



Operational Dredging Safety Protocols

The safety of club members volunteering to support our dredging efforts is of utmost importance at Newport Yacht Club. Dredging team safety is a shared responsibility that requires club and team member participation in order to maintain a safe work environment. These safety protocols have been developed to support that effort. It is the club's expectation that all dredging team members will familiarize themselves with, and follow, these safety protocols while working on the dredging team.

Dredging Team Structure

- Each team is to have a team lead appointed by the dredging director.
- The team lead will assign tasks and responsibilities to each team member.
- The team lead must ensure that team members are aware of their responsibilities and are capable and comfortable with performing the tasks required.
- In addition to the safety protocols, dredger and support boat operators require specific training including club sign off before operating these vessels.
- Team members have the right to stop or refuse work they do not feel qualified or comfortable doing, or work that they feel may pose a safety risk to themselves or the team.
- A brief team meeting is to be held at the start of each dredging event to go over the dredging plan and discuss and concerns or questions that may arise.

Emergency 911 Protocols

- Team members are to be made aware of 3 site access addresses.
 - 711 N Service Rd, Hamilton, On. (Main Entrance)
 - 75 Sunvale Place, Hamilton, On. (Dredger dock)
 - 107 Edgewater Drive, Hamilton, On. (parkette)
- At least one team member should carry a cell phone and gate pass/fob. In the event of an emergency that member will be assigned to call 911. That person will then proceed to the gate or other access point to allow access and escort emergency personnel to the site of the incident.
- For incidents on the water that have the potential for serious personal, vessel, or environmental harm, designate one team member to call Coast Guard via VHF radio on the support boat or cell phone and remain in contact with the coast guard until the incident is resolved.

- Identify if there are any first aid responders on site or near by to assist. A contact list of known first responders is to be maintained and kept in a visible location on the dredger.
- In addition to the club house first aid kit, a first aid kit is to be kept on the support boat. The inventory of which shall be checked and noted on the pre dredging log.

Person Overboard Recovery Protocols

- If a person falls in the water in the vicinity of the dredger, immediately turn off the pump, auger, and paddle wheels.
- Utilize the support boat for recovery when possible. Approach slowly and throw the life ring to the person in the water. Ensure the boat is in neutral once it is in position or if the person is near the stern of the boat. The poles onboard can be used to snag the persons clothing and direct them to the swim ladder on the stern. Assist the person to climb aboard.
- If the person is unconscious or unable to respond, keep their head above water, initiate the 911 emergency procedures, and make an effort to get the person out of the water without endangering them by engaged propellers.
- If the person is conscious and appears to be functioning normally, transport them to a nearby house or the clubhouse immediately. Secure and dress the person in warm dry clothes from local club member residents or member vessels with permission. A warm shower may be helpful. Monitor the person closely for signs of hypothermia.
- If at any point, the person displays signs of hypothermia follow the 911 emergency procedures.

General Operating Safety Protocols

- PFDs must be worn at all times when working on all vessels, and on land near the water.
- The minimum PPE requirement in addition to a PFD are gloves and appropriate footwear.
- Keep lines and gear on boats and dock organized to prevent trip hazards.
- Ensure the boardwalk is clear of obstructions and presentable at all times for walkers to enjoy.
- Always maintain 3-point contact (i.e.: one hand and two feet or two hands and one foot) when stepping aboard and working aboard the support boats or dredger.
- The Dredger and its operator should not be left without support personnel that can assist in the event of an emergency or breakdown.
- A certified mechanic should be part of the team or on call in the event of engine failure. A contact list is to be kept on the dredger for immediate reference.
- Two-person crew should be maintained at all times while operating support boats.
- Two people should be on site for all work done on or around the water as well as work that may involve moving or lifting heavy objects.
- Use appropriate footwear and use utmost care around potentially slippery/icy docks and boats.
- Spill kits are to be maintained and strategically located for easy access.
- The dredger is to be securely moored to the wall and boomed at all times when not in use.
- A pre-trip inspection log is to be maintained for the dredger and support boat.
- If the dredger is deemed to have a mechanical defect, oil or hydraulic leak, or it is reasonably understood there could be a leak or mechanical breakdown it must be taken out of service immediately and repaired prior to operation.

Safe Lifting Procedure

- Always use proper lifting procedures, bending from the knees. Documented instructions are to be made available for reference if requested.
- Back braces should be made available if requested by team members.
- Assess the weight of the object and determine how many people are required to move it before attempting to lift or move the object.
- Check footing for slip hazards and potential obstructions prior to moving object.
- Connecting, disconnecting or moving hoses should not be attempted by one person. A minimum of two people is required. A second pair of hip waders must be on site should the task need to be done in the water.

Procedure For Working In The Water

- Working in the water should be avoided as much as possible. If it is required, hip waders are to be worn along with a PFD.
- A spotter must be onsite at all times while work is done in the water.
- The person performing these tasks should be monitored for signs of hypothermia.
- When it is required to work in the water for extended periods, the crew member in the water must be spelled off regularly.
- If water enters the persons hip waders the person is to exit the water as soon as safely possible. A change of clothing must be available and accomplished without delay.

Fueling Procedure

- Tanker delivery should be used, when possible, for the dredger.
- One senior team member is to be present to oversee and assist with tanker delivery.
- Ensure there is a spill kit near by in the event of a spill.
- Ensure the fire extinguishers on vessels and on the boardwalk are in place.
- All sources of ignition are to be turned off and no smoking is allowed at any time.
- The dredger is to be securely moored and boomed when fueling and when not in use.
- When required to fuel with containers, ensure proper diesel fuel containers only are used for the dredger and proper gasoline containers for the support boat.
- A minimum of two people are to be present while fueling from containers.
- Avoid stepping aboard the dredger or support boat carrying fuel containers. It is best to place the container on the dock, climb aboard and then lift the container to the boat. If this is not practical, pass the container from one person to the other between the dock and vessel.
- Place a spill pad with a centre hole over the fill spout to catch any possible drips or leakage.
- Ensure containers are properly vented in hot weather.

Weather Considerations For Safe Dredging

- Due to the inherent instability of the dredger, weather conditions shall be reviewed prior to dredging from a reliable source and entered into the daily activity log.

- Dredging should not take place in conditions where wind is above 10 knots or wave action is higher than 6 to 12 inches on the beam. The dredger is more stable when dredging directly into oncoming waves so some wave height allowance can be made for specific conditions.
- Dredging should not take place during heavy rain. Light or sporadic rain conditions may be okay for dredging as long as the crew have adequate rain gear and are comfortable with proceeding.
- Dredging should not take place in temperatures below freezing.

Procedure For Assisting The Propulsion Of The Dredger (towing, movements to Fifty Point etc)

- Turning the dredger in the channel and moving it to the dredging site will require a tow from the support boat. This is accomplished by attaching a tow rope to both forward corners of the dredger. The rope will then be attached to the overhead tow post on the support boat.
- A two-person crew is required on both vessels during the towing process. The crew member on the dredger also needs access to a pole should the dredge drift near the wall.
- Always tow with the minimal required amount of power needed to safely move the dredger.
- Do not turn the support boat sharply under power while the tow rope is slack. This could cause the boat to capsize if the rope becomes taught while powering in the opposite direction.
- Be careful attaching and detaching the tow rope to avoid getting it caught in the propeller of the support boat or hung up on the dredger auger.
- When moving the dredger to and from Fifty Point with the assistance of the support boat and the pontoon boat, a minimum of two crew members per vessel is required.
- 2-way radio communications between vessels are to be maintained at all times.
- Both support boats are to be hip tied securely to either side of the dredger from the stern forward. The ropes should be cross tied with spring lines to prevent movement and be heavy enough to take the strain while in transit. A sufficient number of fenders are required to prevent damage to vessels during transit.

Procedure For Deploying Or Moving Discharge Hose With The Support Boat

- When pulling or pushing hoses always use the minimum amount of power required to accomplish the task.
- Do not attempt any sudden turns or forward/ reverse maneuvers for crew safety.
- Ensure crew members hands are well clear of ropes and cleats when bringing tension to ropes.
- When pulling hoses for lake discharge the overhead tow post should be used.
- When it is required to pull hoses to alter the hose discharge course to avoid rocks or allow boat passage, A short rope is best used from one of the hose pontoons to the front center cleat of the support boat.
- When it is required to push hoses, push gently on a hose pontoon with the bow of the support boat. Never push directly on a hose.

Approved by the Board of Directors

Date: August 08, 2023