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# MUDJIMBA SURF LIFE SAVING INC.

## VEHICLE AND EQUIPMENT POLICY/PROCEDURE

### 1. LIFESAVING 4WD VEHICLE

#### PURPOSE

To provide a minimum standard by which lifesaving vehicles shall be managed. Lifesaving vehicles are defined as motor vehicles that are used for lifesaving operations (patrolling/emergency response).

#### POLICY

Lifesavers/Lifeguards required to drive as part of their patrolling duties will only be permitted to do so if they hold the following driver qualifications.

- Driver's License (Provisional or Open)
- Be a financial Mudjimba Surf Lifesaving Club Member
- Appropriate lifesaving qualifications for the patrol/response task
- Vehicle induction and Award specific to that vehicle

All Drivers shall abide with speed limits and all relevant laws and regulations including those relating to vehicle capability, speed, seat-belts, reverse beeper and orange flashing lights and parking within designated areas.

Lifesaving vehicles are not exempt from any fines and infringements, including during emergencies.

Vehicles operating on-beach shall operate at the speed of 5 km/h and shall operate with orange hazard lights on at all times, and seat belts on.

The Club 4WD Ute is not permitted to be used by anyone other than Financial Active Members of Mudjimba Surf Club.

The Club 4WD can be used by its members for private use outside of patrol hours - if permission has been received from either the President or Club Captain and equipment has been signed out in the Clubhouse/Equipment Booking Register.

Private Use of the Club 4WD within patrol hours will be only permissible if;

- it is not required at the time for core business as per Patrol Service Agreement Guidelines;
- does not clash with any other bookings as per carnivals and maintenance requirements;
- permission has been received from the Patrol Captain on duty, Club Captain or President;
- the details of the date, time and use of equipment has been logged in the Clubhouse and Equipment Booking Diary (located in the Club office).

The vehicle is to be returned to the Clubhouse within the timeframe arranged with the Patrol Captain on duty, Club Captain or President.

The Club 4WD can be used for offsite for; carnivals, to collect gear and equipment for servicing, completing duties for IRB maintenance, training at locations endorsed by the Club, and to collect petrol for club equipment. Permission is required from either the President or Club Captain and the vehicle is to be signed out in the Clubhouse/Equipment Booking Register.

The operator must accept all responsibility whilst using Club equipment, including vehicles, and report any damage to the President/Club Captain immediately. Equipment is always to be used within the limits of the law, limits of the capability of the equipment/vehicle, including maximum load. Club equipment is always to be used in a manner that will not put the Club or its members at risk and will not lead to damage of the equipment.



When Ute is returned either text or email the President/Club Captain to confirm club equipment has been returned ready for use.

#### **PROCEDURE**

Rescue Equipment required for all vehicles assigned to patrol/response duties, are recommended to carry the following lifesaving equipment during operational times when the SSV is not available for patrol use:

- Surf Life Saving branding/magnets
- Oxygen Resuscitation Equipment + AED + First Aid Kit
- Rescue Board
- Rescue Tube + Fins
- Radio
- Spinal Board
- Reverse Beepers

Any damage must be reported immediately to the Club Captain. Ute is to be parked correctly and key returned.

When the 4WD ute requires refuelling – the fuel card located, on a lanyard stored in the glovebox, maybe used at the 7/11 service station located opposite SurfAir. In the case of longer distance when away for use during carnivals or training if the driver can pay for fuel and keep the receipt for re-imburement and give to Club Captain or Club Administrator to complete refund for expenses.

#### ***No receipt no refund.***

Any incidents regarding the Ute must be reported to the Patrol Captain on duty and the Club Captain immediately. Applicable incident reports will need to be completed.

## **2. SSV (ATV) POLICY**

#### **PURPOSE**

To outline requirements for Side by Side Vehicles SSVs (previously referred to as ATVs) in lifesaving operations.

#### **POLICY**

All SSV drivers must be at least 17 years of age and:

- Hold a current and proficient driver's licence (provisional or open);
- Be a financial Surf Life Saving member or employed lifeguard (on active duty).
- Be inducted in the operation of the specific SSV by a nominated CTO.

#### **PROCEDURE**

##### **Introduction**

Side by Side Vehicles (SSVs) enable suitably qualified lifesaving personnel to be more mobile and capable of quickly responding to emergencies both inside and outside of their patrolled area.

##### **Operational Policy**

All SSVs are to meet SLSA gear and equipment specifications. These specifications are outlined at: [www.sls.com.au](http://www.sls.com.au) .

SSVs operators shall abide at all times with speed limits and all relevant laws and regulations relating to vehicles (including registration, speed, seat-belts, red-lights and parking). Speed should be minimised at every opportunity. SSVs are not exempt from any fines and infringements, including during emergencies.

Local government and/or state regulations in relation to speed must be adhered to at all times.

The SSV should not exceed 5km/h under normal operating conditions. The speed limit for heavily populated areas and between the red and yellow flags is 5km/h.

It is the operator's responsibility to evaluate the environment to determine a safe and appropriate speed within these limits.

SSVs shall minimise speed and shall operate with headlights on at all times.



Passengers should not exceed maximums set within the SSV owner/operator manual.

Flashing lights should be turned on whenever 'underway'. If using a single light, the colour should be only amber.

Private Use of the SSV is not permissible.

### **Registration**

All SSVs must be conditionally registered annually.

### **Rescue Equipment**

All on-duty SSVs shall carry the following lifesaving equipment and hold the following safety items:

- Rescue tube + fins
- Radio
- Rescue Board
- Reverse beepers (shall activate whenever in reverse)
- Flashing light (shall activate whenever SSV is moving)
- SSV must have side doors/barriers & seatbelts
- Oxygen Resuscitation Equipment + AED + First Aid Kit
- Spinal Board

The operator must accept all responsibility whilst using Club equipment, including vehicles, and report any damage to the President/Club Captain immediately. Equipment is always to be used within the limits of the law, limits of the capability of the equipment/vehicle, including maximum load. Club equipment is always to be used in a manner that will not put the Club or its members at risk and will not lead to damage of the equipment.

Any incidents regarding the SSV must be reported to the Patrol Captain and Club Captain immediately, and appropriate incident reports will need to be completed.

## **3. CRAFT POLICY (BOARDS AND SKI'S, IRB'S, TUBES, BODY BOARDS)**

### **PURPOSE**

To outline requirements for Craft Use in lifesaving operations for Active Club Members.

### **POLICY**

- Be a current Active Financial Surf Life Saving member of Mudjimba Surf Club
- Appropriate lifesaving qualifications for the patrol/response task and craft awards

### **PROCEDURE**

Craft only to be used by Active Members and cannot be signed out for use by associate members, visitors or general public.

Craft may be used when signed on as patrolling, during patrol hours, and with the Patrol Captains verbal consent to use.

Craft may be used when participating in organised training or coaching session being conducted by accredited coach or training officer.

Craft may be signed out using the Equipment Register when not on patrol or in training, by active financial members only and by completing and using the Equipment Register.

Competition boards are only to be used under the direction of trainers and coaches or when in use for carnivals. Competition boards are not to be taken to locations, such as Old Woman Island, where damage can occur when lost in surf conditions.

Correct boards sizes are to be used. Eg Master boards are for masters and cadet boards are for cadets.

Any Damage is to be reported to the gear steward and sign placed on equipment, so other members are aware it is unsafe to use.