

RAHRC Waterfront Procedures and Responsibilities



Final version 1 (From accepted draft V 17)

04 February 2017



RAHRC Waterfront Procedures and Responsibilities



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Document revision information

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Custodian: PDORC Club Manager

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- PDORC Club Management and Main Committee Members
- PDORC RAHBC Committee Members
- PDORC CSP personnel
- PDO Coastal LECC and LEBC
- PDO UIT/4 – Port Authorities
- RAHBC Commodore
- RAHRC Diving Section
- RAHRC Fishing section
- RAHRC Disseminated on the RAHRC Web Site

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Date: PDORC MSA	Date: PDORC Vice President	Date: PDORC President



List of abbreviations

AG	Al Ghuraibi
BSAC	British Sub-Aqua Club
CRB	Captain of the Rescue Boat
CSP	Club Safety Post
CSPC	CSP Contact
CSPP	CSP Personnel
DO	BSAC Dive Officer
FO	RAHRC Front Office
GPS	Global Positioning System
LEBC	Local Emergency Base Controller
LECC	Local Emergency Control Centre
MSA	Club Maritime Safety Advisor
PDORC	PDO Recreation Club
RAHRC	Ras al Hamra Recreation Centre
RB	Club Rescue Boat
ROP	Royal Omani Police
SAR	Search and Rescue
SCB	Sailing Committee Boat
SSR	Sailing Support RIHB
VP	Club Vice President
WASAR	Water Assistance and Search and Rescue



Statement of objective

This document clarifies responsibilities and procedures for RAHRC water based activities. It will enhance the safety of club members, their guests and club staff and will safeguard club assets.



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1. General Safety Procedures. The responsibility for safe water based activity remains with the person exercising this activity. Parents must supervise their children. Club members are to supervise guest during their stay at the club.

These RAHRC guidelines are to be followed at all times. Neglecting these RAHRC guidelines may have consequences as defined by club management.

1.1 General club waterfront principles. All users of the club waterfront must adhere to following guidelines:

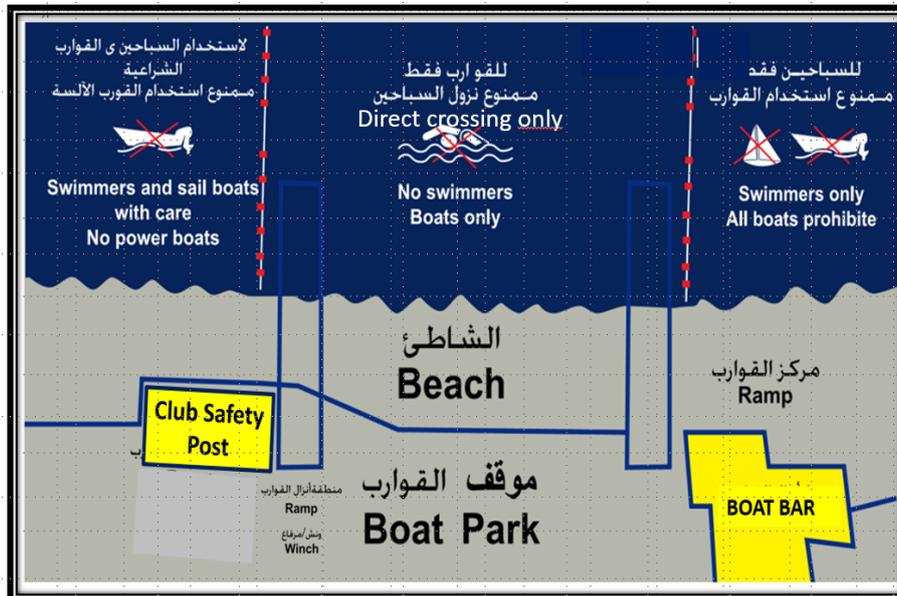
- a) Follow safety directions of Club Safety Post (CSP) signs and personnel.
- b) Only members older 16 and older are allowed to book club assets. Adult club members may book club assets for their children however remain fully responsible for their children's activity.**
- c) Treat club staff with respect.
- d) Do not abuse or deliberately misuse club property.
- e) Sign club assets in and out at the CSP before and after use.
- f) Correctly clean, and correctly store club property after use.
- g) Immediately report any damage.
- h) Respect the PDO operations area. The PDO pilot harbour is not an extension of the RAHRC and may only be used in case of an emergency.
- i) Respect swimmers. Swimmers always have right of way.
- j) Clean up ! Users are responsible for their own waist.**

1.2 Division of the bay. To ensure safe use of the RAHRC waterfront by multiple activities, the club bay has been divided into three sections. Power boats are only allowed to use the centre section. Although sail boats are allowed to use centre and West section of the bay, they shall always provide a wide berth to swimmers and proceed at a safe speed approaching the beach. Under no circumstances, other than rescue operations, may powerboats proceed into the Western bay area, however, the small club rescue boat may assist Topper and Optimist training in the western portion. Swimmers are allowed to use the centre section of the bay for direct crossing to east or west beach only.

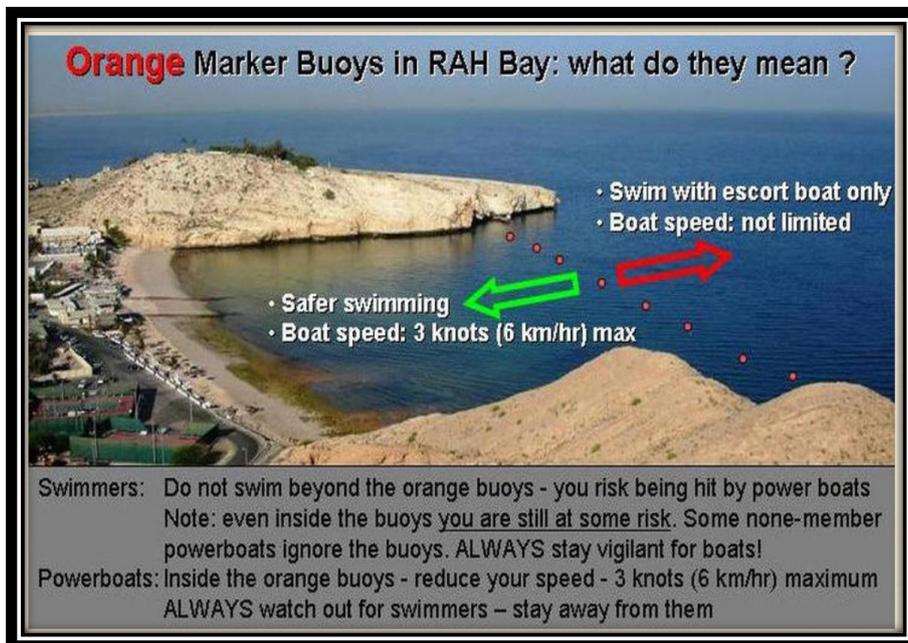
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1.2.1 Power boat entry. On entry to the club bay, power boats are to proceed to the yellow fairway buoy and from there directly to the ramp or centre beach using the indicated buoyed channel. On departure power boats are to proceed directly to the Yellow fairway buoy possibly via the centre beach using the indicated buoyed channel.



1.2.2 Orange marker buoys. The prime goal of the orange marker buoys in the bay is to indicate the perimeter of the safe area for club waterfront use. **Despite all signs, signals and regulations, the most vulnerable group of waterfront users, swimmers, especially children, will always have right of way within the club bay.** Fishing within the orange marker buoys is not allowed.



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1.3 Fishermen in the bay. Fishing is not allowed in the bay. Local fishermen are attracted to the club bay by the presence of sardine used for live bait and in some occasions the laying of nets and fish cages. Their presence however generates a risk to club waterfront users. The risk to swimmers by net entanglement or the risk of being run over is significant.

The following procedure applies to removing local fishermen from the bay either by CSP personnel or any other club unit.

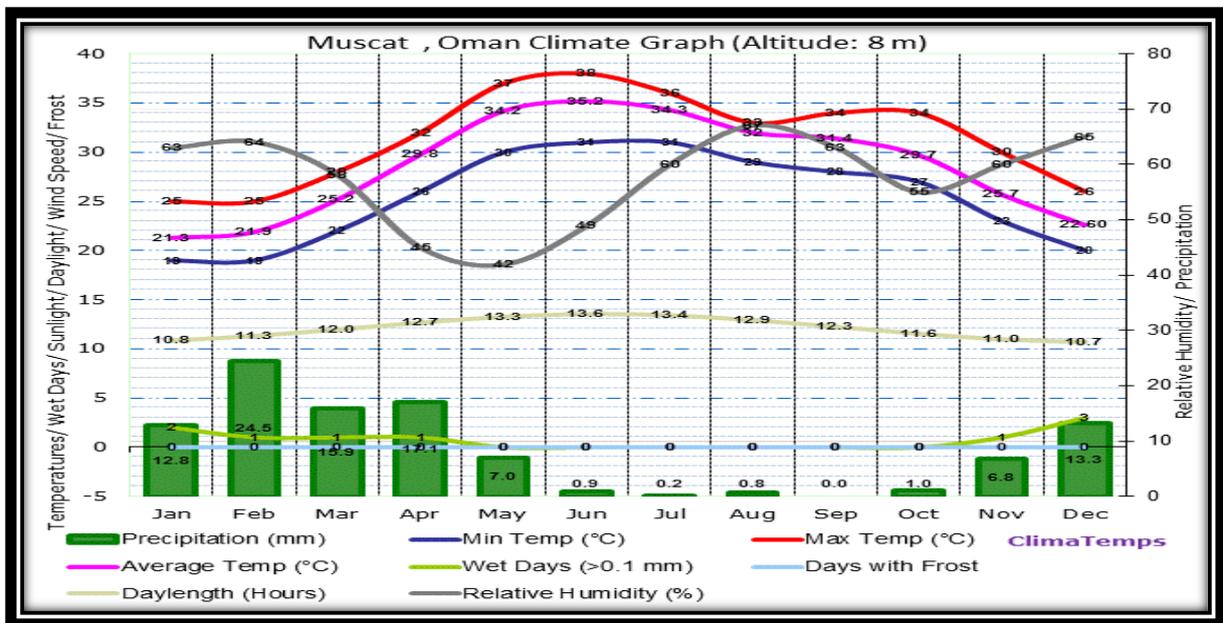
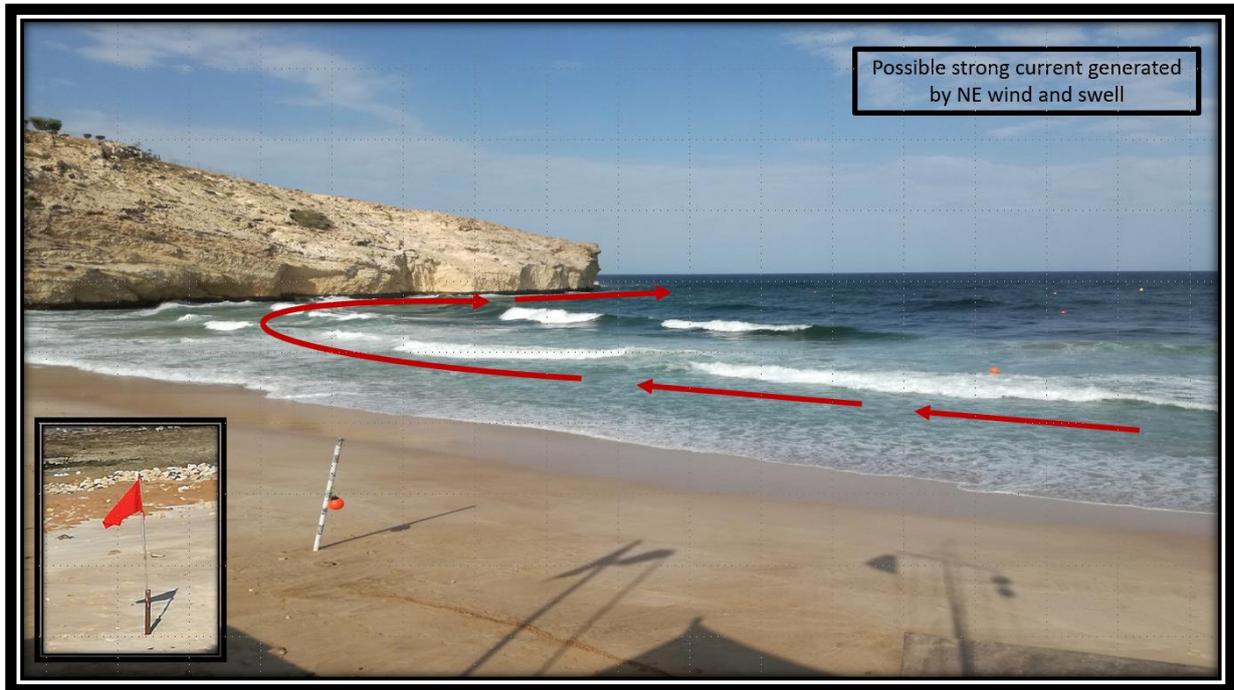
- a. Approach the fishermen and politely explain that they may not enter the bay landwards of the orange buoys.
- b. If they persists or return, register the boat name and registration number preferably by taking a photo. Inform them that they will be reported to the appropriate Omani authorities through club security.
- c. If they persist, despite your directions, inform them that you will request the ROP to remove them and inform the ROP.
- d. Report the incident to club security through the CSP. Provide photos if available.
- e. Always remain polite and never damage the equipment of the local fishermen.
- f. Never chase local fishermen in the bay. Always proceed at slow speed (<6 km/h).
- g. If local fishermen drop a fixed net or fish cage in the bay landwards of the orange buoys, immediately inform ROP, CSP, MSA, and FO.
- h. Club management may decide to remove the nets or cages without informing the fishermen.

