

BOAT02: BEES BOAT USER APPLICATION

SECTION A – to be completed and signed by applicant

Applicant name:		Mobile:		Application Date / /	
Research Group		UNSW Supervisor/s		External supervisor/s	
Applying for (tick all that apply):	<input type="checkbox"/> Crew	<input type="checkbox"/> Master: ≤ 5HP	<input type="checkbox"/> Master: sheltered water	<input type="checkbox"/> Master: near coastal ≤ 7.5 m	<input type="checkbox"/> Other:
Brief project description					
Location of activities					
Type of activities to be undertaken	Work at night; surf zone; line fishing; net fishing; BRUV; sediment grabs and cores; snorkelling; diving; deploying equipment; electrofishing; list other:				
Knowledge & Experience ¹					
Qualifications and emergency management certificates ²	Car licence type & restrictions		Boat licence type & restrictions		
	Marine Radio	First Aid	Provide Oxygen	Other:	
	Experience towing trailers		Experience launching and retrieving from trailers		

I, the above-mentioned applicant, understand and agree to the following responsibilities and my obligations to them:

- Evaluate the adequacy and relevance of emergency planning for the work being conducted.
- Ensure that all appropriate safety equipment is on board and operational before setting off.
- The condition and daily maintenance of the vessel while in my use, and must report any maintenance issues to the Boating Officer as soon as possible after they arise.
- The decision to commence or postpone activities based on the weather, the condition of the vessel, the abilities of those on board and the tasks to be performed.
- Provide a safety briefing to all on board which includes actions to be undertaken in the event of an emergency.
- Practice and document emergency drills with the crew or special personnel.
- Issue clear and concise instructions to those on board and ensuring that they have had sufficient training or instruction to carry out those tasks.
- The decision to cease activities if conditions become unsafe or a likely to become unsafe.
- Coordinating emergency responses and delegating tasks.
- Reporting of incidents or near misses. Notify supervisor and BSO, report via UNSW H2O & complete an AMSA Vessel incident report when required.
- Assist in reviewing operational, safety and environmental procedures and to proactively bring issues to the notice of the Boating Safety Officer.

Applicant Signature:..... Date:.....

¹ Evidence of sea time in the form of log books and/ or employer references

² Scan and attach copies of qualifications and certificates including car licence if towing

BOAT02: BEES BOAT USER APPLICATION

Section B – to be completed and signed by Boating Safety Officer

1. Certificates submitted
2. Evidence of Seatime
3. Discuss the risks relating to both the location and the type of activity.
4. Discuss and list the skills, knowledge, and experience required to reduce the risks of the activity and to manage the types of emergencies that may arise.
 - a. Boating experience in the same or similar areas
 - b. Boating experience in the same conditions
 - c. Boating skills in operating, or crewing, the same or similar boats
 - d. Knowledge of the area of operation (familiarity with local hazards and rules)
 - e. Knowledge and experience of the type of work to be undertaken

I have discussed the above responsibilities with the applicant in detail and I am satisfied with their understanding of the above obligations (Scientific Boating Officer):

SBO Name:..... Signature:..... Date:

Notes/Comments:

Summary

ITEM	DETAIL	LOCATION	DATE COMPLETED	NOTES
Register as a boat user	Complete application and see boating safety officer	BEES RESOURCES WEB PAGE: BOAT02		
Knowledge of SMS	Meeting with BSO	Emailed from BSO		
Knowledge of general boating risks	Read and declare RMF for general boating risk	SCI-BEES-RMF-11		
Knowledge of towing, launching and retrieving	Complete BOAT03 with Boating Safety officer	BEES RESOURCES WEB PAGE: BOAT03		
Knowledge of boat operation, safety, emergency and environment	Complete BOAT04 with Boating Safety officer	BEES RESOURCES WEB PAGE: BOAT03		

Related safety documents, regulations, standards and codes of practice:

Please see the BEES boating and diving pages for existing RMF's and SWP's the most up to date and complete list of relevant documents:

Work Health and Safety Act 2017; Work Health and Safety Regulation 2017; The National System; The National Standard for Commercial Vessels; Road Regulation 2008; Road rules 2008

BEES Boat Safety Management System; BEES Vessel Operations and Emergency Procedures

HS917 Fieldwork Procedure; HS406 Fieldwork Guidelines,

BEES Diving Operations Manual