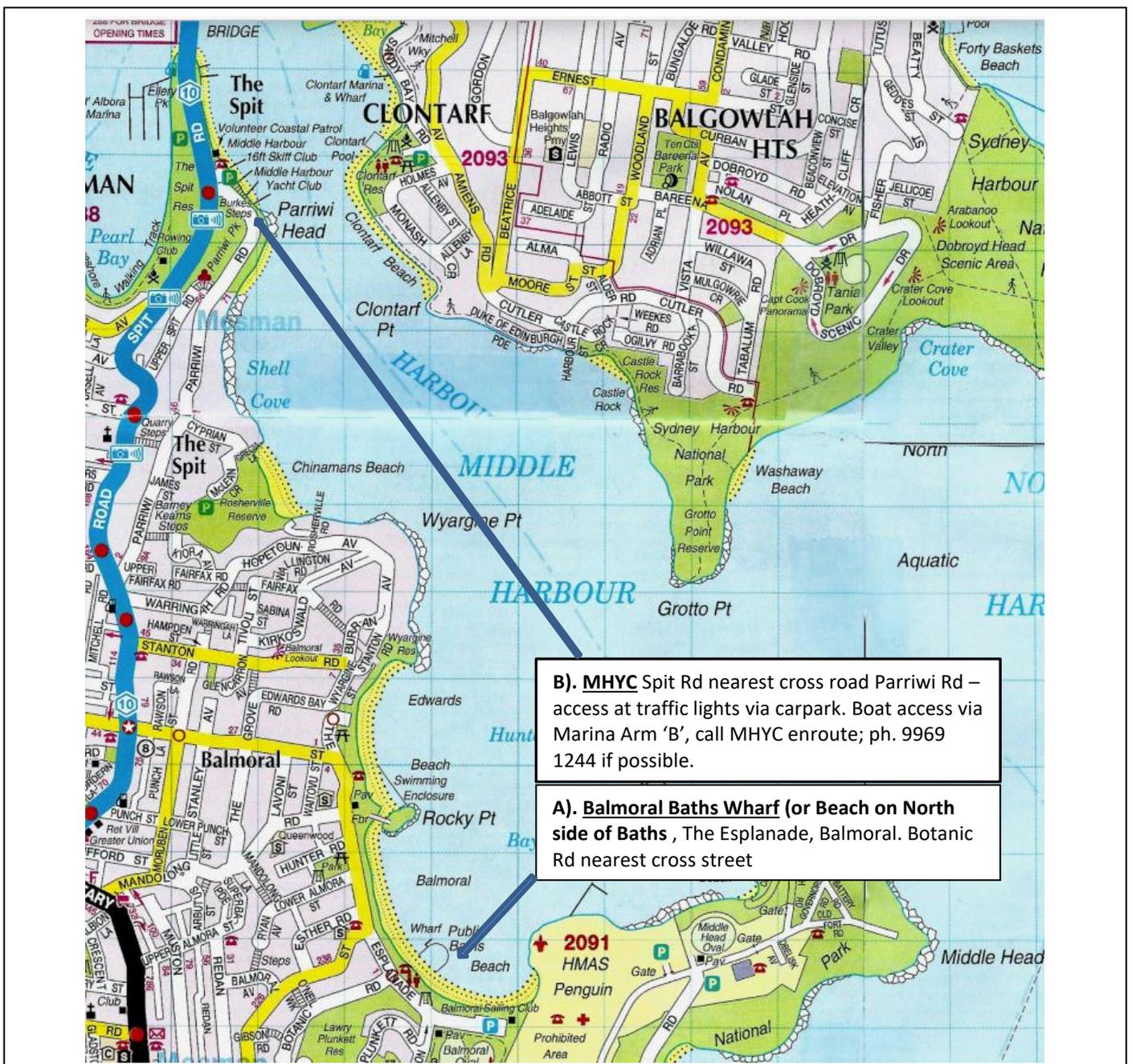


Ambulance Pick Up Locations’

Determine closest **pick up** location (A) Balmoral Baths. or (B) MHYC - see below, head straight to it. MHASC is **only used for incidents at the Club** – it’s much harder to access and find.

Triple ‘000’ Operator will discuss ‘Ambulance Pick-Up Location’.

Operator may ask for **nearest cross roads** to the agreed ‘pick up’ location....



'Basic Life Support'

Read in conjunction with 'How to #6'

ANZCOR GUIDELINES

Basic Life Support



FLOW CHART

D

Check for DANGER

↓

R

RESPONSIVENESS?
(Unconscious?)

