Offshore Races 2023-2024 – Safety Plan

This safety plan has been written to assist with managing competitor, volunteer, employee and third-party safety during the RPNYC offshore races as per the RPNYC Offshore Program.

The Race Officer (RO), Duty Officer (DO) and the members of the Sailing Committee are the people responsible for executing this plan.

This plan will be published on the event notice board, and its general tenor will be explained to competitors at the event briefing.

In scope:

- On-the-water competitor safety while racing
- Safety of the general public interacting with competitors or volunteers on the water

Out-of-scope:

- Inshore racing (separate safety plans)
- Any delivery of a yacht to or from a RPNYC race
- On-shore safety of competitors, volunteers and employees, other than those performing a race management function
- Safety of competitors while rigging and de-rigging yachts
- Safety of competitors while delivering yachts to or from the marina on race day

This plan recognises the difference between (a) safety and (b) compliance with safety regulations. A person who complies with safety regulations may not be safe, while a person who does not comply with safety regulations may be safe. This plan will compensate where the safety regulations do not adequately address a safety issue.

Reference Documents:

- Notice of race – offshore series
- Sailing instructions – offshore series
- Race Appendix – individual races
- Appendix 1 – Risk Analysis and Treatment
- Appendix 2 – Yacht and Crew Detail
- Appendix 3 – Safety Equipment
- Appendix 4 – Safety Inspections
- Appendix 5 – Mitigation tasks
- Appendix 6 – Briefing Notes
- Appendix 7 – Crisis Plan

APPENDIX 1 – RISK ANALYSIS AND TREATMENT

		Severity of Harm				
		1 – Little or No Harm	2 – Some Harm	3 – Moderate Harm	4 – Significant Harm	5 – Extensive Harm
Likelihood of Harm	A – Very Unlikely					
	B – Possible					
	C – Even chance					
	D – Likely					
	E – Almost certain					

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Man Overboard	B	5		- For all Offshore Races: Competitors' attention is drawn to RRS 1.2 life-saving equipment: "Each Competitor is individually responsible for wearing a personal flotation device adequate for the conditions." However, in Offshore Races a combined Life-jacket and Harness shall be worn when on deck: • Between the hours of sunset and sunrise • When alone on deck • When reefed • When true windspeed is 25 knots or above • When visibility is less than 1 nautical mile See also YNZ Safety Regulations Part II, items 17.5 to 17.9. - Use of jackstays on deck and other attachment strong points. - Recommend using three point harness tethers to keep crew inside lifelines where possible. - Confirm all yachts have provided safety certificate to show they have been inspected to Category requirement for the race as stated in the NoR.	- Own yacht to recover - Other yachts to assist to recover - RCCNZ	- Skipper - Other skippers - RCCNZ - RO - SC

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Boat Leaking or Sinking	B	5		- Confirm all yachts have been inspected to Category requirement for the race as stated in the NoR. - Skippers have checked all thru hulls and skin fittings and sea cocks. - Skippers have checked operation of pumps. - Hoses are clear of obstructions and ready to use.	- Crew to plug/reduce leak, and operate pumps - Assistance from other Competitors - RCCNZ	- Skipper - RCCNZ
Boat Running Aground	B	5		- Ensure skippers are familiar with course area - Warn skippers of specific known navigation hazards - Set courses that are appropriate to the weather conditions - Boats to carry charts for entire race area - Provide weather update at pre-race briefing	- Pre-race briefings - Assistance from other competitors - RCCNZ Rescue services called to assist.	- Skipper - RCCNZ
Boat Running into Submerged Object	B	5		- Other than boat running aground or boat leaking (see above) no mitigation is possible.	- Assistance from other competitors - RCCNZ - Rescue services called to assist	- Skipper - RCCNZ

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Injury to sailor/Sick sailor	B	5		- Boats to carry a first aid and medical kit that meets or exceeds safety category - When a boat has a crew member with a known medical condition that may require acute treatment, then the condition is to be disclosed to the skipper and the boat is to carry 48 hours of medication for that sailor's medical condition. Skippers and crew are to be encouraged to disclose the condition to the RO/SC. - Skippers to contact Maritime radio if medical advice is required. Maritime radio will patch through to Wellington Hospital.	- RCCNZ	- Skippers - RCCNZ -