1.4 Bad weather period / extra life guard. During 9 months of the year the sea in the RAHRC bay is predictable and flat however during the months November to and including March the conditions can vary strongly from day to day generating a dangerous mix of sea swell and current. An extra life guard will be positioned at the swimming pool. His / her sole duty is to scan the beach and bay with a pair of binoculars and to assist the CPS. This lifeguard has a megaphone to warn people at the beach not to enter the water in case there is a red flag and he will also have a radio device that allows him to communicate with the CPS and the front office in case of emergencies. This lifeguard will be fully trained to assist the CPS to launch the RIB and help with any rescue operations if required.

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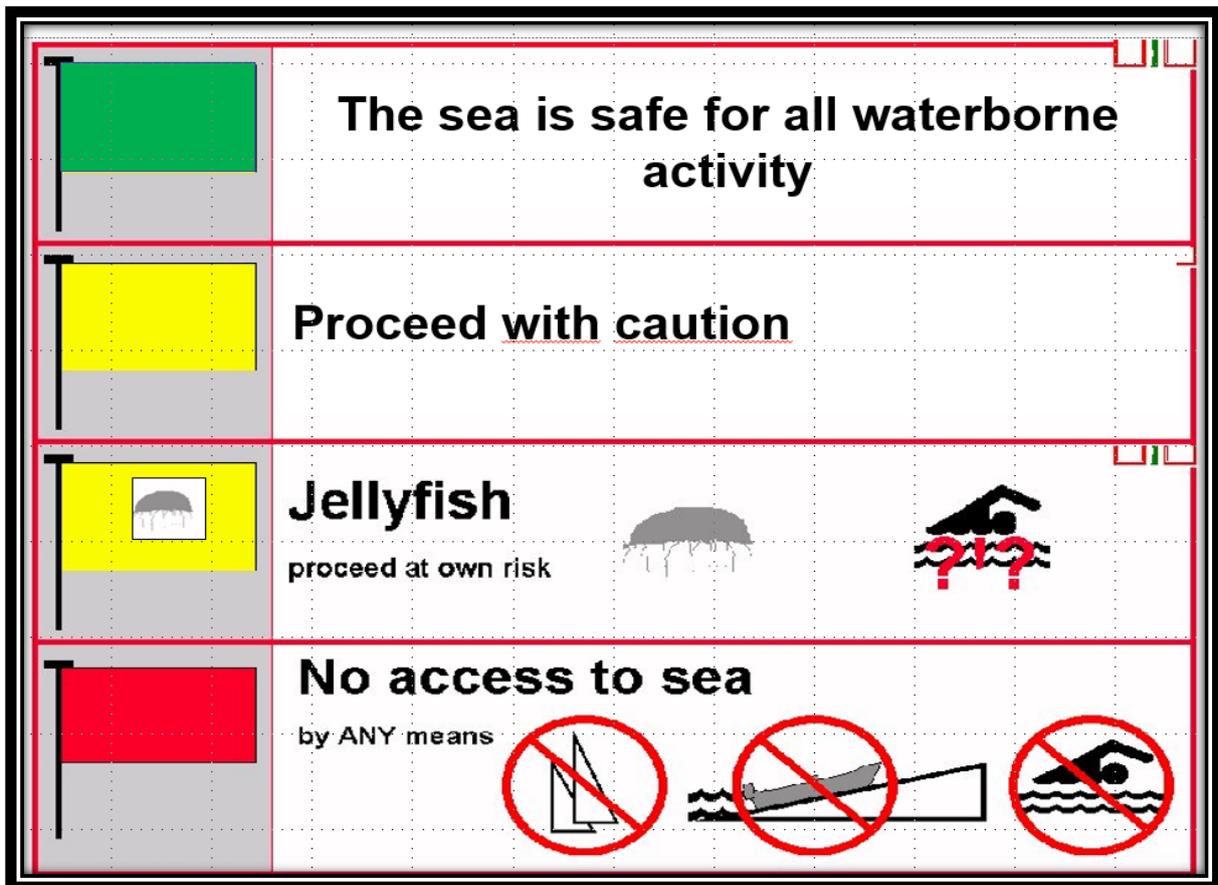
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2. **Signals, Risk indicators.** The following signals are used to inform club members on waterfront risks.
- a. Flags, general risk indicators.
 - b. Black balls, risk indicators for boat users.

2.1 General risk indicators (Flags). In accordance with international standard, Green, Yellow and Red flags are used to inform the general public at the club waterfront. Their meaning is as indicated in the illustrations that follow. CSP personnel are responsible for the correct flag display on both CSP and at the swimming pool mast. In case of Red or Yellow risk, Yellow and Red flags shall also be hoisted at the beach poles on the East, Centre and West beach. Members challenging the indicated flag risk level may be referred to the club Vice President (VP).



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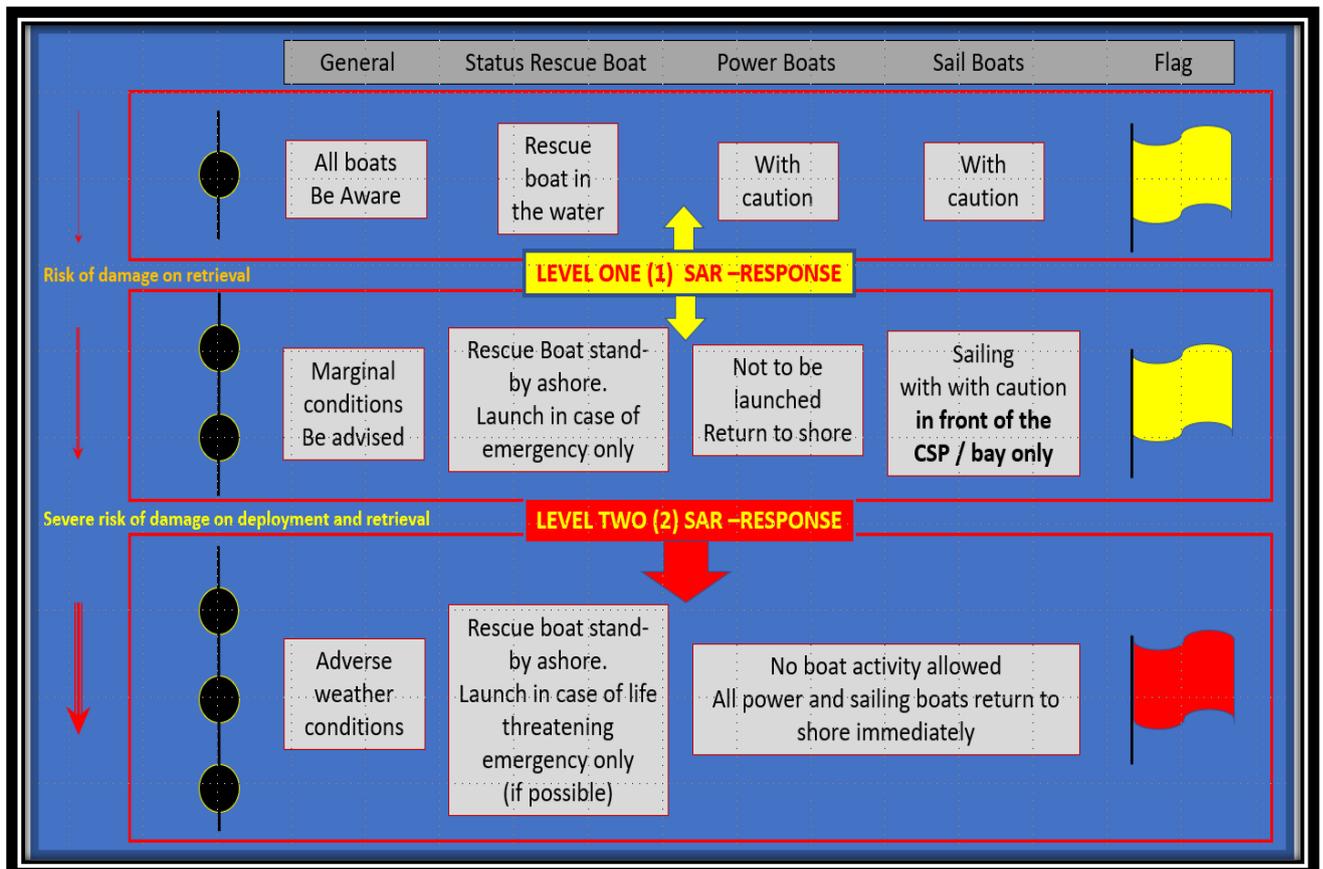
2.2 Risk indicators for boat users (Balls). One, two or three vertical hoisted balls indicates the specific risk to power and sail boat users. The number of balls has a direct relationship with the availability of club off shore rescue capacity.

a. Under one (1) ball conditions the Club rescue boat will be readily available in the water. Off shore water activity is not limited.

b. Under two ball sea state conditions. The risk of damage to the rescue boat as result of deployment is significant. The rescue boat is readily available ashore but will only be launched in case of an emergency. Off shore activity is limited to those accepting all legal responsibility and repair cost of damages to club property, including damages to the rescue boat if the rescue boat were to be deployed to their rescue / assistance. Reference is made to the club sports waiver.

c. Deployment of the rescue boat under three (3) ball conditions will only be executed in case of a life threatening emergency and only if CSP personnel assesses the risk to themselves acceptable.

CSP personnel is responsible for the correct display of the ball combinations from the CSP. Members challenging the indicated risk level may revert to club Vice President (VP).





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2.2.1 Two Black Ball Conditions. Club sports waiver. The club shall not accept any (legal) responsibility for members choosing to depart the bay under 2 Black Ball conditions.

Members choosing to depart the waterfront under these conditions are reminded of the RAHRC General Sports Waiver under which they accept all legal responsibility for their actions.

Note also that the RAHRC has the right to charge the member for repair/replacement cost of damages to club property, including damages to the rescue boat if the rescue boat is deployed for their rescue/assistance.

3. Event Form Waterborne Activity. Major waterborne events such as the Fahal Swim, the Regatta, Beach to Beach, Fishing Contests, Team Racing, Monthly Mug (this could be standard) require a water related appendix (ref appendix D) to be added to the current club Event Form. The waterborne appendix to the Event Form shall cover:

- a) Short operational description including a map of the intended track and timing.
- b) Risk assessment.
- c) Required assistance from CSP i.e. prepare RB, AG, SSR or multipurpose boats. Request extra personnel or hand held VHF
- d) Communication plan.
- e) Emergency numbers.
- f) Further relevant detail.

The waterborne appendix to the Event Form is to be signed off by both the Club General Manager (Front Office) and the CSP / MSA and may be shared with PDO pilot.

The event form may be supplemented by the Journey Management Plan (JMP) Sail section, Journey Float Plan (JFP) Kayak Section or the HEMP from swimming section. Double information is not required.