↓

S

SEND for help.
Call 000

↓

A

Open AIRWAY

↓

B

Check for BREATHING

↓

C

Start CPR
30 Compressions : 2 Breaths

↓

D

Attach Defibrillator (AED)
as soon as possible and
follow its prompts

ZOLL® AED PLUS® WITH REAL CPR HELP®



"Check RESPONSIVENESS"



"CALL for HELP"



"OPEN AIRWAY"



"CHECK BREATHING"



"Attach Defib pads to patient's bare chest"



"Don't touch patient, ANALYSING"



If SHOCK advised
"PRESS FLASHING SHOCK BUTTON"



If no SHOCK advised and after SHOCK delivered "START CPR"

Cycles of 30 compressions and 2 breaths should be delivered until the AED advises you to STOP or until professional help arrives or victim starts to move

www.zoll.co.nz • 0508 965 563
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Defibrillator (AED)

Read in conjunction with 'How to #5'

AED LOCATIONS

- **A). Balmoral Baths Wharf** – AED located on the wall outside the Balmoral Swimming Club, located between the Public Dining Room Restaurant and the Café.
- **B). MHYC Wharf 'B'** – AED located in the Reception area downstairs.
- **MHASC** – AED for incidents at the Club, located on the wall, right hand side of the kitchen fridge, and facing the dinghy storage area - near the 'Green AED' sign.

MHASC AED is **not carried on the 'Race Committee Boat'** due to only 2 persons on board, and the risks associated with use in extreme wet, metallic, cramped environment.

Rescue priority is to get the person to shore as quickly as possible, while maintaining CPR constantly until Emergency Services arrive. AED can be applied when on shore.

Different make/model AED's effectively follow the same procedure and spell out the 'instructions' on the electronic screen. Some (e.g. MHASC AED) may also deliver voice commands to the operator.

INSTRUCTIONS

The priority in an Emergency Incident is to follow 'DRSABCD' and quickly start CPR in need.

The AED can be used when a suspected cardiac arrest victim has an **apparent LACK OF CIRCULATION** indicated by **unconsciousness or absence of normal breathing.**

Don't wait for an AED before starting DRSABCD, and CPR in need.

For 'on water' incidents it is likely that the person will need to be raced as fast as possible to the nearest 'Ambulance Pick Up' Location (refer '**How to #4**) and taken ashore **before an AED can be applied.**

It is imperative that CPR is commenced as soon as the person is retrieved and continued until the AED can be applied (when the person is on a firm relatively dry surface – wharf, beach, etc) **and the AED is 'ready to analyse the patient'.**

Time is critical - each that minute passes survival chances diminish by 10%.

Do not use AED when patient is **conscious or breathing.** *See over page....*

One person needs to take charge of directing the AED use, listening carefully to the instructions, acting quickly, providing clear directions.

Another person should be continuing CPR constantly, only pausing when the AED instructs to the effect 'don't touch the patient' or 'stand clear'.

Before applying the AED (based on the Club's ZOLL Automatic, however all AED's similar) ;

- check the 'green check is showing (left hand bottom corner) of AED
- turn unit on immediately (right hand bottom corner button).
- remove clothing from the persons chest (use scissors in AED pack in need)
- dry chest (towel in AED bag), shave AED pad locations if excessively hairy (shaver in AED pack)
- apply AED pads (**as per AED electrode pads package instructions**)

AED in process;

- The AED should now say '**Don't touch patient analysing**' – **no one is to touch the patient!**
- **The AED will then say;**
 - '**No shock advised**' – in which case **CPR should be continued** until the AED again analyses the patient (about 2 minutes) or,
 - '**Don't touch patient analysing**' 'Give **STAND CLEAR** clear warning' '**DO NOT TOUCH** patient' 'Shock will be delivered in three, two, one' 'Shock tone beeps (and central heart indicator light flashes)', 'shock delivered'. After shock delivered **CPR should be continued immediately** and until the AED again analyses the patient (about 2 minutes).

Continue CPR and AED process until Ambulance arrives.

Hypothermia

Warning Signs

When the body temperature falls, **early warning signs** may include:

- Feeling cold
- Shivering
- Clumsiness and slurred speech
- Apathy and irrational behaviour

As the body temperature continues to drop, **signs to look for** include:

- Shivering usually stops
- Pulse may be difficult to find
- Heart rate may slow
- Level of consciousness continues to decline

As the body temperature drops below 30°C, warning signs include:

- Unconsciousness
- Irregular heart rhythm

Treatment

If someone is showing the signs of hypothermia it is imperative you follow the '**DRSABCD**' plan immediately – see '**How to #5**'.