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Storm or Weather Bomb forecasted	2	3		- Brief Skippers on the likely chances of encountering severe weather during the race briefing. - Skippers to read and understand the pre-race declaration that they are signing to declare they are medically fit, and their yacht prepared for the race. - Skippers aware of maritime radio broadcast times for a weather forecast updates. - Skippers aware of how to download weather updates via cellular communications. - Yachts to be able to get weather updates through the race. - Cover the options where yachts can seek shelter. - RPNYC policy is that the RC will not start a race that has a named weather system forecast for the leg that the yachts are likely to sail into.	- RC to postpone race start. - RC can abandon the race prior to the start. - Advisory messages from Maritime Radio at sched times to all competitors. - RO to discuss with DO and Met Service duty forecaster (if possible) to get profes-sional advice regarding the weather system and its movement and likely impact. - Text advisory for storm or weather BOM warnings to competitors using cellular communications. - At briefings discuss suspension of racing options as defined in the Sailing Instructions. - At briefings discuss options to seek shelter. - At briefings discuss options of what to do if no shelter available. - Use of storm sails.	- Skippers - RC

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Adverse weather	C	2		- Publish weather so that skippers are aware of risks - Consider postponement - Set courses that are appropriate for the conditions - Ensure boats are equipped to handle adverse weather - Cover the use of storm sails and other heavy weather devices at briefing - Skippers aware of maritime radio broadcast times for weather forecast updates. - Skippers aware of weather updates available via cellular communications	- Consider postponement of start time - Consider abandonment	- Skippers - RC
Interference with divers	A	3		- Brief skippers on their obligations to boats showing “A” flag - 5 knot rule	- RCCNZ	- Skipper
Boat unable to be located in event of an emergency	A	4		- Boats to report their position as per position report schedules as stated in the Sailing Instructions. - Position reporting to continue until boats have finished or reached safe port - Use of Predictwind cellphone trackers by all competitors. - Recommend yachts to carry Class B AIS. - Yachts carrying AIS to be transmitting at all times whilst racing.	- Automatic penalty for non-complying boat. - Protest serious breaches - Monitor Predictwind tracker - Have Maritime Ops monitor AIS if the yacht has AIS installed. - No communication after execution of 'failed communications plan' to trigger search	- Skipper - Maritime Ops - RCCNZ

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Collision between two boats	A	5		- Remind boats of their obligation to use correct navigation lights. - Remind Skippers that they must comply with the IRPCAS. - Remind boats of their obligation to keep a proper watch. - Remind boats of the suspension of RRS and the use of IRPCAS during the hours between sunset and sunrise. - Remind Skippers of the requirement that if AIS is installed it must be transmitting at all times while racing.	- Skipper of both yachts - First Aid where required - RCCNZ - Rescue Services called to assist. - Medivac if required	- Skippers - RCCNZ
Insufficient information about boat and crew with which to stage a search or rescue operation	A	4		- Have boats complete pre-race vessel and crew forms - Maintain a comprehensive crew list including contact details for next-of-kin - Provide a copy of the vessel and crew information to Maritime Radio	- Details to be collected by RC - Details to be available to RO and DO - Copy of vessel and crew information provide to Maritime Radio	- RC - Skippers
Failure of communications	B	3		- Maintain redundant communications (cellphone, land line, VHF) - All yachts to test their VHF is working via pre-race call in. - Compel competitors to maintain communication (ie: attempt to communicate until contact is made) - Have “failed communications” plan for boats	- Implement failed communications procedure - RC to monitor Predictwind Tracker - Have Maritime Ops confirm yacht movement via AIS if the yacht has AIS fitted.	- Skippers - Maritime Ops - RO

Potential Risk	Likelihood	Severity	Risk Rating	Mitigation of Risk	Treatment of Injury	Responsible person
Unsafe boats	B	3		- All yachts to provide current YNZ safety certificate with entry. - Conduct safety inspections (modified items) - All yachts to provide liferaft servicing certificate as required by the Notice of Race. -	- Protest unsafe boat. - Yacht disqualified pre-race start as per Notice of Race for failing to meet safety requirements when inspected via random inspections.	- Skipper - RC
Major damage preventing ability to make own way	A	4		- Boat to be self-sufficient in food and water for period required to affect a rescue - Boat to carry equipment necessary to remain head to wind in absence of sails, rudder and engine. - Yachts to carry minimum fuel requirements for the race. - Yachts to advise Maritime radio if assistance is required.	- Rescue services called to assist - RCCNZ - Other competitors to assist	- Skipper - RCCNZ - Maritime Ops
Interference with harbour traffic	A	2		- Remind competitors of their obligations with pilotage waters. (350/500Tonne Rule.) - R.O to communicate with harbour authorities regarding shipping movements and other traffic. - Postpone start until traffic is clear - Attempt to coordinate racing with likely shipping movements	- Protest competitor	- Skipper

APPENDIX 2 – Yacht and Crew Details

PRINCIPLES

- Information regarding the yachts that have entered, and the crew for each yacht needs to be collected.
- This information is held by the race committee and Maritime Ops.
- Yacht information to be able to identify the yacht and communicate with it in the event of a search and rescue.
- Crew details show who is on board the yacht and their next of kin contact details.