Journey Management Plan													
Event		Sailing / Camping Trip round trip Daminyats - Ras Al Hamra Boat Club						When		Depart: 1st Dec 2017 approx. 10:00 / Subject to wind			
Main Focal Point		Dave Clark						9973-2035		Return: 3rd Dec 2017 approx. 17:00 / Subject to wind			
Beach Focal Point		R.A. Nieuwenhuijs OSPN22						9357 8402					
Event Plan													
The plan is for a 3 day sail / camp trip to Daminyat Islands leaving the club on or around 10:00 on 1st December and returning on the 3rd December ETA on 17:00 in convoy with the club power catamaran Robin Nadir PSQ 1138 acting as the mother ship. The Hobies will follow a course as close to the rhumb line as practically possible considering the prevailing wind direction / strength. The Hobies will be sailed in pairs to provide immediate assistance if required and at all times the Hobies must be in sight of the mother vessel. Each Hobie / Mother craft will carry a GSM / GPS / Info chart / Torch / Knife / Water / Personal supplies as a minimum.													
Return Journey to the Boat Club: Hobie Assignment / Hobie Crew / Robin Nadir Power Catamaran Crew													
Sailing								PDO Club Power Boat					
ID	Hobie Assigned	Helms	Adult	Child	Crew	Adult	Child	Tel on board	ID	Power boat RN PSQ 1138	Adult	Child	Tel on board
1	H20	Craig McMeekin	1		Kim McMeekin	1		93269195	1	Dave Clark	1		99732035
2	H19	Jamie Stewart	1		Irene J.Gomez Perez	1		96079251	2	Victoria Grainger	1		99788424
3	H18	Jim Freestone	1		Marcus Freestone		1	99238393	3	Isabella Freestone	1		
4	H17	Adriana Marinaro	1		Matthaeus Walcher		1	99415470	4	Caitlan McMeekin		1	
5	H16	Hugh Thomson	1		Graham Carlton		1	95346838	5	Helen Walcher		1	
									6	Suzie Freestone		1	
									7	Cindy Freestone		1	
			5	0				3	2			3	4
Total Adults		11											
Total Children		6											



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4. Enforcement by informing. If directions from CSP personnel with respect to club safety issues or club property are not followed, they will repeat their directions. If again their directions are not followed, club management has instructed them to report this incident to club VP. Club management may impose disciplinary measures.

5. Club Maritime Safety Advisor (MSA). Club management has assigned a MSA to assist and advise on club waterfront safety and general waterfront issues. Currently this position is filled by Robert Velberg on a voluntary basis.

5.1 Roles and responsibilities of the RAHRC Marine Safety Advisor (MSA). The club MSA is integrated within club management and reports directly to the club VP. The MSA;

- a) shall advise the VP and Club Manager on all matters relating to club waterborne safety issues in support of all relevant club sections and general club users,
- b) shall maintain and update the club waterfront procedures as required,
- c) shall maintain the WASAR organisation,
- d) shall plan, execute and monitor monthly WASAR exercises,
- e) shall provide guidance, direction and training to Club Safety Post (CSP) personnel in cooperation with the VP and Club Manager,
- f) signs off on CSP the petty cash and reports to the Club Manager and Accounts monthly providing receipts (N.B. Currently estimated at OMR 50 per month, but limit to be agreed),
- g) shall advise and oversee purchase and sustainment of safety equipment required for water borne activity,
- h) shall oversee the maintenance of all club power boats including AG , reports to Club Manager and Accounts monthly, providing receipts (2 x dive boats excluded),
- i) shall be the approved final examiner for helm tickets for club power boats including AG (SSR and 2 x dive boats excluded),
- j) shall provide assistance to major club events including Fahal Swim and Regatta,
- k) shall assist CSP staff with providing incident reports, and may be required to advise at disciplinary hearings / board meetings regarding water based incidents,
- l) shall assist and advise CSP staff with managing the club power boat parking area,
- m) shall advise on whether or not it is safe for club waterborne activity to go ahead (in consultation) with VP and Club Manager,
- n) shall attend club HSE and other meetings on request of VP or Club Manager,
- o) can request expertise from PDO specialists through VP as required.

6. CSP personnel. CSP personnel, be it boatmen, winchmen or life guards as mentioned in their contracts are all equal and should all have capabilities as boat men, winchmen or life guards and are all as such each capable of manning the RAHRC CSP individually.



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6.1 Organisation winch room. The CSP organisation aims to support all RAHRC water borne sections and therefore resides directly under, and reports directly to RAHRC club management through the Club MSA advisor.

- a. CSP personnel and procedures shall be supported by all relevant sections and section heads including the sailing, diving, fishing and kayak sections.
- b. Any disputes or complaints that cannot be solved between section heads or club members and CSP personnel shall be forwarded to the club management.
- c. CSP personnel may be assisted by one or more volunteers as authorised by the RAHRC club management including volunteers for SAR operations from the WASAR organisation.

6.2 Pool life guards. The lifeguards at the swimming pools shall support CSP personnel as required and assist in case of an emergency.

6.3 Responsibility CSP personnel. CSP personnel shall:

- a) Maintain general safety and RAHRC safety procedures along the RAHRC waterfront.
- b) Activate the WASAR organisation via the WASAR What's App group as required.
- c) Support all club sections with respect to waterborne safety.
- d) Maintain general safety and RAHRC procedures including the safety of persons on floating devices launched from the RAHRC waterfront.
- e) Monitor weather conditions and possible aggressive sea life and oil spills constantly. Green, yellow and red flags and black balls are to be hoisted accordingly.
- f) Inform all club members through the club front office (FO) of upcoming adverse weather or expected aggressive sea life so they can make their own risk assessment and take appropriate measures.
- g) Maintain a list of persons at sea in sailing and power boats plus windsurfers and kayaks launched from the RAHRC waterfront.
- h) Observe continuous monitoring of all safety communication systems including phone, VHF and walkie-talkie.
- i) Maintain a daily duty handover log providing all relevant details of the CSP and hand over the duty telephone plus hand held GPS from one to next duty personnel.
- j) Maintain the emergency call list for search and rescue, the WASAR organisation.
- k) Execute RAHRC Search and Rescue (SAR) procedures through the WASAR organisation.

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- l) Each morning the CSP personnel shall provide a paper copy of the best available three day weather forecast from internet.
- m) CSP personnel shall warn relevant section heads, boat owners and front office by email, at least one day ahead of possible adverse weather conditions.
- n) The CSP shall maintain a booking system for the club power boats.
- o) Call all relevant numbers on the emergency telephone list appropriate to incidents.
- p) Supervise cleaning of the ramp by removing sand, barnacles and algae.
- q) Uphold maintenance of RAHRC power boats including compilation of the weekly power boats log (check list) for each boat identifying any faults.
- r) Contact Yamaha for regular maintenance in accordance with the maintenance contract.
- s) Maintain the weekly inspection report of the ramp and beach area conditions and submit the report to the front office and relevant section heads.
- t) Maintain the RAHRC rescue boats including compilation of the weekly power boats log (check list) for each boat identifying any faults.
- u) Check the status of all CSP equipment including rescue boats on a daily basis and report any malfunction directly to RAHRC management.
- v) Certify club members to use RAHRC power boats including Al Ghurabi. A list of certified club members shall be maintained. The two club dive boats are certified by the dive club. The Sailing Support RHIB (SSR) is certified by the sailing section. Club MSA may advise.
- w) Maintain and allocate slots at the RAHRC power boat parking area.
- x) Maintain a full set of relevant nautical publications including nautical charts and digital tide tables for use by all sections in the winch room.
- y) Support special RAHRC events with respect to launching and safety.
- z) CSP personnel shall assist with the planning of all major water borne club events as required by section heads and shall be invited to all safety briefings with respect to water borne events.**
- aa) The Club Maritime Safety Advisor (MSA) shall allocate one of the CSP personnel to as focal point to the waterborne event responsible for the waterborne annex to the Club Event Form.
- bb) Maintain the CSP, winch, ice and engine rooms.
- cc) Check and if required replace the moorings of the buoys in the bay on a regular basis especially after a period of bad weather.
- dd) Maintain at least 5 first aid boxes including a list of used items. Three small boxes for the club boats, and two larger boxed, one at the CSP and one at the boat club. Any accident, incident or medical cases, must be reported to club management.

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6.4 Individual responsibilities CSP personnel:

Martin Raghavan	Boat parking	Engine Maintenance
Murshid Al Hasni	Rescue boat	Power boats training / Petty cash
Said Alabri	Power boats training	Winch room Documents / Club boats
Said Al Hassini	Storage/ keys / Club kayaks	Emergency equipment / club stand up paddle and surf boards

7. General Safety Procedures. Weather conditions and possible aggressive sea life are to be constantly monitored by the CSP personnel. Green, yellow and red flags and appropriate ball codes are to be hoisted accordingly. All RAHRC members and guests are to adhere to the indicated codes para 2.1. Boat owners are to respect the risk indicators para 2.2

- a. CSP personnel are the only authority allowed to determine the general and boat risk levels. All waterborne activity from the RAHRC waterfront must be postponed if the red flag is hoisted and the ramp shall be cordoned.
- b. Any water based activity outside CSP personnel duty hours is not recommended. Person deploying activity outside the CSP personnel duty hours and outside the RAHRC bay shall report this activity to the CSP via the CSP email address prior to their activity.
- c. Any water based activity from the RAHRC before sunrise and after sunset is strictly forbidden without explicit permission of club management.
- d. All persons leaving the RAHRC beach on a floating device shall either wear a buoyancy aid or life vest. Power boat crew may have their life vest on standby.
- e. CSP personnel are authorised to cancel any launch in case of non-compliance to RAHRC procedures and club management may follow up with disciplinary measures.
- f. **The RAHRC, through the CSP personnel, shall operate and maintain one dedicated large rescue boat with all relevant rescue equipment on board. Under no circumstances may the rescue boat be used for purposes other than Search And Rescue operations (SAR) or events as decided by Club Management.**
- g. At the discretion of club management and on advice MSA, the club RB manned by CSP personnel may be assigned to assist major waterborne events as requested in the waterborne annex to the club Event Form (Ref Annex D).



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- h. The RAHRC shall maintain the CSP including the winches.
 - i. The winch will be maintained to the PDO standard with the assistance of the PDO lifting and hoisting expert.
 - ii. The CSP will be fitted with a full up to date emergency medical kit including a respiratory set.
- i. The RAHRC will staff the CSP with at least one lifeguard on duty at the following times:
 - i. Week days 0830 till 19:30, one shift from 8:30 to 4:30, one shift from 10:30 to 19:30
 - ii. Weekend days: 0600 till 1900 (preferably two-person duty). One person from 06:00 to 2:30, 2 life guards from 10:30 to 19:30.
 - iii. During specific club events as required.
 - iv. During Ramadan timings may be amended.
- j. All CSP personnel will complete a periodic first aid course with a focus on emergency respiratory procedures.
- k. Every Friday and Saturday and prior to major water based events from the club the rescue boat will be tested, fully equipped and anchored off the ramp weather permitting.
- l. During week days the rescue boat will be tested daily and be ready to launch.
- m. **If the large rescue boat cannot be launched, all off shore water based activity, except swimming directly from the RAHRC beach, must be postponed (including sailing, kayaking and fishing) until the rescue boat has been made operational again.** Under reasonable weather conditions and forecast the rescue boat may temporarily be replaced by another club asset. Swimming may continue under cover of kayak or small inflatable used as rescue boat at discretion of the CSP personnel.

7.1 Procedures on leaving the bay

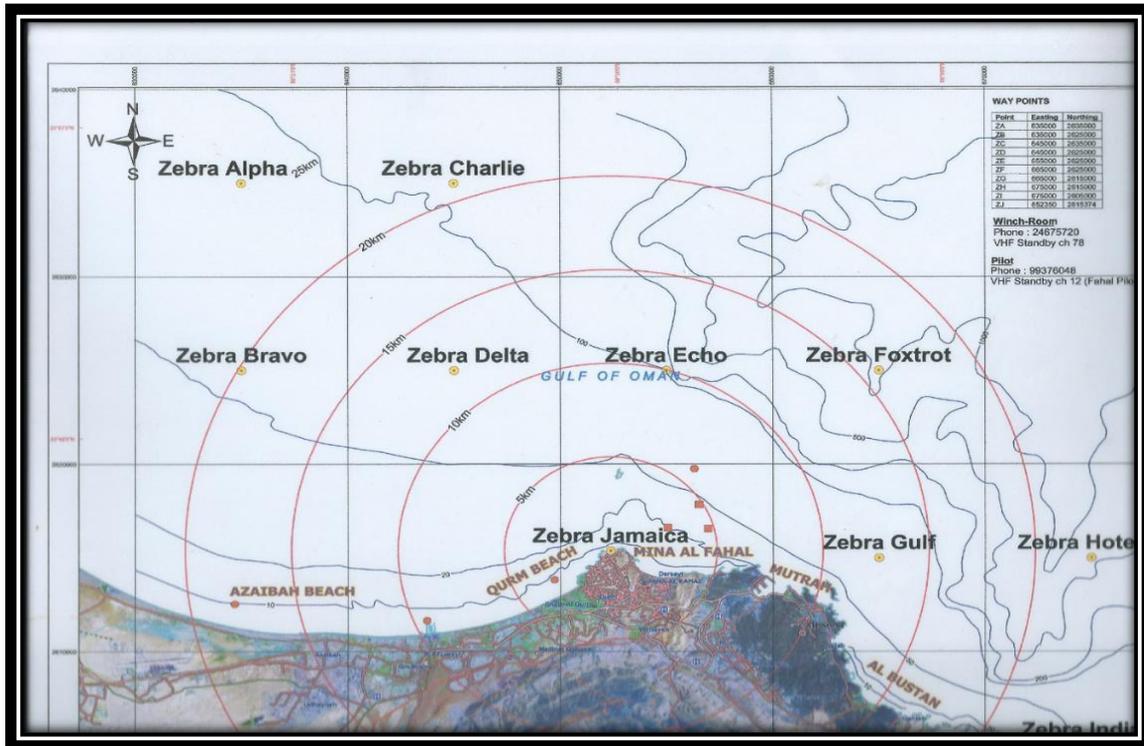
- a. Anyone leaving the RAHRC beach on a waterborne device must inform the CSP and note the logbook and /or whiteboard and record the following information:
 - i. Number of persons on board.
 - ii. Estimated time of return.
 - iii. Indication of the intended route.
 - iv. Deviation of the route is to be communicated with the CSP.
- b. All persons (except divers, groups of swimmers or kayakers), that plan to leave the RAHRC beach in a motor or sailing boat or those that intend to leave the beach beyond the buoys in any other floating device are to leave written notification at the CSP. The CSP will be fitted with an outside white board under

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8. Communication. Club management will maintain communication systems for CSP personnel. A fixed phone in the CSP including an outside alarm, the duty mobile phone, a VHF set in the CSP & one on the rescue boat and a walkie-talkie set with the life guard at the swimming pool will be held operational at all times.