Once you have applied DRSABCD you must **follow these steps for hypothermia treatment**:

1. Move the person to a warm, dry place (sheltered from wind and rain) asap
2. Handle the person gently when moving
3. Avoid excess activity or movement
4. Keep the person in a **horizontal** position
5. Remove any wet clothing asap, replace with dry clothing asap
6. Place the person in a blanket. There is a '**Space Blanket**' located under driver's seat on the 'Support Boat' and a **blanket in a sealed plastic bag at the Club in the Briefing Room** (plus some pillows on the white cupboard upstairs if required).
7. **Cover the head** to ensure as much body warmth is retained as possible
8. If conscious **give the person warm drinks (NOT alcohol)**
9. **Provide warmth** to the person with hot water bottles or heat packs to the neck, armpits and groin
10. **If hypothermia is severe, call '000'** (Refer '**How to #'s 3 & 4**').
11. **Stay with the person** until medical aid arrives

Source: St John Ambulance

VHF Radio

MHASC has 2 hand held GME Gx620 VHF radios which can be used to;

- **Contact other Club's boats** organising races in the same area and/or in the event of any problems, issues, or if assistance is required – no phone numbers required!
- Make '**Channel 16**' calls to **Marine Rescue or the Water Police** for on water assistance.

Operating the Handheld VHF is simple, you only need to know the following functions;

1. Power On/Off/Volume Control – To 'Power On' and/or increase speaker 'Volume' twist the knob on top of the handheld clockwise. Turn anti-clockwise to 'Power Off' or decrease the 'Volume'.
2. Reset the VHF at any time by turning it off and on again if you get stuck at any stage.
3. Changing Channels – The Channel you are listening to is shown on the LCD screen. This may be 'Channel 16' (the distress calling channel) or the last 'Channel' used. For 'Channel 16' simply push the red 'Channel 16' button. For other Channels use the 'arrow up' and 'arrow down' buttons to scroll up or down through available Channels.

4. Talking on the VHF – With channel selected, press and hold the large '**Push To Talk**' (PTT) button on the left-hand side of the radio to talk to others. **Release the 'PTT' button** to hear replies or others talking on the same channel. Talk in short intervals.

5. Making 'Mayday' Calls - In a serious Emergency (including when you/others are in '**grave or imminent danger**') you can make a '**Mayday**' call on **Channel 16**.

- **Push the PTT and repeat 'Mayday' 3 times, state Vessel Name ('This is Vessel 'Colin Cain''), give your position, very briefly state situation, and call 'Over'**.

- Listen for response. No reply doesn't mean you haven't been heard however if nothing heard repeat again. ***Etiquette; Keep conversations brief and no bad language – you are on the air!***

Useful Channels (Channel 16 is for 'Marine Rescue/Distress Calls' only)

Marine Rescue Sydney (preferred*)	Channel 16	(Phone: 9450 2468)
Marine Rescue Middle Harbour	Channel 16	(Phone: 9969 3270, weekends only) *
Sydney Water Police	Channel 16	(Phone: 9320 7499)
Middle Harbour Yacht Club	Channel 72	(Phone: 9969 1244)
Middle Harbour 16' Skiff Club	Channel 71	(Phone: 9932 4600)
Port Authority of NSW	Channel 13	
General communications	Channel 77, 73	

**Marine Rescue Middle Harbour may be out on the water and not able to answer their phone, however may respond to VHF if nearby.*

Race Committee Boat Vessel Details if Marine Rescue or the Water Police ask;

- **Vessel Name:** 'Colin Cain'

- **Vessel Registration #:** 54891

- **Vessel Description:** 16-foot white aluminium dinghy with outboard, MHASC logo on side.

** Refer to '**How to Find Your GPS Location**' in the box at the bottom of '**How to #3**'.

Marine Rescue NSW

Calling '000' is always the best first option in a **medical emergency** (Refer 'How to #3').

'000' will direct the Ambulance response and any rescue operation (incl Water Police in need or Marine Rescue) as necessary. In a significant incident **if the Water Police become involved**, they may take over the response and rescue operation.

Marine Rescue is a volunteer service always willing to assist with boat rescue/recovery issues including where people may be potentially at risk of injury or requiring assistance. Marine Rescue vessels carry medical lifesaving equipment including AED and oxygen, and the volunteers have life saving qualifications.

If a mobile phone is not available or working, Marine Rescue (and/or other nearby boats) can be reached on VHF Channel 16 (Refer 'How to #8') and they can initiate help or a '000' Emergency Call in need.

Marine Rescue Sydney is the 'Command Centre' at Terrey Hills operating 24hrs a day/7 day a week and can be reached on Channel 16 or via phone: 9450 2468 at any time.

Marine Rescue Middle Harbour only operate on weekends - they may be available or maybe away from their base and on the water patrolling, training, or involved in a rescue.

For Marine Rescue assistance it is always best to **phone Marine Rescue Sydney** and they will initiate a response with the local Marine Rescue patrol or Water Police that is best placed to assist at the time.