PROCEDURE

The information about the yacht is used to be able to identify the yacht in the event of a search and rescue. This includes the dimensions of the yacht, plus colours of the hull, decks and sails. A photo of the yacht under sail is included.

Other information such as the EPIRB and PLB hex numbers is recorded. This is so RCCNZ can quickly identify if a yacht in the race as set off its EPIRB and begin search and rescue co-ordination.

The MMSI number for AIS is also recorded. Maritime Ops and RCCNZ can then track the vessel on their AIS monitors. Maritime Ops usually group these, so they can pull up the fleet in one display. This also helps identify yachts that are close to another yacht or vessel in distress.

All VHF/SSB call signs, satellite phone numbers, cellphone numbers are recorded so the race committee, and Maritime Ops can contact the yacht when required.

Crew names, contact phone numbers as well as next of kin and their contact details are recorded. The race committee, Maritime Ops and RCCNZ need to know who is on the yacht and their next of kin.

A paper copy of these forms is to be held by the Race Officer. A copy is to be e-mailed to Maritime Ops, who will share it with RCCNZ.

The Duty Officer and Vice Commodore are to be e-mailed a copy.

Yacht and Crew Details Form

ROYAL PORT NICHOLSON YACHT CLUB
Established 1883

RPNYC Offshore Race 2023/24	
Yacht Name	
Skipper	
Sail Number	
Type	
LOA	
Beam	
Draft	
Hull Colour	
Deck Colour	
406 EPIRB Hex Number	
PLB Hex Numbers	
AIS MMSI number	
VHF Call Sign	
Yacht Cellphone Number	

ROYAL PORT NICHOLSON YACHT CLUB

Established 1883

Crew List

Crew Name	Phone Number	Next of Kin	Next of Kin Phone Number

APPENDIX 3 – SAFETY EQUIPMENT

PRINCIPLES

- Safety inspections should be designed to promote safety.
- Safety inspections should have an educational component.
- The items inspected should mainly represent high value safety items (eg: lifejackets) and items not inspected as part of a 'Cat 3 or 2' inspection.

SAFTEY EQUIPMENT TO BE CARRIED

Boats are to comply with YNZ Part V Category 3 upgraded to include:

Item of Equipment	Rationale
2 litres of fresh water per person per day per estimated days of the duration of the leg.	To provide a minimum level of comfortable self-sufficiency. Skipper to be able to provide how this was calculated.
Boats must carry a life raft Cat 2 or 3 in accordance with safety regulation 17.11. Servicing certificate to be provided to the OA. Yachts may carry a dinghy that is ready to be used for Cat 3 in place of the liferaft in accordance with safety regulation 17.12	In case of catastrophic failure of the boat. OA can confirm Liferaft has been serviced and is in date.
The 406Mhz Emergency Position Indicating Radio Beacon (EPIRB) required by SR 18.6 must be registered with the Rescue Co-ordination Centre of Maritime New Zealand in the name of the yacht.	In case of emergency RCCNZ know the yacht in distress. Copy of registration to have been supplied to the OA.
Each yacht must carry sufficient engine fuel at the start of the race to give the boat a decent motoring range. Formula as per SR as a minimum.	Provides for extended motoring capability in case of an inability to sail.
Cellular communications via phone or another device.	Additional form of communication and ability to access data for weather forecasts.
All yachts must check in prior to race start via VHF to advise they are racing, the POB. This confirms their crew details and the operation of their VHF radio.	Proves that yachts communications equipment is installed and operating. Proves the VHF radios is working prior to the leg start.
Boats must carry a copy of the "Failed Communications plan" and store it near their VHF radio.	To help identify when boats may be in distress, and to ensure that boats that are not in distress are not mistaken for boats that are.

APPENDIX 4 – SAFETY INSPECTIONS

PRINCIPLES

- Safety inspections should be designed to promote safety.
- Safety inspections should have an educational component.
- The items inspected should mainly represent high value safety items (eg: lifejackets) and items not inspected as part of a safety category inspection.

