

Annex 1

Safety brief and risk assessment

All vessels provided by Miceli Vela must conform to the RYA vessels check list. It is the responsibility of the principal to put in place policies allowing for the right maintenance of boats.

Candidates' health's declaration and the next of kin must be checked by the instructor prior to leave the harbor.

A safety brief must be given to candidates with reference to the level of risk. Students must sign the Safety briefing check list and safety policy on board prior to go to sea on the first day.

The instructor must stress those potentially hazardous situations according to three levels of risk: green, orange, red. Hazard corresponds to the following scale of risk:

Green

- ✓ boarding the boat;
- ✓ slipping on hatches;
- ✓ passage from the cockpit to the bow deck;
- ✓ companionway going downstairs;
- ✓ launching ropes when berthing;
- ✓ using the hook;

Orange

- ✓ anchoring;
- ✓ putting fender on and off;
- ✓ lying on bow deck while navigating;
- ✓ open hatches on deck;
- ✓ cooking at sea

Red

- ✓ firing flares
- ✓ night navigation, put lifejackets on;

All these risks can be mitigated by clear, concise instruction and proper supervision.

A brief on lifejackets, smoking policy and gas procedure must include the following:

Lifejackets and harnesses must be worn at all times by those candidates that cannot swim and from sunset to sunrise by everybody on board (lifejackets should be put on at least 30 minutes before dusk). They must be worn by all on board if wind speed exceeds 18 knots.

Gas Policy. The gas regulator valve must be closed at the gas bottle in the cockpit when gas is not in use. Candidates must be told the location of gas locker, shut off and remote control valves, the procedure for using gas, functioning of the cooker and the gas leak procedure.

No smoking below decks is permitted.

Other elements of the safety brief and conduct must be the following:

Personal: Medical condition and allergies

Fire: Location and use of fire extinguishers,

Fire blanket and smoke alarm.

Fuel Cut off.

Domestics: Batteries location and functioning.

Electric panel location, functioning and control.

Use of toilets, the cooker and lights.

Engine: Location and functioning of main engine: starting, stopping, controlling, neutral/reverse position

VHF: use of the vhf, location of May-day procedure card.

Distress: Location and use of distress equipment on board. Liferaft, emergency tiller, flares, mob equipment, grab bag.

Flooding: Location and use of all sea cocks and bilge pumps and wooden bungs.

SAFETY BRIEFING

Before the commencement of any voyage the skipper should ensure that all persons on board are briefed, as a minimum, on the stowage and use of personal safety equipment such as lifejackets, thermal protective aids and lifebuoys, and the procedures to be followed in cases of emergency.

In addition to the above requirements the skipper should brief at least one other person who will be sailing on the voyage regarding the following:

- 1. Location of liferafts and the method of launching;*
- 2. Procedures for the recovery of a person from the sea;*
- 3. Location and use of pyrotechnics;*
- 4. Procedures and operation of radios carried on board;*
- 5. Location of navigation and other light switches;*
- 6. Location and use of firefighting equipment;*
- 7. Method of starting, stopping, and controlling the main engine; and*
- 8. Method of navigating to a suitable port of refuge*