



Multihull Yacht Club Queensland Inc

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|--|
| Crisis Management Plan for MYCQ Races |
| Including Moreton Bay and surrounds, the Sunshine Coast and as far north as Gladstone, including the Brisbane to Gladstone Multihull Yacht Race |
| |

Distribution

MYCQ recommends that all who race under MYCQ auspices be conversant with the contents of this document which will be available to all via MYCQ's website. Competitors shall have in the Sailing Instructions a copy of the pertinent contacts.

Copies will be sent to the Officer in Charge, Brisbane Water Police and to appropriate Voluntary Marine Rescue Groups.

Charter

This document:

- **lists contact details of persons and groups identified as being able to assist should a crisis arise involving an MYCQ racing vessel;**
- **describes the formation and appropriate actions of an MYCQ Crisis Team to cope with such a crisis;**
- **describes a Crisis Centre from which an activated MYCQ Crisis Team would operate; and**
- **identifies a range of incidents that may occur during racing under the auspices of MYCQ and indicates appropriate responses by the MYCQ Crisis Team.**

Several forms pertinent to crisis situations are attached as appendices.



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Contact Details For MYCQ Crisis Team

MYCQ Officials

| Title | Name | Mobile Phone Number | After Hours Number |
|--------------------|--|----------------------------|---------------------------|
| Commodore | Bruce Wieland | 0438 176 704 | 07 33954727 |
| Vice Commodore | Bruce Dickson | 0413 602 214 | |
| Rear Commodore | Lyle Stanaway | 0414 947 867 | |
| Secretary | Christopher Wren | 0448 999 800 | |
| Treasurer | Allan Bolt | 0438 866 921 | |
| Officer of the Day | Call "MYCQ Fleet Race Officer" on channel 72 | | |

Races in the vicinity of Moreton Bay

| Title | Name | Mobile Phone Number | After Hours Number |
|--------------------|--|----------------------------|---------------------------|
| Commodore | Bruce Wieland | 0438 176 704 | 07 33954727 |
| Vice Commodore | Bruce Dickson | 0413 602 214 | |
| Rear Commodore | Lyle Stanaway | 0414 947 867 | |
| Secretary | Christopher Wren | 0448 999 800 | |
| Treasurer | Allan Bolt | 0438 866 921 | |
| Officer of the Day | Call "MYCQ Fleet Race Officer" on channel 72 | | |

Brisbane to Gladstone Race Committee

| Title | Name | Mobile Phone Number | Satellite Phone |
|--------------------|---------------|----------------------------|------------------------|
| Race Director | Bruce Dickson | 0413 602 214 | |
| Officer of the Day | Bruce Wieland | 0438 176 704 | |



| | | | |
|-----------------------|--|--------------|--|
| Gladstone Race Office | Bruce Wieland | 0438 176 704 | |
| Start Vessel Skipper | Richard Jenkins | 0498 228 656 | |
| Officer of the Day | Call "MYCQ Fleet Race Officer" on channel 72 | | |

Any of the above personnel may constitute an MYCQ Crisis Team deemed necessary by the Race Director / OOD or Gladstone Race Office.

Contact Details For Support Organisations

Queensland Police Service

| Title | Business Hours Phone Number | Address |
|-------------------------|-----------------------------|--|
| O.I.C. Water Police Qld | 3895 0333 | Queensland Water Police Howard Smith Drive Lytton |

AMSA and AusSAR's Rescue Coordination Centre (RCC Australia)

| Title | Business Hours Phone Number | Address |
|-------------------------------|---|--|
| Duty Officer AusSAR Australia | 1800 641 792 or 02 6230 6811 Fax 1800 622 153 | 25 Constitution Avenue Canberra City ACT (As above also) OR GPO Box 2181 Canberra ACT 2601 |

Maritime Safety Qld Marine Operations Bases

| | | |
|------------|------------------------------------|-----------|
| Brisbane | Pinkenba 4008 | 3632 7500 |
| Mooloolaba | Old Pilot Station, Mooloolaba 4557 | 5373 2310 |
| Urangan | Buccaneer Av., Urangan 4655 | 4194 9600 |
| Bundaberg | 46 Quay St, Bundaberg 4670 | 4132 6600 |
| Gladstone | 21 Yaroon St, Gladstone 4680 | 4971 5200 |

