

THIS DOCUMENT IS FOR GUIDANCE ONLY

# NMI RISK ASSESSMENT FOR SAILING ACTIVITIES

USING MCA Or Equivalent CODED CHARTER YACHTS & BOATS

Updated: Jan 09

This Risk Assessment is for use aboard sailing yachts and tenders etc. On all occasions the key stakeholder (Project Manager, Skipper or other authority) is to review risks and make additions and amendments as appropriate. Event Manager and /or Skippers to sign risk certificate provided with Yacht packs.

NMI can accept no responsibility for the use of this Risk Assessment by any other organisation or unauthorised persons.

Skippers must be Qualified to at least RYA Yacht Master level or equivalent. *Skippers must discuss with disabled crew and/or careers re special help required, and how they can best be guided / lifted and what they expect & would like help with.*

<b>Item no</b>	<b>Activity /Element</b>	<b>Hazards Identified</b>	<b>Existing Controls (Step 3)</b>	<b>Residual Risk</b>	<b>Additional Controls Required</b>	<b>Residual Risk</b>
0	Responsibility	Safety and well being of crew. Safety of yacht. Safety of third parties.	Crew to consist of skipper then 1 able-bodied person for each disabled person on board.  Skippers job to be in charge of yacht and crew as a whole and not for day to day requirements of a disabled person.	Reduced	<i>Skipper to be advised of requirements of disabled on board so that he may take this into consideration when making decisions</i>	<i>Reduced</i>

1	Severe Weather	Damage to boat. Injuries to crew.	<p>Not to leave safe haven if force 6 or above is advised.</p> <p>NMI specified Yachts are built and equipped for their area of operations indicated by MCA Categories 2 – 4 as applicable.</p> <p>Long term planning using routing and weather forecast charts and other weather forecasts. Short term planning to seek shelter in safe havens or allow sea room and selected heading.</p> <p>Safe havens to be within 60nms for Yachts in MCA Cat 2.</p> <p>Use of "reduced canvas", storm sails, heaving to, trailing warps, etc.</p> <p>Crew briefing on heavy-weather sailing and trained in use of storm sails before leaving the vicinity of the safe haven.</p>	Reduced	Local weather forecasts to be obtained at least once every 24 hours	Reduced
2	Man Overboard.	Drowning, partial, secondary drowning, hypothermia and other injury.	<p>Approved lifelines, harnesses and jackstays are correctly fitted, inspected and maintained.</p> <p>MOB recovery equipment is fitted as required by MCA COP plus equipment considered to be MOD "best practice" (e.g. Danbouy).</p> <p>Manual, fixed buoyancy and automatically inflating lifejackets with integrated harnesses of a MOD approved design are provided and worn by the crew when stipulated. Crew on the upperdeck wear lifejackets at all times unless the Skipper says otherwise. Non-swimmers wear lifejackets at all times when on the upperdeck.</p> <p>Crew always to be hooked on at night, in fog or low visibility, in inclement weather, when seasick and on other occasions when Skipper or the individual considers necessary.</p>	Reduced	Crew with reduced mobility wear life jackets and to be hooked on when on the upper deck  Wheelchair bound crew to wear lifejackets at all times when in the cockpit	Reduced  Reduced

3	Sailing Offshore	Seasickness & medication	<p>Skipper and crew are trained in MOB recovery and first aid. MOB recovery is exercised on first sailing and as appropriate thereafter.</p> <p>Risk is reduced by early advice on triune brain, diet and fluids i.e. avoid fatty food, alcohol etc.</p> <p>The yacht's medical kit includes anti-seasickness tablets. Participants are encouraged to use the medication as required.</p> <p>Individuals suffering from seasickness, are 'clipped on' to avoid falling overboard when on the upperdeck, monitored for proper fluid intake to avoid dehydration; detailed to take the helm, a task that has proven to lessen the effects of seasickness.</p>	Reduced	<p><i>Skippers are to ascertain medication requirements, where kept and compatibility with sea sickness tablets.</i></p>	Reduced
4	Deck and shore Work	Trips and Falls  <i>Manhandling of disabled</i>  Moving and Falling Objects	<p>Personnel are required to wear appropriate footwear that improves adhesion between the shoe and the slippery surfaces found near water. Correct footwear also reduces the risk of foot &amp; toe injuries.</p> <p>Traditional Rules:</p> <ul style="list-style-type: none"> <li>• One hand for yourself and one for the boat</li> <li>• Never stand astride a line or in a bight</li> <li>• Never take a turn around yourself</li> </ul> <p>Never handle "live" anchor cable except with a ropes' end</p> <p><i>When assisting those with reduced mobility ensure that the helper(s) do not injure themselves or compromise own stability</i></p> <p>Surefootedness comes with increased sea-sense –</p>	Reduced		<p>Reduced</p> <p>Reduced</p>