PROCEDURE

- Yachts may be chosen at random occasionally throughout the season.
- Each yacht randomly chosen to be inspected to be contacted two hours prior to start time and advised to remain in their berth (or proceed to a specified place) until inspected.
- Each boat will be required to produce certain safety equipment to a safety officer. The list of items will not be disclosed to boats prior to inspections. The list of items may vary from day to day and from boat-to-boat but would normally include all 'modified' items.
- The safety officer shall report his findings to the RO.
- The race shall not be started until all inspected boats have had a reasonable opportunity to proceed to the start line and prepare to race.

NON-COMPLIANCE

- Non-compliance with safety regulations is a breach of the rules and can be protested.
- While not every instance of non-compliance demands action, the offshore context makes non-compliance more serious than for inshore races:
  - Insignificant, inadvertent, technical or trifling breaches of the safety regulations need not necessarily prevent a boat competing, although such breaches must be remedied, and boats rechecked on the next race day. Examples of insignificant, inadvertent, technical or trifling breaches may include:
    - flares or fire extinguishers being less than 1 month beyond their expiry date.
    - carrying sufficient buckets but of incorrect capacity.
    - not having the yacht's name marked on lifejackets that are the property of crew.
  - Significant breaches of safety (into which category most breaches are likely to fall) and repeated insignificant breaches must result in the boat being instructed not to race. Examples of significant breaches of safety include:
    - not carrying a suitable first aid kit, VHF radio or life buoy.
    - lifejackets not having crotch straps.
    - carrying too few lifejackets or insufficient fuel.
    - not carrying the correct fire extinguishers or not having them in the correct location.
- Any boat that races in breach of an instruction not to race, or a refusal to be inspected, should either be the subject of a rule 2 protest or a rule 69 report.

SAFETY INSPECTION WORKSHEET

Boat Name:		Date	

ITEMS INSPECTED

SR Item	Expected Standard	Observation
8.05	**Emergency Steering** Any yacht steered other than by a tiller fitted directly to the rudder stock must carry an appliance or tiller that can be readily fitted to the rudder stock to enable a yacht to be steered effectively.	
8.06	Crews must be aware of alternative methods of steering the yacht in any sea conditions in the event of rudder failure.	
11.01	**Companionways. All blocking arrangements** (washboards, hatch-boards etc) shall be capable of being secured in position with the hatch open or shut and shall be secured to the yacht by lanyard or other mechanical means to prevent their being lost overboard. The main companionway hatch shall be fitted with a strong positive securing arrangement, which shall be operable from above or below.	
13.14	**Bilge Pumps** (a) One manual bilge pump operable with all cockpit seats, hatches and companionways closed.	
13.18	**Four buckets** of stout construction each at least 9 litres (2 galls) capacity. Each bucket to have a lanyard.	
15.11	**Tools and spare parts** including adequate means to disconnect or sever the standing rigging from the hull in the case of need. Tools shall include a hacksaw with 10 blades, an adequate hammer and drift.	
15.12	**Bosun's chair** constructed in a manner comparable to the NZ standard for Safety Harnesses (NZS 5823:2005).	

SR Item	Expected Standard	Observation
15.15	The following sails must be carried and rigged and hoisted at the time of inspection. These specifications give maximum areas; smaller areas may well suit some yachts. It is imperative that all vessels have sufficient storm sails to work off a lee shore in severe conditions. **STORM SAILS** Skippers and Co-Skippers should consult their sailmaker and designer to arrive at the best sizes. The sizes given below are maximum suggested sizes only and should be followed only after due consultation. A trysail or a deep reefed mainsail conforming to the requirements of the Safety Regulations for Cat 2. **(Recommended) One storm trysail** One storm trysail not larger than 12% of the mainsail luff length x mainsail foot length. It shall be sheeted independently of the boom and shall have neither a headboard nor battens and be of cloth weight of suitable strength for the purpose. The yacht's sail number and letter(s) shall be placed on both sides of the trysail OR rotating wing mast in as large a size as is practicable. Rotating wing masts may be used in lieu of a trysail. Aromatic polyamides, carbon fibres and other high modulus fibres shall not be used in the storm trysail. All slides must be of strong metal construction and compatible with track being used. **OR** if it is not practical to fit a trysail then the deep reefed mainsail shall have the luff reduced to 35 percent or less. The mainsail and reefing equipment must be in excellent condition and constructed to with stand storm conditions. If a separate trysail track is fitted, a stop is to be fitted to the top of the top of the trysail track. **One Storm Jib** One storm jib of not larger than 5%of the square of the luff of the largest headsail (0.05 IG^2) in area, the luff of which does not exceed 65% of the luff of the largest headsail (0.65 IG) and of suitable strength for the purpose. A means of attaching the luff to the stay/foil, independent of any luff groove device. Aromatic polyamides, carbon fibres and other high modulus fibres shall not be used in the storm jib. Note: Sheets must be permanently attached. **Required - One Heavy Weather Jib (Number 4 or 5 Headsail usually)** One heavy weather jib of 70 percent of the fore triangle area. **All mainsails** should be capable of being reefed. **Mainsails shall have a set of reef points capable of reducing the effective luff by 50 percent**.	
15.17	Storm Sails designed for a luff-groove device shall have an alternative method of attachment to the stay. Trysail slides must be metal and compatible with the mast track.	
15.18	A suitable sail repair kit.	
16.02	Toilet securely installed or fitted bucket	