VMR / Coastguard

Note: All VMR / Coastguard facilities monitor VHF Channel 16



| Name | Operating Hours | VHF Channels | Phone Number |
|---------------------------|-----------------|-------------------|--------------|
| VMR Brisbane | 0600-2200 | 67,73, 81 | 3396 5911 |
| Redcliffe Coastguard | 0600-2100 | 21,67,73,81 | 3203 5522 |
| Bribie Island VMR | 0600 – 1800 | 21,67,73,81 | 3408 7596 |
| Caloundra Coastguard | 0700 – 1700 | 21,67,80,73 | 5491 3533 |
| Mooloolaba Coast-guard | 0600-2200 | 21,22,67,73,80,81 | 5444 3222 |
| Noosa Coastguard | 24hrs | 80,22 | 5474 3695 |
| Tin Can Bay Coast-guard | 0600-1700 | 80,82 | 5486 4290 |
| Sandy Straits Coast-guard | 0700-1800 | 80,73,82 | 4129 8141 |
| Hervey Bay VMR | 0600-1800 | 73,22 | 4128 9666 |
| Bundaberg VMR | 0700-1800 | 22,67,80, 81 | 4159 4349 |
| Round Hill VMR | As required | 81,82,67 | 4974 9383 |
| Gladstone VMR | 0800-1800 | 67,82 | 4972 3333 |

NB: List of Entries for Brisbane to Gladstone or AMOC, (In Appendix 7), to be sent to VMRs

Bureau of Meteorology

| Title | Name | Business / After Hours Phone Number |
|--------------------------|--------------------------|-------------------------------------|
| Weather Bureau Brisbane | | 3239 8700 |
| Weather Bureau Brisbane | Senior Forecaster 24 hrs | 3239 8750 |
| Alternative Phone Number | Senior Forecaster 24 hrs | 3239 8602 |



Hospitals

| Name | Phone Number |
|------------------------------|--------------|
| Royal Brisbane Hospital | 3636 8111 |
| Redcliffe Peninsula Hospital | 3883 7777 |
| Caloundra Hospital | 5436 8500 |
| Noosa Hospital | 5455 9200 |
| Maryborough General Hospital | 4122 8222 |
| Hervey Bay Hospital | 4120 6666 |
| Bundaberg Base Hospital | 4152 1222 |
| Gladstone Districts Hospital | 4976 3188 |

Vessel Tracking System

Port of Brisbane VTS (Vessel Tracking System) – Channel 12 VHF

Port of Gladstone VTS (Vessel Tracking System) – Channel 13 VHF

The relevant VTS stations are the principal point of contact for vessel tracking within the pilotage areas, and vessels should register with the relevant VTS as required in the Port Procedures and the Sailing Instructions.

The VTS control rooms monitors VHF radio 24 hours per day and should be notified of any damage to aids of shipping either caused by or observed by a race entrant.

Objectives

Subsequent to identifying an emergency incident, personnel of the MYCQ Crisis Team will:

- control and coordinate the management of any incident and provide liaison with other Agencies (Police, AusSAR , VMRs, etc.) when appropriate;
- receive notification and coordinate the assessment of an incident;
- coordinate the notification of next-of-kin in the event of an incident;
- contact the land-based Yacht Representative in the event of an incident; and
- coordinate media management efforts.



General Response To Any Race Associated Incident

Subsequent to identifying any incident relevant to the Race Fleet, the Race Director / OOD / Gladstone Race Office will :

- conduct an immediate risk assessment;
- involve Support Organisations where necessary;
- open and activate the MYCQ Crisis Team where necessary;
- log details; and
- submit a written report to the appropriate bodies at a later date.

Since any stakeholder can tell the Race Director / OOD / Gladstone Race Office about a potential situation that may amount to a 'crisis' situation, notification of an incident for evaluation may come from:

- any competitor or competing yacht;
- race radio communication team;
- race management;
- agencies such as the Police / AusSAR;
- media;
- failure of a yacht to report;
- yacht tracker signal; and
- an outside observer.

Notification could come by:

- radio;
- phone or satellite phone;
- yacht tracker;
- media report; or
- rumour.

The Race Director/OOD /Gladstone Race Office should assess any situation and activate appropriate responses. This does not replace any emergency response or notification by emergency services, who will make their own assessment and determine their own responses.

Notification should be logged with the time, date, name of person reporting the incident, telephone number or contact details and details of the report.

