

RPAYC – CRUISING INCIDENT CHECKLIST

This checklist provides a “What to Do” guide for those involved in organising or conducting RPAYC Yacht Race sailing events and is part of the RPAYC’s Incident Management Plan (IMP).

Pre-Event Preparation
<p>IO (Incident Officer) is the CC (Cruise Coordinator) IM (Incident Manager)</p> <ul style="list-style-type: none"> Undertake preparation as per pre-event checklist / NoC and advise participants of weather forecast prior to the event start. . Confirm IM and ID arrangements for event duration.

Procedure to be followed by all Cruise Participants when NOTIFYING INCIDENTS
<ul style="list-style-type: none"> If boat requires external emergency assistance use marine Distress, Urgency and Safety communications procedures Immediately notify Cruise Coordinator or Incident Officer of the nature and location of incident Assess nature of incident and decide on Incident Priority If emergency assistance required contact NSW Police Marine Area Command direct CC to coordinate RPAYC assistance with Marine Area Command CC / IM to keep a log of all calls and events relating to all Incidents

Incident Response – if any doubt on Priority then Escalate

Notification or Observation of MINOR INCIDENT
<ul style="list-style-type: none"> Call for assistance from other boats, stand by, assist as required, coordinate additional assistance CC Provide situation reports and advise IO CV if further assistance is required Incident yacht IO to reassess Incident Priority based on feedback and escalated Priority if required CC

Notification or Observation or Escalation to MODERATE INCIDENT
<ul style="list-style-type: none"> Call NSW Water Police 000 and request assistance as appropriate CC / IM <p>NSW Police Marine Area Command (MAC) will coordinate the involvement of all other Emergency Response Agencies</p> <ul style="list-style-type: none"> CC advises Incident Manager of nature and location of Incident CC IM takes control of coordinating RPAYC involvement as directed by NSW Water Police IM CC and cruising boats to provide assistance as appropriate until directed by IM of further actions IM Advise Incident Director of nature and potential outcome of incident IM Potential Threat of Extreme Weather – CC considers postponement or change to course / location if cruise has not commenced – Advise cruise participants by radio on the cruise frequency. CC IM assess appropriateness of current Priority and escalates if appropriate IM

Notification or Observation or Escalation to MAJOR INCIDENT
<ul style="list-style-type: none"> Call NSW Police Marine Area Command and advise nature of incident and location CC Mayday call – CC to consider abandoning event to assist Response Agencies CC Provide support and assistance as required by MAC All IM coordinates any RPAYC involvement as directed by MAC IO / CV / MB Contact Incident Director who will set up Incident HQ at RPAYC as per IMP IM

Notes: This Incident Checklist is only applicable to RPAYC organized cruising events. For RPAYC cruising events outside NSW waters the Cruise Coordinator must contact the relevant state SAR response agency and obtain contact details prior to the event.