

Bromsgrove Boaters - Skippers H&S Checklist

	Issue	Action
1	Crew health	Be aware of any health problems and medication taken by each crew member.
2	Crew competence	Be aware of skills, competence and agility of each crew member, and allocate tasks accordingly.
3	Novice crew	Consider limitations on novice crew: eg. not outside the cockpit when underway, not left alone onboard, etc.
4	Boat safety equipment	Check equipment and inventory, including gas cut-off, engine fuel cut-off, fire extinguishers, first aid kit, etc and make all crew aware.
5	Boat serviceability	Check boat structure (guard wires, jackstays, etc) for serviceability.
6	Passage Plan	Plan the sailing event to suit the safety and comfort of all crew, including consideration of crew competence, weather, sea conditions, meal breaks, etc.
7	Crew briefing	Undertake a crew briefing (including the charter company's checklist) in sufficient detail to suit crew experience; less detail needed for an experienced crew, more detail needed when novices on board.
8	Contact details	Ensure you have contact details for each crew member's home contact / next of kin, and for Cruising Sec (and separate 'Shore Contact' if Cruising Sec is sailing)
9	MAJOR INCIDENT involving loss of life, serious injury, or substantial damage to property or the environment	Apply guidance given in "RYA Guidance on Major Incident Procedures and Crisis Communications for RYA Affiliated Clubs" - Link on Boaters Website or via RYA Site - In the first instance contact Cruising Sec or Commodore, who will refer to RYA as appropriate or contact the RYA Out-of-Office-Hours Incident Line on 07789 556070.
10	Incident and Near-Miss reporting	Provide the Cruising Secretary with a brief report of the sailing event, including any concerns, incidents or near-misses for the club's Safety Officer to record.