SR Item	Expected Standard	Observation
16.08	**(RECOMMENDED)** Cooking stove, securely installed against capsize with safe and accessible fuel shut off control, capable of being safely operated in a seaway. Any liquid or inflammable fuels must be carried in approved containers. (a) If gas is fitted the gas bottles must be in a sealed locker that can only drain overboard (see 16.19). (b) If camping gear is used, spare canisters must be in a locker that can only drain overboard Individual canisters must not exceed 400gm capacity. If the camping stove is below deck the gas canister shall be unscrewed and stored in the described locker when stove not in use.	
16.09	Gas appliances. Installation shall comply with current regulations and be installed by a registered gas fitter. This notice of minimum size 75mm x 150mm shall be visible adjacent to the stove, where applicable. **"TURN OFF GAS AT BOTTLE"**	
16.14	**Emergency Water** in suitable containers equal to 1 litre per person (per day) for two days capable of being carried to the Liferaft OR a hand water maker.	
16.17	**Ballast and heavy equipment**. Inside ballast in a yacht shall be securely fastened in position. All other heavy internal fittings (such as batteries, stoves, gas bottles, tanks, engines, out-board motors, etc) and anchors and chains shall be securely fastened so as to remain in position should the yacht capsize 180°. No heavy objects including ballast and chain should sit directly on the planking or hull skin.	
17.01	**Fire Extinguishers**, at least two, readily accessible and visible in suitable and different parts of the boat. Total weight, if dry powder, not less than 4kgs.	
17.04	**Fire Blanket** readily accessible to galley.	
17.05	**Lifejackets**, one for each crew. The name of the yacht or owner shall be labelled on each lifejacket. Each lifejacket must supply at least 150 newtons of buoyancy. An attached light is mandatory. A splashguard/spray hood is recommended. Lifejackets must be fitted with a crotch or thigh strap. Warning: As this is only a minimum requirement, wearers are advised to test their PFD's performance under normal conditions. Some wearers may find they need more buoyancy. "Attention of all Co-Skippers is drawn to Maritime Rule 91, "Navigation Safety", which requires all vessels (including tenders) to carry a correctly sized, serviceable lifejacket for each person on board. The Rule also requires the lifejackets to be worn at all times of heightened risk. Inflatable lifejackets do not restrict the wearer's ability to perform sailing functions, and many are combined with a safety harness. The failure to wear a lifejacket or when appropriate, a safety harness, has resulted in loss of life from sailing vessels from time to time." (Refer to SR Appendix 4)	
17.06	Whistles (without peas) attached to lifejacket and lifebuoys. All lifejackets must be fitted with marine retro-reflective tape.	
17.08	**Safety harness and Safety Lines** (tethers) one for each crewmember. All tethers to be double clipped.	
NOR 1.2 & 1.3 (1) 17.11	**LIFERAFT** Category 2 or 3 Liferaft(s) capable of carrying the entire crew and meeting all the following requirements of SR Appendix 2.	