- CSP fixed line: 00968 24675720
- CSP duty mobile telephone: 00968 97215896 (what's app not included)
- CSP Recue boat mobile tel: 00968 97096890 (what's app not included)
- CSP email address: rahrcwinchroom@gmail.com
- CSP VHF channel: 16/12 safety - 06 administrative ops

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VHF Call Signs Club Assets		
<p>On departure execute Radio Check on channel 86 Dual watch Ch 16/06 Club working channel 06</p> <p>PDO Pilot Channel 12 Channel 16 Emergency and Identification only</p>		<p>Example Radio Check</p> <p>Question : 1. Club Safety Post this is Club Committee Boat : Radio Check over</p> <p>Reply : 2. Club Committee Boat this is Club Safety post : Loud and clear out.</p>
Boat	Name	Call Sign
CLUB SAFETY POST	Club Safety post	CLUB SAFETY POST
RESCUE BOAT	Khanjar (PSQ 1046)	CLUB RESCUE BOAT
SAILING COMMITTEE BOAT	Al Ghurabi (PSQ 1269)	CLUB AL GHURABI (OR CLUB SAILING COMMITTEE BOAT)
DIVING BOAT MONO HULL	Al Wahara (PSQ1492)	CLUB DIVE BOAT
DIVING BOAT CATAMARAN	Robian Nadir (PSQ 1138)	CLUB DIVE CAT

- a. CSP personnel will monitor all communication systems, including VHF (channel 16/12), throughout their duty hours. The CSP telephone will have an outside speaker to alert personnel of an incoming call when out of the winch room.
- b. CSP and other club VHF users must use the correct call signs as mentioned above.
- c. Duty personnel will monitor the duty mobile phone at all times and store the device in a water tight bag when relevant.
- d. All personnel leaving the bay on waterborne devices and long-distance swimmers are to maintain a fully powered, working mobile telephone in a water tight bag or case with at least the following numbers:
 - i. Tel number CSP and duty mobile (ref para 4 communication).
 - ii. Tel number hot line coast guard (00968 24714888).
 - iii. PDO duty pilot (00968 9937 6048).

8.1 Handheld VHF. The CSP shall maintain a set of 4 handheld VHF (channel 16 and 06). One handheld set shall always remain at the CSP. The three other handheld VHF may be used to support smaller units venturing outside the club bay. These handheld VHF may be rented from the club at a cost of 2 OMR per day and must be returned each day. The club only holds a maritime licence for these hand held VHF. Under no circumstances may these sets be taken off the club site by road. **Land use of these sets is against Omani law. If confronted by ROP, they will be confiscated and the club will receive a serious fine which will be directed to user.**



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9. Swimmers. Swimming is only allowed within the buoys under favourable weather conditions.

- a. Swimming outside CSP personnel duty hours is not recommended.
- b. Swimming from the RAHRC beach front before sunrise and after sunset is strictly forbidden.
- c. Long distance swimmers, outside the buoys, are to be escorted by either a manned boat, canoe or kayak or other sufficient floating aid with mobile phone.

10. Rescue boat. RAHRC management will maintain two fully equipped, dedicated rescue boats. The larger rescue boat is designed to operate outside the RAHRC bay. The small rescue boat is designed to operate within the club bay.

- a. Both rescue boats shall have a direct maintenance contract (Yamaha 24-hour call service)
- b. The large rescue boat may only be used as rescue boat and for CSP training. The RB may be assigned to a major waterborne event at the discretion of VP on the advice of the MSA.
- c. The large rescue boat shall be fitted with a working VHF that can monitor multiple channels 06 and 16.
- d. Sea state permitting, during weekend days and with special events, both rescue boats shall be anchored off shore close to the ramp on the anchor buoys ready to go.
- e. During special events such as, but not limited to the Annual Regatta and the Fahal Swim, the large rescue boat will be manned by CSP personnel and trained volunteers as safety boat and will be positioned at the centre of activity of that special event at discretion of the MSA.
- f. In any emergency response the rescue boat shall be manned by at least one qualified member CSP and a minimum of one assistant with a strong preference for 2 assistants from the WASAR organisation.

10.1 Manning of the rescue boat. Only RAHRC qualified CSP personnel supported by trained WASAR volunteers holding a ticket for this boat are allowed to man the large rescue boat. CSP - SAR personnel shall hold certificates for :

- a. (Oman Sail, or equivalent) powerboat course
- b. Life guard training
- c. Winch operator
- d. First aid course
- e. Club helm ticket

10.1.1 WASAR volunteers. Each waterborne section is invited to provide two able bodied WASAR volunteers preferably with previous powerboat experience in support of level 1 and



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2 SAR operations. After RAHRC internal training these volunteers will receive a helm ticket for both the small and large club rescue boats.

CSP personnel will maintain an up to date list of club WASAR volunteers. In case of an emergency the club WASAR volunteers will be informed by email, what's app and /or phone. The first two volunteers present at the CSP will launch the rescue boat and execute the SAR together with CSP staff.

In order to maintain a high level of readiness, club management will initiate periodic WASAR exercises involving both CSP personnel and club WASAR volunteers.

11. Emergency equipment at the CSP. The following equipment will be kept and maintained by the CSP personnel ready for any emergency. The CSP personnel are responsible (by informing the club management of any deficiencies), that the equipment is always available and in good condition. A weekly inspection with a signed off check list shall confirm its condition/state.

a. Small rescue boat

- a. Three life vests
- b. Minimum of 30 litres of fuel
- c. GSM
- d. Hand held GPS
- e. Flares (hand held smoke)
- f. First-aid kit (equipped as per SP-1230)
- g. Towing Rope
- h. 2 Paddles
- i. Drinking Water (2 litres)
- j. Fire Extinguisher (2 powder type 1 kg each)
- k. Life Ring with rope
- l. Torch
- m. Knife
- n. Plastic bailer
- o. Emergency blanket (foil type for hypothermia)

b. Large rescue boat

- a. Five life jackets of which two professional self-inflating vests
- b. Minimum of 100 litres of fuel
- c. VHF radio
- d. GSM as a back-up to the VHF
- e. GPS (Hand held)
- f. Compass
- g. Flares
- h. First-aid kit (equipped as per SP-1230)
- i. Towing Rope
- j. Binoculars
- k. 2 Paddles
- l. Drinking Water (10 litres)



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- m. Fire Extinguisher (2 powder type 1 kg each)
 - n. Life Ring with rope
 - o. Search light and torch
 - p. Anchor with 100 m line
 - q. Basic tools kit (for engine emergencies)
 - r. Knife
 - s. Plastic bailer
 - t. Emergency blanket (foil type for hypothermia)
- c. CSP
- a. Telephone (no: 2467-5720) add duty phone
 - b. VHF radio base station
 - c. Four hand held VHF systems.
 - d. Log book to note events and communications
 - e. Nautical chart with marked sectors
 - f. Binoculars
 - g. Flash light
 - h. List of emergency contact numbers
 - i. Two large first aid kits, one stored in the boat club
 - j. Fixed Beach Loudhailer System
 - k. One hand held loudhailer system

12. RAHRC Search and rescue (SAR). SAR is coordinated by the CSP personnel. CSP personnel are to be assisted by all capable and available club members. They will assist with communications and launching.

Pending the type of incident, CSP personnel may activate the WASAR What's App group.

The swimming pool life guard is to terminate pool activity and proceed to the CSP immediately. He will remain at the CSP as long his assistance is required.

- a. **Identification of an Incident.** The person or craft in distress is generally identified by a person ashore (visual contact) , a mobile-phone or VHF call form the craft, a VHF radio call form a craft in the vicinity or the CSP log-board if the person has failed to return within 30 minutes of the stated expected time.
- b. **Initial Reaction by the CSP personnel.** Pending the type and severity of the incident the CSP may activate the club WASAR procedure / organisation.
- c. **Documentation.** CSP personnel shall document the following on a dedicated incident log form as per para 12.7 of this document.
 - i. Person in charge of craft in distress
 - ii. Name of craft in distress
 - iii. Type of craft in distress
 - iv. Number of people on board



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- v. Nature of distress and injuries
- vi. Location of incident
- vii. Contact details of craft in distress (tel, GSM, VHF) for further contact
- viii. Nature of assistance required/requested
- ix. Decide on the level of response: Level 1 or Level 2.

12.1 Local Emergency Control Centre LECC . The PDO LECC is located in the MAF terminal building. The person in charge is the Local Emergency Base Controller (LEBC). The LECC/ LEBC is initiated through PDO's 2467-5555 emergency telephone number.

12.2. Levels of SAR Response: RAHRC SAR procedures are covered by two levels. Level 1 and level 2 SAR Response. Level 1 applies under favourable weather conditions and in those cases that there is either visual or radio / phone contact with the craft in distress. A level 1 response can be managed safely by club personnel and equipment. Level 2 SAR response covers all other distress situations. Level 2 requires external assistance.

12.3 Level-1 SAR Response. This response is typically required under good weather conditions when a powerboat runs out of fuel or has engine trouble and is located within a range of 10 km from RAHBC or if a sailing vessel has capsized and is unable to right itself without assistance, a windsurfer with equipment damage, etc. This level of response is appropriate typically when following conditions apply:

- a. Weather conditions allow the safe operations of the rescue boat.
- b. There is contact, visual or by telephone / radio between the distressed craft and the CSP or a near-by third-party boat.

12.3.1 Level-1 SAR Response actions. The CSP shall coordinate the level one response by assuming the position of captain of the rescue boat (CRB) or appointing an other qualified boat handler (authorised list of volunteers from the WASAR organisation) as CRB. Furthermore CSP personnel will:

- a. Appoint a suitable CSP (CSPC) to remain at the winch-room to communicate with the rescue boat.
- b. Locate and assign preferably two approved boat-handlers to accompany the CRB on the rescue -boat (minimum of one is required).
- c. Confirm that required safety equipment is on board and organise the launch of the rescue boat if not yet in the water.
- d. The CRB shall test the VHF radio in the club bay and if working, proceed to provide assistance. If the VHF radio is not working assistance can still be provided if GSM contact is confirmed.
- e. The CRB and/or WRC can at any moment decide to raise the emergency response to Level 2 if circumstances change.



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12.4 Level-2 SAR Response. A Level 2 response is managed by the Local Emergency Base Controller (LEBC) from the Local Emergency Control Centre LECC , **as per PDO procedure PR-1065**. This level of response is appropriate when one or more of the following conditions apply:

- a. Rough seas and/or strong wind conditions that are not suitable for the rescue boat to be launched from RAHRC ramp.
- b. No contact between the distressed craft and the winch-room or a near-by third-party boat has been made.
- c. The CRB judges that the situation is becoming uncontrollable.
- d. The emergency will not be contained / concluded by nightfall.

12.4.1 Level-2 SAR Response actions. In these circumstances the CRB shall inform WRC of the issues at hand and request further assistance. WRC (or CRB direct) shall take both the following 2 actions in the order given:

- a. Inform PDO Port Pilot of the situation. This is done through VHF channel 12 (PDO Marine operations standby channel, Call 'Fahal Pilot' or 'Fahal Control') and/or GSM 9376048 (Duty Pilot) or GSM 9376046 (Senior Pilot). The PDO Port Pilot is able to mobilise any of the 3 operational tugs and a large RIB within 30 minutes.
- b. Inform the PDO Local Emergency Base Controller (LEBC) using PDO's emergency number: 2467-5555 and state the required assistance. The following information should be provided :
 - i. His/her name and location
 - ii. Person in charge of craft
 - iii. Name of craft in distress
 - iv. Type of craft in distress
 - v. Number of people on board
 - vi. Nature of distress and injuries
 - vii. Location of incident
 - viii. Nature of assistance required/requested
 - ix. Contact details of craft in distress and CSPC (tel, GSM, VHF) for further contact.
 - x. Action being taken by PDO Port Pilot.