5	Operations under power.	Mechanical Failure	<p>Crew briefed on dangers of moving parts of the Yachts, i.e. boom.</p> <p>When working ashore in and around boat maintenance areas hard hats to be worn in accordance with Health and Safety Instructions</p> <p>Risk minimised by routine engineering maintenance including daily and pre-start checks.</p> <p>Inspection of machinery ( engine shaft and seal) Regular checks when operating continuously to monitor coolant flow, gauges, battery charge etc.</p> <p>Yachts carry tools and spares as appropriate to the trip planned. Additional spares are carried for deployments</p> <p>Skipper should completed suitable Diesel Engine course or be considered competent</p> <p>Crew to be trained to sail the Yacht and be aware of mooring practice</p>	Reduced		
6	Emergency and Distress Situations	Communications equipment failure	<p>Redundancy in communications equipment, including fitted and portable VHF/DSC for short range.</p> <p>Emergency equipment (e.g. EPIRB or similar) as per MCA advice</p> <p>Use of pyrotechnics in emergency situations</p>	Reduced		
7	All offshore sailing operations	General safety at sea concerns.	<p>Skippers and Crew are to be appropriately experienced / qualified for the exercise they plan to undertake. Minimum standards are to be in accordance with MCA Code of Practice and NMI practice</p>			
8	In close	Collision	The International Regulations for Preventing Collision at Sea	Reduced		

9	proximity to other vessels.		<p>(IRPCS) are to be applied at all times.</p> <p>Yachts are fitted with navigation lights, day shapes and sound-making equipment as required by IRPCS.</p> <p>Skippers are trained to employ extra cautionary measures where risk of collision is high, in fog or low visibility. Many UK vessels are now fitted with Radar –Skippers must be appropriately skilled</p>			
	Operations at sea and in harbor.	Fire/Explosion	<p>Yachts to be adequately fitted with firefighting equipment and all crew to be briefed on the actions to be taken in the event of a fire.</p> <p>The cooker is never to be left unattended when lit</p> <p>Cooking gas is always to be turned off at the cylinder valve when not in use and a safe and approved routine for the use of gas <i>set out in the NMI safety briefing.</i></p> <p>Gas cylinders are stowed in a purpose-built locker that is sealed off from boats interior with drainage overboard. Gas fittings meet appropriate Eu or British Standard and checked as required.</p> <p>Yachts to be fitted with gas and smoke detectors.</p> <p>Fuel when stowed to be in approved containers with quick release stowage.</p> <p>Smoking is banned below deck and may take place on the upper deck only downwind of all inflammable materials and at the acceptance of all other crew.</p>	Reduced		