SR Item	Expected Standard	Observation
NOR 1.2 17.12	Approved dinghy in place of a liferaft for Cat 3 races only, where yachts do not have a liferaft.	
17.13	**Lifebuoy's** (a) At least one suitable lifebuoy marked with the yacht's name and equipped with a drogue, pealess whistle, a self-igniting light having a duration of 2 hours. Lifebuoys shall be predominantly brightly coloured and fitted with reflector tape each side. Note: Inflatable devices meeting these requirements are acceptable. Note that these devices usually require annual servicing and must be in date.	
17.14	**Heaving line.** Must be designed for the purpose and be 16m (52 ft) minimum length, 6mm (¼ in) minimum diameter of brightly coloured floating line with a floating weight tied or spliced at the outer end.	
17.15	**Emergency Knife**. A properly housed sharp knife shall be stowed with ready access to crew in the cockpit.	
17.18	**Lifelines** shall be taut. When a deflecting force of 50N (5Kg) is applied to a lifeline midway between supports, the lifeline must not deflect more than 50mm.	
17.23	**Jackstays** shall be fitted on deck, port and starboard of the yacht's centre line to provide secure attachments for safety harnesses. Jackstays shall be attached to through bolted or welded deck plates, or other suitable and strong anchorages (eyebolts are not acceptable). The jackstays shall be fitted in such a way that a crew member, when clipped on, can move from a cockpit to the forward end and to the after end of the main deck without unclipping the harness. If the deck layout renders this impossible, additional lines shall be fitted so that a crew member can move as described with a minimum of clipping operations. A crew member must be able to clip on before coming on deck, unclip after going below and remain clipped on while moving laterally across the yacht on the foredeck, the afterdeck and amidships. If necessary, additional jackstays and/or through-bolted or welded anchorage points must be provided for this purpose. Jackstays shall have a minimum strength of 2000kg. Webbing, that lies flat, is recommended. Through-bolted or welded anchorage points or other suitable and strong anchorages for safety harnesses must be provided adjacent to stations such as the helm, sheet winches and masts, where crew members work for long periods. Jackstays should be sited in such a way that the safety harness lanyard can be kept as short as possible.	
17.29	**Anchors and ground tackle** to be carried shall include: Two anchors with: (i) A cable the boat's length on deck of chain (min) plus 60m (195ft) of rope or chain, the bitter end of this cable to be secured to the hull. (ii) A second anchor cable of 6m (19ft 6in) minimum of chain plus 40m (130ft) of rope or chain.	Both anchors to be sited.
17.33	**Grab Bag**, see SR Appendix II. To be packed in a floating container complete with lanyard.	
17.35	**FIRST AID KIT** Co-Skippers and crew must have the knowledge and stores to cope with any reasonably expected medical emergencies that occur during the voyage taking into account the following conditions: trauma of all types and causes, medical problems involving pain, breathing, shock, infections, temperatures and dental accidents. A suitable first aid manual.	

SR Item	Expected Standard	Observation
18.02	**VHF** (i) Installed Marine VHF radio (55 channel), call sign and operator license required. (ii) Handheld waterproof marine multichannel VHF radio.	
18.03	Radio receiver capable of receiving weather bulletins.	
18.06	**Emergency Position Indicating Radio Beacon (EPIRB),** 406 MHz (marine). The 406MHz EPIRB and/or PLB must be registered with Maritime New Zealand at www.beacons.org.nz	
18.07	**Flares** The following distress signals must be carried in addition to those in the Liferaft. (a) Two red hand flares, additional to those in the Liferaft. (b) Two Orange smoke flares, additional to those in the Liferaft. Flares on the vessel must be within the expiry date at all times.	
18.8	Two flashlights, one of which is floating, suitable for signaling, waterproof, with spare batteries and bulbs. Spotlight recommended.	
19.01	**Compass**. Marine type properly installed and adjusted with current deviation card.	
19.02	Spare compass suitable for steering (may be hand-bearing).	
19.03	**CHARTS PUBLICATIONS & PLOTTING EQUIPMENT** (a) NZ Almanac (current edition). (b) Local tide tables. (c) Reasonably large-scale marine charts of area to be sailed. (d) Plotting equipment, dividers etc. (e) Sailing directions or cruising guide for intended voyage. (f) Tide tables for all ports on voyage. (g) Operating instructions & manuals for navigation aids carried.	
19.04	**NAVIGATION SYSTEMS** (a) Mounted GPS. (b) Echo (Depth) Sounder. (c) Log or distance measuring instrument or GPS with independent power source (d) Radar (recommended)	
19.06 NOR 1.8, 1.9	**(RECOMMENDED)** **AIS Transceiver** (i) All yachts to carry an AIS Transponder capable of transmitting and receiving AIS data. (ii) The AIS transponder shall be switched on at all times, such that it is transmitting data. **(iii)** The AIS transponder VHF aerial shall be mounted external to the hull.	