CSP personnel including the CRB and CSPC shall follow instructions/request from PDO Port Pilot and LEBC.

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12.5 End of SAR. SAR operations are to be ended or postponed only in close collaboration with all organisations involved.

- a. SAR Operations can be terminated / postponed:
 - i. If the lost person is found or incident has been solved
 - ii. The (weather) conditions put SAR personnel at risk (discretion personnel on board).
 - iii. In principle after sunset, however this is to be decided on location.
 - iv. As Indicated by the Royal Omani Coast guard
- b. If SAR is terminated /postponed a SAR postponement / termination email should be sent to club management.

12.6 Exercises. In order to maintain a high level of readiness and adjust procedures as required, RAHRC management shall periodically initiate both table top and life exercises including:

- a. Monthly general search and rescue (SAR) exercise alternatively including sailing, diving and fishing sections and possibly PDO duty pilot by activating the WASAR organisation.
- b. Once per quarter an exercise including participation of the PDO Local Emergency Control Centre.
- c. Specific diving-accident exercises are to be planned in collaboration with the RAHRC diving section.
- d. Specific search and rescue exercise for sailing boats are to be planned in collaboration with the RAHRC sailing section.



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12.7 RAHRC: emergency response log

Date:

Time:

Emergency Information to be collected by CSP	
What is the emergency	
Location: Where is the emergency	
Callers name	
Callers contact details (GSM, VHF)	
Caller location if different from boat	
Name & type of boat	
How many people on board	
Details of any injuries	
What assistance/help is needed (Tow, Medical, Fire, Urgency?)	
Other notes:	

Post Emergency Review with Management on:	(date)
Weather during the emergency:	
Outcome:	
Learning / Follow Up Action:	



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13. RAHRC Multipurpose power boats. The RAHRC CSP maintains three small multipurpose power boats all fitted with 2 x 40 HP engines. These boats are available to all certified RAHRC members for water based activity including fishing.

- a. RAHRC members that wish to use one of the boats are to:
 - i. Be certified and hold a RAHRC powerboat helm ticket for these boats.
 - ii. Book the boat in a timely manner through the booking system.
 - iii. First come first served. However, multiple bookings or group bookings will not be accepted.
 - iv. The RAHRC power boats booking will be prioritised to the club monthly fishing events.
- b. The daily rent for one of the club boats amounts 15 OMR. Payment though club bar chits to the CSP.

14. Sailing Support RHIB(SSR). The sailing section shall manage and maintain a dedicated SSR. The sailing section shall certify own members to operate the SSR although the Club MSA may advise. The helm ticket for the SSR does not qualify the use of any other club boat. Under no circumstances may the SSR enter the West portion of the club bay.

15. Al Ghurabi (AG). AG shall be maintained by club management. CSP personnel will submit weekly updates on the status of the AG to MSA and FO and CC the commodore.

- a. AG may only be deployed by club members holding a specific helm ticket for this boat. The skipper in support of sailing events in front of the bay should hold the SCB helm ticket. A helm ticket for one of the club fishing boats or any other club boat is not transferable to AG. Only CSP personnel are qualified to take AG out on excursions.
- b. AG is equipped with a VHF that shall operate on Ch 16 Or 06 on departure of the bay. Paragraphs **16 to 18** of this document also apply to the use of the AG.
- c. *In order to avoid damage by sand intake to the cool system, AG must not be launched or retrieved with engines running with less than 1.2 meter water above chart datum.*

15.a User priority AG.

- a. If booked timely (minimal one week ahead), AG may be used as Sailing Committee Boat (SCB) in support of major sailing events as approved by the MSA.
- b. AG may be used in support of the diving section after consulting with the MSA.
- c. If AG is not required in support of club sailing or diving activity AG may be rented out for sightseeing and snorkel excursions to Fahal Island. These excursions are to be authorised by MSA.
- d. The costs for excursions will be charged through the club JONAS system.



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16. Limits for use of the RAHRC power boats. The RAHRC power boats may only be taken to sea under favourable weather conditions. The user is to satisfy himself that the sea state, swell, wind conditions and visibility are suitable throughout the intended trip and during deployment and retrieval from the club ramp.

- a. The crew of the boat must consist of at least two adults of which one hold a powerboat helm ticket for the specific type (Fishing boat , SCB, RB). Helm tickets for the different type of power boats are not interchangeable.
- b. The boats have been designed to accommodate passengers in accordance to the certificate. This limit may not be exceeded.
- c. The club fishing boats must not take more than four adults.
- d. The user is to inform the CSP personnel on the intended route, the number of persons on board and the expected time of return.
- e. The boats may not be used for water skiing, nor are they allowed to pull any device through the water other than for WASAR.
- f. The boats may only be used;
 - i. if the boat is declared safe for use based on the weekly test run
 - ii. during daylight hours,
 - iii. both engines are operational and
 - iv. a working bung plug has been inserted
 - v. (both) fuel tanks are full on departure
 - vi. the boats may only be taken to sea if the bilge pump is working correctly. A lens bucket is mandatory.
 - vii. if the user has a working mobile phone with all required emergency numbers.
 - viii. if all passengers have an operational life vest (not a floating device)
 - ix. if emergency medical kit and fire extinguisher are on board
 - x. if at least one operational anchor with a minimum of 50 -meter anchor cable is on board.
 - xi. if an emergency pyrotechnic hand held smoke signal is on board (warning mirror is optional).
- g. The user must collect his own fuel (regular) from a gas station off the club.

17. Launching retrieving power boats. The user / owner is responsible for safe launching and retrieving of the power boat. They will however be assisted by the CSP personnel. Directions of the CSP personnel are to be followed at all times.

- a. The advice of the CSP personnel is binding. If for any reason the CSP personnel do not assess the situation to be safe, the launch or retrieval will be cancelled.
- b. Only personnel on the formal winch operating list are authorised to operate the winch.
- c. Any personnel movement aside or astern of the launching boat is strictly forbidden.



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- d. If the sea state at the ramp has exceeded approximately 0.5 meter and the skipper or CSP personnel are not confident that the boat can be retrieved without damage, the boat shall not be retrieved at the RAHRC ramp but moored at the PDO pilot harbour.
- e. CSP personnel must inform the PDO duty pilot before any club boat may enter the PDO restricted area.

18. Minimum equipment to be carried. Minimum equipment that must be carried by craft using the RAHRC facilities are :

a. Power-boats:

- a. One life jacket per person plus one reserve
- b. 2 hand held smoke flares
- c. GSM or VHF radio
- d. Anchor with minimum of 50 m of line
- e. Fire extinguisher
- f. 1 Liter or more of drinking water per person on board
- g. First aid kit
- h. Compass
- i. Torch
- j. Bucket

b. Sailing Boats:

- a. One Life Jacket or buoyancy aid per person
- b. GSM

c. Windsurfers/ other

- a. Life jacket or buoyancy aid
- b. GSM in waterproof pouch /container.

d. Kayaks (reference is made to appendix A)

- a. Life jacket or buoyancy aid/PFD
- b. GSM waterproof container/pouch (if outside PDO bay)

19. Club Ice room. The primary purpose of the ice machines in the club ice room is to serve the club fishing community. Only after explicit permission from the CSP may anyone remove ice from the ice room.

- a. Club fishermen are allowed to take ice for their fishing trip as required without charge
- b. Pending availability and at discretion of the CSP personel, non-fishermen may purchase no more than 10 ltr of ice (bottom normal icebox) from the winch men after signing a club chit for 2 OMR.

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20. Club fishing community. The fishing community is to support CSP personnel where possible and could be requested to help in case of a SAR operation. Members of the fishing community are advised to conform to these procedures.

21. RAHRC Diving operations. The British Sub-Aqua Club (BSAC) is the national governing body for scuba diving and snorkelling in the UK. The RAHRC dive section adheres to the strict BSAC Safe Diving Guidelines and is fully aligned to the BSAC training and courses.

The RAHRC dive officer (DO) has the final responsibility for the safety standards, procedures and safe operations at the RAHRC dive section. All dive activity must be authorised by the DO.

The DO is assisted by the Dive Marshal and assistant Dive Marshal. Only the DO may appoint these officials based on their qualifications and experience.

The Dive Marshal is responsible for the safe execution of the dive at sea. He will be in charge in case of any (dive) accident and act in accordance with BSAC procedures until the victim is handed over to officials ashore.

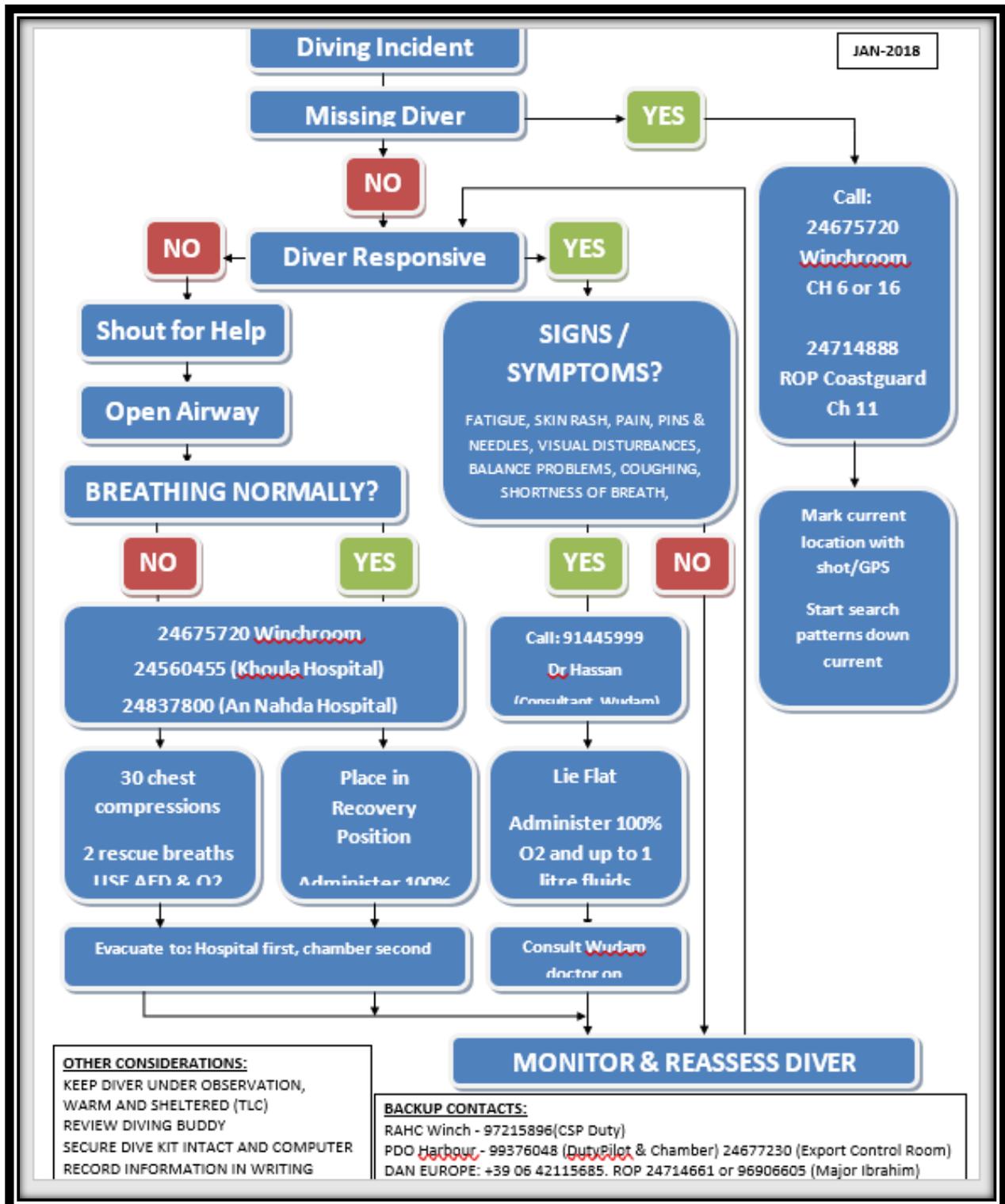
Reference is made to:

- a. Appendix F : BSAC Casualty assessment
- b. Appendix G : BSAC Incident Procedure