Assessment – by Race Director/OOD/Gladstone Race Office

The Race Director / OOD / Gladstone Race Office will assess any **emerging** situation and escalate, where deemed necessary, to involve emergency services that are best equipped to deal with the situation. Under some circumstances, such as a MAYDAY call or EPIRB activation, the Race Director / OOD / Gladstone Race Office will be notified by the appropriate agency already managing the incident.



Escalation – by Race Committee

The Race Committee may monitor the race and make an assessment of circumstances that may lead to a 'crisis' situation. If it does so decide, it must quickly tell the Race Director/OOD/Gladstone Race Office.

Callout procedures authorised by Race Director / OOD / Gladstone Race Office

The Race Director/OOD/Gladstone Race Office notifies the Crisis Team about the incident, determines response level and notifies agencies or activates Crisis Team Centre, as required. All contacts are recorded from this point forward in a continuous log including :

- time;
- date;
- contact name/organisation;
- contact numbers;
- details of contact;
- actions taken;
- follow up; and/or
- close off.

The Race Director/OOD/Gladstone Race Office may seek assistance to act on his/her behalf in the call-out procedures, and should log his/her actions.

Crisis Protocols

While the MYCQ Crisis Team will have control/authority over the **issues concerning the race**, Police, AusSAR or other agencies will have control of **any search and rescue operation**.

The MYCQ authority include:

- race management team;
- next of kin (NOK) enquiries;
- information to be passed to competitors' land-based Yacht Representative excluding fatality; and
- liaison with Police, AusSAR + other agencies.

NOTE: The Queensland Police Service should be the initial point of contact for most SAR incidents. In extreme circumstances where multiple and serious incidents are involved, the Race Director/OOD/Gladstone Race Office/Crisis Team may elect to inform AusSAR first and the Queensland Police second.

The Queensland Police Service will have sole authority to arrange notification of next of kin in the event of death.

Crisis Centre

Establishing the Crisis Centre



On notification of a crisis situation, the Crisis Centre would be opened by the Race Director/OOD or their proxy. In the case of an emerging or potential incident, the Race Director/OOD/Gladstone Race Office may open the Crisis Centre.

Operating the Crisis Centre

The Race Director/OOD/Gladstone Race Office have the responsibility of briefing the Search & Rescue authority (SAR) and other agencies on the details of the Crisis Team Members, including contact names and numbers. On convening, the Race Director/OOD/Gladstone Race Office will brief the Crisis Team and review operating protocols.

Crisis Team Chairperson

The Chairperson may be the Race Director, their proxy or their elect and be responsible to:

- coordinate/direct contact with emergency agencies;
- direct team members to tasks dependent on the nature of the incident(s);
- liaises with race management; and
- conduct a review, post analysis and update of Crisis Plan.

Crisis Team Members

The team members need to maintain detailed log books;

- respond to inquiries;
- maintain listening watch, VHF radio, HF Radio, TV, radio, press;
- liaise with race competitors that have retired and reached port;
- liaise with local authorities to assist retirees; and
- update RC of retirees and any other relevant matters.

Crisis Team Resources

A copy of the current crisis manual;

- a photograph of each yacht;
- television set and am/fm radio;
- dedicated mobile phone, and charger(s);
- phone lines;
- charts for relevant areas eg AUS 365, AUS 366, AUS 246, AUS 245, AUS 235, AUS 236 and Queensland Transport : Moreton Bay – Southport to Caloundra;
- charting instruments;
- VHF radio with race frequency;
- stationery including log books; and
- pre-prepared lists (electronic and hard copy) of key contact numbers including full details of yachts, crews, next of kin lists.



Emergency Procedures For Anticipated Incidents

Communications

When an incident escalates to the point where many inquiries are occur, the Crisis Team Chair may advise the media of contact numbers and request their assistance in making these numbers public. The police may set up their own call centre in the event of an emergency.

A system of detailed contact procedures for the Crisis Team are designed to keep the next of kin of competitors and the media well informed, and to minimise the need for mass inquiries. (see appendices).

Anticipated Incidents

- severe weather;
- man/person overboard;
- capsize or severe damage;
- MAYDAY/EPIRB Activation;
- potential loss of life or serious injury; and
- missed schedule or sudden change to yacht tracker.

Severe Weather

Threat

A threat of severe weather monitored by the Race Director, OOD or any MYCQ official should be assessed and a decision made as to possible opening and activating of the MYCQ Crisis Centre.