SR Item	Expected Standard	Observation
19.07	**NAVIGATION LIGHTS** To be shown as required by the Collision Prevention Rules to be permanently mounted and wired so that they will not be masked by sails or the heeling of the yacht and are mounted above the level of the main deck.	
19.08	Emergency navigation lights and power source. Emergency navigation lights shall not be used if the normal navigation lights (under Regulation 11.7) are operable.	
19.09	Foghorn to be readily at hand for use in maneuvering signals	
NOR 1.4 1.5	(f) All yachts shall carry sufficient paper charts and associated publications to ensure they can continue to navigate satisfactorily in the event of the failure of electronic navigation aids. The following list is recommended. Each yacht is responsible for its own safety and should consider additional charts for inshore navigation and ports of refuge. (g) E.g. (i) NZ46 (Cook Strait) (ii) NZ463 (Approaches to Wellington) (iii) NZ4633 (Welllington Harbour) (iv) Symbols, Terms and Abbreviations NP5011 or equivalent. (v) Current NZ Almanac, including tide tables for 2023 (vi) Cruising Guides Electronic charts may be used in place of paper charts, except the minimum required paper charts that must be carried. If using electronically stored charts, the above charts shall be stored on at least two (2) separate chart plotting devices. One of which must be able to be powered separately from the yachts main power source and be able to be recharged independently of the main engine and operate for an extended period of time. These devices must not be reliant on cellular coverage or internet connectivity to function.	

RESULT OF INSPECTION

Complied	
Insignificant or trifling breach	
Significant breach	
Repeated breach	

(Name of Safety Officer)

Supplementary Questions

Depending on how the yacht is prepared and is ready for the inspection the Safety Officer may ask any of the following questions or other safety related at their discretion to check the preparedness of the yacht and crew.

Suggest asking any three. But ask more if the skipper or crew struggling to answer the questions.

- When was the last time a Man Overboard drill was undertaken?
- What is your abandon ship procedure?
- How does the yacht sit and balance to storm sail?
- When was the last time you had the storm sails up? Did you sail with them?
- Please explain your emergency steering setup?
- What tools do you carry for dealing with a dismasting?
- What engine spares do you carry?
- What is your raw water pump impellor? Is it splined or a keyway?
- How much fresh water is being carried?
    - Minimum is 2 litres per person, per day estimated for the duration of leg.
- How much Emergency water is being carried?
    - Minimum 1 litre per person, per day for two days.
    - To be carried in suitable separate containers.

Pre-Race Comms Check During Safety Inspection

- Each yacht is to do a call to Wellington Maritime Radio from the main VHF unit on the boat and request a radio check.

All Comms working correctly
Yes / No

APPENDIX 5 – MITIGATION TASKS

This section should be populated using the risk analysis and treatment appendix above.

Task	Responsible Person	Comments
Write NOR and SIs to account for mitigation tasks where required	Organising Authority	
Analyse the course to identify navigation hazards	Sailing Committee	Navigation hazards include: • Strong tides • Shallow water/shoals Unlit landmarks
Brief competitors of certain risks at the pre-race briefing	RO	Refer to the briefing notes in appendix 6.
Communications Checks, VHF race start check in	RC, SO	All yachts must check in prior to race start via VHF to advise they are racing, the POB. This confirms the operation of their VHF radio.
Consider the impact of the weather conditions on racing	RO, DO	Weather forecasts for all coastal areas cover by the leg of the race should be reviewed for the current weather situation and forecast, as well as the outlook for the following days. Review and consider the impact of the weather forecast on any specific know areas of tidal current, rips, or lee shores. Greater care should be taken before running a race in adverse weather conditions. In particular: • consider which course should be used. • consider whether the race should be postponed; and • have regard for the availability of rescue assets. Adverse weather (current or forecast) should not necessarily preclude running a yacht race. After all, if sailors are not occasionally exposed to adverse weather in a controlled environment, they may lack the ability to safely operate their boat when those conditions occur unexpectedly. The weather forecast should be broadcast to the fleet prior to the start.
Publish weather forecast at the briefing	RO	Provide Coastal Marine and Recreational Marine forecasts for the area's boats will be sailing through. Including any weather warnings.

Task	Responsible Person	Comments
		Met Service forecasts to be used as they are the New Zealand official forecaster.
Significant weather events and warnings	RO, RC	The race will not be started if the course is in the path or likely to be impacted by a named weather system. Eg cyclone.
Commercial shipping traffic within harbour limits	RO, RC, Skippers	Monitor VHF channel 14 when yachts are within Wellington harbour limits Monitor VHF channel 18 when yachts are within Marlborough Sounds

APPENDIX 6 – BRIEFING NOTES

This section should be populated using the risk analysis and treatment appendix above. A number of the risks are to be mitigated by bringing them to competitors' attention. These should be addressed in the briefing.

- Warn competitors:
- Navigation hazards as appropriate for the race:
    - Thoms Rock
    - Sentinel Rock
    - Hinemoa Rocks
    - Walkers Rock
    - Stellar Rock
    - Cook Rock
    - White Rocks
    - Awash Rock
    - Jag Rock
    - Flat Rocks
    - Notices to mariners (copies included with SIs)
- Obligation to keep clear of vessels larger than 500GRT (within Wellington and Nelson harbour limits) and 350GRT in vicinity of Tory Channel
- About safety inspections and briefly outline our approach
- Remind boats of their obligation to:
    - use correct navigation lights
    - keep a proper watch
    - report their position until they have finished or reached safe port
- Weather
- Skeds – Advise time of first sched then every 12 hours until finished where they apply.
-

- Ask competitors to disclose medical conditions to the Organising Authority
    - When a boat has a crew member with a known medical condition that may require acute treatment, then the condition is to be disclosed to the skipper and the boat is to carry 48 hours of medication for that sailor's medical condition. Co-Skippers and crew are to be encouraged to disclose the condition to the RC
- Cover off outside assistance as per the Sailing Instructions
    - Weather information is only allowed to be accessed after the start from onboard the yacht via routinely available throughout the year to the general public, and whose availability is publicly indexed. (e.g. searchable by Google).
    - Yachts cannot receive weather information whilst racing from weather routers or meteorologists or other individuals to provide them with advice, custom data or compilations of public data during the race**. "This means your mates can't phone, text or e-mail weather updates to you whilst racing." All yachts must receive and interpret weather information only via the resources on board, without any human input from off the yacht.**

  - Boats may receive regularly scheduled weather broadcasts, GRIB data, weather fax transmissions or other internet based forecast information whether subscription based or free of charge. (e.g. Metservice or Predictwind)
  - Prior to the Warning Signal for a leg, there is no limitation on private services or any other source of data or consulting.
- Cover off the use of Suspension of Racing as defined in the sailing instructions
  - To be used for seamanship
  - Not to be used for tactical advantage. e.g. to get out of adverse tide
- Recommend man overboard drills pre start
- Recommend use of drogues for emergency steering and heavy weather
- Requirement to arrange own berthage where required
- Stress importance of going to allocated moorings where assigned.

APPENDIX 7 – CRISIS PLAN

APPLICATION OF CRISIS PLAN

This crisis plan will be implemented upon the Race Officer or Safety Officer learning that any of the following events have happened, or otherwise at their discretion:

- Man overboard requiring any outside assistance
- Damage which calls into question the seaworthiness of the yacht;
- A yacht missing two scheds;
- An incident being managed by RCCNZ
- The involvement of the Police, Coastguard or other rescue asset in a search or rescue, or in the provision of assistance to a yacht;

PROCEDURE – PHASE ONE: INITIATE THE PLAN

1. The race officer is to arrange for the duty officer, vice commodore, commodore and the race committee to be informed that the crisis plan has been activated. No immediate action is required from the race committee.

2. The race officer or duty officer/vice commodore(as appropriate) is to inform the other officers and the commodore that the crisis plan has been implemented. Race officer is to alert race committee members and request they make their way to the local assembly point/yacht club as quickly as possible.

3. On going communication channel established and agreed with Maritime Radio and RCCNZ for all further updates and information transfers.

4. A log must be kept of date, times, communications to/from, and the details of the communications, plus any other information received.

PROCEDURE – PHASE TWO: MANAGE THE CRISIS

The Race Officer is to take charge (from the RPNYC perspective) of the crisis. He/She is to be supported by the Vice-Commodore. If the Race Officer is unavailable, the Duty Officer or Vice Commodore shall take charge of the Crisis. If the Duty Officer or Vice-Commodore takes charge of the crisis, they shall retain charge of the crisis (even if the Race Officer becomes available) unless it is clearly appropriate for the Race Officer to take over.

Unless the circumstances do not permit, neither the Race Officer nor the Duty Officer will talk to the media or the next of kin of a sailor (or any similar third party). Responsibility for that task will rest with the Vice Commodore, or commodore, or a delegated member of the race committee as directed and agreed by the Race Officer and Vice Commodore. The delegated member might be the Race Officer if they are in the best position for the task.

If required other members of the race committee will be delegated to finish yachts and handle local on site logistics for the rest of the fleet.

PROCEDURE – PHASE THREE:

Once the crisis has abated to the extent that constant management is no longer required, the Race Officer, Vice Commodore, race committee and any other person involved should write a brief report of their role in managing the crisis.

PROCEDURE – PHASE FOUR: REVIEW THE CRISIS

Any implementation of this crisis plan must be reviewed in accordance with the RPNYC Safety Strategy as if the incident was a ‘serious’ incident.

Reports are to be reviewed by the RPNYC Sailing Committee.