10	Cooking	Burns/scalds  Food borne disease	<p>Any time an individual is in the galley <i>at sea</i>, he/she wears foul-weather trousers and waterproof sailing boots to reduce the risk of scalds. Cookers are always on gimbals with the harbor lock disengaged when at sea.</p> <p>Food preparation areas meet the necessary standards of design and hygiene.</p> <p>Separate cleaning gear to be properly promoted in the safety briefing for heads, galley meat, dairy and other areas.</p> <p>A high standard of hygiene personal hygiene maintained onboard.</p> <p>Only fresh &amp; properly preserved provisions are embarked.</p> <p>All outer packaging is removed on the upperdeck to reduce the risk of insect infestation. Refrigerator &amp; or cool box used.</p>	Reduced		
11	Operations in coastal waters and alongside.	Crime – theft, injury, etc. alongside and piracy at sea.	<p>Alongside: Yachts to be locked when vacated. All loose equipment stowed below or locked stowage. Ship keeper(s) remain onboard when not in a secure berth. Crew to remain in groups ashore and life guard watch used when swimming / appropriate.</p> <p>At sea: Expeditions to avoid areas of piracy and risk. Planning to include escorts &amp; sail in company. When suspicious vessels are sighted Yacht tacks/gybes away. Crew are required to be visible in large numbers.</p>	Reduced		
12	Small Boat Operations	Man overboard resulting in drowning or injury from	Dinghy users to be properly trained. Passengers/crew briefed and wear lifejackets when in open water. Non-swimmers wear lifejackets at all times. Number of passengers not to exceed approved maximum load and account taken of weather & sea state.	Reduced		

13	Abandon Ship	Man overboard resulting in drowning. Dehydration, hypothermia, starvation etc.	outboards propeller and other harbor craft.	Skipper where applicable some crew to have completed sea survival course. List of those responsible for providing additional "survival stores" will be promulgated. Crews briefed and rehearsed in drills for use of life raft. Yachts fitted with approved life raft and safety equipment, VHF/GMDSS.	Reduced		
14	Sailing	Major Rigging Failure resulting in damage to the YACHT and injury to the crew.		All rigging to be properly set up qualified persons and surveyed at appropriate intervals / defects rectified. Surveys of rigging and spars deck-level check by Skippers/Mates. Mast checks carried out during maintenance periods. Correct sail plan for prevalent weather conditions used, including correct use of running backstays (where fitted).  Crews briefed to pass along the upperdeck on the windward side and never hook on to standing rigging, minimise risk of injury in the event of rigging failure.			
15	Port Visits – Potable water replenishment.	Water Contamination		Areas /countries where water supplies may be contaminated are identified and avoided & or buy bottled water. If any risk of contamination exists then tanks are to be isolated. Skippers test and purify water. Yachts also carry emergency water supply in "jerry" cans where appropriate.	Reduced		
16	Operations in temperate and cold regions.	Hypothermia and frostbite.		Crews to be provided with appropriate cold/wet weather clothing, briefed on keeping warm and dry / the symptoms of hypothermia. In extreme climates upperdeck work is kept to a minimum and duration of watches reduced as required. Skipper and nominally one	Reduced		

				crewmember to have appropriate medical training.			
17	Overseas.	Disease		Appropriate vacations/inoculations to be identified and participants informed.	Reduced		
18	Operations in summer and the tropics.	Sun Injury		Crews to be briefed on preventative measures. Yachts fitted with adequate ventilation cowls. Upperdeck is cooled with seawater. Awnings rigged in harbor, bimini used at sea in strong sun.	Reduced		
19	"Hands to Bathe"	Swimming Dangers		Non-swimmers do not take part. One person is nominated as "lifeguard". A line is trailed astern to aid boarding. A ladder or scrambling net is rigged. The Yacht engine is not operated and the dinghy may be used only with oars.	Reduced		
20	Operations in coastal and inshore waters.	Grounding		Skippers, Mates and Watch leaders to be trained and qualified to appropriate levels in navigation and boat handling. Navigation "best practice" is applied.	Reduced		

#### Abbreviations

MCA Maritime and Coastguard Agency

NMI Safety Briefing refers to the Code of Practice for Small Commercial Sailing Vessels.

GMDSS Global Maritime Distress and Safety System



**CERTIFICATE BY PROJECT OFFICERS / SKIPPERS**

I have read and understand the NMI Risk Assessment dated \_\_\_\_\_. It has been reviewed and /\*either it is confirmed that it covers all known risks associated with the expedition or course or passage about to be undertaken\*/ \*or risks not already covered by this document have also been assessed and included on additional pages which are attached\*.

Signed..... Name..... (\*delete as appropriate)

Notes:

Hand this certificate to the Event Manager before sailing.