Preventative strategies

- Information provided at the race briefing.
- Yachts to report wind speed over 40 knots to Race Control and Fleet.
- Training – see Sect.6, Part 1, YA Special Regs, Racing Rules of Sailing.

If weather conditions cause single or multiple withdrawals, yachts shall advise the Race Control Centre at their earliest possible convenience of their destination, ETA and reason for withdrawal. The race sailing instructions require that each retiring yacht continue to report their position until reaching port.

Crisis Team Actions

If weather conditions deteriorate and become extreme, or if there are multiple withdrawals in extreme conditions, or in an unlikely event such as Gladstone Harbour being closed, the Crisis Team may:

- deploy the Crisis Team as necessary (particularly to assist in the event of a port closure);
- provide information to Police, AusSAR and other authorities as required;
- advise competitors to proceed to an alternate port;



- assume control of the next of kin liaison (Land-based Yacht Rep) notifications; and
- coordinate simultaneous press releases as necessary.

Man Overboard (MOB)

Preventative Strategies

See Sect. 5.02, Part 1, Safety Regs, Racing Rules of Sailing.

Recovery Strategies

- See Sect. 4.26, and 6, Part 1, Safety Regs, Racing Rules of Sailing.
- See Appendix 6, Part 1, Safety Regs, Racing Rules of Sailing.
- MYCQ recommends yachts should have readily accessible procedural instructions in writing.
- Outside assistance should be sought immediately if the MOB is lost from sight or difficulty is being experienced in his recovery.

Crisis Team Actions

When notified of MOB the Crisis Team will be activated. The Crisis Team will :-

- Review fleet positions and advise Police/AusSAR + other rescue authorities
- Assume control of next of kin communications
- Call press conferences as necessary
- Coordinate simultaneous press releases when necessary
- Maintain strategic overview of weather forecast and communication with fleet.

Capsize or Severe Damage

Preventative Strategies

- See MYCQ Sailors Handbook, Section 14
- Crew Training and Experience --- See Sect. 2.04, Part 1, Safety Regs, Racing Rules of Sailing

Vessel Recovery :

- See Appendix 6, this document

Mayday/EPIRB Activation

Crisis Team Actions

In the event of a MAYDAY the Queensland Police Service will assume control and advise the Race Director/OOD/Gladstone Race Office. If the rescue operation extends beyond the capability of the police, coordination of the incident will be transferred to AusSAR. AusSAR receives advice of MAYDAYs from Telstra coastal radio stations or vessels at sea through satellite communications. If MAYDAYs are received by volunteer rescue organisations, they pass this information directly to the police for action.



In the event of EPIRB activation, AusSAR advises the police and may task an aircraft /surface vessel to perform Search and Rescue.

The Crisis Team will assume control of Land-based Yacht Representative notifications and next of kin communications, seek information on fleet positions and direct rescue yachts as appropriate.

Serious Injury or Potential Loss of Life

Response Procedure

- assessment + report;
- Crisis Team activation; and
- management by the Crisis Team.

Crisis Team Actions

In the event of the loss of life, the police have sole responsibility for the notification of next of kin. Until such time as the Police has advised either the Race Director/OOD/Gladstone Race Office/Crisis Team that this action has taken place, no statements concerning a fatality can be released.

The Crisis Team will take the following actions:

- assume control of next-of-kin communications;
- call press conferences as necessary;
- liaise with medical authorities as required; and
- provide access to medical advice for onboard use as necessary.

Vessel Tracker Not Operating

Preventative Strategies

- Contact to or from another vessel by radio.
- Radios and antennae must comply with Sect. 3.25, Part 1, Safety Regs, Racing Rules of Sailing.
- Use of alternate means of communication eg radio, mobile phone, satellite phone or hailing near-by yachts.

Response

If a yacht tracker stops operating the Race Director/OOD/Gladstone Race Office should attempt alternate means of communication initially to the vessel via radio, mobile or satellite phone. They should also request information from other sources eg VMRs and other vessels. If no contact can be made, the Race Director/OOD/Gladstone Race Office should fully assess the situation and escalate to an appropriate level.



Incidental Information

Radio Frequencies that will be used are VHF Channels 16, 21, 22, 72, 73, 80, 81 and 82.