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<p>CURRENTS</p> <p>Currents in the area covered by this chart are weak and variable, being much influenced by the local winds. Average rates are of the order of 0.4 knot but may increase during July and August to 0.7 knot. There is a slight predominance of south-easterly currents, more noticeable between April and October, but counter currents can be experienced within 5 miles of the coast. For further information see Admiralty Sailing Directions.</p> <p>DEPTHS</p> <p>Many of the areas on this chart have not been systematically surveyed. Depths in these areas are from miscellaneous lines of passage soundings or old leadline surveys. Uncharted dangers may exist. For further details, see the Source Diagram.</p> <p>PORT SULTAN QĀBOOS</p> <p>Vessels inbound to or outbound from Port Sultan Qāboos are required to pass at least one mile eastward of the PDO Fairway buoy (23°40'·9N 58°32'·5E).</p> <p>FISH HAVENS</p> <p>Numerous fish havens exist in inshore waters. Usually they are located within 5 miles of the coast and may occur in the approaches to ports and anchorages.</p> <p>RESTRICTED AREA (23°40'·0N 58°32'·0E)</p> <p>Vessels must not enter the restricted area unless accompanied by a pilot.</p>	<p>SUBMARINE CABLES AND PIPELINES</p> <p>Mariners are advised not to anchor or trawl in the vicinity of submarine cables and pipelines. Pipelines are not always buried and their presence may significantly reduce the charted depth. They may also span seabed undulations and cause fishing gear to become irrecoverably snagged, putting a vessel in severe danger.</p> <p>FIRING PRACTICE AREA (23°55'·0N 58°13'·0E)</p> <p>Notice of firing practices and areas involved are promulgated by Coastal Warning messages and local Notices to Mariners. See Admiralty List of Radio Signals Volume 3 (1), Annual Notice to Mariners No 5 and Admiralty Sailing Directions.</p> <p>FISHING PROHIBITED (23°35'·6N 58°37'·0E)</p> <p>The seaward limit of the Fishing Prohibited area is marked by yellow light buoys.</p> <p>NATURE RESERVE (23°50'·0N 58°05'·0E)</p> <p>The area surrounding Juzor ad Daymaniyat is a Nature Reserve. Within this area fishing (other than by local vessels), anchoring, diving and approaching within 200 meters of any island, are strictly prohibited without a permit from the Oman Ministry of Environment and Climate Affairs.</p>
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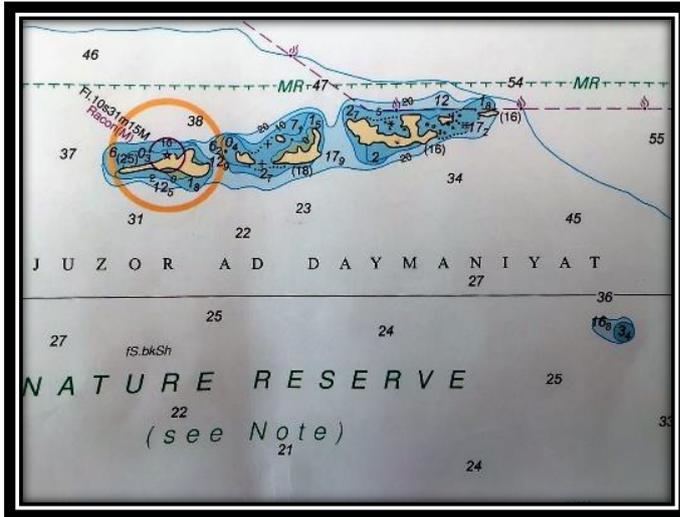
22.1 The PDO restricted tanker loading area. The PDO tanker loading area, the restricted area, roughly covers the water between the coast, Al Fahal Island and the weather buoy. Within this area PDO executes tanker loading operations. Club craft are to keep clear of this area and under no circumstances should tankers within this area be approached. Any complaints from the PDO pilot organisation will be taken very seriously and may lead to disciplinary measures

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22.2 Juzor Ad Daymiyat. The Dymaniyat islands

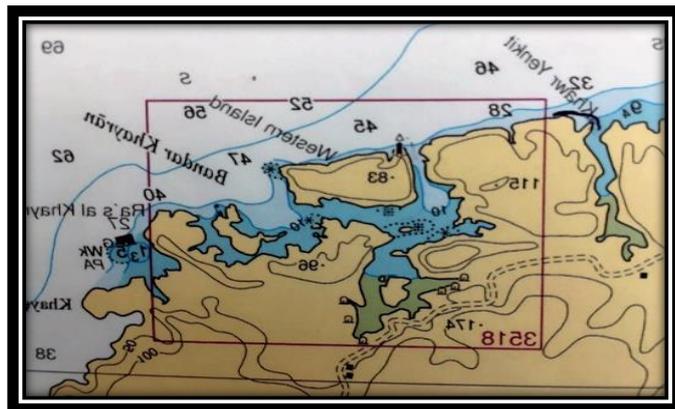


are a truly wonderful set of Islands to the West of Muscat. The area around the Daymaniyat Islands is a nature reserve. Within this area fishing, anchoring diving and approaching within 200 meters of any island are stickily prohibited without a permit from the Oman Ministry of Environment and climate affairs. The twin 40 HP Club Power boats (fishing boats) are not designed to travel from the club to the islands and are therefore only allowed to travel to these islands in a well organised group including a mother ship with VHF. Club management is to be informed on a trip to the Daymaniyats with any club assist. A

permit from the Oman Ministry of Environment and Climate affairs is to be obtained by the trip commander.

22.3 The port of Muthra and the Palace Bay. Except in case of an emergency no club craft are allowed to enter either Mutrah Harbour or the Muscat Palace bay.

22.4 The embassy area. The coastal strip in front of the embassy area to the west of Shatti beach must be avoided. Any directions from the coast guard should be followed immediately.



22.5 Bandar Khayran. The 40 HP Club Power boats (fishing boats) are not designed to travel from the club to Bandar Khayran and are therefore only allowed to travel to this area in a well organised group including a mother ship with VHF. Club management is to be informed of any trip to the Bandar Khayran with any club craft.

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23. PDO Pilot Harbour / Shallow water mooring. The PDO pilot organisation maintains two shallow water mooring buoys in the PDO pilot harbour. RAHRC boats are allowed to use these moorings in case of emergency as result of unforeseen adverse weather conditions under which club boats cannot be safely retrieved via the club ramp.

It is not allowed to plan a trip based on the use of the pilot harbour without knowledge of MSA and Club Management.

Berth outside RAHRC can be found at Marina Bandar Rohda at own risk and cost. Transit to and from the marina (approx. 30 min) should be planned outside the PDO restricted area as depicted in the official nautical chart by passing North of the weather buoy.



23.1 PDO Gate pass. The PDO pilot harbour is not an extension of the club. A breach of the security perimeter by PDO personnel and certainly by non-PDO employees (no proper clearance , gate pass) is a serious violation. People have been fined or even worse, sent to jail for this offence. CPS personnel are not PDO employees and do not hold a PDO gate pass and should not be pressed into going to the pilot harbour.

Permission from the PDO pilot to moor the boat in the bay does not automatically generate a PDO gate pass. Any breach of PDO security will be the full responsibility of the boat user. Club management will accept no responsibility.

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It should be noted that the PDO Pilot Harbour is ISPS approved. The International Ship and Port Facility Security Code (ISPS Code) is a comprehensive set of measures to enhance the security of ships and port facilities, developed in response to the perceived threats to ships and port facilities in the wake of the 9/11 attacks in the United States" (IMO). The PDO harbour is a hard-hat area.

- a. Any persons on club craft entering the PDO Pilot Harbour must respect the security measures within the harbour and follow any instructions given by PDO harbour personnel including security personnel at the road side entrance to the harbour.
- b. If entrance is denied by the security personnel, this decision must not be challenged.
- c. The use of the PDO Pilot Harbour shallow water buoys by club craft is an emergency measure. Only personnel are allowed to leave by the harbour security gate. All equipment is to be left on board and to be retrieved after return to the club.
- d. Access from sea to the PDO harbour is only allowed after CSP personnel have contacted the PDO duty pilot.
- e. Only the PDO duty pilot can grant permission to enter the harbour and moor on the buoys.
- f. Boats are to be returned to the club as soon as possible after the swell / sea state has subsided.
- g. retrieval of the boats back to the club is a responsibility of the last user. Mooring of more than a day, if weather is favourable, is unacceptable.
- h. Access from land should be avoided. No cars are to be taken within the harbour perimeter without explicit permission of club management.
- i. In the past rope connections to the moorings have chafed through resulting in stranding and severe damage. All club boats are to be connected to the shallow water mooring buoys using a metal chain.
- j. Under no circumstances may the ramp or other facilities, other than the mooring buoys at the PDO Harbour be used to retrieve a boat or equipment without explicit permission of the PDO harbour organisation via RAHRC management.



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- k. Failing to adhere to the above may lead to disciplinary measures as decided by club management.

24. International Regulations for Preventing Collisions at Sea. The IRPCS have been attached as link for reference. In short

- a. No club craft may hamper the safe navigation of a professional vessel and will always take timely measures to ensure a safe distance between the club craft and the professional vessel be it a tanker, a professional sailing vessel or even a local fisherman.
- b. A recreational motor boat shall give way to a recreational sailing boat.
- c. If two motor boats approach each other head on, they shall both alter course to Starboard (to the right).

https://en.wikipedia.org/wiki/International_Regulations_for_Preventing_Collisions_at_Sea

25. Use of the club winches (Appendix B refers). The club maintains two winches. The main winch to operate on the ramp and the other to move boats to the upper boat parking area. The main ramp winch has a straight SWL of 1.5 tonnes. The upper winch has a straight SWL of 0.75 tonnes. The winches and cables will be maintained to PDO standard by the PDO organisation including weekly inspections of the winch and cables and a yearly , more detailed survey by the PDO hoisting specialist. To avoid interruption of the club activity as result of non-availability of the winch, the winch cable shall be certified at least two weeks before the expiration.

25.1 Maximum capacity CSP Winches and ramp. Allowing for shock and ramp slope the maximum boat weights are as follows:

- a. The maximum weight of a boat including trailer, fuel and stores on the lower main ramp is 2.5 tonnes.
- b. The maximum weight of a boat including trailer fuel and stores on the upper ramp is 1.5 tonnes.
- c. The maximum trailer length for safe operation on the lower winch is 27 ft.

26. Private boats / Club Power-boat parking slots. The RAHRC has parking facilities for private boats of RAHRC club members only. An application form must be submitted to the CSP and is to be accompanied by copies of the registration and insurance documents as well as the details of the boat and trailer including lengths and widths (maximums in all cases). All owners must be named individuals. Pending the number of applications and available slots, a parking slot may be assigned or applicant may be added to a waiting list.

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- a. **Responsibly boat parking.** RAHRC takes no responsibility for any boat left/parked within the Boat Park. Any boat that is not removed from the Boat Park by the owner when required to do so, (or any boat for which the owner is no longer traceable for a period of six months) will become the property of RAHRC and may be retained by the club for use by members or sold by auction.
- b. **Type of slots.** Parking slots are divided into three categories - Upper Park; Uncovered Lower Park; and Covered Lower Park. The application should clearly state for which category the application is made. Initially a slot may come available in the Upper Park and a subsequent application would be needed to move to another slot.
- c. **Insurance and markings.** All boats launched from or parked at the Boat Park must carry at least third party liability insurance and a current registration document. The annual renewal of this registration and insurance is the responsibility of the boat owner(s). Each boat must have its Name, Port Registration Number (MSQ xxxx) and Type of use (Pleasure/Diving) painted clearly on the hull above the waterline in both English and Arabic.
- d. **Seaworthiness.** All boats parked at the Boat Club must, in the opinion of the RAHRC management, be seaworthy. Upon launching, they must carry all the safety equipment listed in para 20 of this document. Any boat considered to be not-seaworthy or failing to carry the required safety equipment, may be removed from the Boat Park and the slot forfeited.
- e. **Launching.** Responsibility for the launching and use of private boats lies with the boat owner(s) however CSP personnel has an overriding veto on whether or not any boat may be launched for whatever reason.
- f. **Maximum dimensions trailers.** All private boats parked at the Boat Club must sit entirely within the maximum length and width of their trailers (excepting the engine which may protrude from the back of the trailer). The maximum permitted width of a trailer (at its widest point including the wheels) is 2.8m. The maximum permitted length of a trailer (including towing ball/hoop) is 7.0 m.
- g. **Technical specifications trailers.** Boat trailers should be in good technical order, safe for launch and retrieval of the boats. CSP personnel may reject a trailer that in their opinion is not safe to use. The following items are of particular concern: Winch attachment to trailer - the hoop at the front and main trailer frame must not be rusted to the extent there is a danger of failure; Trailer wheels (inc. jockey wheel) axles, and fittings must be in good condition; The attachment of the boat to the trailer must be capable of withstanding the stresses placed upon it - A towing strop or chain of dimensions appropriate for the size of boat must be used. (A chain/strop fixed to the trailer with a hook on the other end to catch the boat and set it in exactly the right position on the trailer is recommended).
- h. **Removal of boats.** Boats not or rarely used over a 6-month period, boats that are not in a seaworthy condition, boats without an engine, boats with a trailer that cannot be moved safely or boats without a valid registration or insurance will be removed from the Boat Park and the slot forfeited. The decision on this will be taken by club management. When asked to remove their boat, the boat owner shall do so within 1 week of the club management request. If the boat is not removed by the boat owner within that time removal

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- of the boat will be arranged by club management at full cost to the boat owner and at no responsibility to the RAHRC or RAHRC management.
- i. **Cars.** Cars may not be parked in the Boat Park at any time other than with permission of the duty CSP personnel.
 - j. **Welding and Grinding.** Welding or grinding work (or any work that would warrant the equivalent of a "Hot Permit" in PDO terms) on boats in Boat Park may only take place in the middle of the Upper Park well away from other boats.
 - k. **Fuel storage.** The storage of fuel in containers outside of a private boat within the Boat Park is prohibited. Fuel containers used inside a boat must be of a type designed for containing fuel.



