

## SOP - Working from Boats

**DO NOT use this plant\* unless you have been inducted in its safe use and operation by an Authorised Experienced Operator**

This SOP may not cover all possible hazards and risks and should be referred to as a control measure in the risk assessment process. Additional training may be required for high risk plant. Site and task may change required PPE.

### PERSONAL PROTECTIVE EQUIPMENT



Foot protection must be worn



High visibility clothing must worn



Life jacket must be worn



Walk-a-Round

### POTENTIAL HAZARDS AND RISKS

- Explosion**  
Explosion of gases, vapours or liquids
- Other**  
Drowning
- Slip, Trips, Falls**  
Slip, trip, fall due to slippery work surfaces
- Exposure to Dust/Fumes**  
Exposure to other emissions released by the plant

### PRE-OPERATIONAL SAFETY CHECKS

- ✓ Prior to leaving Depot, the supervisor shall check the Bureau of Meteorology for weather conditions relating to wind, rain and storm activities for the work area
- ✓ Complete the appropriate pre-operational plant checklist
- ✓ Complete site specific risk assessment
- ✓ Ensure there is a personal flotation device (PFD Type 1) for each person on board the boat in an easily accessible location. PFD's must be worn at all times. The PFD Type 1 may be a self-inflating style
- ✓ Ensure you are familiar with plant operations and controls
- ✓ Prior to launching the boat in **enclosed waters** the operator must ensure that the boat is equipped with:
  - Anchor and Chain/line
  - Bailing bucket and lanyard
  - Fire bucket (if no bailing bucket carried suitable for firefighting)
  - Fire extinguisher (if boat has motor)
  - Life Jacket (PFD Type 1) for all persons in the boat
  - Navigation lights if the boat is being used at night or in conditions that require lights
  - Paddles/oars (not required if a 2<sup>nd</sup> means of propulsion is fitted)
  - Sound signal – air horn/whistle/bell
  - Waterproof torch
- ✓ Prior to launching the boat in **open waters**, the operator must ensure that in **addition** to the above equipment, the boat is also equipped with:
  - Appropriate map or chart
  - Compass
  - Distress Signal – 2 Orange smoke hand-held
  - Distress Signal – 2 Red hand-held flares
  - EPIRB, 406MHz
  - Fresh drinking water – 2 litres per person
  - V sheet (distress signal)

- ✓ Exemptions of the above equipment apply when working from a barge attached to a jetty.  
Equipment required is P1 lifejacket for each worker

### OPERATING PROCEDURES

- ✓ Worker must ensure that safety equipment is stored in the same place every time and that everyone on board knows where to find it, and how to use it
- ✓ Worker will ensure the bungs are fitted to the hull before launching
- ✓ When working in remote areas worker must carry an EPIRB
- ✓ If working on boat alone, line of sight should be maintained with another worker on shore
- ✓ A council boat shall not be used in open water unless:
  - It is fitted with a coastal marine radio for log in and log out with the Marine Rescue NSW radio bases (27MHz Radio Channel 88 or 90, VHF Radio Channel 16 or 73) and all other safety equipment as specified by the NSW RMS
  - More than enough fuel shall be carried for intended journey and back

### LICENCE REQUIREMENTS

- ✓ Any person who drives a powered boat for recreational purposes on NSW waters at a speed of 10 knots or more must have a boat driver's licence

### EXPERIENCE REQUIRED

- ✓ The person in charge of the boat must hold a NSW boat license and be experienced in Council's power boat operations.
- ✓ Inexperienced workers, who will be driving the boat must also hold a NSW boat licence and must not work on the boat alone until they have reasonable practicable knowledge of the boat, boat handling and duties required to be undertaken.

- ✓ The experienced worker is to induct the inexperienced worker in the boat and the environment they are working in

### **COMPETENCY REQUIREMENTS**

- ✓ Workers must be competent in the use of outboard motor operation.
- ✓ When working from a boat for the first time there must be a competent and experienced person with the inexperienced person at all times until they are deemed to be a competent operator by their supervisor

### **TOWING BOAT TRAILER**

- ✓ Ensure boat is properly secured to trailer using the safety chain and boat strap/wire where fitted
- ✓ Ensure that the safety chain at winch is attached to the boat and is in safe working order
- ✓ Check tow hitch is secure and safety chain attached
- ✓ Ensure that the trailer is in good working order, particularly the running gear and lights
- ✓ Check outboard motor is properly stayed
- ✓ Ensure that any loose articles are properly stowed or secure prior to towing

### **UNHOOKING BOAT TRAILER**

- ✓ Ensure all connections are unhooked from the trailer
- ✓ Before unhitching the trailer, ensure tyres are properly chocked and trailer brake, if fitted, is applied

### **ENDING OPERATIONS & REFUELING**

- ✓ Make sure engine is turned off before performing any maintenance or refuelling
- ✓ Refuel plant at least 3 metres from combustibles
- ✓ Leave fuel container in boat for filling
- ✓ Ensure plant is in good working order and stored in the appropriate location

### **DO NOT**

- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✗ Do not use if plant is faulty. Report fault to your supervisor IMMEDIATELY and do not use any unsafe items
- ✗ Do not leave plant running unattended
- ✗ Do not exceed personnel carrying capacity of the boat
- ✗ Do not overload the boat
- ✗ Do not smoke whilst in the boat or refuelling
- ✗ Do not use boat if windy, rainy or stormy conditions are forecast for any duration of the work activity
- ✗ Do not use mobile phone while operating plant

\*Plant in this SOP refers to any machinery, equipment, appliance, container, implement and tool.