If the call was made on Channel 16 nearby Marine Rescue/Water Police units (and any other boats in the vicinity monitoring VHF) may well have heard the call and be responding.

Marine Rescue Middle Harbour address is 239 Spit Road, Mosman.

If they are involved in rescue they may take the person there for Ambulance pick-up.

It is an easy ambulance access point with a small beach area and wharf - and will likely be easier for an Ambulance Crew to find.

Abandoned Laser

As outlined in Section 3. **the rescue priority is people**, not boats!

You may need to **delegate the abandon Laser process** to someone else so you are not distracted from dealing with the medical emergency.

'Abandon' Laser process to be followed in need is;

- Anchor the Laser or fasten to a mooring, if convenient.
- Tie 'red & white danger tape' ribbon on the Laser bow - which signals to other rescue boats that the skipper is safe. A roll of 'red & white' tape is in the compartment under the 'Support Boat' Driver's seat.
- If the Laser is capsized, tie the 'danger tape' between the rudder and centreboard.
- Where possible write on the boat that the 'skipper has been removed'. A permanent marker is also located under the Support Boat Driver's seat.

It may be possible to get assistance from Marine Rescue (refer 'How to #9') or someone else nearby to assist with the Laser recovery.

Tow a Laser

As outlined in Section 3. **the rescue priority is People**, not Boats!
On occasions however it makes sense to tow a Laser or several.
The Laser mainsheet can be removed and used as a tow rope.

Towing one boat

The person aboard the Laser is to;

- Wrap one turn the tow rope ('mainsheet') around the lower mast (importantly just above the deck) and keep hold of the secured end.
- Hand the rest of the mainsheet to the 'Support Boat'.
- Do not tie the tow line to the bow eye fitting (not strong enough) or other fittings.
- Ensure centreboard is fully down and rudder fitted and down to assist steering.
- Sit centrally in the Laser, let the sail flap freely, 'steer' the Laser, keep the boat flat and upright.

Towing two or more boats (Maximum 6 boats recommended)

If you are to be;

1. Towed directly behind the 'Support Boat' then;

The process is the same as for 'One Boat' above

Or

2. If you are to be added to the tow behind another Laser then;

- Secure the tow rope around the lower mast importantly just above the deck.
- Keep hold of the secured end and hand the mainsheet to the Skipper of the Laser that you are to be towed behind.
- The Skipper will tie your line to the end of his/her tow line (not around his/her mast).
- Sit centrally in the Laser, let sail flap freely, 'steer' the Laser, keep the boat flat and upright.

3. If you are to be in the 3rd row of boats being towed;

A third boat could be added to the second boat in a similar fashion.

Support Boat Driver Instructions

Extreme care is required preferably by someone who has experience to direct this.

When the boat(s) is(are) connected and secured **gently take the slack out of the tow line(s).**

Accelerate carefully and gently to **eventually just reach planing speed - no faster.**

One person on the 'Support Boat' needs to **maintain watch** on the towed boat(s).

Similarly **take great care when slowing** and **warn the boat(s) being towed prior to slowing.**

Incident Reporting

Penalties apply for not reporting an accident to NSW Maritime.

As the 'Support Boat' is classified by AMSA as a 'Domestic Commercial Vessel' there are additional reporting conditions.

1. What to do in case of an accident

If a boating accident occurs the master of the vessel must:

- Stop the vessel immediately
- Give any assistance which may be necessary
- Produce any boat or PWC driving licence required to be held
- Give details to any person having reasonable grounds for requesting them (e.g., other persons involved in the accident)
- Details must include the master's name and address as well as any distinguishing number which is required to be displayed on the vessel (e.g., registration number or permit number).

If requested by a Roads and Maritime Officer or any NSW Police Officer, provide the following:

- Full identification
- Time, place and nature of accident
- Name and registration number of every vessel involved in the incident
- Name and address of every person who was concerned with or witnessed the accident
- Extent of any injury or damage resulting from the accident
- Produce a boat driving licence or Certificate of Competency.

A completed **Recreational Vessel Incident Report form** (available on RMS website) must be forwarded to Maritime within 24 hours setting out the particulars of the incident if one of the following applies:

- The incident has resulted in the death, or injury to, a person
- The incident has result in damage in excess of \$5000 to a vessel of any other property
- Damage or risk to the environment has occurred.

If the incident involved the 'Support Boat' (A 'Domestic Commercial Vessel') then an AMSA 'Domestic Commercial Vessel Incident Form' must be completed and forwarded to both AMSA (reports@amsa.gov.au) and (maritimeincidents@rm).

These forms are not required to be completed if the details have already been given to a Roads and Maritime Officer. Refer website; <https://www.rms.nsw.gov.au/maritime/safety-rules/incidents-emergencies/incident-reporting.html>

Notes: