Newfoundland & Labrador Fish Harvester Safety Logbook

NL-FHSA
FISH HARVESTING
SAFETY ASSOCIATION

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L'union des Pêcheurs des Maritime
Fish Food and Allied Workers' Union (FFAW-Unifor)
Professional Fish harvesters Certification Board (PFHCB)
WorkplaceNL

As a living document, the continued contribution of fish harvesters in Newfoundland and Labrador will be invaluable as the Newfoundland and Labrador Fish Harvester Safety Logbook is updated over time.

Newfoundland & Labrador Fish Harvester Safety Logbook

This logbook has been prepared by the Newfoundland & Labrador Fish Harvesting Safety Association (NL-FHSA) as a resource for harvesters to use aboard their vessels.

It provides information on fishing vessel safety as well as a place to document on board familiarization, training and safety drills.

Vessel Information

Vessel	
Vessel Name:	
Official #:	
DFO VRN #:	
MMSI #:	
Length of Vessel:	
Type of Vessel:	
Home Port:	
Colour of Hull:	
Colour of Deck:	
Colour of Wheelhouse:	

Master	
Name of Master:	
Address:	
Phone Numbers:	
Other Contact:	
Certificates:	

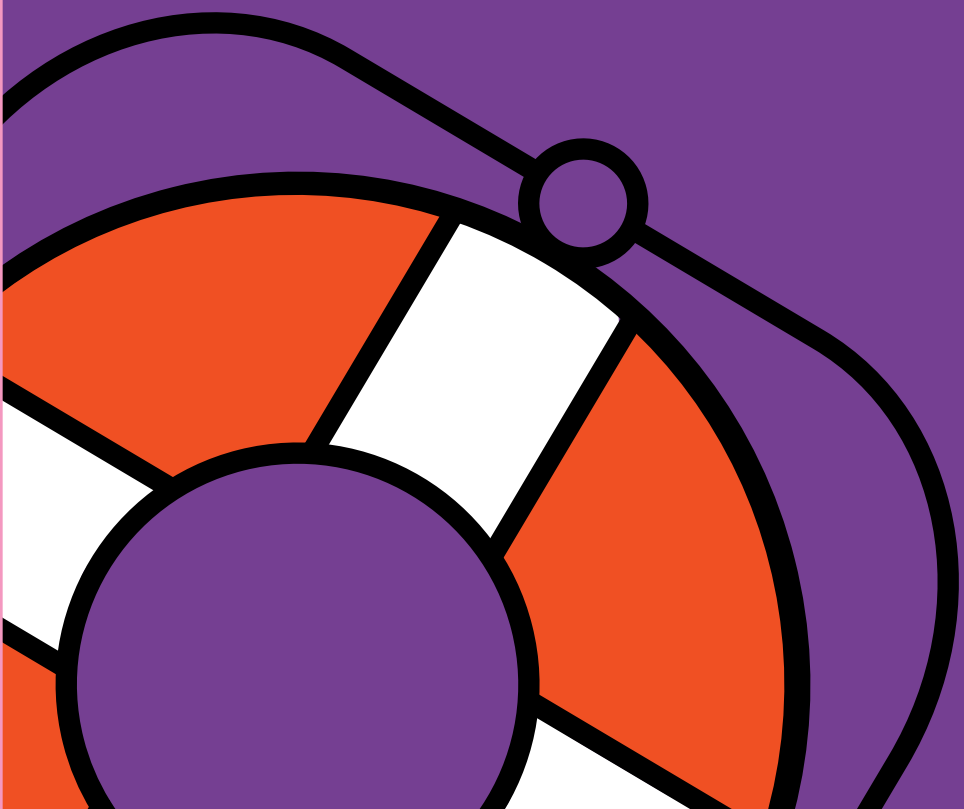
Crew Information

Name	Contact Info	CDN	MED Level	First Aid expiry	Radio Level	Other Navigation, Engineer

Crew Information

Name	Contact Info	CDN	MED Level	First Aid expiry	Radio Level	Other Navigation, Engineer

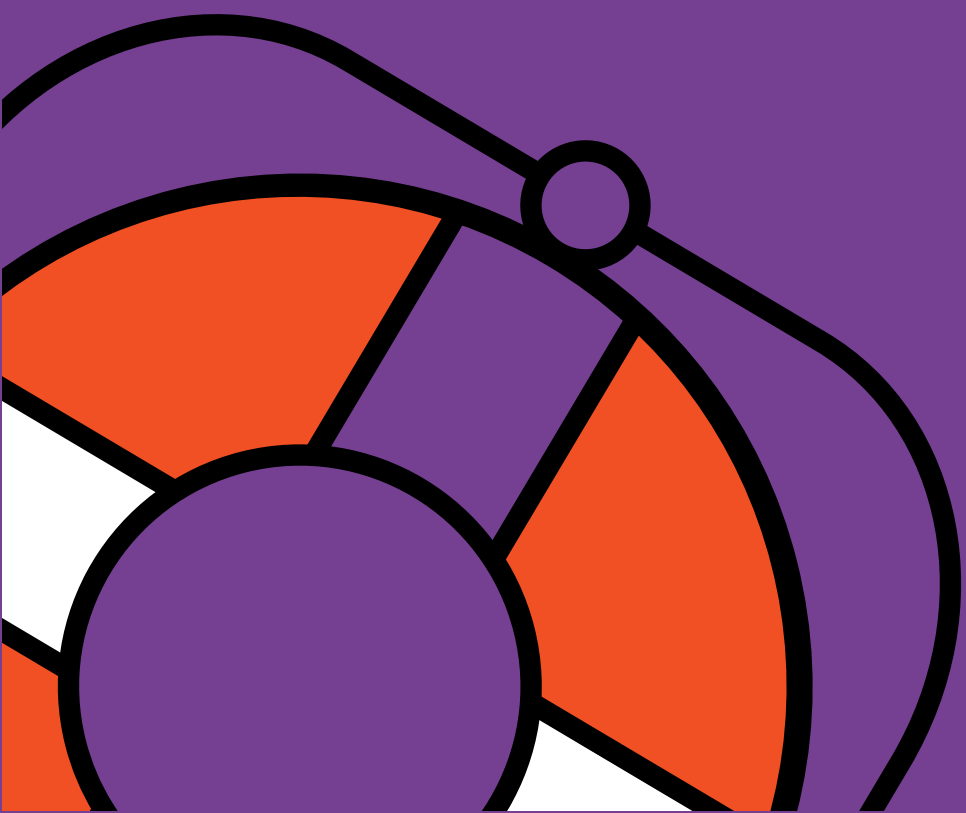
Skipper's Standing Orders



Skipper's Standing Orders

It is important that every fishing vessel has its own Standing Orders. It is the responsibility of the Skipper to make sure the crew understands and follows orders.

The Skipper is the supervisor on board and holds the level of authority typically associated with that role. This means the Skipper bears the responsibility of maintaining the safety of the crew, the condition of the vessel and equipment, and the well-being of those operating on or near the vessel. In order for a Skipper to do their job correctly, crewmembers must follow and adhere to Standing Orders, as well as any assigned emergency response roles and responsibilities.



Skipper's Standing Orders

Best practices for someone taking the wheel

Skipper's Standing Orders

Best practices for someone taking the wheel

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Skipper's Standing Orders

Best practices for someone taking the wheel

IS SOMEONE YOU KNOW OVERDUE?

DON'T WAIT 'TIL DARK

FISHING VESSEL SAIL PLAN

SAR 1 800 563 2444

1 709 772 5151

Vessel Name: _____

Vessel Colour: _____ Hull Colour: _____

Wheelhouse Colour: _____ Length/Width of Vessel: _____

Registration Number: _____

Owner/Operator: _____

Number of Persons on Board: _____

Fishery/Fishing Area: _____

Date and Time of Departure: _____

Estimated Date and Time of Arrival: _____

EPIRB/PLB/SOS Device Details: _____

Number of Life Jackets: _____

Land Base Number: _____

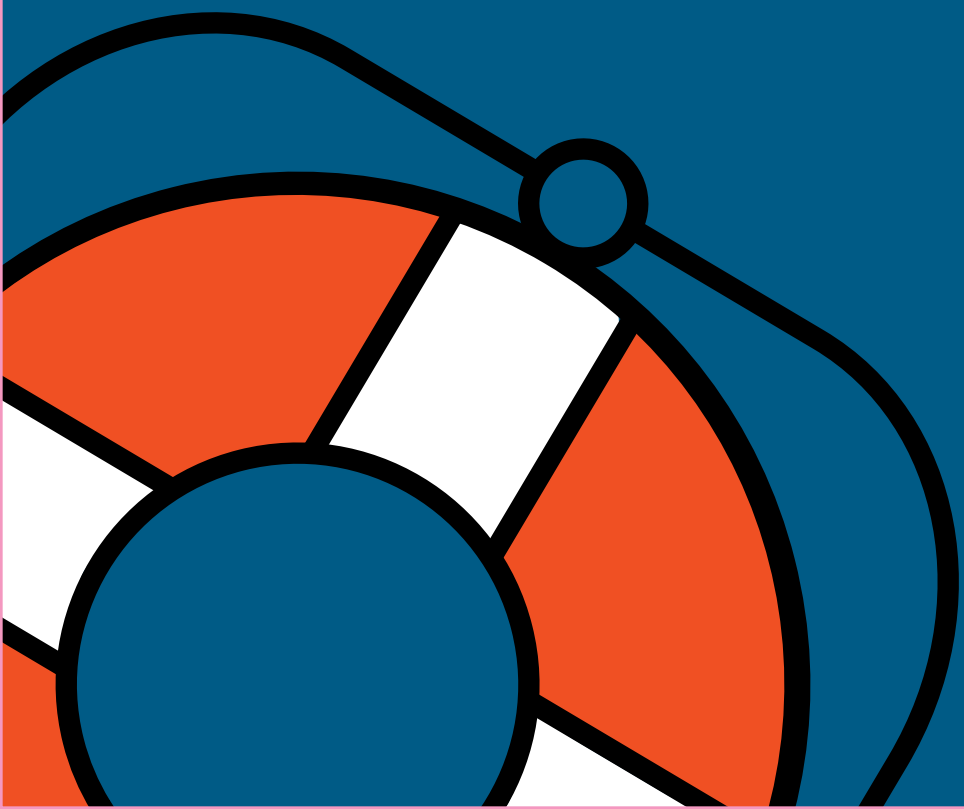
Flares: ☐ VHF: ☐ Life Raft/Boat: ☐ Cell Phone: ☐

Find a sample sail plan at www.nlfhsa.com

NL-FHSA
FISH HARVESTING SAFETY ASSOCIATION

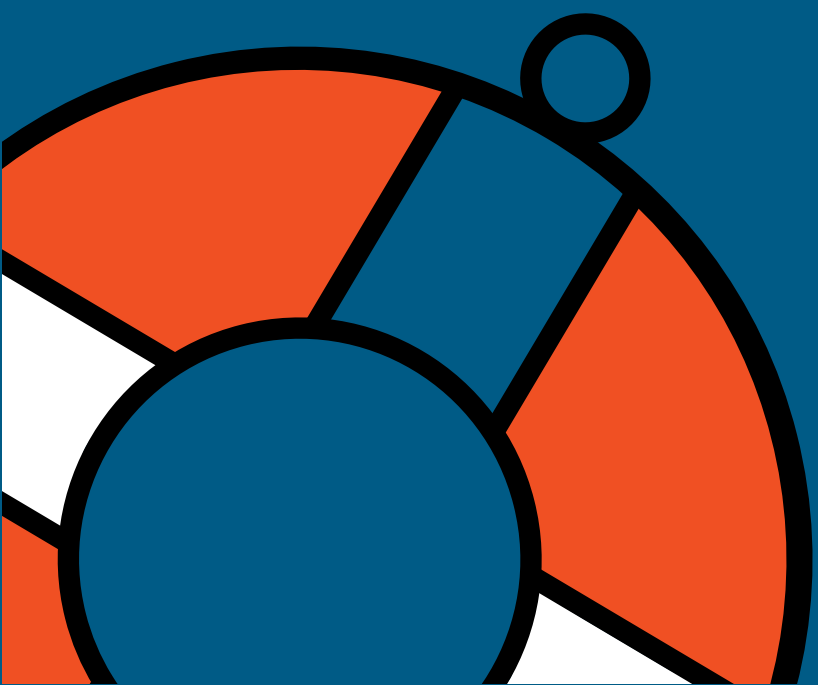
Emergency Contacts & Reference Information

REFERENCE



Emergency Contacts & Reference Information

It is important that every fishing vessel has a log of emergency contacts in the event that an incident occurs at sea. It serves as a quick reference of who to contact and how to reach them. This section also provides space to record vessel information and keep a maintenance log for onboard safety equipment.



Emergency Contacts

VHF – Distress Calling	
Coast Guard – Working Frequencies	
Joint Rescue Coordination Centre (JRCC)	1.800.563.2444
Cell phone	*16

Your Emergency Contacts

Equipment Registration Info

Equipment Registration	Contact/Procedures
MMSI	
EPIRB & AIS	

Safety Equipment Service Info

Equipment	Number, Type, Model, Purchase Date	Location	Replacement, Service Due	Service Info (Company, contact #)
Life Raft				
Life Raft Hydrostatic Release				
EPIRB Battery				
Float Free EPIRB Hydrostatic Release				
Immersion Suits or Anti-exposure Work suit				
Flares				
Portable Fire Extinguishers				
PFD Hydrostatic Release				
Life Ring Light Battery				
Water Tight Flashlight Batteries				

Vessel Documentation Info

Certificate/Document	Expiry	Location	Notes
Certificate of Registration			
Inspection Certificate			
Minimum Safe Manning			
Record of Safety Equipment			

Equipment Info

Equipment	Type, Model, Purchase Date	Serial No.	Location	Service Info (Company, contact #)
Radar				
VHF Radio				
GPS				

Marine Weather

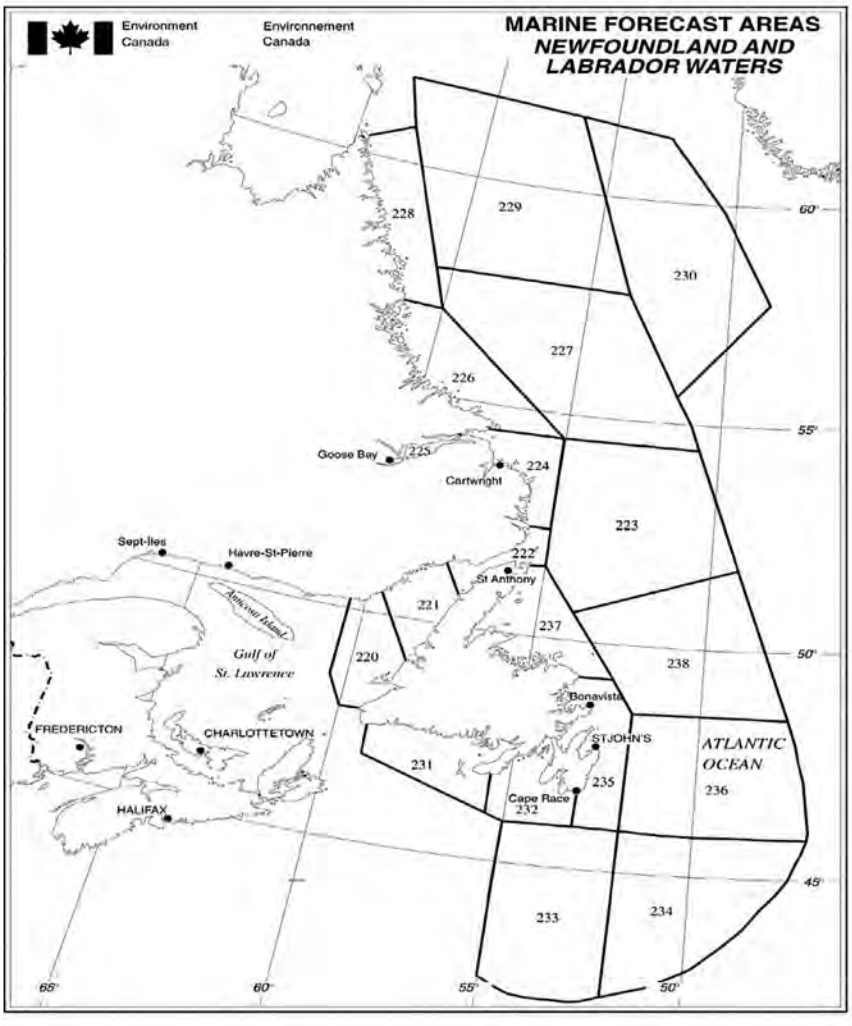
Weather forecasts are only a recent invention. Up until a hundred years ago or so, fishermen relied on watching the clouds and memorizing verses to make their predictions about the weather. Their weather eye logic and the rhymes they used are now often known to be scientifically accurate.

Today Environment Canada provides a very useful marine weather forecast service.

"Red sky in the morning sailors take warning. Red sky at night sailors delight."

Obtaining Marine Weather Forecasts	
VHF	WX1, WX2, WX3 or WX7
Continuous Marine Report Broadcast *(obtain local telephone numbers)*	
Forecast Consultation Service *Speak directly with an Environment Canada marine meteorologist.*	
Direct billing:	1.900.565.6565
Cell phone access, credit card account billing:	1.888.292.2222
Environment Canada's Weather Website	www.weather.gc.ca

Marine Forecast Areas



Marine Forecast Areas

NEWFOUNDLAND AND LABRADOR WATERS:

220 Gulf - Port au Port
221 Northeast Gulf
222 Strait of Belle Isle
223 Belle Isle Bank
224 South Labrador Coast
225 Lake Melville
226 Mid Labrador Coast
227 South Labrador Sea
228 North Labrador Coast
229 Northwest Labrador Sea
230 East Labrador Sea
231 Southwest Coast
232 South Coast
233 Southwestern Grand Banks
234 Southeastern Grand Banks
235 East Coast
236 Northern Grand Banks
237 Northeast Coast
238 Funk Island Bank

Marine Forecasts

Regular Forecast - short-term marine forecast, is issued four times per day and covers the current day and the next day. It includes detailed information on winds, and a general description of weather conditions. It also includes any wind and freezing spray warnings in effect at the time.

Newfoundland (NDT/NST)	3 am; 10 am; 3:30 pm; 8 pm
Labrador (NDT/NST)	4 am; 9:30 am; 4 pm; 9:30 pm

Extended Forecast - issued twice per day and covers the period from the end of the Regular Forecast to the end of the fifth day of the forecast period (includes day three, four and five). It includes only a general description of expected wind conditions.

Newfoundland (NDT/NST)	3 am; 3:30 pm
Labrador (NDT/NST)	4 am; 4 pm

Technical Marine Synopsis - issued at the same time as the Regular Forecast. It gives a general picture of the position, intensity and motion of the main weather features (lows, highs, fronts) that will affect the region during the forecast period.

Newfoundland (NDT/NST)	3 am; 10 am; 3:30 pm; 8 pm
Labrador (NDT/NST)	4 am; 9:30 am; 4 pm; 9:30 pm

Marine Weather Statement - a non-scheduled bulletin which is issued to inform the marine community of non-severe, but potentially hazardous, conditions. It may also be issued to warn mariners of very significant weather features expected in the three to five day forecast.

Marine Forecasts

Wave Height Forecast - issued twice per day and covers the current day and the next day. This forecast describes the expected significant wave height rather than the maximum wave height. Significant wave height is defined as the average of the highest one-third of all waves. Wave heights are described in metres and are measured from trough to crest.

Newfoundland (NDT/NST)	6 am; 6 pm
Labrador (NDT/NST)	6 am; 6 pm

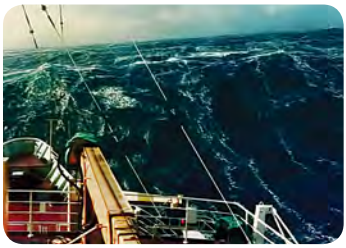
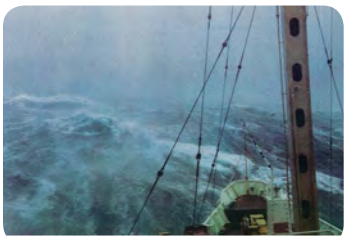
Ice Hazard Bulletins - issued once daily and cover the current day and the next day. These bulletins contain information on ice conditions and include any warnings related to sea ice.

Detailed ice information is available on Environment Canada's weather website at **www.weather.gc.ca.**

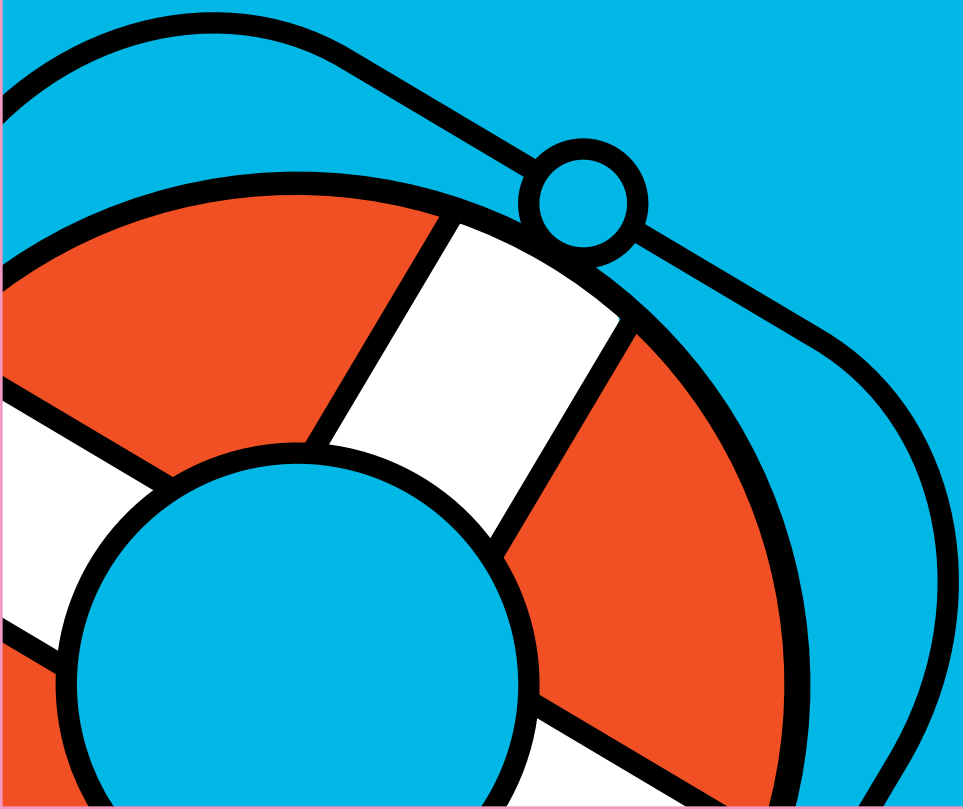
Eastern Daylight Time / Eastern Standard Time (EDT/EST)	10 am

NAVTEX Forecast - a shortened version of the marine forecast products. It is transmitted by the Canadian Coast Guard and primarily intended for international users in Canadian waters.

Marine Weather Warnings

Strong Wind Warning	20-33 knots	
Gale Warning	34-47 knots	
Storm Warning	48-63 knots	
Hurricane Force Wind Warning	64 knots or greater (Refers to wind speed and does not imply that a hurricane is occurring or expected to occur.)	
Freezing Spray Warnings	Ice is expected to build up at a rate of 0.7 cm per hour or greater.	
Localized Warnings	Issued for any hazardous weather that requires immediate attention. Examples include water spout or squall warnings.	

On Board Familiarization



On Board Familiarization

The Skipper of a fishing vessel must make sure that all persons with an assigned function on the vessel receive on board familiarization and safety training before starting work.

Records of on board familiarization and safety training provided to each crewmember should be kept on board the vessel.

The following checklist has been designed to be used when a new or returning crewmember comes aboard the vessel.

On Board Familiarization & Safety Training

The following is a suggested guide for conducting this training. It can be adapted or modified as necessary to be applicable to a specific fishing vessel.

- ☐ Chain of Command.
- ☐ Emergency signals and procedures for fire stations, boat stations and abandon ship explained.
- ☐ Fire station duties explained – Muster location and person in charge identified.
- ☐ Boat station duties explained – Muster location and person in charge identified.
- ☐ Shown two (2) distinct routes from bunk area to fire and boat stations.
- ☐ Lifejackets/PFDs inspected and in good order – demonstrate proper donning.
- ☐ Location of immersion suits, work suits etc., if applicable.
- ☐ Location and capacity life boat, life raft, etc. – launch and boarding procedures explained.
- ☐ Location of life rings and attached equipment shown – Man-over-board procedures explained.
- ☐ Location of fire alarms and extinguishing equipment shown and use explained – Fire reporting procedures explained.
- ☐ Location of first aid kits and eye wash stations shown – accident reporting procedures explained.
- ☐ Alcohol and smoking policy explained.

Familiarization and Safety Training Log

Record the date and list names of crew who participated

Date	Crew that Participated	Specific On-Board Training that Occurred	Signatures of Participant

Familiarization and Safety Training Log

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Familiarization and Safety Training Log

Record the date and list names of crew who participated

Date	Crew that Participated	Specific On-Board Training that Occurred	Signatures of Participant

Pre-Departure Checklist

BE PREPARED FOR THE UNEXPECTED – CHECK THIS LIST BEFORE EVERY TRIP

Safety Briefing/Instruction

Crewmembers have been suitably instructed prior to departure and are prepared to sail.

• Crewmembers are familiar with the dangers, where they are located and the safe work practices to prevent an accident.

• Crewmembers have completed emergency drills including: person overboard, fire on-board, abandon ship, personal injury, severe weather and assembly/ muster stations (for smaller vessels this will be a brief statement).

• Crewmembers know where the safety/emergency equipment and shut-off valves/kill switches are located, and know how to use them.

• Crewmembers are familiar with engine room emergency components and controls, and are prepared to safely extinguish an engine room fire.

• Crewmembers have the required compentency and certification for the vessel, area of operation and expected fishing activity.

• All necessary Personal Protective Equipment (PPE) is available, inspected and determined suitable for the workers and the hazards.

Sailing Plan

A detailed sailing plan has been properly prepared and filed with a responsible person.

• The sailing plan includes proposed route, intended fishing areas, expected time of return, persons on-board, a communication plan and a vessel description.

Seaworthy

The vessel has been deemed seaworthy and has adequate stability.

• Crewmembers are familiar with downflooding and the impact on the vessel's ability to right itself. Potential downflooing points like doors, hatches, scuttles and portholes have been checked and the seals determined effective.

• Crewmembers are familiar with free surface effect and the impact it has on vessel stability.

Pre-Departure Checklist

BE PREPARED FOR THE UNEXPECTED – CHECK THIS LIST BEFORE EVERY TRIP

- Crewmembers have been briefed on the importance of keeping the number of partially filled tanks and holds to a minimum.
- All crewmembers aware that scuppers and freeing ports are to be kept clear and unobstructed so that water does not remain on deck.
- Ensure poundboards are properly fitted and secured, and are appropriate for the fishing activity.
- Crewmembers are familiar with how abnormal vessel operating conditions, trim or list, and improper loading and storage of catch can negatively impact stability and cause capsizing.
- The load on the vessel is well distributed to ensure proper stability.

Systems, Equipment, Fuel & Provisions

The vessel is well found.

- All critical systems have been tested and inspected (including steering, propulsion and communications).
- All bilge suctions are free from debris and fully operational.
- Equipment has been inspected and determined to be in good working order. Proper guards are in placewhere necessary.
- Suitable tools and spare parts are available and easily reached.
- Watertight and weathertight closures have been inspected and secured, and their locations are known.
- All rigging (including ropes, blocks and shackles) have been checked for damage and are appropriate for the job.

Decks/Work Areas

Decks and other work areas are clear of all slipping/tripping hazards.

- Work spaces are clear.
- Ropes are coiled and stowed.
- Tools, equipment and fishing gear are properly stowed.
- Decks have non-skid surfaces except in locations where a smooth deck is required.

Pre-Departure Checklist

BE PREPARED FOR THE UNEXPECTED – CHECK THIS LIST BEFORE EVERY TRIP

Ventilation

Enclosed quarters have been checked to ensure there is clean air.

- All cabins and living quarters are well ventilated.
- Carbon monoxide/propane detectors are installed where appropriate.
- Engine and galley stove are properly exhausted.
- Engine room machinery and other confined spaces are properly exhausted.

Fire Prevention

All known precautions have been to taken to prevent fire onboard.

- Stove filters and ventilation have been degreased.
- Electrical outlets have been checked and are not overloaded.
- Electrical cables are in proper working order and electrical switches, panels and light bulbs are not exposed.
- All propane and cylinders are secured, protected and ventilated.

Life Saving Equipment

All life saving equipment has been inspected, is accessible, and is in good working order.

- This includes: life jackets, personal flotation devices, immersion suits, life rafts, buoys, fire extinguishers, buckets, bailers, axes, distress flares, EPIRBs, first-aid kits, bilge/salvage pumps, flashlights and batteries.

Weather, Charting, Sea States and other Navigation Hazards

The vessel is well prepared for environmental hazards.

- Marine weather forecasts have been checked for departure port and intended fishing areas.
- All necessary navigation tools are onboard and in good working order.
- Navigation lights are properly installed and are in good working order.
- Crewmembers are prepared to adjust vessel operations for varying sea states.
- Local hazards and boating restrictions have been anticipated for the proposed route and fishing areas.

Notes

Drill Log

Safety Drills

All crewmembers should participate in safety drills on regular intervals, or when someone new comes on board. It is useful to conduct drills for Man Overboard, Fire, Flooding, Abandon Ship, Medical Emergencies and Fatigue. Included are sample safety drill templates that should be filled out when safety drills have been carried out.

EMERGENCY DRILL RECORD

MAN OVERBOARD

Vessel Name:

Date: Location:

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Keep MOB in Sight
- ☐ Mark position on navigational equipment with MOB button
- ☐ Distress Alert/Call
- ☐ Deploy Life Ring
- ☐ Throw Bag
- ☐ Rescue Boat, if applicable
- ☐ Liferaft, if applicable
- ☐ Boarding Ladder
- ☐ Gaff/Hook
- ☐ Retrieval Device/Rescue Net
- ☐ Trap hauler/Pull-Master
- ☐ Thermal Protective Aid
- ☐ First Aid Kit if Required
- ☐ Dry Clothes
- ☐ Warm Drinks
- ☐ Rescue Swimmer?
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

MAN OVERBOARD

Vessel Name:

Date: Location:

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Keep MOB in Sight
- ☐ Mark position on navigational equipment with MOB button
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Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FIRE

Vessel Name:

Date: Location:

Fire Location: ☐ Engine Room ☐ Galley ☐ Accommodations

CREW MEMBERS:

DRILL CHECKLIST:

☐ Alarm Sounded	☐ Fuel Shut Off
☐ Location of Fire	☐ Propane Shut Off
☐ Distress Alert/Call	☐ Fixed CO2 System Activated
☐ All Hands Accounted For	☐ De-Watering Pumps Activated
☐ Water to Deck/Fire Hose	☐ First Aid Kit if Required
☐ Extinguishers on Scene	☐ Fire Containment?
☐ Fire Bucket / Axe on Scene	☐ Reasonable Response Time?
☐ Vents Closed	☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FIRE

Vessel Name:

Date: Location:

Fire Location: ☐ Engine Room ☐ Galley ☐ Accommodations

CREW MEMBERS:

DRILL CHECKLIST:

☐ Alarm Sounded	☐ Fuel Shut Off
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EMERGENCY DRILL RECORD

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Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FLOODING

Vessel Name:

Date: Location:

Flooding Location: ☐ Engine Room ☐ Fish Hold ☐ Fore Peak ☐ Lazarette

CREW MEMBERS:

DRILL CHECKLIST:

☐ Alarm Sounded	☐ EPIRB Accessible
☐ Location of Flooding	☐ Pumps Working
☐ Distress Alert/Call	☐ Area Isolated/Water Stalled
☐ All Hands Accounted For	☐ Damage Control Kit
☐ Life Jackets Donned	☐ Collision Mat?
☐ Immersion Suits Accessible	☐ First Aid Kit if Required
☐ Liferaft Preparation	☐ Reasonable Response Time?
☐ Abandon Ship Preparation	☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

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EMERGENCY DRILL RECORD

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☐ Abandon Ship Preparation	☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

ABANDON SHIP

Vessel Name:

Date: Location:

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Distress Alert/Call
- ☐ All Hands Accounted For
- ☐ Immersion Suits Donned
- ☐ Life Jackets Accessible
- ☐ Survival Craft Deployed
- ☐ Liferaft, if applicable
- ☐ EPIRB Carried to Craft
- ☐ Handheld VHF to Craft
- ☐ Extra Food and Water
- ☐ Extra Distress Signals
- ☐ First Aid Kit to Craft
- ☐ Boarding Survival Craft
- ☐ Collect Survivors from Water
- ☐ Deploy Sea Anchor
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

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Captain/Operator:

EMERGENCY DRILL RECORD

ABANDON SHIP

Vessel Name:

Date: Location:

CREW MEMBERS:

DRILL CHECKLIST:

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- ☐ Distress Alert/Call
- ☐ All Hands Accounted For
- ☐ Immersion Suits Donned
- ☐ Life Jackets Accessible
- ☐ Survival Craft Deployed
- ☐ Liferaft, if applicable
- ☐ EPIRB Carried to Craft
- ☐ Handheld VHF to Craft
- ☐ Extra Food and Water
- ☐ Extra Distress Signals
- ☐ First Aid Kit to Craft
- ☐ Boarding Survival Craft
- ☐ Collect Survivors from Water
- ☐ Deploy Sea Anchor
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

ABANDON SHIP

Vessel Name:

Date: Location:

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Distress Alert/Call
- ☐ All Hands Accounted For
- ☐ Immersion Suits Donned
- ☐ Life Jackets Accessible
- ☐ Survival Craft Deployed
- ☐ Liferaft, if applicable
- ☐ EPIRB Carried to Craft
- ☐ Handheld VHF to Craft
- ☐ Extra Food and Water
- ☐ Extra Distress Signals
- ☐ First Aid Kit to Craft
- ☐ Boarding Survival Craft
- ☐ Collect Survivors from Water
- ☐ Deploy Sea Anchor
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

MEDICAL EMERGENCY

Vessel Name:

Date: Location:

Medical Emergency: Perform First Aid as Necessary, Make Preparations for MEDIVAC if Required

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Casualty Located
- ☐ Move Casualty to Safe Area
- ☐ URGENCY Call on R/T
- ☐ First Aid Kit to Scene
- ☐ Reassure the Casualty
- ☐ Treat Casualty for Shock
- ☐ Monitor A, B, C's
- ☐ Keep Casualty Warm
- ☐ Be Prepared to do CPR
- ☐ DISTRESS Call if Required
- ☐ Prepare for Helicopter Evac
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

MEDICAL EMERGENCY

Vessel Name:

Date: Location:

Medical Emergency: Perform First Aid as Necessary, Make Preparations for MEDIVAC if Required

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Casualty Located
- ☐ Move Casualty to Safe Area
- ☐ URGENCY Call on R/T
- ☐ First Aid Kit to Scene
- ☐ Reassure the Casualty
- ☐ Treat Casualty for Shock
- ☐ Monitor A, B, C's
- ☐ Keep Casualty Warm
- ☐ Be Prepared to do CPR
- ☐ DISTRESS Call if Required
- ☐ Prepare for Helicopter Evac
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

MEDICAL EMERGENCY

Vessel Name:

Date: Location:

Medical Emergency: Perform First Aid as Necessary, Make Preparations for MEDIVAC if Required

CREW MEMBERS:

DRILL CHECKLIST:

- ☐ Alarm Sounded
- ☐ Casualty Located
- ☐ Move Casualty to Safe Area
- ☐ URGENCY Call on R/T
- ☐ First Aid Kit to Scene
- ☐ Reassure the Casualty
- ☐ Treat Casualty for Shock
- ☐ Monitor A, B, C's
- ☐ Keep Casualty Warm
- ☐ Be Prepared to do CPR
- ☐ DISTRESS Call if Required
- ☐ Prepare for Helicopter Evac
- ☐ Reasonable Response Time?
- ☐ Stow all Equipment in its Original Place When Drill is Complete

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FATIGUE

Vessel Name:

Date: Location:

Fatigue: Prevent fatigue and recognize signs and symptoms in crewmembers. Familiarization with signs and symptoms will help reduce the potential for incidents.

CREW MEMBERS:

DRILL CHECKLIST:

☐ More irritable than usual	☐ Slurs speech
☐ Uncommunicative	☐ Excessive eye rubbing
☐ Easily frustrated by basic tasks	☐ Takes unusual risks
☐ Misses warning signs	☐ Poor judgement of distance, speed & time
☐ Unable to focus on tasks	☐ Clumsy and uncoordinated
☐ Has a fixed gaze	☐ Slow movement
☐ Looks tired	☐ Calculation mistakes
☐ Has micro sleeps (head nodding)	☐ Does not think logically

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FATIGUE

Vessel Name:

Date: Location:

Fatigue: Prevent fatigue and recognize signs and symptoms in crewmembers. Familiarization with signs and symptoms will help reduce the potential for incidents.

CREW MEMBERS:	

DRILL CHECKLIST:	
☐ More irritable than usual	☐ Slurs speech
☐ Uncommunicative	☐ Excessive eye rubbing
☐ Easily frustrated by basic tasks	☐ Takes unusual risks
☐ Misses warning signs	☐ Poor judgement of distance, speed & time
☐ Unable to focus on tasks	☐ Clumsy and uncoordinated
☐ Has a fixed gaze	☐ Slow movement
☐ Looks tired	☐ Calculation mistakes
☐ Has micro sleeps (head nodding)	☐ Does not think logically

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

EMERGENCY DRILL RECORD

FATIGUE

Vessel Name:

Date: Location:

Fatigue: Prevent fatigue and recognize signs and symptoms in crewmembers. Familiarization with signs and symptoms will help reduce the potential for incidents.

CREW MEMBERS:

DRILL CHECKLIST:

☐ More irritable than usual	☐ Slurs speech
☐ Uncommunicative	☐ Excessive eye rubbing
☐ Easily frustrated by basic tasks	☐ Takes unusual risks
☐ Misses warning signs	☐ Poor judgement of distance, speed & time
☐ Unable to focus on tasks	☐ Clumsy and uncoordinated
☐ Has a fixed gaze	☐ Slow movement
☐ Looks tired	☐ Calculation mistakes
☐ Has micro sleeps (head nodding)	☐ Does not think logically

Hatch cover meeting/observations/ bottlenecks/deficiencies/problems/discuss the drill – what worked – what didn't:

Corrective measures:

Captain/Operator:

Emergency Duties List (Muster List)

Equipment	Man Overboard	Fire On Board	Flooding or Damage	Medical Emergency	Abandon Ship
Position/Name	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station
Captain:					
Crew:					

Emergency Duties List (Muster List)

Equipment	Man Overboard	Fire On Board	Flooding or Damage	Medical Emergency	Abandon Ship
Position/Name	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station
Captain:					
Crew:					

Emergency Duties List (Muster List)

Equipment	Man Overboard	Fire On Board	Flooding or Damage	Medical Emergency	Abandon Ship
Position/Name	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station	Duties/ Station
Captain:					
Crew:					

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

SAFETY AND DRILLS LOG

Record the date, names of the crew that participated and indicate the drill completed.

Date	Crew List	Safety Review	Man Overboard	Fire	Flooding	Abandon Ship	Medical

Maintenance Log

RECORDS

Maintenance Log

Vessel maintenance is conducted by the Skipper and crew as required. Records must be kept of any maintenance carried out. A maintenance log template is included for your use.

Sample Maintenance Schedule

Maintenance Item	Notes
HULL	
Regularly check that all watertight closures will keep water out. • Verify that closure devices – doors, hatches, windows, port lights, etc. – can be closed easily and completely. Check for warping, that gaskets are in good shape and that a complete seal is maintained. Lubricate mechanisms – latches, dogs – as necessary. • Check that water does not enter the vessel by spraying water directly onto closure devices using a hose.	Monthly At least annually
Inspect and renew as needed – Anti-fouling bottom paint/ topside cleaning/waxing	End of season
Inspect all through-hull fittings and attachments for leaks.	Weekly
Check all through-hull fittings can be moved to closed position	Week 1
Check all above-deck watertight and through-deck fittings, including cleats, stanchion mounts, hatches, ports, doors, antenna mounts, and the hull to deck seal.	Week 2
Check the cabin interior for water and stains, which could signal a leak and weak materials.	Week 3
MACHINERY	
Change main engine and auxiliary generator oil and filter at the hours of operation interval recommended by the manufacturer or once a year, whichever comes first.	Insert manufacturers recommended intervals, e.g. "Every 300 hours"
Check fluid levels. oil, water, engine coolant	Daily
Check the engine(s) for oil or fuel leaks.	
Tune up gasoline engines every year and replace electrical parts, such as spark plugs, as needed.	
Inspect and tighten all hoses and drive belts often. Replace them when they are worn or cracked.	
Inspect the starter motor and alternator.	
Check that bilge alarms and pumps sound or turn on when activated.	Weekly
Taking care not to pollute, verify that the bilge pumping system or bilge pump(s) clear water from the bilges.	Weekly
Maintain painted surfaces and apply a light coating of oil every year to reduce corrosion. (are there pollution issues here?)	

Sample Maintenance Schedule

Maintenance Item	Notes
MACHINERY (CONT'D)	
Inspect and service transmissions and outdrive units according to manufacturer's recommendations.	Insert manufacturers recommended intervals
Pressure check outdrive units.	
Check transmission fluids and gear oil for water.	
Change transmission fluids and gear oil.	Insert manufacturers recommended intervals and next due date.
Grease universal joint, gimbal bearing, propeller spline, and unit fittings.	
Check bellows and water seals and replace, if needed.	
Check and replace the sacrificial zinc anodes on shafts, props, tabs, and other underwater gear, as well as engine-mounted zincs on the underside of exhaust elbows or risers and on the end caps of heat exchangers to guard against corrosion.	
Clean and service outdrive unit.	
Verify that the steering gear has its full range of motion and that the gear moves easily, without being loose.	Annually or as recommended by manufacturer.
Check anchor and cable/rope/chain for wear.	At beginning of season.
ELECTRICAL SYSTEM	
Test all circuits for proper operation.	
Inspect all exposed wiring, fuse/ breaker panels and electrical equipment. Wire insulation should be intact and contacts and connectors should be secure and clean.	
Replace defective parts.	
Secure loose wiring.	
Inspect and test batteries. Batteries should be in approved boxes or trays, well ventilated and securely fastened.	

Sample Maintenance Schedule

Maintenance Item	Notes
SAFETY SYSTEMS	
Check lifejackets /PFDs for deterioration.	Beginning of season
Send liferaft for servicing at a station accredited by the manufacturer.	As required by regulation – insert date.
Check liferaft hydrostatic release unit expiry date.	Beginning of season
Check first aid kit and re-stock as necessary.	Monthly
Check fire/smoke/propane detectors (replace battery).	Beginning of season
Check fire hoses in place and equipment operational (nozzle).	Beginning of season
Have portable fire extinguishers and fixed extinguishing systems inspected by a technician.	At recommended intervals – see documentation and insert next due date and the interval.
Check all batteries and hydrostatic releases.	Beginning of season
OTHER SYSTEMS	
Inspect and service the fuel tank, filter, fitting, and lines on a regular basis. Keep tanks free of scale, dirt, and water.	
Flush and chlorinate the fresh water system.	
Check all fresh water lines and connections for tightness. Repair and/or replace as needed.	
Check, clean and lubricate mechanical parts of all systems as needed for proper operation. These systems include hydraulic trim systems, air systems, anchoring systems, and bilge and sanitation systems.	
Check safety equipment: lifejackets, flares, fire extinguishers, liferafts, life buoys, bilge pumps, oars, anchors, etc.	
Check radio equipment, antennas, batteries, and backup systems.	
Inspect and clean covers and upholstery.	
Replace any outdated or damaged equipment.	

Maintenance Log

	Maintenance Log for AED
	Check AED is in a visible and unobstructed location
	Inspect AED condition for damage and wear
	Check the batteries:
	Correct installation
	Valid expiration date
	Replace expired batteries
	Status/service indication light working
	Check the electrodes/AED pads
	Valid expiration date
	Replace AED pads if expired
	Ensure cables from electrodes are plugged in
	Check for adequate supplies (mask, gloves, razor, moist towlette, towel, extra batteries)
	Refer to the manufacturer for more information and proper maintenance procedures for your particular AED Model
Date/Time	Notes
Date/Time	Notes
Date/Time	Notes

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

Maintenance Log

Date/Time	Maintenance Item

General Log

GEN. LOG


Soaring Eagle

General Log

A general log of noteworthy information should be kept by the Skipper and crew.

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

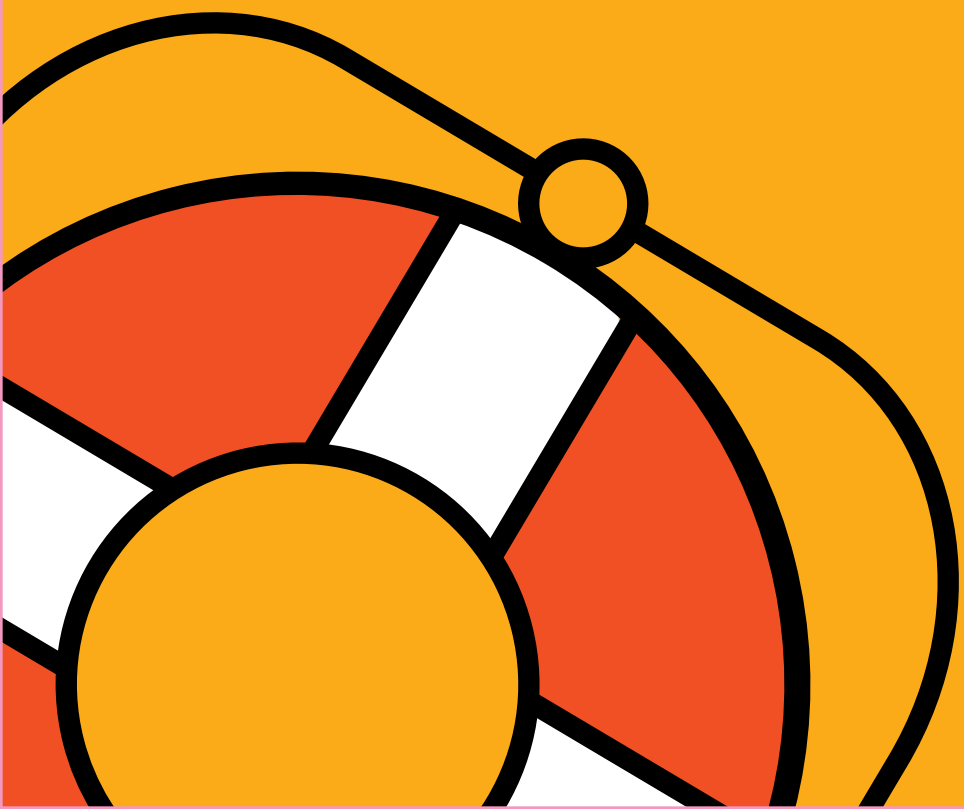
General Log

Date/Time	Location/Remarks

General Log

Date/Time	Location/Remarks

Fishing Vessel Safety Requirements



REQ'MENTS


SCOTSBURN

Fishing Vessel Legislative Health & Safety Requirements

Commercial fishing is often described as the most dangerous occupation in the world. Fishing safety is diverse because it is difficult to address all of the complexities that arise in the commercial fishing industry. Fishing vessels are workplaces where safety is a shared responsibility between the owner/operator and the crew of the vessel. While there are no easy or obvious solutions, the risks are reduced when a qualified, well-trained crew operates a vessel that is designed, equipped and maintained according to established rules and procedures.

Numerous federal and provincial regulators, government departments and agencies also have responsibility for enforcement of regulatory requirements that provide the minimum level of safety for a vessel, its crew and operations.

Transport Canada

Canada Shipping Act
Marine Personnel Regulations
Fishing Vessel Safety Regulations

Occupational Health & Safety Division - Service NL

Occupational Health and Safety Act
Occupational Health and Safety Regulations

WorkplaceNL

Workplace Health, Safety and Compensation Act
Workplace Health, Safety and Compensation Regulations

Professional Fish Harvesters Certification Board

Professional Fish Harvesters Act

Transport Canada

Federal Occupational Health & Safety Requirements

Transport Canada is a federal institution with responsibility in several areas including marine safety. As a regulator of marine safety, Transport Canada makes laws in the form of regulations, standards and policies and oversees these laws through oversight activities such as issuing licenses, certificates, registrations and permits; conducting audits, inspections and surveillance; and taking action when rules are broken. Transport Canada is also involved in activities promoting and educating the public about marine safety and security issues. Relative to the fishing industry, Transport Canada has specific legislation that applies to fishing vessels.

The *Canada Shipping Act*, 2001 makes vessel owners responsible for understanding the regulatory requirements that apply to their operation, and for making sure their operations comply at all times. Owners are responsible for developing procedures for safe operation, for emergencies, and for making sure crewmembers receive training.

Minimum Training Requirements

Training and certification requirements of fishing vessel operators and crew are outlined in the Marine Personnel Regulations as part of the *Canada Shipping Act,* 2001. The information below and on the next page is a brief summary of those requirements.

1. As of November, 2016, all fishing vessels of any length must be operated by a person holding a valid Captain's Certificate;
2. All crewmembers must have marine safety training and show proof of successful completion of training with a valid MED Certificate;
3. One person on board must have a valid First Aid Certificate (minimum of a Standard First Aid or Marine Basic First Aid);
4. All radiotelephone operators must have a Radiotelephone Operator Certificate;
5. All crewmembers must know the location of, be familiar with and how to properly use all marine safety equipment found on board the vessel.

The table below summarizes the minimum certificates that must be held by each crew member.

Voyage Distance	Vessel Size	Minimum Training and Certification		
		Captain	Mate (if required)	Deckhands
Near Coastal 1 More than 25 nm from Shore	Greater than 100 gt	FM Class 3, ROC-MC, First Aid	FM Class 4, ROC-MC, First Aid	MED A1 or MED-DVS, First Aid
	More than 15 gt or more than 12 m LOA	FM Class 4, ROC-MC, First Aid	WKM-FV, ROC-MC, First Aid	MED A1 or MED-DVS, First Aid
	Up to 15 gt or not more than 12 m LOA	FM Class 4 or SVOP (50 nm), MED A1, ROC-MC, First Aid	WKM-FV or SVOP (50 nm), MED A1, ROC-MC, First Aid	MED A1 or MED-DVS, First Aid
Near Coastal 2 Up to 25 nm from Shore	More than 15 gt or more than 12 m LOA (up to 100 gt)	FM Class 4, ROC-MC, First Aid	WKM-FV, ROC-MC, First Aid	MED A3 or MED-SDV-BS, First Aid
	Up to 15 gt or not more than 12 m LOA	SVOP, MED A3 or MED-SDV-BS, ROC-M, First Aid	SVOP, MED A3 or MED-SDV-BS, ROC-M, First Aid	MED A3 or MED-SDV-BS, First Aid

This information is as of October, 2017, and should be verified with a local TCMSS office to ensure the certificates held are valid on a specific vessel or if requirements have changed.

FM: Fishing Master

WKM-FV: Watchkeeping Mate of a Fishing Vessel (valid on vessels of less than 24 meters LOA)

SVOP: Small Vessel Operator Proficiency (valid only on Near Coastal 2 voyages)

SVOP (50 nm): SVOP with voyage limits to 50 nm from shore

MED-DVS: MED Domestic Vessel Safety

MED-SDV-BS: MED Small Domestic Vessel Basic Safety

ROC-MC: Radiotelephone Operator Certificate –Maritime Commercial

ROC-M: Radiotelephone Operator Certificate –Marine

Note 1: FMC3 and FMC4 Certificates may be substituted with a Fishing Master Certificate of Service if the vessel is not more than 60 tonnes gross and the Certificate of Service is valid for the planned voyage area.

Note 2: SVOP may be substituted with a Declaration of 7 Fishing Seasons for those with the experience operating a fishing vessel for at least 7 fishing seasons in the planned area of operation prior to July 1, 2007.

Note 3: Although the minimum requirement is for only 1 crew member to hold a valid First Aid certificate it is recommended that all crew members be trained to administer first aid.

Fishing Vessel Safety Regulations

Fishing Vessel Safety Regulations apply to Canadian fishing vessels that are not more than 24.4m in length and not more than 150 gross tonnage. These regulations set the minimum requirements for building and equipping small fishing vessels, developing safe operating procedures and stability assessments as well as posting stability notices on board. Under certain conditions, these regulations may allow for an exemption of the vessel stability assessment requirements for a population of similar fishing vessels, e.g. those built in a series or that are otherwise similar within an acceptable range.

FVSR HIGHLIGHTS

You must provide written safety procedures for your crew.

It's a fact: Written safety procedures help increase safety and reduce accidents.

Every vessel must carry proper safety equipment.

The new requirements provide a range of choices for safety equipment all small fishing vessels must carry (such as life rafts):

- The personal life-saving appliances and visual signals you must carry **depend on hull length**.
- The life rafts and other life-saving appliances you must carry **depend on the class of voyage and hull length**.
- The firefighting equipment you must carry **depends on hull length**.

A vessel must pass a stability assessment if it:

- Has a hull length of more than 9 metres, and its construction began, or a contract for its construction was signed, **after** July 13, 2018.
- Has a hull length of more than 9 metres (no matter the date of construction) and has undergone a major modification or a change in activity that will likely affect its stability **after** July 13, 2017.
- Is fitted with an anti-roll tank (no matter the date of construction or hull length).

You must also:

- Hold safety drills to ensure your crew is prepared to follow the safety procedures in an emergency.
- Keep records of every drill.

If a vessel is not more than 9 metres in hull length, the following applies:

- A vessel that has a hull length of not more than 6 metres, and its construction began or a contract for its construction was signed **after** July 13, 2018, must meet the standards for buoyancy, flotation and stability set out in Section 4 of the Construction Standards for Small Vessels (TP 1332).
- A vessel that has a hull length more than 6 metres but not more than 9 metres, and its construction began or a contract for its construction was signed **after** July 13, 2018, must conform to the recommended practices and standards for stability that are appropriate to the type of vessel and that take into account its intended operations.
- A vessel that is not required to conform to Section 4 of TP 1332 or the recommended practices and standards must have the stability needed to safely carry out the vessel's intended operations.

NOTES:

- Even if your vessel is not required to undergo a stability assessment, it must still have the stability it needs to safely carry out its intended operations.
- If your fishing vessel had a stability assessment before July 13, 2017, Transport Canada will accept this as meeting the new requirement if:
    1. Transport Canada approved or accepted the assessment; and
    2. The assessment is up-to-date and accurately reflects the vessel's structure, fishing gear and operations.
- A fishing vessel of closed construction more than 15 gross tonnage and used for catching herring or capelin any time between July 6, 1977, and July 13, 2017, will still need a stability assessment as per the previous Small Fishing Vessel Inspection Regulations.

SMALL VESSEL COMPLIANCE PROGRAM

A new version of the Small Vessel Compliance Program is being developed to help owners and operators of small commercial fishing vessels not more than 15 gross tonnage understand and meet the regulatory requirements. Please note that all fishing vessels more than 15 gross tonnage will continue to be inspected for certification by Transport Canada.

ENFORCEMENT

Transport Canada Officers visit wharves and board vessels to check for compliance with legislated requirements. This may mean review of your safety equipment and written safety procedures.

Occupational Health & Safety Division - Service NL

PROVINCIAL REGULATIONS

In Newfoundland and Labrador, occupational health and safety for provincial workplaces is legislated under the Occupational *Health and Safety Act* and Regulations. This legislation sets minimum standards for health and safety including fishing vessels and wharves. Providing safe and healthy workplaces and the welfare of its workers is the responsibility of the employer and the supervisor. For the purpose of occupational health and safety on board a fishing vessel, this is the vessel owner and skipper. Workers, who are referred to as the crew on board a fishing vessel, also have the responsibility to protect their health and safety and that of other workers in the workplace.

Preventing workplace injuries and occupational disease is everyone's responsibility and the provincial *Occupational Health and Safety Act* and Regulations set the minimum requirements for employers, supervisors and workers in carrying out these responsibilities. All serious injuries and fatalities must be reported to the Occupational Health and Safety Division of Service NL by calling, 709.729.4444 or 1.800.563.5471.

Occupational Health and Safety Officers are responsible for enforcing standards of safety by assessing the workplace health and safety conditions to ensure employers and workers are complying with occupational health and safety legislation. These Officers routinely visit fishing communities to inspect fishing vessels to ensure legislation is being followed.

WorkplaceNL

Worker's Compensation Requirements

With very few exceptions, all workers in the province of Newfoundland and Labrador are covered by WorkplaceNL. Commercial fish harvesters do not have to register with WorkplaceNL as they are generally covered by assessments paid by fish buyers, vessel owners or fishing enterprises.

A commercial fish harvester is automatically covered by WorkplaceNL if they are:

- A master or member of a crew of a licensed commercial fishing vessel.
- A master or member of a crew of a vessel which is engaged in fish packing, fish collecting, or fish buying for commercial sale or use.
- Any person who, in the opinion of WorkplaceNL, contributes to the catching or landing of fish for commercial sale or use in Newfoundland and Labrador.
- A commercial fish harvester who is engaged in the maintenance or minor repair of the fishing vessel or equipment during the fishing season or gearing up for/ winding down from the fishing season is covered as these activities are considered incidental to the fishing operations.

A commercial fish harvester or fishing enterprise is required to register with WorkplaceNL if:

- They hire a person who is not a commercial fish harvester to engage in onshore activities such as maintenance or minor repairs.
- They are involved in the construction or major repair of their fishing vessel.
- The vessel catch isn't sold to a fish buyer registered with WorkplaceNL (e.g., the fish is sold outside the province).

In the case of an injury or occupational disease resulting from work, it is important the crewmember first receive the necessary care. The next step is to collect details about the occurence including what happened, where it happened and the names of people who were witnesses to the occurrence.

Fish harvesters injured at work should notify their health care provider and get copies of all necessary forms for WorkplaceNL. This could include a Physician's Report (MD), a Chiropractor's Report (8/10c), or a Physio Report (PR). The owner or skipper of a fishing vessel is required to complete an Employer's Report of Injury (Form 7) through *connect*, WorkplaceNL's online system within three days of the worker's injury. The crewmember/worker will also have to complete a Worker's Injury Report (Form 6). Once WorkplaceNL receives all of the necessary forms, the claim will be reviewed.

Fishing Vessel OH&S Policy

F/V _____

On board the F/V _____, the safety and health of our crew comes first. We are committed to doing everything possible to prevent injuries and to maintain a safe and healthy environment.

We ensure that:

- Crewmembers are certified and trained in approved work procedures to ensure that employees follow safe work methods
- All crew are required to support best practices and make safety and health a part of their daily routine
- All crew will be held accountable for implementing this policy and following all relevant laws and regulations as a minimum standard

This OH&S policy will be reviewed on an annual basis and revised as necessary.

Signed by: _____

Authorized representative/owner/operator

Date: _____

Emergency Distress Signalling Requirements

Safety Bulletin

NEW TRANSPORT CANADA REQUIREMENTS:
All fishing vessels to carry lifesaving distress-signalling equipment.

Effective October 28th, 2020, Transport Canada Navigation Safety Regulations came into force where **commercial vessels of all sizes, including fishing vessels, are required to carry life-saving equipment** on vessels that will send emergency signals and provide the vessel's location.

This bulletin highlights the specific distress alerting equipment required by the *Navigation Safety Regulations Section 209(1)(a-b)* and *Section 209(3)(a-d)* based on the size of your vessel and area of operation.

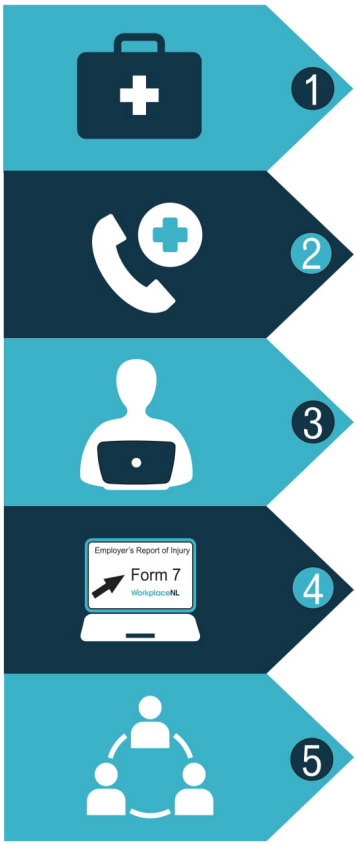
	VESSEL LENGTH		
DISTANCE TRAVELLED	**Less than 8 m (26')**	**8 m to 12 m (26 – 39')**	**More than 12 m (39')**
Near Coastal Voyage, Class I and beyond *(any voyage 25 nautical miles or more from shore)*	Float-free EPIRB	Float-free EPIRB (replaces the former manual EPIRB requirement)	Float-free EPIRB (already required)
Near Coastal Voyage, Class 2 *(a voyage within 25 nautical miles of shore)*	Float-free EPIRB, or manually-activated EPIRB, or PLB, or a waterproof portable VHF handheld radio capable of DSC	Float-free EPIRB, or manually-activated EPIRB, or PLB	Float-free EPIRB (already required for vessels greater than 20 m)

For more information on the Navigation Safety Regulations, contact your nearest Transport Canada Office.

Notes

Employers

In case of injury at work



1 Provide First Aid

Activate Emergency Medical Services (EMS), and secure the area to protect others from injury.

2 Report Serious Injuries

Contact your OH&S regulator.

Provincially-regulated:
t 709.729.4444

Federally-regulated:
t 709.772.5022
t 1.800.641.4049

Offshore (C-NLOPB):
t 709.682.4426

3 Document

Complete and keep an incident investigation report.

4 Tell WorkplaceNL

Go online with **connect** to submit the **Employer's Report of Injury (Form 7)** within 3 days. Advise employee to submit a **Worker's Report of Injury (Form 6)**.

5 Stay Connected

Work with your employee and go online with **connect** to submit an **Early and Safe Return-to-Work Plan** within 5 days of having received the Health Care Reporting Form.

Revised December 2017

Workers

If you're injured at work

1

Call for Help

Get first aid.

2

Tell Your Supervisor

For a copy of applicable forms, please contact person designated by employer

3

Seek Medical Help

Your health care provider will give you WorkplaceNL's **Health Care Reporting Form** to bring to your employer.

4

Tell WorkplaceNL

Submit **Worker's Report of Injury (Form 6)**.

5

Stay Connected

Work with your employer and health care provider on your **Early and Safe Return-to-Work Plan.**

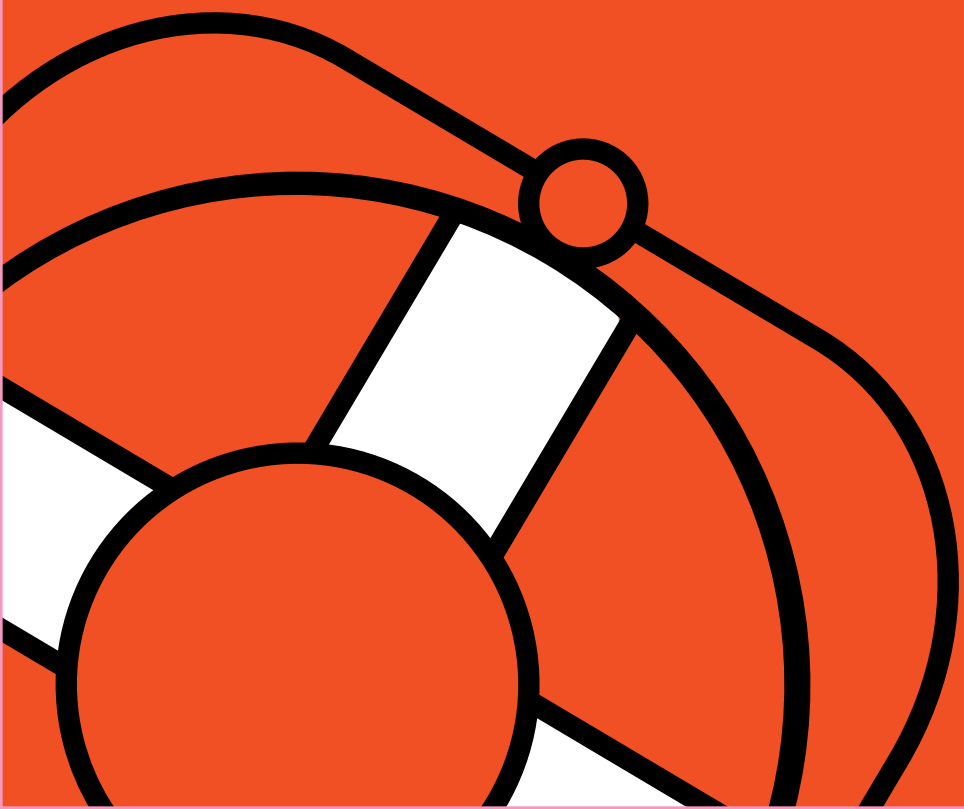
Revised December 2017

WorkplaceNL
Health | Safety | Compensation

1.800.563.9000

workplacenl.ca

Safety Procedures



PROC.

Safety Procedures

Under Transport Canada - Fishing Vessel Safety Regulations, the Owner/Operator is required to provide written safety procedures for their crew that are applicable to the vessel and its operations. Inspectors may ask to see copies of written safety procedures on board the vessel. Sample procedures based on Transport Canada Fishing Vessel Safety Regulations Section 3.16 have been posted on their website.

Under the provincial *Occupational Health and Safety Act* and Regulations, a risk assessment and subsequent written safety procedures are a requirement in any workplace in which a need to evacuate or rescue workers may arise.

The following information is provided as a guide to assist the Skipper/crew in developing and implementing written safety procedures.

Angle Grinder Use

Purpose

To aid in reducing the risk of injury or property damage due to the use of angle grinders for maintenance on a vessel.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Angle Grinder Use
1.	Inspect the angle grinder for any signs of excessive wear.
2.	Inspect the power cord for cuts or fraying.
3.	Ensure the grinding disc you have installed on the grinder is rated for its RPM, and is tightly secured.
4.	Put on safety glasses, a face shield as an extra layer of protection if available, and hearing protection.
5.	Be sure that any power cables or extension cords aren't resting in standing water.
6.	While cutting, ensure the sparks aren't moving in the direction of any flammable materials. Keep a fire extinguisher close by at all times.
7.	Do not use a cutting disk to grind as they are not designed to stand up to side loading. Use a thicker disc designed for grinding.
8.	Keep an eye on any hot materials for several minutes after completing the work to ensure a fire doesn't start.

Boarding

Purpose

To inform harvesters on safe boarding practices and to minimize the likelihood of an incident.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew. Ensure a safety net is provided below ladders or gangways where required (use your own judgement). Ensure PFDs are worn if there is a risk of drowning.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Boarding Procedure
1.	Before boarding, always take time to evaluate the dock, looking for rotten spots, splinters, protruding hooks and nails, etc. Check for the location of the nearest lifebuoy. Ensure the vessel is tied to the wharf in a manner that reduces the distance a person must cross during boarding.
2.	Make sure ladders and gangways are free from ice, snow, mud, or other debris and equipment. Watch out for ladders missing rungs or railings. Ensure any ladders extend at least 1.2 m above the bulwark.
3.	Secure the gangway or ladder on at least one end before stepping onto it.
4.	Secure gangway nets underneath the gangway.
5.	If using a ladder to board, maintain three points of contact at all times.
6.	If you are loading supplies or materials onto the vessel, the first crew member on board will assist those on the dock with passing items onto the vessel rather than carrying it across a gangway or ladder.

Distress Alerting

Purpose

To aid in properly notifying surrounding vessels and Coast Guard when in distress.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Distress Alerting Procedure
1.	Notify the Canadian Coast Guard on 2182KHz or Channel 16.
2.	Provide the following information via radio: - Name of vessel (or person) - Nature of incident - Position of incident (repeated twice) - Type of assistance required - Number of persons onboard - Any other important information
3.	After relaying the information above, repeat Mayday three times.
4.	Harvesters are also reminded where possible to: - Initiate a Digital Selective Call (DSC) alert on Channel 70 - Initiate an Inmarsat-C Distress Alert - Activate an Emergency Position Indicating Radio Beacon (EPIRB)

Emergency Abandonment

Purpose

To prepare for, and if necessary, carry out an orderly evacuation.

Responsibilities

- Master – Ensure this procedure is reviewed during emergency drills, and carried out as written when abandonment seems imminent.
- Crew – Follow the procedure below at the direction of the vessel master.
- All – Ensure you are familiar with operation of any lifesaving equipment.

Procedure

Step	Emergency Abandonment Procedure
1.	Sound alarm and inform the crew to prepare to abandon ship.
2.	Advise authorities that you are preparing to abandon ship by sending mayday.
3.	Crew/passengers are to gather on deck at a pre-determined muster point, warmly dressed, and equipped with a PFD, Life Jacket, anti-exposure suit, or survival suit.
4.	Master is to check that all persons on board are accounted for.
If your vessel is equipped with a Life Raft, please follow section A below. Otherwise, follow section B.	
A – Vessel Equipped with Life Raft	
5.	Ready Life Raft for launching and get medical kit, blankets, food and EPIRB ready to be placed in the life raft.
6.	Review with crew and passengers how the evacuation will be carried out.
7.	If the situation deteriorates, call for “abandon ship”. Notify authorities of your location.
8.	Throw the life raft over the side and inflate it, ensuring it’s still tethered to the vessel.
9.	Assist crewmates with entering the life raft.

Emergency Abandonment

10.	Keep life raft tethered to the vessel so long as it is safe to do so.
11.	Cast off if it appears the vessel will sink or capsize, or if staying alongside poses other hazards.
B – Vessel not equipped with Life Raft	
6.	Don your survival suit or anti-exposure suit.
8.	If the situation deteriorates, call for “abandon ship”. Notify authorities of your location.
9.	Activate PLB if equipped and prepare to step off of vessel.
10.	Stay on board until it is absolutely necessary to abandon ship.
11.	Step into water and huddle together with your crewmates and passengers.
12.	Grab whatever you can find to assist in keeping everyone afloat and grouped together.

Engine Room Checks

Purpose

To safely carry out regular engine room checks while at sea. The engine room should be checked every hour or two at a minimum. Lubricating prop shaft bearings and checking for oil leaks and worn belts can prevent breakdowns at sea which may be hazardous if sea conditions become unfavourable.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew. To monitor the wellbeing of crew members who enter the engine room via checks or video feed.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Engine Room Check Procedure
1.	Before entering the engine room, ensure the skipper is aware of your plans.
2.	Upon entering the engine room, don a pair of ear muffs to protect yourself from potentially damaging noise levels. Take a second to smell the air for potential unexpected fumes before entering.
3.	Check on a regular basis engine oil and coolant levels, bilges, and alarms for bilges, engine, and engine room.
4.	Inspect and lubricate prop shaft bearings while maintaining a safe distance. Ensure you aren't wearing loose clothing that may become caught in rotating components.
5.	Check belts for wear, and look for oil leaks around fittings and gaskets. Do not touch the engine without gloves as the surface may be excessively hot.
6.	Ensure that the engine area is free from flammable materials.
7.	Leave the engine room and let the skipper know you have done so.

Fatigue Management Procedure

Purpose

To aid in managing fatigue associated with the long work days required in the fish harvesting industry.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Fatigue Management Procedure
1.	Schedule work to allow crew adequate time to rest. This might include rotating duties like Watchkeeping.
2.	Provide access to coffee and/or tea and allow crewmembers adequate time to consume it during a long shift.
3.	Know the signs of fatigue; some things to watch out for are: - Reduced alertness - Trouble with short term memory - Irritability - Giddiness - Headaches - Falling asleep against your will (head nodding)
4.	Know the risks of fatigue; fatigue leads to: - Reduced mental and physical functioning - Impaired judgement and concentration - Slower reaction time - Increased risk taking behaviour

Fire Response Procedure

Purpose

To prevent a vessel fire from spreading, attempt to contain or extinguish it, and prepare for potential abandonment.

Responsibilities

- Master – to manoeuvre the vessel, assign crew roles and responsibilities, advise authorities and determine if abandonment is required
- Crew - to assess, contain and fight the fire, while preparing for potential abandonment
- All – Ensure you are familiar with: operation/location of firefighting equipment, fire escape routes, techniques for fighting different types of fires (i.e. fuel, electrical, etc.)

Step	Vessel Fire Response Procedure
1.	When you spot a fire, notify your crewmates and Master immediately. Crewmembers not at the helm should grab a fire extinguisher or hose and come to the location to assist with putting out the fire. Close windows and doors to contain fire if possible. Remove combustibles from area surrounding fire if possible without taking undue risk.
2.	If the fire is serious: If in port, the master must call the local fire department If underway, the master is to advise shore authorities of vessel location and situation. He/she must also alert the crew and notify them that they are to carry out their individually assigned tasks as outlined in their emergency response drills.
3.	The crew must determine the severity of the fire and maintain constant communication with the Master to notify him/her of any changes.
4.	Even if the fire seems controllable, prepare lifesaving equipment in case abandonment is required. Remember, a fire can get out of hand in a matter of minutes. Follow your emergency response drill procedures.
5.	If the fire is small and it can be fought without risk to crew, do so.

Fire Response Procedure

	DO NOT try to fight a fire if: • it is generating a large amount of smoke and you are at risk of inhalation • it is in close proximity to flammable or combustible materials • it could cut off your exit
6.	When using fire extinguisher, stand at least six feet from the fire, and keep your exit at your back. Think of the word **PASS,** which will prompt you for each of the four following steps: **P** – Pull the pin on the fire extinguisher **A** - Aim the nozzle of the extinguisher at the BASE of the fire **S** - Squeeze the handle lever **S** - Sweep from side to side. Work the extinguishing agent over the base of the fire, starting at the closest point. If fire hose available and this is not an electrical or grease or oil fire, use it.
8.	If your extinguisher runs out or the fire is too big, get out and shut the door. If your vessel is equipped with a CO2 system. Ensure the space is clear and activate it now.
10.	Master – monitor the situation while manoeuvring to keep the fire out of the wind. Determine whether the risk of fire spreading or of explosion warrants abandoning ship.
11.	Keep MCTS and nearby vessels up-to-date on circumstances and assistance required.
12.	If needed, notify crewmembers of the order to abandon ship and notify MCTS of this decision. Abandon ship following your emergency response drill procedure.

Handling Pots

Purpose

Full pots can often weight upwards of 150lbs and must be handled carefully to prevent injury. The purpose of this procedure is to aid in safe handling of pots after hauling.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Handling Pots
1.	Wait for pots to be lowered onto the deck before grabbing onto them. Let the machinery do the work for you.
2.	Assess the weight of a pot before dumping it and ask for help when lifting excessively heavy loads.
3.	Lift with your legs, keep your back straight and keep the load close to your body.
4.	Avoid twisting at the hip while holding a heavy load.
5.	Wear gloves at all times to protect your hands from injury.
6.	Stack empty pots and secure them in such a way that they will not fall onto the deck if the vessels leans.
7.	Keep an eye on ropes and where they are in relation to your workspace.

Hauler Use

Purpose

To safely use the hauler for bringing in rope.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Hauler Use Procedure
1.	Check hauler prior to each trip to ensure it is well maintained and in optimum working condition. This includes checking for wear, greasing the rollers, checking condition of the sheaves, and testing the switch.
2.	Ensure hauler is mounted overhead and away from limbs before powering on.
3.	Ensure equipment and personnel stay at a safe distance from hauler while it is running. If the rope jumps out of the hauler it may cause injury.
4.	Use a tool to put the rope in the hauler if it jumps out of place. Never use your hands.
5.	Ensure the switch is firmly in the off position when servicing the hauler and notify your crewmates that they need to stay away from the switch until you're finished.
6.	Never wrap the rope around your hand as it may pull you into the hauler causing serious injury.
7.	Always keep a knife nearby in case a rope needs to be cut.

Noise

Purpose

To aid in reducing hearing damage due to exposure to excessively loud noises while onboard the vessel.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	High Noise Levels
1.	Assess the high noise levels you are exposed to in carrying out your daily tasks by taking noise level measurements using a sound level meter or dosimeter to read noise levels. If you don't have access to one, there are apps available for mobile phones that are able to read decibel levels with some accuracy. Another method of testing noise is to stand at arm's length from one of your crewmates and attempt to have a conversation. If you have to shout to be heard at this distance, noise levels are most likely high enough to cause hearing damage.
2.	Identify areas where noise levels are dangerously high and find a means to reduce or eliminate that noise. This often means installing sound insulation, doors or bulkheads to isolate rooms, etc.
3.	If you are unable to reduce noise to an acceptable level, protect crew members from the source of the noise using hearing protection. Ear plugs and ear muffs are often able to reduce noise levels by 20-30 decibels which can be enough to prevent hearing damage. They are low cost solutions and can be purchased at most hardware stores.
	Remember: hearing damage typically occurs slowly over many years. This slow progression means you usually won't notice damage is done until it's too late. This damage is permanent.

Hoisting Equipment

Purpose

To aid in the safe use of hoisting equipment.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Hoisting Procedure
1.	Check maintenance logs to ensure hoisting equipment has received formal inspections on proper intervals.
2.	Wear proper personal protective equipment.
3.	Ensure all crewmembers working around hoisting equipment are familiar with their operation and any safety devices that may be equipped (shut-off switches, shear pins, etc.).
4.	Prior to use, visually inspect hoisting equipment to check for cracks, broken welds, deep corrosion, etc.
5.	Before hoisting a heavy load, clear an area where the load will pass in case it fails and drops unexpectedly.
6.	Never overload a hoist.
7.	Be mindful of the distance the hoist is extending beyond the vessel, the hoist acts as a lever arm and can greatly affect stability. Keep the load as close to the vessel as possible.
8.	Be mindful of incidents relating to “stored energy” which occur when a hoist hooks into a solid object and the operator “forces” it until it breaks free. This release of energy can cause serious injury and/or property damage in an instant.

Housekeeping

Purpose

To reduce the risks associated with poor housekeeping.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Housekeeping Procedure
1.	Ensure the deck and other work areas are free from loose materials and debris before and during your trip. Slips, trips and falls might seem insignificant but can result in life-altering injuries.
2.	Keep ropes away from walkways to prevent potential entanglement.
3.	Ensure lifesaving equipment is easily accessible at all times. Poor housekeeping can slow down emergency response and evacuation procedures.
4.	Clean up as you work rather than waiting until the end of the shift.

Hypothermia

Purpose

To aid in preventing, recognizing and treating hypothermia.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Hypothermia Procedures
	Prevention
	- If you end up in the water, the main areas you'll lose heat from are your head/neck, chest, and groin. - If you are in the water alone, use the Heat Escape Lessening Position (HELP). Cross your arms and legs in front of you and tuck your chin toward your chest. - If you are in the water with other people, huddle together so the sides of your chests are touching. - If you get away from your crew mates, keep blowing your whistle or shouting out.
	Recognize the Symptoms
	- Shivering (or cessation of shivering) - Slurred speech or mumbling - Weak pulse - Slow, shallow breathing - Drowsiness - Confusion or memory loss - Loss of consciousness
	Treatment
	- Get the victim out of the water and to a warm, dry place. - Remove wet clothing if dry clothing is available or the environment is warm. - Prevent further heat loss by covering the head and neck. Wrap the victim in blankets. - Do not rub the surface of the body. - Use rescue breathing if the casualty's breathing has stopped. - Do not lift the victim by the arms or legs. Elevating the limbs could cause a heart attack.

Hypothermia

	- Apply heat slowly to increase the victim's body temperature. Use things like warm towels, water bottles, or hand warmers applied to the head, neck and trunk. - Give warm drinks such as coffee, tea or cocoa – not alcohol - The condition is critical if the victim is getting stiff, is unconscious, or is showing signs of clouded consciousness such as slurred speech – even though the victim may not be shivering. Get medical assistance immediately.

Immersion Suits

Purpose

To aid in the proper donning, maintenance and storage of immersion suits.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Immersion Suits
1.	Donning: - Remove from protective bag - Roll suit on deck and sit on it - Insert legs, then stand, insert arms - Pull up zipper, put flap over face - Put on gloves - Ensure all is secure - Inflate air pillow when in water
2.	Maintenance: - Periodic visual examination for signs of wear - Lubricate zippers with bees wax or paraffin - Check expiry on light - If used, rinse in fresh water - Allow to dry before storage, away from direct heat and sunlight
3.	Storage: - Lay flat, zipper fully open - Roll from feet to head - Fold arms over, place in bag. - Store in and easily accessible cool and dry place.

Life Rafts

Purpose

To aid in the safe installation and storage of life rafts.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Life Rafts
1.	Install life rafts where they can easily be launched and ensure they will float clear if the ship sinks before if the ship sinks before launching.
2.	Install in a cradle or shaped bed.
3.	Secure with the senhouse slip and weak link or hydrostatic release.
4.	Secure painter to a strong point on the vessel, or to the base of the hydrostatic release.
5.	Do not expose raft to paint, exhaust, sparks, or heavy seas.
6.	Do not secure raft by any other means than what was provided by the manufacturer.
7.	Do not install the raft vertically as the gas cylinder inside will fall to the bottom and chafe the fabric.

Locating Missing Crewmember

Purpose

To aid in safely and quickly locating and rescuing a crewmember who has fallen overboard.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Locating a Missing Crewmember
1.	Alert all crew to be on the lookout for the missing individual.
2.	Transmit a distress to alert other vessels in the area and the local rescue authorities.
3.	Turn the vessel around onto the reverse course by carrying out a "Williamson" turn. a. Put the rudder "hard over" until the boat as altered course about 60 degrees off the original track b. Put the rudder "hard over" in the opposite direction until the vessels heading has reached the reverse direction to the original course when the incident occurred. c. The vessel should then be following back on the original track.
4.	If the missing person is found, then bring the vessel upwind of their location. Stop the vessel with the person in the water alongside, well forward of the propeller(s).
5.	Safely bring them aboard and administer first aid.
6.	Notify the authorities that the missing person has been found and report their condition.
	Note: Attempt the Williamson turn only after gear is either cut or retrieved.

Manual Handling

Purpose

To aid in the safe manual handling of heavy loads.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Manual Handling
1.	Assess whether you should ask for help with a lift before attempting it – know your limits
2.	Make sure your work area is free of obstructions before lifting as you may have trouble seeing the floor while carrying the load.
3.	Get as close to the object as possible before lifting.
4.	Avoid twisting motions during the lift.
5.	Keep your back straight and lift with your legs.
6.	Do not lift objects overhead.
7.	Ask for help when the load is beyond your capacity or use a mechanical lift when the load is beyond human capacity.

Person Overboard – Safety Procedure

Purpose

To maintain sight of a person overboard while maneuvering and to recover the person safely as quickly as possible.

Responsibilities

- Master – To bring the vessel back to the person safely and quickly.
- Owner/operator – Ensure vessel is equipped with equipment to retrieve both conscious and unconscious personnel. Drills must be conducted to practice using this equipment.
- Spotter – To keep the person in sight and provide assistance.
- All – Ensure you are familiar with operation of any lifesaving equipment.

Step	Person Overboard - Safety Procedure
1.	Whoever sees the victim fall overboard shouts, "man overboard!" at the top of their voice and points to the victim.
2.	The spotter(s) continues to point to the victim until the vessel reaches the victim. *It is vital that spotters do not take their eyes off the victim at any time and that they continue to point throughout.*
3.	Throw into the water readily available objects that the victim could use to keep afloat.
4.	Master – Turn stern (propeller) away from the victim by turning the wheel towards the side of his/her departure and proceed in direction indicated by spotter.
5.	Alert other vessels in the vicinity so that they can help and do not endanger the person.
6.	Make a slow, powered approach into the wind, reducing to dead slow as you approach the victim.
7.	Reduce engine power.
8.	If there are significant swells, use the heaving line or lifebuoy to avoid the vessel coming down on the victim.
9.	Bring the victim onboard.

Personal Flotation Devices (PFDs)

Purpose

To aid in the proper selection and use of personal flotation devices (PFDs).

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Personal Flotation Devices
1.	**What type of PFD is required:** Fishing Vessel (Any Length/Tonnage) also fitted with Life Jackets: - Transport Canada Approved PFD - Canadian General Standards Board CAN/CGSB-65.11-88 - Highly visible in colour (when inflated) - Fitted with reflective tape - Fitted with a whistle Fishing Vessel (Any Length/Tonnage) NOT fitted with Life Jackets: - Transport Canada Approved PFD - Canadian General Standards Board CAN/CGSB-65.11-88 - Highly visible in colour (when inflated) - Fitted with reflective tape - Fitted with a whistle - Rated at 100 newtons of buoyancy (minimum)
2.	**When to wear it:** - Any time there is a possibility of jeopardizing safety (risk of drowning), a PFD must be worn. - A risk assessment should be carried out to determine the level of risk – when in doubt, put it on.

Pre-departure Checks

Purpose

To check items that will promote a safe voyage and reduce the likelihood of an incident.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Pre-departure Checklist
1.	Check the weather forecast. Confirm that the conditions match the forecast. If poor weather is forecast, make plans that will reduce risk of incident.
2.	Consider the planned route for the voyage and mentally note any local hazards or boating restrictions.
3.	Verify there is enough fuel for the voyage, including a reserve in case of trouble, and drain water from the tank.
4.	Check other fluid levels – oil, coolant, battery, etc. – and visually inspect hoses and belts.
5.	Check for signs of oil and water leaks in the engine compartment and in the hold.
6.	Confirm that bilge pumps will work.
7.	Check that drain plugs are securely in place.
8.	Visually inspect life rafts and lashings.
9.	Check that fire extinguishers and other firefighting equipment are in place.
10.	Pull out all charts needed for the voyage, with applicable corrections indicated, to make sure they are onboard, then put back in place.
11.	Check that the first aid kit, spare tools and spare parts are where they should be.

Pre-departure Checks

12.	Confirm that the battery charge indicator reading is normal.
13.	Check that the compass and other navigational equipment is working properly.
14.	Turn on radio 15 minutes before departure and begin monitoring.
15.	Make a test call to confirm you can transmit. Check other communication equipment is operational.
16.	Turn navigation lights on and check they are working. Turn off again if not needed at the moment.
17.	Count the number of people onboard and that you have enough lifejackets of the right size for everyone, including crew.
18.	Call shore base to report number of persons on board and voyage details – route and expected return time (unless on a regular schedule and route).

Preventative Maintenance

Purpose

To ensure regular preventative maintenance is being carried out on the vessel to reduce the risk of equipment failure.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Preventative Maintenance (before start of season)
1.	Test bilge, ballast and fire pumps, clean the strainers and service pumps.
2.	Check steady bearings and lubrication or grease lines.
3.	Have life rafts serviced annually and replace hydrostatic releases as required.
4.	Check batteries in detectors, emergency lights, etc.
5.	Check all ship's batteries, service and replace corroded terminals.
6.	Service the main and auxiliary engines.
7.	Replace all zinc anodes in heat exchangers.
8.	Service the refrigeration system and test it out.
9.	Check all electronic equipment and service as necessary.
10.	Test the anchor winches, run out anchors and remark anchor cable.
11.	Test and service domestic plumbing system and fresh water purification system.
12.	Service hydraulic system, change filters if required, lubricate exposed control valves and repaint.
13.	Check and service the steering system.
14.	Do other maintenance checks as per other fixtures and equipment on board your particular vessel.

Refuelling Procedure (under 40' open)

Purpose

To minimize the risks of explosion and pollution due to improper refuelling practices.

Responsibilities

- Master – to ensure that this procedure is followed.

Step	Refuelling Procedure
1.	Check that the dispensing point is equipped with appropriate firefighting appliances.
2.	Put all passengers ashore and clear any refuelling equipment.
3.	Turn off all mobile phones. Do not smoke.
4.	Have a cloth on hand to catch any spills. Use one for the filler hose and one to monitor airflow from the fuel tank vent. Have sawdust/oil spill equipment ready.
5.	When refuelling, do not start the dispenser until the outlet nozzle is inserted in the tank. Hold the nozzle open by hand only.
6.	Keep the hose touching the filler neck at all times during refuelling to prevent static sparks.
7.	Ensure refueling equipment (pump) is grounded.
8.	Carefully monitor the filling rate to avoid overfilling. Use your hand where possible to check for air escaping from the vent. When the tank is nearly full, you will feel a distinct increase in airflow which is the signal to stop fuelling.
9.	Do not remove the filler hose until the fuel flow has stopped.
10.	Lift the hose to drain all remaining fuel into the tank.
11.	Thoroughly clean up all surface spills with an absorbent cloth.
12.	Start engine before allowing crew and/or passengers to board.
13.	Dispose of absorbent cloths, sawdust or other fuel soaked items properly.

Refuelling Procedure

Purpose

To minimize the risks of explosion and pollution due to improper refuelling practices.

Responsibilities

- Master – to ensure that this procedure is followed.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Refuelling Procedure
1.	Check that the dispensing point is equipped with appropriate firefighting appliances.
2.	Put all passengers ashore and clear any refuelling equipment.
3.	Check to see if vents are clear from build-up such as dirt, ice or snow.
4.	Turn off pilot lights to gas refrigerators.
5.	Cut off electric power at main switch.
6.	Close all hatches and openings to prevent fumes from getting into the hull and bilge.
7.	Do not smoke.
8.	Place a discharge bucket under air/overflow pipe and close scuppers in case of overflow.
9.	Ensure refueling equipment (pump) is grounded.
10.	Have a cloth on hand to catch any spills. Use one for the filler hose and one to monitor airflow from the fuel tank vent. Have sawdust/oil spill equipment ready.
11.	Ensure grounding cable is attached to the hose and a point on the boat. Do not start the dispenser until the outlet nozzle is inserted in the tank. Hold the nozzle open by hand only – do not lock or jam the trigger of the dispenser in the open position.
12.	Keep the hose touching the filler neck at all times during refuelling to prevent static sparks.

Refuelling Procedure

13.	Carefully monitor the filling rate to avoid overfilling. Use your hand where possible to check for air escaping from the vent. When the tank is nearly full, you will feel a distinct increase in airflow which is the signal to stop fuelling.
14.	Do not remove the filler hose until the fuel flow has stopped.
15.	Be familiar with all emergency stops.
16.	Lift the hose to drain all remaining fuel into the tank.
17.	Thoroughly clean up all surface spills with an absorbent cloth.
18.	If fuel has spilled into the bilges, pump the bilges manually into sealed containers or pump shore and leave boat wide open for at least 30 minutes to vent.
19.	When completely satisfied that the boat is free of fumes, start the blower and let it run for at least four minutes – more if recommended by the manufacturer.
20.	Start engine before allowing crew and/or passengers to board.
21.	Dispose of absorbent cloths, sawdust or other fuel soaked items properly.
22.	Log all fuelling operations: date, time, place, company supplying fuel.

Ropes

Purpose

To aid in the safe use of ropes on deck.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Safe Use of Ropes
1.	Inspect ropes for wear prior to each trip.
2.	Store ropes in such a way that reduces undue wear and tear.
3.	Before setting, make sure you have a plan for where the ropes will run and where you will stand.
4.	Clear the work area of non-essential personnel.
5.	Ensure you have a knife on hand in case of entanglement (always cut away from yourself).
6.	Ensure your boots have adequate grip.
7.	Wear gloves to prevent rope burn.
8.	Keep your feet planted in one place, where possible, to reduce risk of stepping into the ropes.

Safe Loading & Stability

Purpose

To aid in safely loading a vessel and maintaining stability.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Safe Loading & Stability Procedure
1.	Ensure that nets, ropes, ice and pots are laid out in such a way that the vessel sits level in the water without any listing, and with adequate freeboard.
2.	Check compartment limber holes to ensure they are free of dirt and debris.
3.	Ensure bilge pumps are operational.
4.	Consider the type of catch you're fishing and how it could move around in the hold. Minimize free surface effect by using pen-boards and smaller containers.
5.	Always be mindful of the vessels centre of gravity. Placing loads higher up raises your centre of gravity and reduces vessel stability.
6.	Keep your total load within the vessels rated deadweight.
7.	Keep suspended loads as close to the vessel as possible to reduce the lever effect which can cause the vessel to list.
8.	If the vessel is listing, address the cause before taking on more weight. Listing increases the risk of free surface effect and can get out of hand quickly.

Taking On Water

Purpose

To identify risk to the vessel and take appropriate steps for prevention and response.

Responsibilities

- Master – To take steps to ensure the procedure below is reviewed in drills, communicated with all crew and executed effectively when warranted.
- Crew – To assist the vessel Master with any tasks required in response to a situation where the vessel is taking on water.

Step	Taking on Water - Safety Procedure
1.	Call out, "water in or on the [location]".
2.	Start pumps or have a crewmate start bailing water out of the vessel.
3.	Determine where the water is coming from.
4.	If there is a risk to the vessel, contact authorities and surrounding vessels to advise of your situation and your position. Broadcast mayday.
5.	Take steps to stop or slow down the leak. Consider grounding the vessel if unable to bring the flooding under control.
6.	If vessel stability is at risk, begin emergency tasks and prepare to abandon ship.
7.	Monitor tasks completed: flares up, mayday sent, immersions suits on, life raft/boat deployed, head count taken,
8.	Keep authorities advised of the situation until resolved.

Trawling and Dragging

Purpose

To reduce the risks associated with trawling and dragging activities.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Trawling and Dragging Procedure
1.	Maintain contact with the wheelhouse before starting and after stopping operations (depending on the size of the vessel).
2.	Use hand signals for communication when operating the winches or working near the trawl.
3.	Do not stand under the cod end while it's being hoisted.
4.	Pay special attention when stepping over the warps. Never step over warps when taking back the gear.
5.	Releasing and securing trawl doors should only be done by experienced crewmembers.
6.	If towing from outrigger booms, keep booms as low as possible.
7.	When "knocking out", stand forward of the towing block.
8.	Use guardrails, lifelines and PFDs when working near the stern ramp. This area is particularly hazardous.

Watchkeeping

Purpose

To aid in safely monitoring vessel and sea conditions while the remainder of the crew rests.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Watchkeeping Procedure
1.	Ensure you alert your crewmates that you will be starting watch at a given time and that they are aware of the time you plan to end your watch.
2.	If you have just woken up, be sure to hydrate yourself and consider consuming some coffee to maintain alertness.
3.	While on watch, keep an eye on gauges to ensure vessel systems are running properly.
4.	Monitor navigation equipment to keep an eye out for land, ice and other vessels.
5.	Keep prop shaft bearings greased periodically as required.
6.	If you run into an issue or hear an alarm and are unsure of what to do, always alert the skipper. Do not wait.
7.	If another crewmember goes out on deck during your watch, you are responsible for keeping an eye on them and being mindful of where they are and when they head back inside.
8.	If you feel yourself falling asleep while on watch, get up and walk around or get some fresh air. If you are unable to stay awake, alert a crewmate to take over for you. Know your limits.
9.	After spending time on watch, ensure you get adequate rest before starting your next shift. Please see the safety procedure for Fatigue Management for more information.

Winches

Purpose

To reduce the risks associated with winching activities.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Winches
1.	Thoroughly inspect winches prior to your trip. Look for signs of corrosion, frays in cables or ropes and cracks in the housing/mounts.
2.	Ensure winch brake is working properly.
3.	Crewmembers must maintain a safe distance from the winch while it is in use.
4.	Only experienced crewmembers are to control the winch and work in its immediate vicinity.
5.	Be mindful of the load rating of the winch and ensure it is not exceeded.
6.	Install guides on winches to avoid having to manually guide the cable or rope. Manual guiding significantly increases the risk of a crewmember being caught and pulled into the winch.
7.	Ensure you have an agreed upon procedure for shutting down the winch when a jam or tangle occurs. All crewmembers working near the winch should be aware of this procedure.

Working Aloft

Purpose

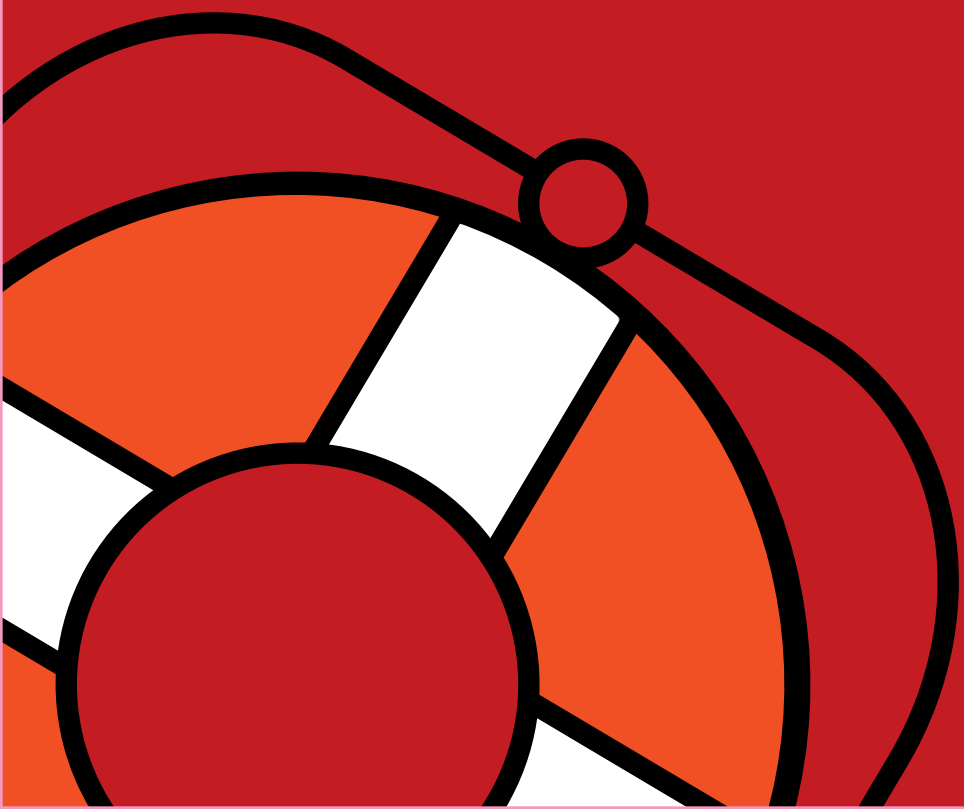
To aid in reducing the risk of injury due to working aloft.

Responsibilities

- Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
- Crew – Follow the procedure below at the direction of the vessel master.

Step	Working Aloft Procedure
1.	Use a bosun's chair and safety line when working aloft. A construction style self-retractable lanyard and "dog leash" may also be suitable in place of a safety line.
2.	Tie-off tools and parts when working aloft so they won't drop and injure those below.
3.	Delineate a drop zone below and let crewmembers know not to enter that area until the overhead work is complete.
4.	Turn off radio antennae and radar scanners when working aloft as these devices emit radiation, and the torque of a rotating scanner can cause serious injuries. Tag by placing a sign stating "Do Not Operate Radar" on the radar control panel and lock out the equipment until operation has been completed.

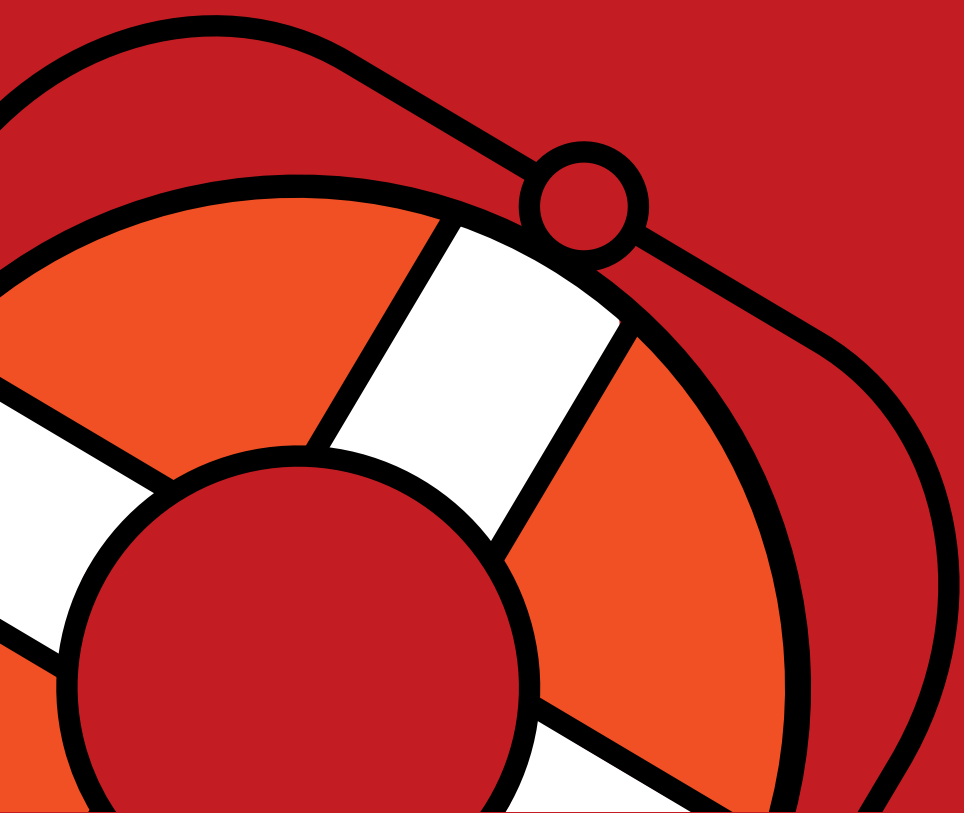
Safety Information



SAFETY

Safety Information

The following section includes valuable resources that will aid in the safe operation of a fishing vessel and promote the health and safety of those working on board and near by.



Standard Marine Distress Signals

MARINE RADIO

DISTRESS CALL
USE: 2182 kHz (MF)
OR CHANNEL 16,
156.8 MHz (VHF)

CALLING PROCEDURES
MAYDAY
MAYDAY
MAYDAY
immediate danger for persons or ship

PAN-PAN
PAN-PAN
PAN-PAN
urgent message concerning safety of a person or ship

- Give vessel name and call sign
- State position of vessel
- Describe nature of emergency

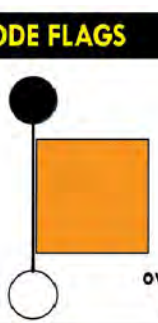
RADIOTELEGRAPH

(S.O.S.) 500 kHz

EMERGENCY POSITION INDICATING RADIOBEACON (EPIRB)

USE ALARM SIGNAL

CODE FLAGS



N
over
C

BALL
over or under
SQUARE

DISTRESS CLOTH

ARM SIGNAL

Do not use this signal near helicopters (different meaning)

SOUND SIGNALS

Continuous foghorn, bell or whistle. 1- minute intervals; gun or any explosive

FLARES

TYPE A; Parachute rocket

TYPE B; Multi-star rocket

TYPE C; Hand-held

TYPE D; Buoyant or hand-held orange smoke

DYE MARKER

FLASHLIGHT

Life Raft Safety

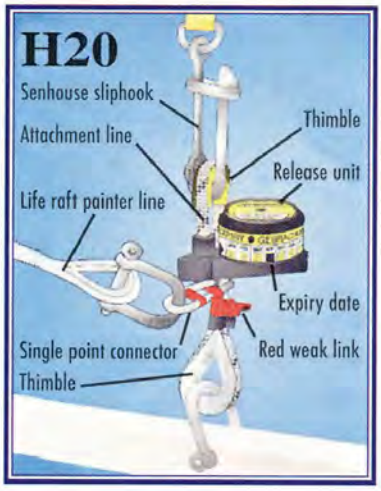
PRECAUTIONS

- Do not expose raft to paint, exhaust smoke, sparks, or heavy seas.
- Do not secure raft by any other means than what was provided by the manufacturer.
- Do not install the raft vertically as the gas cylinder inside will fall to the bottom and chafe the fabric.

Have the life raft inspected and re-packed and the hydrostatic release tested according to requirements and recommendations of the manufacturer.

INSTALLATION

- Install life rafts where they can be easily launched, and ensure they will float clear if the ship sinks before launching!
- Install in a cradle or shaped bed.
- Secure with the senhouse slip and weak link or hydrostatic release.
- Secure painter to a strong point on the vessel, or to the base of the hydrostatic release.



CANADIAN COAST GUARD AUXILIARY

Saving Lives On The Water

Immersion Suits

BENEFITS

- Provides thermal protection.
- Highly visible and buoyant.
- Keeps you dry.

MAINTENANCE

- Visual periodic examination for signs of wear.
- Lubricate zippers with bees wax or paraffin.
- Check expiry on light.
- If used, rinse in fresh water.
- Allow to dry before storage, away from direct heat and sunlight.

STORAGE

- Lay flat, zipper fully open.
- Roll from feet to head.
- Fold arms over, place in bag.
- Store in cool/dry place.
- Easily accessible.

CANADIAN COAST GUARD AUXILIARY

Saving Lives On The Water

Practice periodically

DONNING

- Remove from protective bag.
- Roll suit on deck and sit on it.
- Insert legs, then stand, insert arms.
- Pull up zipper, put flap over face.
- Put on gloves.
- Ensure all is secure.
- Inflate air pillow when in water.

The captain and crew of the fishing vessel *Atlantic Prize* know first hand the importance of being familiar with your safety equipment. A donned immersion suit will greatly reduce the deadly effects of cold water immersion.

Captain Short states, "We practiced donning our suits on a regular basis to make sure we knew how to use them in an emergency situation. The suits were always kept close at hand. We don't know where we would be today had we not had these suits on board and the knowledge of how to use them".

BE PREPARED!

– Captain Trevor Short,
Newfoundland Prize

Risk Assessment

What is a Risk Assessment?
A risk assessment is a thorough look at your workplace to identify hazards (things, situations, processes, etc. that may cause harm, particularly to people). After identification is made, you analyze and evaluate how likely and severe the risk is. When this determination is made, you can next, decide what measures should be in place to effectively eliminate or control the harm from happening (CCOHS, 2019). A "control" refers to procedures put in place to reduce the possibility that a hazard could turn into an incident. By implementing these procedures, you are controlling risk.

Why do I need a Risk Assessment?
As an integral part of an occupational health and safety management plan, risk assessments help to:
1. Create awareness of hazards and risk.
2. Identify who or what may be at risk (e.g., crew, visitors, the public, environment, etc.).
3. Determine whether a control program is required for a particular hazard.
4. Determine if existing control measures are adequate or if more should be done.
5. Prevent injuries or illnesses.
6. Prioritize hazards and control measures based on severity and probability.
7. Meet legal requirements where applicable.
(Source: CCOHS website)

How does it help me?
By completing a risk assessment, you bring awareness to hazards that might otherwise be missed or unspoken in the workplace. It often provides perspective by engaging owner/operators and crew members in a process of analyzing the tasks they carry out each day, and considering how things might go wrong. In completing the assessment you can start to eliminate hazards that might be avoidable, as well as develop controls to minimize risk.

Is it required by law?
Risk Assessment facilitates the development of safe work procedures which are required by law as outlined in the Newfoundland and Labrador Occupational Health and Safety Act and Regulations, and the Fishing Vessel Safety Regulations (Section 3.16). By complying with legislation, you demonstrate due diligence in managing the risks associated with your operations. Should an incident occur, you are able to demonstrate that you took appropriate measures to identify, eliminate and control the hazards associated with your work where reasonable practicable.

Personal Flotation Devices

Who should use them and when should they be worn?
Personal Flotation Devices (PFDs) should be worn by anyone who is at risk of drowning. If you're working on deck, assess the risk. Consider "what if?" something goes wrong. If there is a possibility – even a remote one – that you could end up in the water, you should be wearing a PFD. If you're in a smaller open boat, you know how quickly incidents can happen, so there's always a risk of drowning. At the NL-FHSA, we recommend that anyone working in an open boat wear a PFD at all times. Don't wait for the skipper to tell you when to wear a PFD, make the personal decision to be safe and wear one, even if nobody else is doing it. It's a decision that could save your life!

What kind of PFD should I wear?
All PFD's will greatly increase your chances of survival, there's no doubt about it. However, PFD's that automatically inflate when they're submerged are typically your best option. These PFDs are low-profile and light weight, making them easy to wear while you work. They inflate automatically, meaning you won't be in the water struggling to pull a cord. Modern inflatables also won't inflate accidentally, and required submersion in at least 4" of water to activate. This greatly cuts down on accidental inflations and the cost of re-arm CO_2 kits.

Why should I wear a PFD?
This one is simple, PFDs save lives. When you end up in the water wearing a PFD, you don't have to expend energy trying to stay afloat. You can use your energy for activating your Personal Locator Beacon (PLB), climbing out of the water, or assisting your crewmates. PFDs also hug your torso tightly, helping you retain heat in your core, and giving you extra time to get out of the water before hypothermia sets in. Modern PFDs feature high visibility colors and reflective strips when they inflate, making you significantly more visible in the water, reducing rescue time. Most importantly, when you consider why you should be wearing a PFD, think of your family, would they want you to wear one? These are the people affected most if you don't make it home safe.

PFD's vs. Lifejackets
People often believe that PFDs and lifejackets are one and the same. This is not the case. PFDs are designed to give you the buoyancy you need to stay afloat. Lifejackets will not only give you buoyancy, but also help keep your head above water with your face pointed upwards, giving you the ability to breathe even if you're unconscious. While valuable, this feature often makes lifejackets significantly more bulky than PFDs. Lifejackets are great to have on hand if you have ample warning before abandonment. You can grab it, put it on, and prepare for entry into the water. Unfortunately, most incidents at sea happen so fast that you aren't able to prepare. What you're wearing while you're working is likely what you'll be wearing in the water. This is why light weight and low-profile PFDs are so valuable. It's easy to wear while you work, meaning you're more likely to keep it on. You can wear one all the time and never worry about being unprepared should an incident occur.

Noise

What Fish Harvesters Need to Know About Noise Exposure

Fish harvesters are exposed to many occupational hazards on board fishing vessels. One hazard that has the potential to cause noise-induced hearing loss is prolonged exposure to high noise levels. The engines on a fishing vessel are the most significant noise source and noise levels on vessels increase with an increase in engine RPM.

According to WorkplaceNL injury statistics, in Newfoundland and Labrador, between 2011 and 2017, four out of every 100 accepted claims were hearing loss related. Fish harvesting is one of the top two industry classes of hearing-loss related claims among workers. Fish Harvesters filed close to 9% of the workers' compensation claims for hearing-loss claims in the province. Fishing vessel skippers and fishers were the most frequent of the ten occupations found with hearing loss claims.

Noise is classified as any sound that is loud or unpleasant, or that causes a disturbance. It is one of the most common occupational health hazards. Noise becomes a problem when people have to raise their voices to be heard or when they experience ringing in their ears after being exposed to a noisy environment.

The risk to hearing from noise exposure depends on how loud the noise is and the length of exposure time. In this province, there is an occupational health and safety regulatory requirements where the average daily exposure to noise must not exceed 85 dBA over an eight hour workday, 40 hour work week. No exposure above 140 dBA is permitted. The higher the noise level, the shorter the exposure time required before damage to the ear can occur.

Why are Fish Harvesters at Risk?

In 2018, research examining noise exposure of small scale fisheries in Newfoundland and Labrador identified propulsive engines and auxiliary machinery as the main steady state noise sources on fishing vessels. Noise was beyond the recommended levels for most spaces on the vessels included in the study. The combination of high noise levels and prolonged exposure on fishing vessels is thought to be responsible for noise-induced hearing loss.

Noise

Examples of Noise

Noise can change over time and range from continuous or intermittent. The noise of an engine is relatively constant while intermittent noise can include a mix of noisy and quiet periods. Short, loud bursts of noise lasting for less than a second are known as impulse or impact noise. A blast is an example of an impact noise.

How does noise exposure impact my health?

The main health effect of exposure to noise is loss of hearing. This may be gradual or result from a one-time exposure to a loud burst of noise. Noise-induced hearing loss is irreversible and will continue to worsen with exposure. Over time, certain activities are impacted or restricted such as having a conversation and enjoying music. Noise can also have other effects on health such as stress on the cardiovascular system which can lead to dizziness and high blood pressure.

How can I protect myself?

1. Understand where the noise is coming from and determine if the volume of the noise exceeds a safe level.

2. Control the noise at the source – select equipment with low noise levels, isolate engine rooms and other sources of noise with sound insulation, enclosures, etc.

3. Modify the amount of time you spend around sources of noise.

4. Wear personal protective equipment (PPE) like ear muffs or ear plugs to protect your hearing; even for short duration tasks.

5. If you are concerned that you may have hearing loss, make an appointment to have your hearing tested.

Remember, If you have to yell to be heard, your environment is too loud and you are at risk of hearing loss.

Buoyage System

The Canadian aids to navigation system uses both lateral and cardinal buoys. The lateral system requires a reference direction called 'upstream'.

UPSTREAM MEANS GOING:

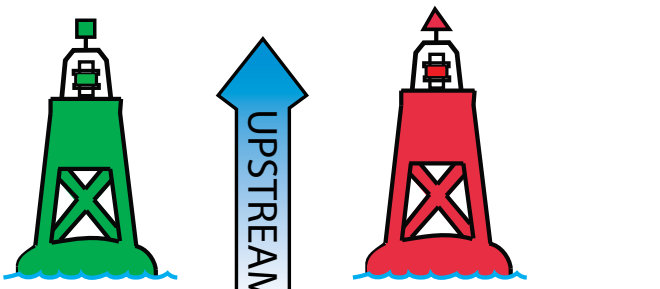
1. In a southerly direction
2. Into port
3. Up a river
4. In the direction of the flood tide

The first three criteria cover almost all circumstances - with the direction of the flood tide being used when none of the first three criteria apply. Information about how buoyage in a particular area is set out is described in the local sailing directions.

Lateral Buoys and Daybeacons

Leave a port hand buoy or daybeacon on your vessel's port side when going upstream.

Leave a starboard hand buoy or daybeacon on your vessel's starboard side when going upstream.

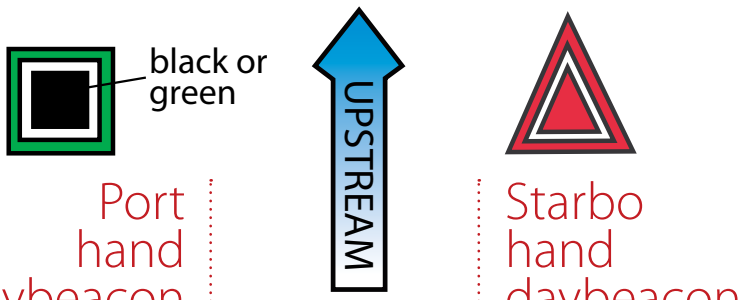


Port hand buoy

Green (Fl)4sec or (Q)1sec

Starboard hand buoy

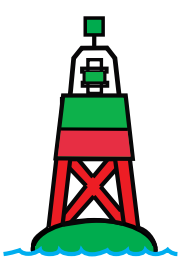
Red (Fl)4sec or (Q)1sec

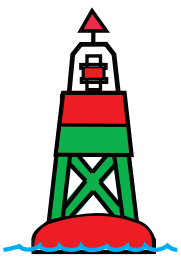


Port hand daybeacon

Starbo hand daybeacon

Bifurcation buoys mark a point where a channel divides. If you want to take the preferred or main channel, leave a port hand bifurcation buoy or daybeacon on your vessel's port side, and a starboard hand bifurcation buoy or daybeacon on your vessel's starboard side – when you are going upstream.





Port hand bifurcation

Green Fl(2+1)6sec, or Fl(2+1)10sec

Starboard hand bifurcation

Red Fl(2+1)6sec, or Fl(2+1)10sec

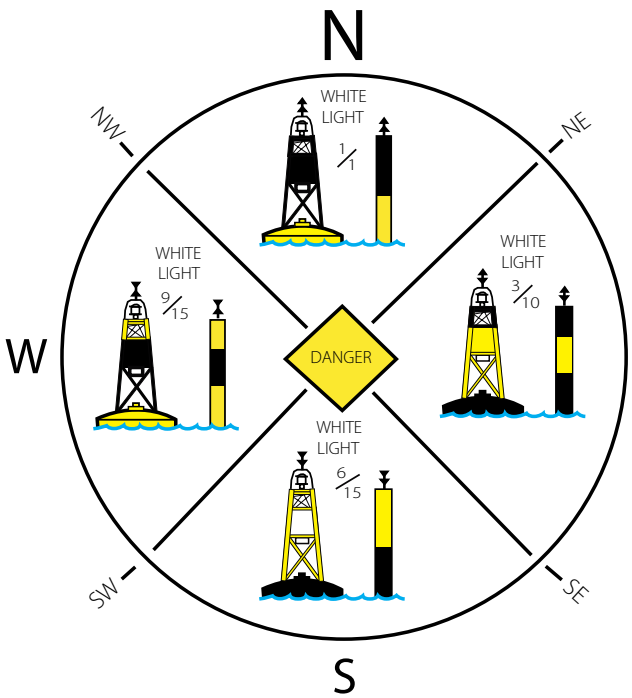
Port hand bifurcation daybeacon

Starb hand daybeacon

Cardinal Buoys

Cardinal buoys indicate the location of the safest water by reference to the cardinal points of the compass. They all have a white light. The flashing sequences are easily remembered by thinking of the face of a clock where north would be at 12 o'clock, east at 3 o'clock, south at 6 o'clock and west at 9 o'clock. The south cardinal flashes 6 times followed by 1 long flash to set it apart from the other cardinal buoys.

NORTH
(Q)1sec
(VQ)5sec

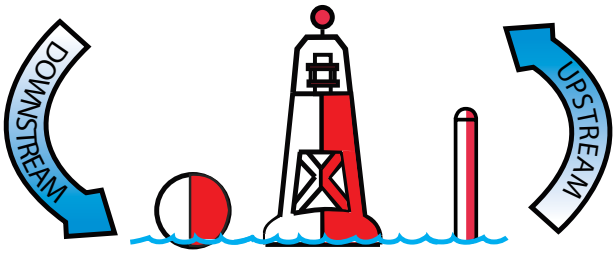


WEST
Q(9)15sec
VQ(9)10sec

EAST
Q(3)10sec
VQ(3)5sec

SOUTH
Q(6+1)15sec
VQ(6+1)10sec

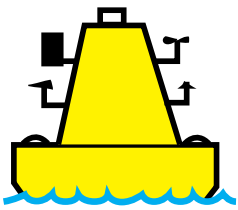
Other Buoys



Fairway buoy white light

Mo(A)6sec
(LFl)10sec

Mo(A) is Morse code 'A', a short flash followed by a long flash. A Fairway buoy indicates safe water and is used to mark landfalls, channel entrances, or channel centres. May be passed on either side but should be kept to the port side when proceeding in either direction.



ODAS yellow light

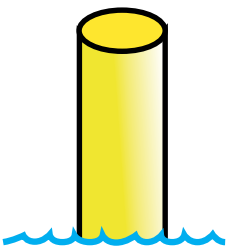
Fl(5)20sec

An Ocean Data Acquisition System buoy is a scientific or meteorological station.

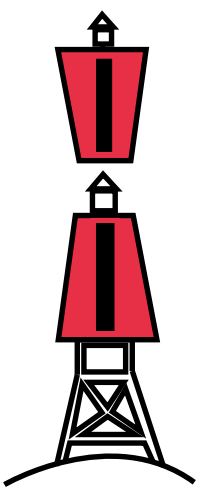
Other Buoys

Cautionary buoy yellow light

(Fl)4sec



On range line.



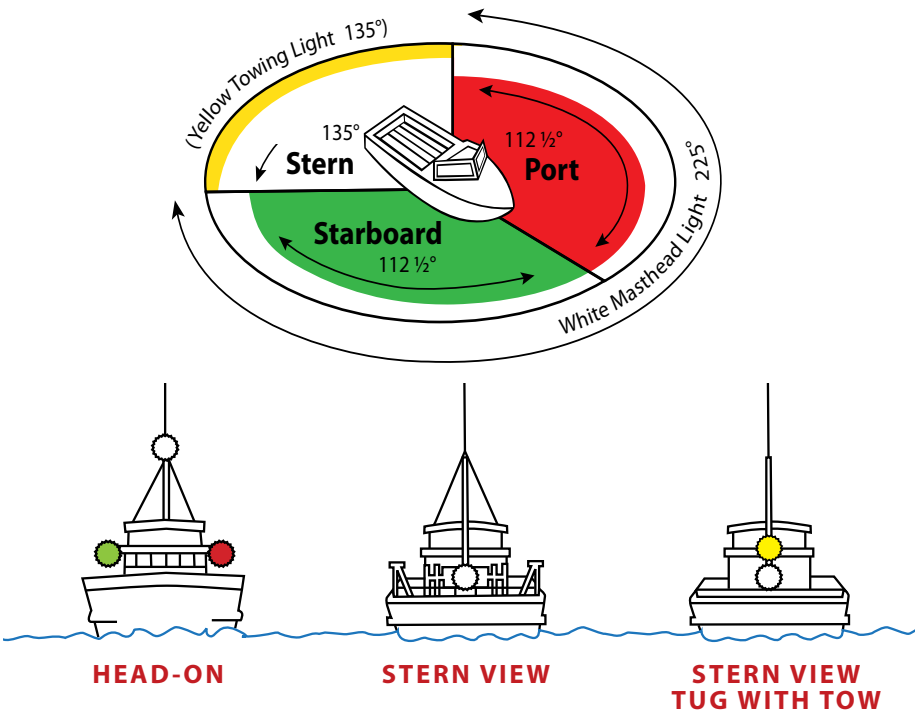
Ranges

A range consists of two or more fixed navigation marks situated some distance apart at different elevations that sometimes have lights on them. They provide a leading line. When both marks are in line you are on the recommended track.

Lights and Shapes

We are able to recognize which way a vessel is crossing ahead by whether it is showing a red or a green sidelight. If we see both sidelights and a mastlight on a steady bearing, a head-on situation is developing with risk of collision. We can also tell what a vessel is doing by the lights it shows.

Arcs of Visibility



"The fishing vessel did not recognize the lights of the tug pushing a barge on a reciprocal course, and additionally altered course to port".

– Transportation Safety Board of Canada

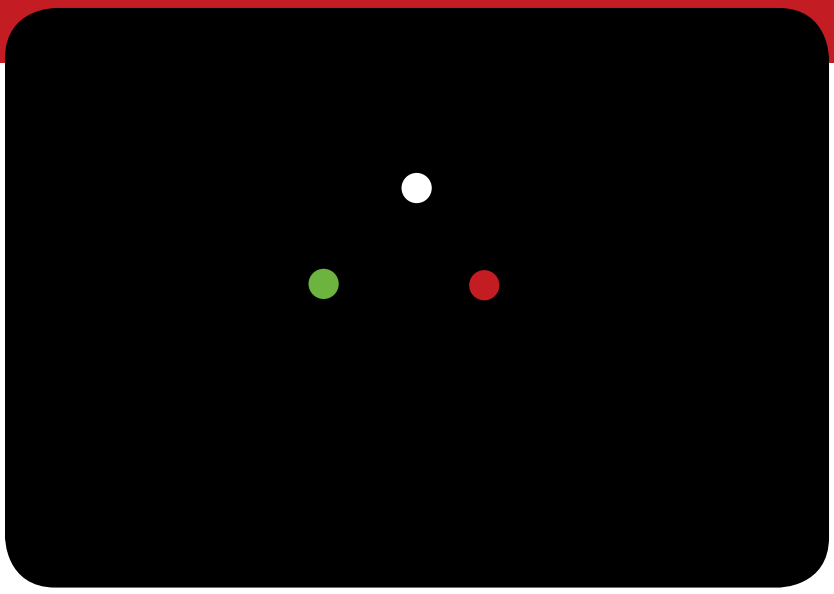
Note

How to Identify Lights

When travelling at night, keep these points in mind.

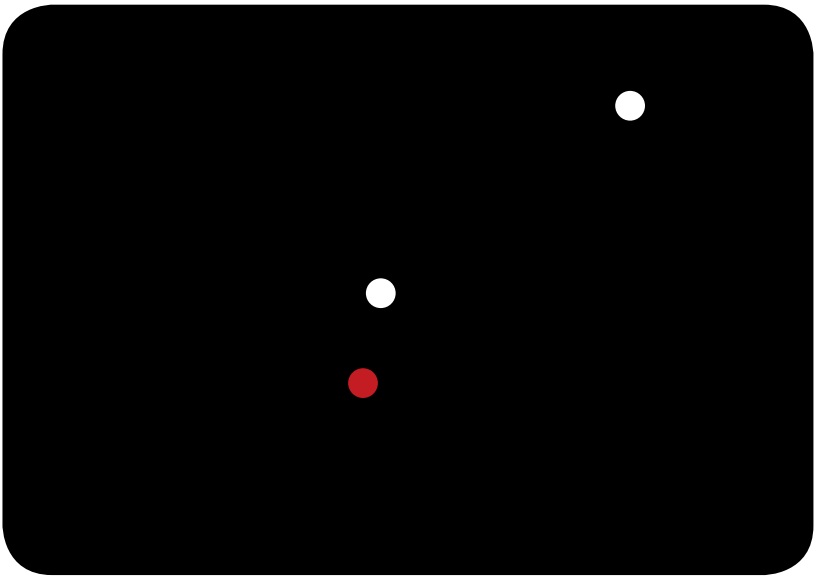
1. What is the view? Head-on, stern, port or starboard?
2. How long is the vessel? A vessel over 50 metres carries a second mastlight abaft and higher than the forward mast light.
3. Is the vessel fishing, which is "red over white fishing at night"?
4. Is the vessel trawling, which is "green over white"?
5. Is the vessel restricted in her ability to manoeuver which shows three all around lights - red, white, red - in a vertical line?
6. If the vessel is towing it carries a second mastlight if the tow is less than 200 metres, and a third mastlight if the tow is greater than 200 metres.
7. A towing vessel carries a yellow towing light above her stern light.
8. A vessel not under command carries two all around red lights vertically in line.

Use these flash cards to practice identifying lights at night.



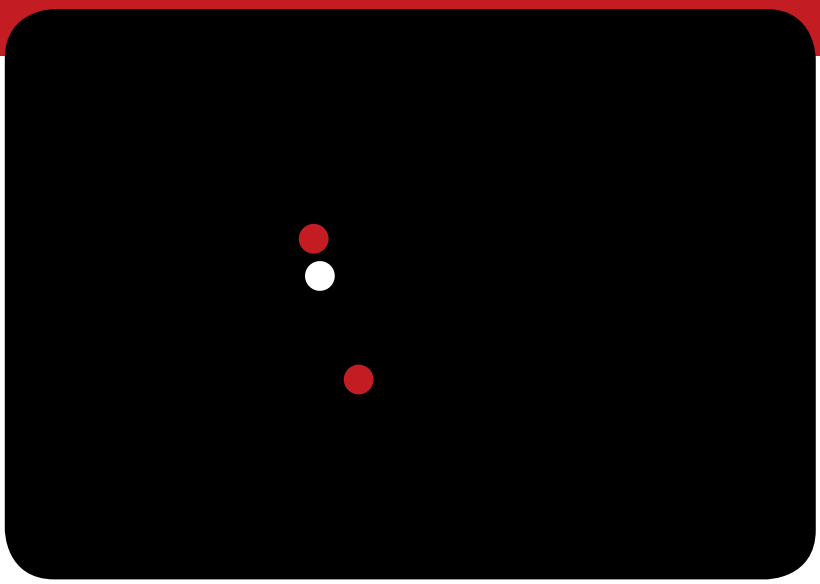
Power driven vessel less than 50 metres long.

VIEW: Head-on

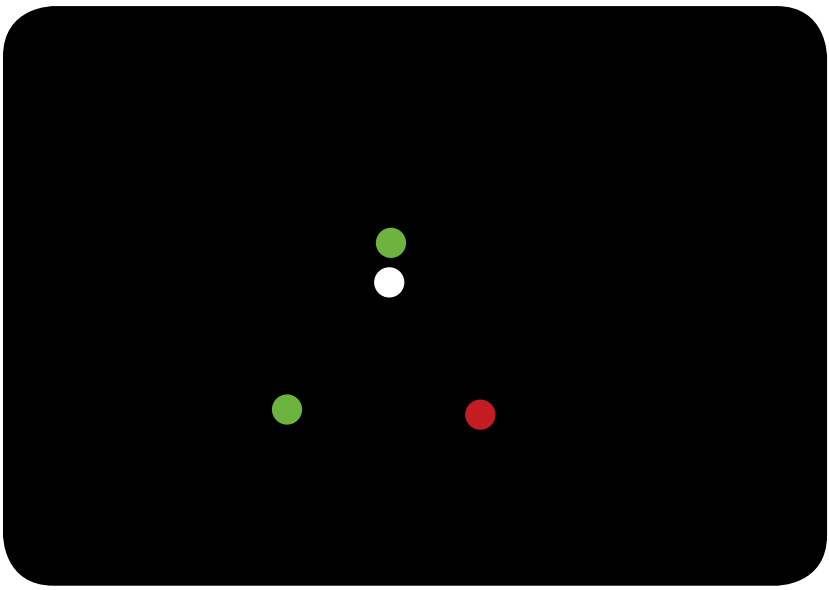


Power driven vessel over 50 metres long.

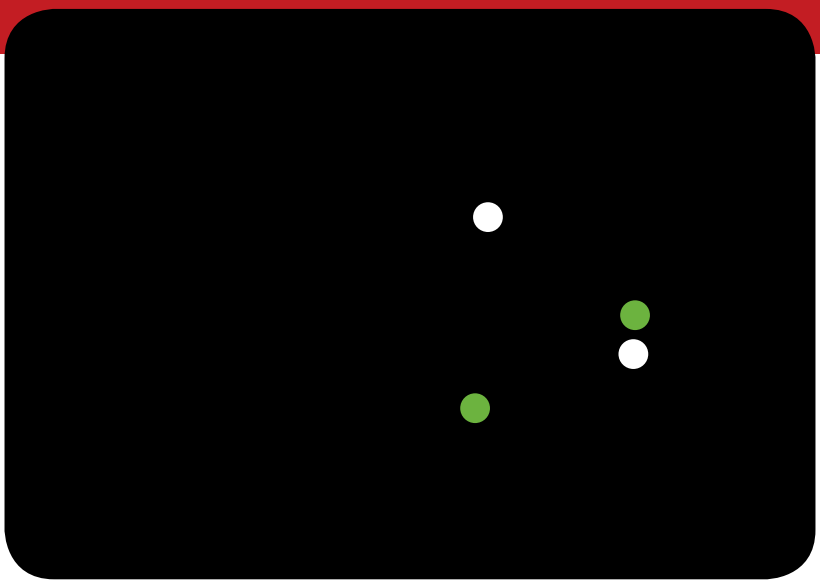
VIEW: Port side



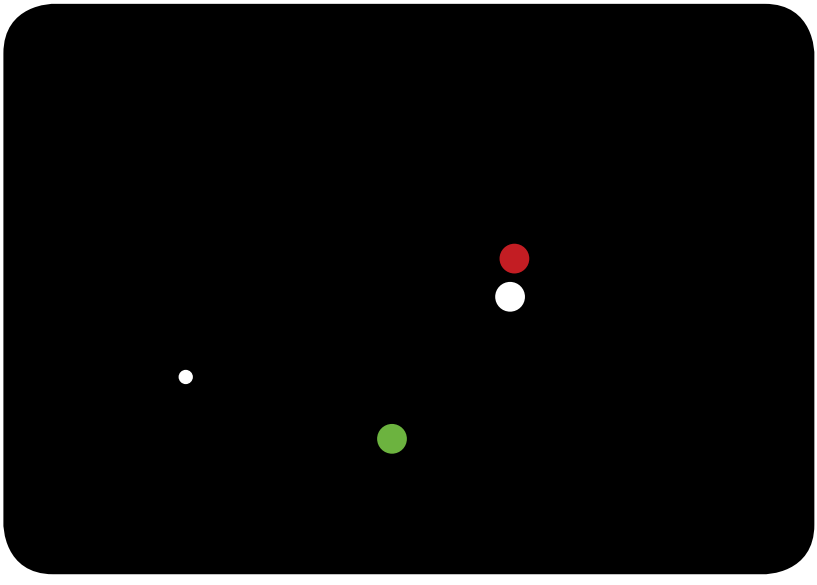
Vessel engaged in fishing other than trawling, making way.
VIEW: Port side



Fishing vessel engaged in trawling, less than 50 meters long, making way. NOTE, the trawler lights are green over white. All others fishing vessels are red over white.
VIEW: Head-on

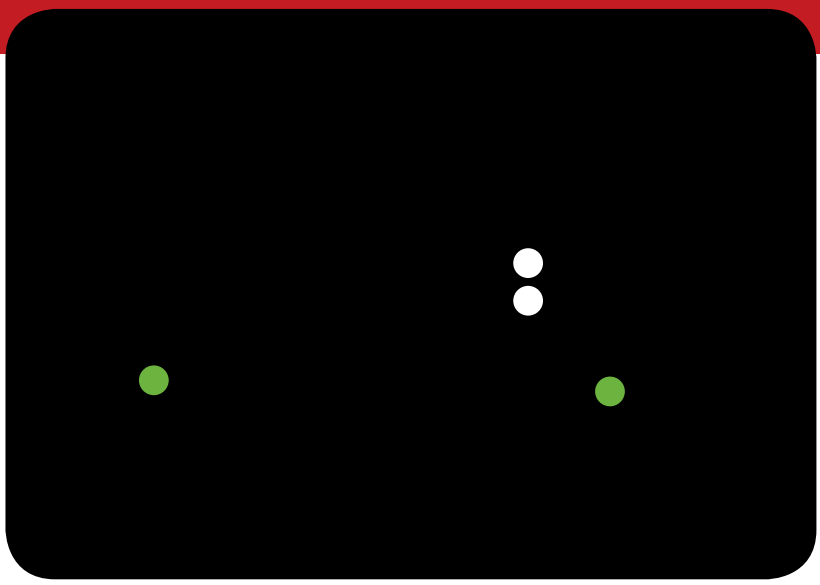


Trawler over 50 metres long, making way.
VIEW: Starboard side

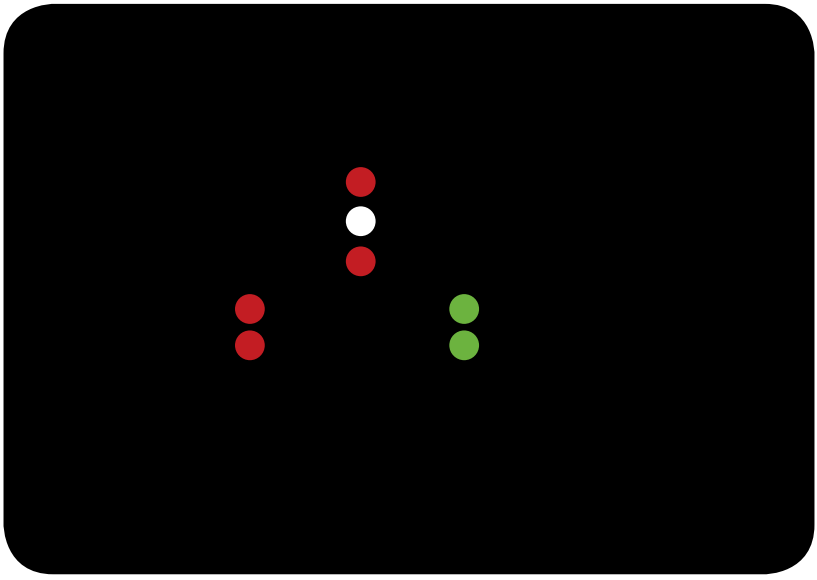


Vessel engaged in fishing other than trawling, making way, with outlying gear extending more than 150 metres horizontally from the vessel.
VIEW: Starboard side

"The vessels collided because the fishing vessel did not recognize the lights exhibited by the tug and barge combination, and thought it was two vessels. Neither vessel made substantial course alterations".
– Transportation Safety Board of Canada

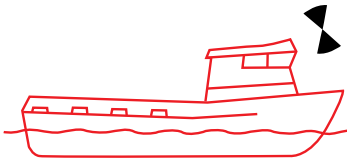


Power driven vessel less than 50 metres long towing a barge.
Tow less than 200 metres long.
VIEW: Starboard side

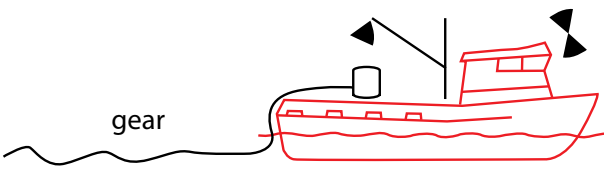


Dredge, restricted in her ability to manoeuvre, not making way. The clear side shows the two green lights. Two reds are the side she is dredging on.
VIEW: Head-on or stern. Dredge operation lights are all 360 degrees.

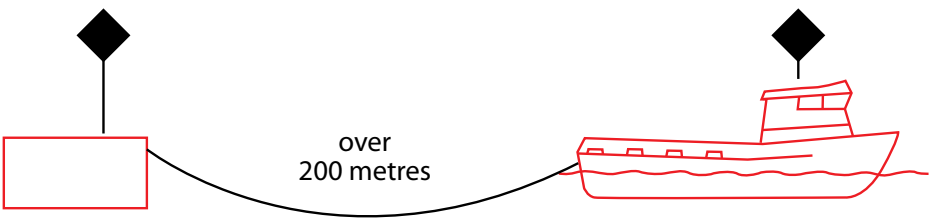
How to Identify Day Shapes



A vessel engaged in fishing shows two black cones with apexes together.



A vessel fishing with gear extending over 150 metres from the boat, in addition to the two black cones, must show a black cone pointing in the direction of the outlying gear.



Vessels that are towing, and the length of tow is greater than 200 metres, will carry a black diamond on the towing vessel and also on the last object being towed.

Drug & Alcohol Awareness

DRUGS AND ALCOHOL IN THE WORKPLACE AFFECT SAFETY – ON AND OFF THE WATER

WHAT'S THE BIG DEAL?

Alcohol and certain types of drugs are mood-altering (psychoactive). They affect the central nervous system (mainly the brain) and our ability to work safely. Workplace hazards and accidents are often the result of the use of alcohol and other mood-altering drugs. It's not just the "high" that causes a problem; hangovers from alcohol and withdrawal from certain drugs can be just as serious as the mood-altering affect. This is an Occupational Health and Safety issue; one not only of safety but also of due diligence and liability.

WHY ARE WE ADDRESSING THIS ISSUE?

Under Occupational Health and Safety legislation employers are responsible for the health, safety, and welfare of employees. Employers must minimize or eliminate all safety risks that have the potential to harm employees. Employees also share in the responsibility. Employees have a duty to work safely and free from impairment, and to report any concerns of unsafe working conditions – which may include our own impairment/use or that of a co-worker.

WHAT SUBSTANCES ARE WE TALKING ABOUT?

Central Nervous System depressants slow down the body's reactions to thinking and judgment, as well as breathing and heart rate.

Depressants include:

- Alcohol
  - Effects depend on age; gender; body weight; previous experience with alcohol; how much food is in the stomach; other drugs (legal or illegal) taken at the same time; and, expectations of how it will make you feel.
  - Effects vary depending on how much has been taken over what period of time.
  - Hangovers are caused partly by a chemical that's produced when alcohol is processed by the liver. A person with a hangover is not able to work safely.

- Prescription drugs such as
  - Sedative benzodiazepines (Valium™, Xanax™, Restoril™, Ativan™ …)
  - Narcotics (morphine, codeine, oxycodone, Dilaudid™…)

Any of these drugs taken together are particularly dangerous. Taken alone or in combination, even small doses affect reaction time, how quickly the mind processes what's happening, coordination and critical thinking.

Prescription drugs may be abused by taking a medication:

- prescribed for someone else
- amount greater than prescribed or recommended
- in another manner than prescribed (e.g. injection of contents of a pill meant to be taken orally)
- in combination with alcohol (extremely dangerous; breathing and heart rate are lowered significantly)

Central Nervous System stimulants speed up the body's functions and include:

- Cocaine
- Methamphetamine (including ecstasy)
- Prescription stimulants (Ritalin™, Dexedrine™, Adderall™)

Substances like caffeine and nicotine also speed up the body's functions, but they do not impair our judgment, coordination, decision-making or reaction time; they do increase our heart rate and other bodily functions and can affect our ability to work safely.

Cannabis products (marijuana, pot, weed, reefer, hash, hash oil):

- may cause drowsiness or restlessness (depends on amount taken and individual response)
- impair depth perception
- decrease attention span and concentration
- slow reaction time
- decrease muscle strength and hand steadiness
- affect thinking and short-term memory
- affect our ability to assess potentially dangerous or critical risk situations and make good decisions regarding safety

Any one or all of these effects reduce our ability to drive and to perform work tasks safely. Concentrations of cannabis today are on average 300-400% stronger than that of the 70s and 80s. Contrary to popular belief, individuals can be addicted to cannabis, and many of the effects on our brain are long term.

These effects can last for weeks, months and even years after stopping the use of cannabis. Large doses of potent cannabis, especially when swallowed, can cause a serious condition called "toxic psychosis." Symptoms include hallucinations, paranoid delusions, confusion and amnesia. When cannabis use is stopped, these symptoms usually disappear within a week.

WHY USE?

Many people use alcohol and other mood-altering drugs:

- as a coping mechanism
- truly believe that no harm will result
- as an accepted part of workplace or community culture
- to escape problems
- to avoid or deal with stress
- to "numb out"
- to deal with pain
- to "mellow out"
- to get "high"
- to fit in

WHEN DOES USE BECOME A PROBLEM?

Use becomes a problem when a substance is taken and a person:

- drives
- gets "high" on the job
- comes to work with a hangover (from drugs and/or alcohol)
- experiences negative effects on their daily activity due to drug or alcohol use

It's often stated that what a person does on their own time is their own business, and that's true. However, when an individual's drug and/or alcohol use carries over into the workplace and affects an individual's safety and the safety of co-workers, then it is definitely a problem and the employer's business.

WHAT IS "ENABLING" AND HOW DOES IT FUEL THE PROBLEM?

"Enabling" is the idea, feeling, attitude, behavior or action that unintentionally allows or reinforces a person's drug or alcohol use. It's sometimes said that "enabling" is doing all the wrong things for the right reasons. Family members often do not recognize there is a problem and may "cover up" or attempt to control the person's actions, therefore "enabling" the problem use to continue and worsen. Co-workers also often "enable" by covering up, taking on extra duties or work, and making excuses for the problem or behaviour. Captains and supervisors "enable" employees when they do not believe that it is their responsibility to take action.

Remember – there is a difference between the ability to work and the ability to work safely.

WHY TAKE ACTION NOW?

There is a growing trend in Canada where employers are pro-actively addressing health and safety concerns related to employee drug and/or alcohol use. This starts with education and awareness. In the past, looking the other way has resulted in many injuries and deaths related to substance abuse. It is well known that there has been and continues to be a problem with drugs and alcohol in the fishing industry. Many employers and owners are now addressing substance abuse in the workplace. Doing nothing is no longer an option.

WHAT CAN I DO?

Speak up.

Have a conversation.

If you or someone you work with uses drugs or alcohol that is a problem, or it is affecting their safety and that of their co-workers, there are options for help.

Ignoring the problem makes you part of the problem and affects the health and safety of everyone.

Emergency Distress Signalling General Info

Personal Locator Beacons (PLBs)

REGISTERING YOUR PERSONAL LOCATOR BEACON

All Personal Locator Beacons (PLBs) must be registered. If you received a PLB through the Personal Locator Beacon Campaign lead by the coalition (FRC, NL-FHSA, FFAW, and PFHCB) which was launched in 2022, your PLB will already be registered. You will be required to update your Canadian Beacon Registry account should there be any changes in the information linked to your PLB such as how to contact you, who is listed as your emergency contacts, or your vessel and its identifying characteristics. Having accurate information for CBR allows search and rescue services to respond appropriately.

You can reach the Canadian Beacon Registry in several ways:
Telephone: 1-877-406-7671
Email: cbr@sarnet.dnd.ca
Fax: 1-877-406-3298
Web: cbr-rcb.ca

WHERE TO KEEP YOUR PERSONAL LOCATOR BEACON

When you are on the water, your PLB should be kept on your person at all times. A PLB is only useful if you can activate it. Be sure to keep your PLB on you in such a way that you can ensure that if you end up in the water your device will be quickly and easily accessible for you to activate it.

Emergency Distress Signalling General Info

Personal Locator Beacons (PLBs)

ACTIVATING YOUR PERSONAL LOCATOR BEACON

******DO NOT ATTEMPT THE STEPS BELOW UNLESS YOU ARE IN AN EMERGENCY SITUATION. In case of accidental activation, please contact the Canadian Beacon Registry (CBR) between 8:00 am - 4:00 pm Eastern time at 1-877-406-7671 or, if it is after hours, the Canadian Mission Control Centre (CMCC) at 1-800-211-8107 or 1-613-965-7265******

Activate your PLB following these steps:

- **Lift the red hinged cover on top of the device and break the seal.**
- **Remove the cap and uncoil the antennae.**
- **Once the antennae is released, press the "ON" button on the front of the device.**
- **Be sure not to cover the area labelled "GPS ZONE".**
- **If you have successfully activated your PLB, the PLB will flash continuously.**

A signal will be transmitted to COSPAS-SARSAT satellites to pinpoint your precise location. The battery life offers a minimum of 24 hours of continuous operation.

- **Press and hold the "TEST" button, which will turn off the device.**

Emergency Distress Signalling General Info

Personal Locator Beacons (PLBs)

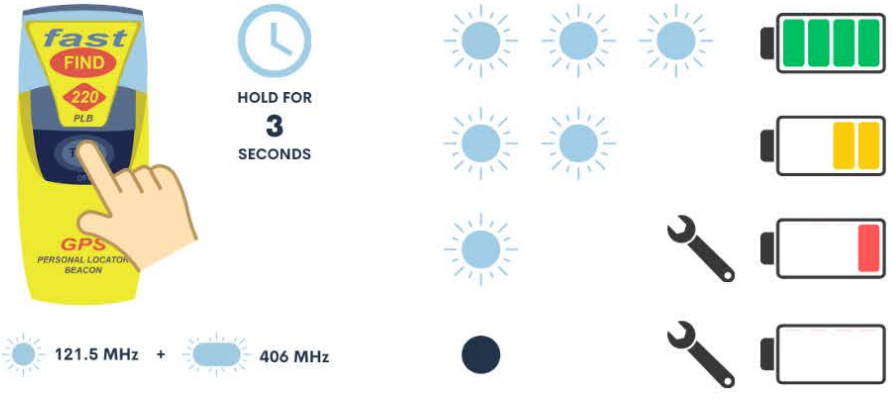
SELF-TESTING

These self-tests verify all key functions of the PLB including the remaining battery life and transmitter operation.

__WARNING: ONLY SELF-TEST IN THE FIRST FIVE MINUTES OF THE HOUR__

NOTE: The **TEST** button must be pressed hard to activate. If necessary, use a blunt object such as a pencil.

- **Press the test button for 3 seconds and release it. The indicator light flashes once after release.**
- **After a few seconds, there will be one short flash for 121.5 MHz homing signal transmission and one long flash for 406 MHz test signal transmission.**
- **At the end of the test, there will be a sequence of flashes.**
- **The PLB will switch off after the test is completed.**



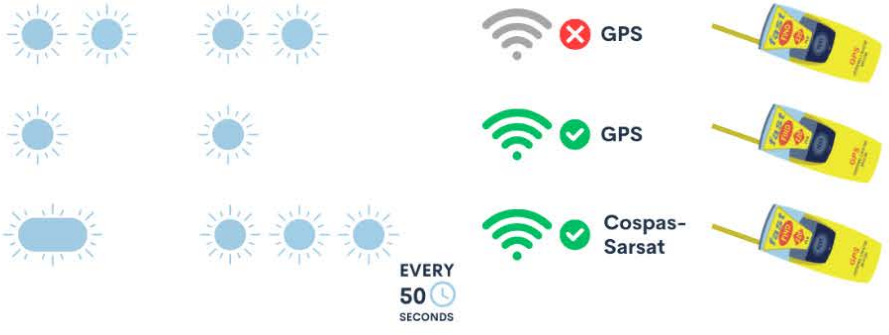
Emergency Distress Signalling General Info

Personal Locator Beacons (PLBs)

FLASHING LIGHT INDICATIONS

As soon as the PLB is activated, the indicator light will start to flash:

- **Two flashes every second indicates the unit it activated and is attempting to acquire a GNSS position fix.**
- **One flash every 3 seconds indicates that a GNSS position fix has been acquired.**
- **A long flash followed by three rapid flashes every 50 seconds indicates that the PLB has transmitted a distress signal along with the current GNSS position.**



While the PLB is active, pressing the **ON** button again will cause the indicator light to flash a Morse code SOS pattern. This can be used to attract attention in low-light conditions. The SOS pattern is repeated four times each time **ON** is pressed.

NOTE: To conserve battery life, a maximum of 30 presses is allowed, after which this feature is disabled.

Contact Us

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NL-FHSA

FISH HARVESTING SAFETY ASSOCIATION