

Pre-Departure Briefing

General Information:

- Introduction of operator/crew + vessel name & CF #
- Mission & Objectives
- Destination & timeline (departure, eta site, depart site, eta return)
- Loading/stowing gear
- Using the radio, GPS & engine
- Expected weather/ocean conditions
- Any possible hazards
- Paperwork: waivers and work comp. forms if applicable

Roles of persons onboard:

- Lookout
- Trim & balance of vessel, moving about the vessel
- Requirements/actions specific to the vessel (off limit areas, etc)
- Tasks specific to the overall mission.

Boating laws and regulations:

- Location of pfds & proper donning
- Location & deployment of throw ring, & life raft if available
- Location of fire extinguishers
- Location of first aid & oxygen
- Discharge of materials

What to do in case of emergencies:

- Chain of command
- Person overboard
- Fire
- Engine breakdown
- Abandoning the vessel
- Resources in the area
- Phone, radio communication

Answer any questions

Boating Operations for Live Boating Deployment and Recovery of Divers

Key Points:

- The boat captain is in charge of the safety of the boat and passengers and therefore determines when it is safe to deploy or recover divers.
- Always keep the engine in neutral and the prop away from the divers in the water.
- Avoid drifting down on divers
- The Captain must be familiar with the Dive Accident Management Plan specific to the operation: Missing Diver, Injured Diver, Diver Recall.
- Live Boating must be approved as part of the divers dive plan.

Deployment

1. Approach dive site down weather
2. Decreasing the speed of the boat to steerage speed when approaching the dive site.
3. Once on site, position the bow down weather to avoid drifting on the divers and fouling any equipment in the prop(s).
4. When the divers are ready to enter the water, shift the engine in neutral and turn the prop away from the side the divers will be entering.
 - a. Confirm the boat is in neutral
 - b. Call out "neutral" loudly as the signal for the divers to get into the water
5. Leave the engine in neutral until the divers and equipment are clear of the boat.

During Dive

1. Keep surface marker float, bubbles or divers within clear view, but at a safe distance throughout dive. Any surface markers should be determined and approved during the dive planning process.
2. The Captain should keep the sun at their back and the boat down weather of the divers whenever possible.

Recovery

1. Avoid drifting down on divers by approaching the divers from down weather when possible.
2. Reduce speed early during approach and the speed of the boat should be at steerage speed when the divers are about 2 boat lengths away.
3. Shift the boat into neutral when the bow of the boat is within about 20ft of the divers.
 - a. Confirm the boat is in neutral
 - b. Call out "neutral" loudly.
4. Make final steerage adjustments using the wheel.
 - a. Once the divers are along side, turn the wheel so the prop is away from the divers.
 - b. Leave engine in neutral until divers are aboard.

MISSING DIVER RECOMMENDATIONS FOR BOATERS

1. Drop an anchored buoy (anchor & life jacket or attach something to the kelp) or select the M.O.B. (man-over-board) button on the G.P.S at the last known location or the start point of the dive.
2. Note current direction when diver was last seen. Drop a highly visible floating object with submerged portion attached to help note current direction and speed.
3. Recall other divers.
4. Note time: Start of dive & Present Time; Depth of water. Attempt to determine when air supply should be depleted. Account for & question dive partner noting anything unusual about the dive.
5. Briefly search for the diver and their bubbles within the dive area and down current while also looking towards the shore and/or any other area the diver may have sought refuge.
6. Call appropriate EMS - Coast Guard (Ch 16 VHF), 911 or other local EMS.
7. If unable to locate the missing diver return to last known position. Prepare dive teams at marker buoy and await instructions from EMS.

MAN OVERBOARD RECOMMENDATIONS FOR BOATERS

1. Shout "man-over-board" and mark M.O.B position on the G.P.S.
2. Begin throwing floatation objects overboard including life ring.
3. If there are others on board, instruct a crew member to watch the person in the water and point continuously.
4. Quickly slow the vessel and start the recovery maneuver by turning hard in the direction the person fell over.
5. If you cannot see the person in the water or have any doubt about your ability to recover him/her, send a "Mayday" call through Channel 16 on your VHF radio making sure to include G.P.S coordinates.
6. Determine the wind / current speed and direction.
7. The approach will vary depending on location, weather conditions and the type of boat. When possible approach the person from the downwind or down current side, whichever is strongest.
8. Provide the person with a floatation device and throw a line to pull them along side the boat if needed. If unconscious, make a careful approach and grab the victim using a boathook or other device. The boat operator should never enter the water during a rescue.
9. Ensure the propeller is not turning when you are alongside the person in the water.
10. Provide first aid and treat for hypothermia if needed

BOATING EMERGENCY MANAGEMENT PROCEDURES

Introduction

Most boating incidents take place through the culmination of several factors leading up to a single point when unsafe situations combine and pass a critical point resulting in an emergency situation. Identifying these factors and correcting them immediately is the best course of action.

General Procedures (Personnel Injury)

The nature and severity of personnel injury shall be the determining factor for the mode and method of patient transport.

Make contact with victim, if safe, rescue as required.

1. Establish ABC's. (Airway, Breathing, Circulation) Then apply first aid as required.
2. Determine severity and select the mode of transport. (Self transport, USCG, or EMS)
3. As applicable, contact the pre-designated land base, USCG channel 16 VHF, or EMS 911. Or local equivalent
4. Coordinate with EMS for patient transfer site and ETA.
5. Notify the Launch Master.
6. Complete the Accident Forms as required.

General Procedures (Non-urgent Disabled or Damaged Vessel)

For non-emergency related damage or disabling situations it is the responsibility of the operator to suspend the mission and assess all conditions then take appropriate action. The operator must communicate the situation to another vessel or land-based point of contact. A communication schedule shall be established to monitor the situation until safe anchorage is obtained.

1. Apply measures to minimize or correct the situation and relay the following info:
 - Location
 - Nature of problem
 - Type of assistance needed
 - Number of persons onboard
 - Establish a communication schedule based on severity.
2. Arrange USCG assistance if another assistance provider (such as Vessel Assist) is not available. Hail USCG on VHF Channel 16 and follow their directions.
 - Same as #1 above.
 - Request notification of the land base that is holding your float plan.
3. Notify the Launch Master.
4. Complete the Accident Form if required.

Emergency Procedures (Collision, Fire, Flooding, Grounding, Crew overboard)

Severe situations that can lead to the loss of life and property are collision, fire, flooding, grounding, capsizing and crew over board. Each of these situations requires the operator to immediately initiate measures to correct the situation. Additionally, the USCG and/or another designated agency shall be notified to facilitate rescue and/or assistance.

1. Initiate control measures to prevent/minimize loss of life and the vessel: put on life-vest and wetsuits if available.
2. Contact USCG Channel 16 VHF
 - MAYDAY, MAYDAY, MAYDAY!
 - Location (Speak slowly and repeat position)
 - Nature of distress
 - Vessel name, ID number & description
 - Number of people on board
3. Request notification of the Launch Master (805)893-2873 as soon as possible.