Appendix A : RAHRC Kayak Section Rules

A - Safety

- (1) Kayakers must comply with RARBC Kayak Section Rules.
 - (2) **The overriding premise for all kayaking activity is that everyone participates at their own risk. Parents are responsible for the safety and kayaking activities of their own children.**
 - (3) Kayakers must be able to swim confidently wearing normal kayaking clothing.
 - (4) Kayakers must wear a correctly fitted Personal Floatation Device (PFD) or Life Jacket.
 - (5) Kayakers must notify the CSP (Club Safety Post) of their intended journey.
 - (6) Kayakers must carry a mobile telephone in a waterproof container and note the CSP duty telephone number.
 - (7) The CSP personnel have the over-riding and final decision on whether a kayaking activity may go ahead.
-

B - Club Equipment

- (1) Club equipment (kayaks, paddles and/or buoyancy aids) are stored near the CSP (Club Safety Post) and must be signed-out in the CSP, leaving membership club card with the CSP personnel. Parents will sign on behalf of their children.
 - (2) Club kayaks must not be taken outside RAHRC bay with the exception of participation in organised events/activities.
 - (3) Club equipment may not be borrowed outside of CSP hours and must be returned before CSP closure.
 - (4) Guests may not borrow club kayaks unless accompanied on the water by a club member who shall be responsible for the safe return of the equipment.
 - (5) Kayaks must be lifted or moved with trolley. They must not be dragged on the ground/beach.
 - (6) All equipment must be washed thoroughly with freshwater after use.
 - (7) Equipment damage must be reported to the CSP personnel.
 - (8) Kayaks should be returned to the Club kayak rack near the CSP.
-

C - Organised Events

- (1) Organised events/activities may go-ahead when accompanied by proficient and capable kayakers to lead the group, although individuals shall not be held responsible for the safety and well-being of participants.



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- (2) The overriding premise for all organised events and activities is that everyone participates at their own risk.
- (3) The event or activity must be take into account the ability of the least experienced and least capable participant considering distance, weather and sea state conditions.
- (4) CSP (Club Safety Post) must be notified of intended journeys, number of kayakers, kayaks and expected time of return to RAHRC. The sign-out / sign-in board must be completed if the CSP is closed.
- (5) A journey float plan must be lodged with the RAHBC Chair, Sports Secretary and Club management for organised activities that depart or finish outside RAHRC and make use of RAHBC kayak equipment. A journey float plan template is available from the Kayak Section.



Appendix B : Winch operating instructions (v.6) 05.06.2014

Cl Read carefully the instructions before starting

- Only RAHRC CSP personnel or authorized persons as per list available in the winch room may operate the winch.
- Always min. two people should support the operator.
- Use hand gloves when handling wire rope.
- Always agree the person in charge (PIC) and hand signals. Finger up is moving trailer up the ramp, finger down is moving trailer down the ramp, clenched fist is stop.
- Carry out a walk around inspection of the winch (pic.3).
- Check the wire rope for correct spooling and end termination & make sure clips are tight. Correct spooling means the wire rope is going in the valley between 2 windings and not crossing each other. See (pic.1).
- Check the wire rope terminations (“never saddle a dead horse”, fold back part is called dead end) and shackle (attention correct threading of pin in body) for damage and proper condition (pic.7&8).
- Switch on the mains and ensure power supply (pic9).
- Turn on the pendant (portable control panel) emergency switch (red button) in given direction (pic5).
- Press gently each pendant switch and check for proper function (slow and fast (un)spooling and emergency switch).
- Ensure the proper function of the winch pressure roller (pic2).
- Press the (↓) pendant switch to unspool the required length of wire rope.
- Connect the free end of wire rope to designated point or hook on the boat with shackle.



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- Press gently (↑) pendant switch to create the tension between winch and boat. Make sure the speed of the winch is not too fast; otherwise adjust the knob at bottom of pendant control (pic.6).
- When overload alarm beeps, check if the Main Power Supply (MPS) tripped, press the yellow button and put on the MPS (pic.9) and follow the sequence, press the reset & auto on buttons in the control panel unit (pic4), which is located on the winch. Make sure unit will be locked after the reset.
- Press gently (↑) pendant switch to pull the boat with slow speed, make sure there is no obstruction in between and use the wooden stick for guiding the wire rope to avoid uneven spooling.
- Once operation is completed, stop the winch and press the emergency switch and detach the shackle from the boat and keep the rope in its designated place (pic.5).
- Switch off the mains and put winch cover on in case of rain.

Do's & Don'ts

CII Do's

- Only PDO's approved winch operators should operate the winch and be supported by two personnel.
- Check before start, the end termination wire rope grips (Bulldog) for tightening and position. ("never saddle a dead horse") (pic. 7).
- Ensure the spooling is correct before and after winch operations (pic.1).
- Check pendant control buttons and emergency switch for proper functioning (pic.5).
- Always select a safe speed depending upon weight of the boat (pic.6). Reduce speed when boat is about to cross the ramp ledge to prevent heavy boats slamming into winch.
- Use wooden chocks behind heavy boat trailer wheels when pushing over the ledge when launching to prevent shock load on the winch. Ensure cable is securely fixed and sufficient slack is available to push the boat.



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- Always prior to winching, remove any element that may interfere with safe winch operations.
- Spool off as much wire rope as necessary to allow for a smooth connection.
- Wear heavy leather gloves when handling a wire rope.

CIII Don'ts

- Don't exceed winch rated capacity (pic.10).
- Don't operate if you are not trained.
- Don't touch wire rope or hook while in tension or under load.
- Do not use the wrong lifting accessories to connect the load.
- Do not adjust the speed of winch rapidly.
- Do not shock load the winch.
- Do not use frayed, kinked or damaged wire rope.
- Do not operate if unusual sounds are noticed.
- Wire rope angle must be 90 +/- 4 degrees with the axis of the winch: otherwise rope comes off the drum.

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Pic.1 Correct spooling
Roller

Pressure Roller



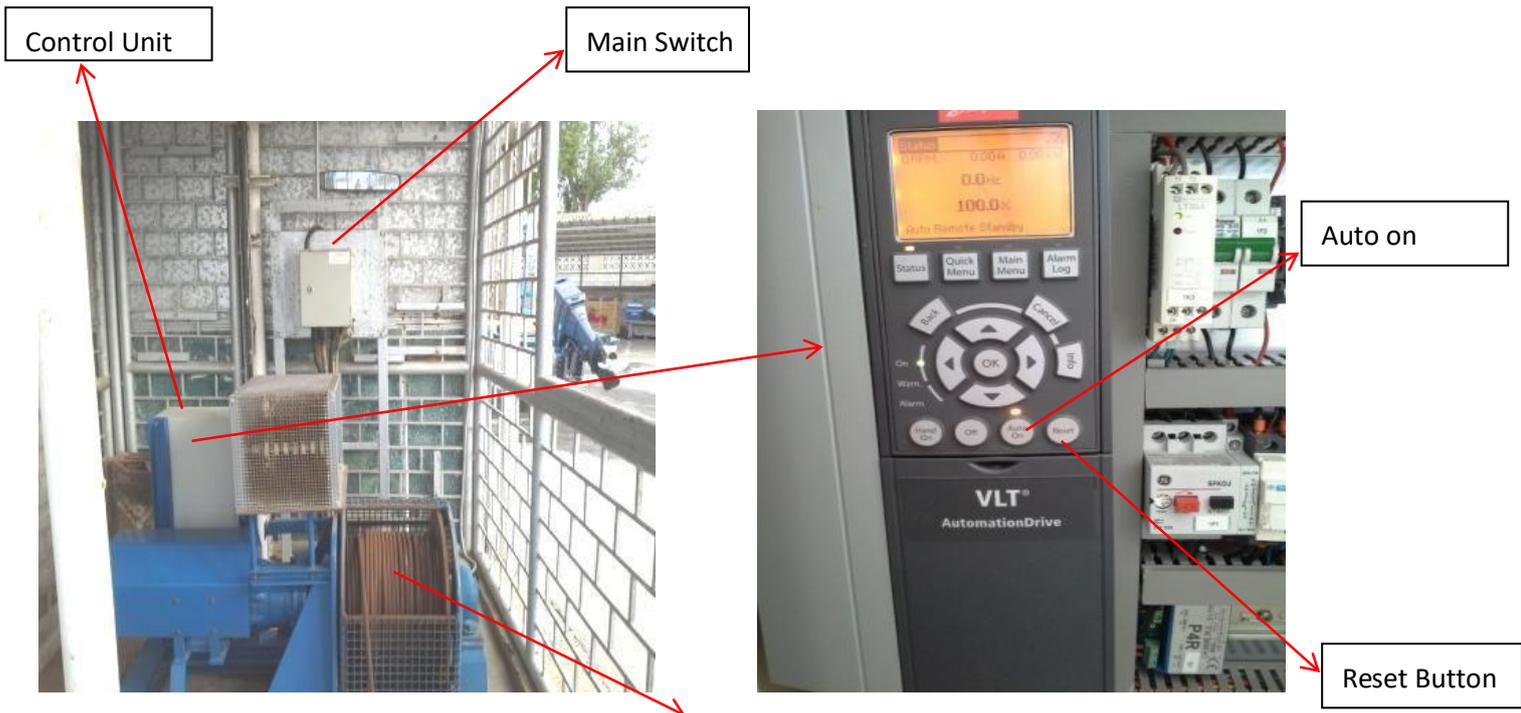
Pic.2 Pressure



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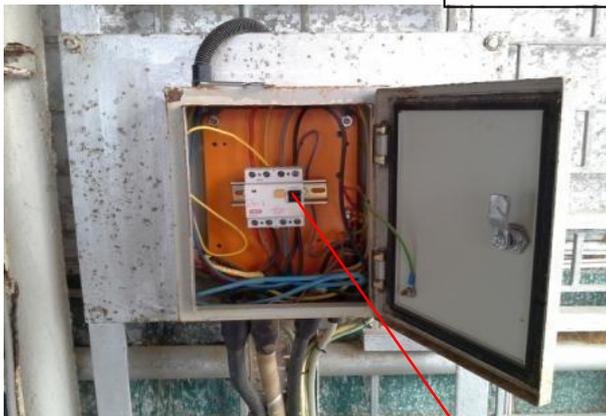
Pic.7 Wire rope termination

Wire rope clips
Correct position



Pic.8 Shackle

Shackle



Pic.9 Main power Switch

Main switch



Pic.10 Manufacturer Data plate

Rated capacity (WLL)
1500kg on 4th layer



Appendix C: Using Club Multipurpose Boats, Version 1- 18 March 17

Emergency phone numbers

- 1- Coast Guard 24714661
- 2- Duty Pilot 99376048
- 3- PDO Emergency 2467555
- 4- Club Safety Post 97215896

Check list to help you remember every procedure to ensure safe and happy boating

General Notes

You may only go out if you have a water tight hull, two engines, a working bilge pump a fully loaded mobile phone with above contact numbers and you are listed with a helm ticket for these boats.

There is a maximum number of four people allowed on the club fishing boats. At least two must be adult. One must have a valid ticket.

You must always stay within phone range

You must always stay within sight of the coast and Fahal Island.

You must always return before sunset

Do not enter the restricted areas of Fahal Port, the embassy area, Muttrah Port or The Sultan's Palace (Muscat)

When entering or leaving the beach area always keep at right angles to the beach and use the entry and departure corridor.

When you first arrive

Book your ticket for the trip from the CSP staff and pay your fee.

