



# Hornet Services Sailing Club



## Hints and Tips for Boats Laid Up Ashore

1. Read the H&S guidance and Boat Rules overleaf!
2. Reduce your yachts windage and remove spray dodgers and sails.
3. Whilst we endeavour to meet your electric needs, at peak times you may need to unplug other members – if you do please plug them back in before you finish for the day. Electric meters are to be used or a daily charge will be made.
4. If your boat is left unattended when plugged in to shore electric supply, ensure that all electric items are safe. Be aware that dehumidifiers are a fire risk and a number of boats have been severely damaged by fire as a result. A safer option is to use low wattage tubular heaters and moisture absorbing crystals/tablets. (Note: some insurance companies will not cover boats with electric dehumidifiers)
5. Be considerate of other boat yard users particularly when it comes to noise and creating debris that can cause harm to others or their boats and equipment.
6. When carrying out antifouling inform the Marina Manager /or Marina staff who will confirm that adequate precautions and procedures are in place – remember you are responsible for the conduct of your contractors; ensure a copy of their public liability insurance and method statements are passed to the Club Secretary before work starts.
7. Ensure scrapings, chippings and dust arising from work is collected and disposed of to avoid any spread around the yard – if required use tarpaulins and sheets to collect the waste.
8. Only use ladders that are safe and fit for purpose – ladders are to be properly secured. The Club owns mobile safety steps and some staging for use by members, please consult with the Marina staff for a safety brief before use of the equipment.
9. All hazardous waste must be removed from site by the owner, however, the Club does have some limited facilities for the disposal of waste oil, filters and contaminated rags. Please consult with the Marina staff.
10. Current ablution arrangements are limited to a portaloos located behind Bldg 98. The Club is investigating enhancing this to a more semi permanent facility and location. In the meantime, if you don't wish to use the portaloos please use the toilets in the Clubhouse.
11. Action on Emergency:
  - Raise the alarm. Dial 999 or seek immediate help. The Club Post Code is PO12 2AQ.
  - If you are able to do so get a message to the guardroom Tel: 02392 765575
  - Many Club members and staff are first aid trained. Laid up boats may have first aid kits onboard. A defibrillator and eye wash bottles are located in the entrance to the Clubhouse (access 24/7). The Gosport War Memorial Hospital (02392 524611) has a minor injuries unit but anything more serious will require a visit to A&E at QA Hospital in Portsmouth.

Think safe • Stay Safe • Think Safe • Stay Safe • Think safe • Stay Safe • Think Safe • Stay Safe

HORNET SERVICES SAILING CLUB - OFFICE; 02392 580403

## HEALTH & SAFETY

1. All equipment used to build, maintain or repair vessels must be operated by a competent person.
2. All persons, other than those authorised, must be at least 5 metres away from the boat hoist and movement equipment during boat lifting operations.
3. Personal Protective Equipment (PPE) is to be worn as appropriate or as set out in a Risk Assessment.
4. No persons or contractor are permitted to bring on to site any items of plant without prior written permission from the Club Secretary.
5. If any of the following are observed whilst on site you are required to report them immediately to the Club Secretary / Marina Staff:
  - An incident or near miss
  - Any situation that looks potentially dangerous and might cause an accident
  - A third party performing a dangerous task
  - Any form of heat or smoke emission
6. The following operations are NOT permitted without first submitting a Risk Assessment. If approved a work permit will be issued:
  - Hot work including, welding, cutting or grinding
  - Spraying of any type of paint or material
  - Sand, grit or slurry blasting
  - Any form of gas fired heating system
7. It is forbidden to undertake any of the following activities:
  - Staying on the boat over-night whilst the vessel is ashore
  - Climb or be hoisted up the mast whilst the vessel is ashore
  - Attempt to start the engine or other machinery whilst the vessel is ashore without permission from the Marina Manager who will check the security of the cradle arrangements prior to starting; this should only be done to check the engine prior to relaunch.

## BOATYARD/MARINA RULES

1. There is a strict No Smoking policy within buildings or within 5 metres of buildings.
2. Any operation that causes dust or debris from grinders and /or sanders must use proper extraction equipment at the source of the emission, and take containment measures to avoid the spread of fragments and debris around the yard (temporary sheeting).
3. Working after hours and at weekends inside the members workshop and in Bldg 98 will require permission from the Club Secretary or Marina Manager.
4. All personnel are to observe the safety signs displayed around the premises.
5. The moving of vessel cradle arms, stands or supports should only be carried out by Marina staff.
6. No unaccompanied or unsupervised children are allowed on the premises.
7. All craft on trailers must be immobilised and any attached outboard engines should be fitted with an anti theft device.
8. For Winter lifts/lay-up, sails, dodgers and covers to be removed from masts and booms before the vessel comes ashore.
9. Only HSSC trained staff are authorised to operate Club plant and equipment.
10. All vehicles driving on to the premises are done so at the owner's risk – please do not obstruct access for other vehicles. Note: Max speed limit 10mph.
11. Do not empty bilges ashore/or in the Marina. Please dispose of your waste in the correct bins – any hazardous waste is to be removed from site by the owner.
12. All pet owners must have pre authorisation from JSASTC. No animals are allowed in the bar/restaurant areas. Please keep pets under control at all times.
13. Please leave pontoons in a safe state with no loose equipment, ropes and electric leads should be left neat and all gash disposed of.