Collect keys from winch room

Carry out a visual check of the boat

Lift the bow to drain any rainwater from the bilges

Ensure the bung is fitted to the bung hole

Complete the coupling of the fuel cans

Turn on electrics

Check the bilge pump

Check engines are at 30 degrees

Check fuel to engine by starting for very short burst



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At the CSP / Winch

Attach the winch line to the cradle
Collect life jackets and emergency kit
Check mobile phone is working and links back to the winch room
Check you have left details of all persons with the CSP
Brief crew on safe launch procedure
Start launch procedure on direction of the CSP personnel
Check hand held VH set to channel 06.

On the ramp

At bottom of ramp climb onto boat, leave crew on ramp
When immersed in water start engines and lower to operating angle
Check water is being ejected from both engines
Instruct crew to release bow line from cradle and board the boat
Reverse the boat off the cradle keep speed to minimum
Check the location of other water users especially swimmers
Set a course at right angles to the beach toward marker buoys
Before crossing the marker buoys do one final check
Are bags and other equipment stored safely?
Crew ready?

On return

Reduce speed at marker buoys and take direct line for starboard ramp
Drop crew at beach and reverse away
Crew collect cradle, contact CSP and reverse cradle to bottom of ramp
Ease the boat into the cradle and crew secure the bow line.
Stop engines and lift to 30 dgr.

At top of ramp

Return emergency kit and life jackets to CSP
Report any injuries
Report any damage to the boat to CSP staff
Turn off batteries
Prepare boat for fresh water wash, immerse engines and run with fresh water
Hose down the superstructure and hull return to hard standing.



Appendix D: Waterborne Appendix to Club Event Form

Name event : (example) Kayak Event **Happy Days**

Assigned CSP POC: (example) Martin tel 867335

POC Event : (example) Kees Konijn tel 923457

General description

Example :

- a) **Date 23 June:** Time-line in accordance with below depiction.
- b) **General:** 10 private Kayaks to The Dimaniyats.
- c) **Number of participants :** 15 persons, Date 23 June.

Drafted By :

Approved by:

c. Head Section

Date

Signature

d. MSA / Sports secretary

Date

Signature

e. Club Vice President

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Date

Signature

Graphic depiction with time stamp



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B. Risk assessment

<u>Category Risk</u>	<u>Example counter measure</u>	<u>Effective counter measure</u>
General Risk	Stay together. Warning mirrors and pyrotechnic available. Extra paddles .	
Weather Risk	Weather to be assessed by MSA 1 week, one day and 1 hour prior to departure.	
Medical Risk	Club Multipurpose Power boat in company with first aid and defib. Sufficient water on board.	
Navigation Risk	Bring at least 2 compasses and hand held GPS. Units to have the coast line visual at all times. All units to be returned to the club before sunset. RB available.	
Communication Risk	2 x sets hand held VHF radio available on motorboat. 3 x cell phone in watertight case.	
Collision Risk	Stay together fixed high red flags on all kayaks.	
Risk Marine Wildlife	Area to be checked by club RB prior to departure. Stay together.	
Flotation Risk	All units to be checked prior to departure by MSA. Extra bung plugs and duct tape on board.	
Sunstroke Risk	All to wear long sleeve T-shirt and cap, and sunblock	

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Tidal Risk	Timely return to the ramp ahead of Low Water	
-------------------	--	--

C. Required Assistance CSP

- a) **CSP manning** : (example) From 07:00 till 17:00
- b) **RB** : (example) Club RB standby throughout. Proceed to make rendezvous and tow back to the club if still out after 17:00, before sunset.
- c) **Hand held VHF**: (example) request use two handheld sets.
- d) **Floatation devices**: (example) request five life vests adult, two children.
- c) **Other**: (example) Request the use of one Multipurpose Club power boat.

D. Communication plan

- a) **VHF** : dual watch CH 16 /06 throughout
- b) **CSP fixed line**: 00968 24675720
- c) **CSP duty mobile telephone**: 00968 97215896
- d) **CSP Recue boat mobile tel**: 00968 97096890
- e) **Leader** : Kayak Party Kees Konijn 00968 9201234
- f) **Back up leader** ; Marjan Konijn 00968 9201287

D. Emergency numbers

- a) **Tel number hot line coast guard** : 00968 24714888
- b) **PDO duty pilot** : 00968 9937 6048
- c) **PDO Ambulance**:

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d) **Voluntary First aid** : Mieke Dans 00968 2455377

Appendix D 1: Example Journey Float Plan, Kayak section

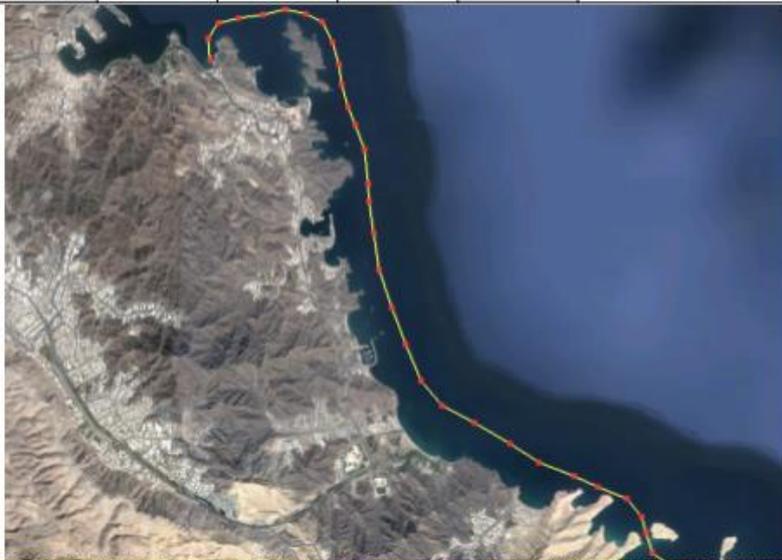
The event form may be supplemented by the Journey Management Plan Sail section, Journey Float plan Kayak section or the HEMP from swimming section. Double information is not required.

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Journey Float Plan, Kayak Section, Ras Al Hamra Boat Club						
Kalbuh Park to Oman Dive Centre (Friday 24th March 2017)						
Name of Participant	RAHRC Member No.	Mobile Telephone Number	Boat Make & Model	Boat Type	Boat Colour	Emergency Contact
Launch Date	24-Mar-27		Arrival Date	24-Mar-27		
Launch Time	9.30		Arrival Time	13.30		
Launch Location	Kalbuh Park, Muttrah		Arrival Location	Oman Dive Centre (Now Muscat Hill Beach Resort)		
Launch Coordinates	23°37'17.00"N; 58°35'5.00"E		Arrival Coordinates	23°32'43.00"N; 58°38'56.00"E		
Proposed Route, Alternative Route(s), Bail-out points, etc						
Kalbuh Park - Around Al Jazirah Island - Marinas Bandar Al Rawdah - Qantab - Bandar Al Jissah - Oman Dive Centre						
Bail-out points: Sltab - Capital Yacht Club - Marins Bandar Al Rawdah - Bandar Al Rawdah - Qantab						
Equipment Carried by Group						
VHF Radio	NO	Repair Kit	YES	Emergency Food & Water	YES	
Mobile Telephone	YES	Spilt Paddlec	YES	Emergency shelter	NO	
EPIRB/PLB	NO	Towline	YES	Map	YES	
Flares Parachute	NO	Knife	YES	Chart	NO	
Flares Smoke	NO	Pump	YES	Compass	YES	
Flares PinPoint	NO	Food & Drink	YES	GPS	YES	
Whistle	YES	Sunscreen	YES	Lights & head-torch	YES	
First Aid Kit	YES					
Submitted By:				Date:	19-Mar-17	



Appendix D2 : Example HEMP Form Swimming section



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Activity	Undesired Event	Hazard	Threat	Uncontrolled Risk	Controlled Risk	Controls	Recovery	PDD Reference
Launching boats	Capsize of rescue boat	Rough seas	Inexperienced crew	B3	A3	Boats only launched if sea is calm enough for the swim to go ahead. Experienced crew will not launch in bad conditions.	Boat righted and moored in PDO port	
Swimming	Drowning	Water	Poor swimmer	B4	B2	Kayak at close quarters Remove from swim	first aid team first aid box	
	Drowning	Water	Jellyfish sting	D3	B2	Kayak at close quarters should swimmer get stung badly Swimmer's choice to carry on with swim	PDD ambulance on site 9999 ROP ambulance	
	Death	Water	Heart attack	B4		Physical fitness / training Kayak at close quarters		
			Stroke	C4		Kayak at close quarters		
	Hit by speed boat	Fishing boat	Boat driver	B4	A2	Kayak at close quarters		
Kayaking	Capsize	Water	Rough sea	C2		Boat house personnel give go ahead for swim based on sea state for launching boats. Rescue boat on hand to retrieve kayak and help kayaker. All kayakers to wear life vest		
	Capsize	Water	Incompetence	D2		All kayakers to wear life vest Swimmer to stay with kayaker		

Appendix D3 : Example Journey Management Plan Sail section

Journey Management Plan													
Event	Sailing / Camping Trip round trip Daminyats - Ras Al Hamra Boat Club					When	Depart: 1st Dec 2017 approx. 10:00 / Subject to wind						
Main Focal Point			9973			When	Return: 3rd Dec 2017 approx. 17:00 / Subject to wind						
Beach Focal Point			9357										
Event Plan	<p>The plan is for a 3 day sail / camp trip to Daminyat Islands leaving the club on or around 10:00 on 1st December and returning on the 3rd December ETA on 17:00 in convoy with the club power catamaran Robin Nadir PSQ 1138 acting as the mother ship. The Hobies will follow a course as close to the rhumb-line as practically possible considering the prevailing wind direction / strength. The Hobies will be sailed in pairs to provide immediate assistance if required and at all times the Hobies must be in sight of the mother vessel. Each Hobie / Mother craft will carry a GSM / GPS / Info chart / Torch / Knife / Water / Personal supplies as a minimum.</p> <p>Return Journey to the Boat Club: Hobie Assignment / Hobie Crew / Robin Nadir Power Catamaran Crew</p>												
Sailing					PDO Club Power Boat								
ID	Hobie Assigned	Helm	Adult	Child	Crew	Adult	Child	Tel on board	ID	Power boat RN PSQ 1138	Adult	Child	Tel on board
1	H20		1			1			1		1		99732035
2	H19		1			1			2		1	99788424	
3	H18		1				1		3		1		
4	H17		1				1		4			1	
5	H16		1				1		5			1	
								6			1		
								7			1		
			5	0		3	2		3	4			
Total Adults:		11											
Total Children:		6											



Appendix E: DECLARATION OF INDEMNITY RAHRC Sports activity

Text to follow



DECLARATION OF INDEMNITY

To Follow

Date/...../.....

Name

Club ID Nr

Signature

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Appendix F: RAHRC emergency response log

Date:

Time:

Emergency Information to be collected by CSP	
What is the emergency	
Location: Where is the emergency	
Callers name	
Callers contact details (GSM, VHF)	
Caller location if different from boat	
Name & type of boat	
How many people on board	
Details of any injuries	
What assistance/help is needed (Tow, Medical, Fire, Urgency?)	
Other notes:	

Post Emergency Review with Management on:	(date)
Weather during the emergency:	
Outcome:	
Learning / Follow Up Action:	



Appendix G : BSAC Casualty assessment

CASUALTY ASSESSMENT		BSAC <i>Dive with friends</i>	
Date:		Age: yrs Male/female:	
Casualty name:			
Onset of symptoms: Time: _____			
Description: _____			
Time	Record observations every 15 mins and when casualty's condition changes		
Highest level of response	Alert, Voice, Pain, Unresponsive		
BLS	Note times started and stopped		
AED	Note times applied Note if shocks given		
Orientation	Day	✓ normal	✗ abnormal
	Place	✓ normal	✗ abnormal
	Person	✓ normal	✗ abnormal
Personality change	✓ absent	✗ present	
Chest pains	✓ absent	✗ present	
Respiratory rate	(breaths/minute)		
Pulse rate	(beats/minute)		
Vision	Normal, Tunnel, Blurred, Double		
✓ normal	Head & neck	Tingling/numbness	Left/Right/Both
		Facial weakness	Left/Right/Both
✓ normal	Upper limb	Tingling/numbness	Left/Right/Both
		Weakness	Left/Right/Both
✓ normal	Trunk	Tingling/numbness	Left/Right/Both
✓ normal	Lower limb	Tingling/numbness	Left/Right/Both
		Weakness	Left/Right/Both
Eye/hand coordination	✓ normal	✗ abnormal	
Oxygen therapy	Note time started & stopped. Note O ₂ %		
Fluid administered	Note time and amount (ml)		
Assessor name:		Contact name:	
Tel:		Vessel call sign:	
INCIDENT PROCEDURE		BSAC <i>Dive with friends</i>	
<ul style="list-style-type: none"> • TAKE CONTROL • ASSESS THE SITUATION • DELEGATE ACTION • CONTACT THE EMERGENCY SERVICES 			
Tell them: Who you are, Type of emergency, Location			

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