Time Line for Brisbane/Gladstone

| | |
|----------|---|
| 31/6/17 | MYCQ reviews the Crisis Management Plan |
| 31/10/17 | Formation of various committees & Crisis Plan revisions |
| 16/3/18 | Close of Entries |
| 28/3/18 | Race Briefing |
| 28/3/18 | Weather Briefing |
| 30/3/18 | Race Starts |

Scheduled Plan Reviews and Maintenance

This plan will be reviewed in accordance with the schedule detailed below. The MYCQ Sailing Committee will be responsible for coordinating the reviews and updating the plan documentation.

| Plan Sections | Who Reviews and Updates | When Reviewed and Updated |
|----------------------|---|--|
| 1 through 13 | Sailing and Safety Committee Chairperson and committee. | By end of June each year (post Brisbane to Gladstone or AM-OC) |



Glossary

| | |
|---------|--|
| ABS | American Bureau of Shipping |
| AMSA | Australian Maritime Safety Authority |
| AusSAR | Australian Search and Rescue |
| AYF | Australian Yachting Federation |
| BOM | Bureau of Meteorology |
| Cat 3 | Category 3 (a class of safety requirement for yachts racing offshore) |
| ColRegs | International Rules for the prevention of Collisions at Sea |
| QCYC | Queensland Cruising Yacht Club |
| EPIRB | Emergency Position Indicating Radio Beacon |
| ETA | Estimated Time of Arrival |
| GPS | Global Positioning System (a navigation system using satellites) |
| GRP | Glass Reinforced Plastic (a material used in the construction of many modern yachts) |
| HF | High Frequency (radio) |
| IMS | International Measurement System |
| IOR | International Offshore Rule |
| IRC | International Rating Certificate also known as IR2000 |
| ISAF | International Sailing Federation |
| ITC | International Technical Committee |
| IYRU | International Yacht Racing Union |
| KHz | Kilohertz |
| Knots | nautical miles per hour (a measure of speed) |
| LOA | Length overall |
| LPS | Limit of Positive Stability (a measurement of the righting ability of a vessel) |
| May Day | Internationally recognised distress call |
| Mb | Millibar (a measure of pressure) |
| MHz | Megahertz |
| MOB | Man Over Board |
| MSL | Mean Sea Level |
| MYCQ | Multihull Yacht Club Queensland |
| N / A | Not Applicable OR Not Available |
| NOK | Next of Kin |
| NOR | Notice of Race |
| ORC | Ocean Racing Club |
| OMR | Offshore Multihull Rule |
| Pan Pan | Internationally recognised urgency call |
| PFD | Personal Flotation Device |
| PFD 1 | Personal Flotation Device Type 1 as specified by the Australian Standards |
| PHS | Performance Handicap System |
| POB | People on Board |
| RCG | Race Control - Gladstone |
| RCC | Rescue Coordination Centre Australia (RCC Australia) |
| RF | Radio Frequency |



| | |
|-----------|--|
| RORC | Royal Ocean Racing Club |
| RRS | “ISAF Racing Rules of Sailing for 2017-2020” published by AYF. |
| RRV | Radio Relay Vessel |
| RVCP | Royal Volunteer Coastal Patrol |
| SAR | Search and Rescue |
| SAT COM C | Continuous Tracking Device of each yacht. |
| SI | Sailing Instructions |
| Sked | Schedule (a set program of radio communications) |
| Spectra | A type of braid used on yachts for halyards and jack lines. |
| VHF | Very High Frequency (radio) |
| VIB | Brisbane Radio |
| VIM | Melbourne Radio |
| VIS | Sydney Radio |
| VIT | Townsville Radio |
| VMR | Volunteer Marine Rescue |



Appendices

Appendix 1: Next of kin(NOK) / friends, relatives communications form.

USE: To be used for incoming calls to the race organisers or race information centre

The following format is to be used for communications with next of kin (NOK), friends, relatives and others that contact the event organisers in the event of an emergency or other contingency. **Individuals dealing with NOK must NOT make any statements that are not factual or that have not been approved by the Crisis Team Chairperson.**

SAY:

Hello, my name is . . (operator's name): Which yacht are you enquiring about?

We have the following information about . . (yacht name) received at . . (day/date/time).

The yacht's position was . . (lat/long) which is near . . (pragmatic geographic location/landmark).

The crew is . . (short statement on crew status) (if known).The yachts estimated time of arrival at . . (destination) is . . (day/date/time).

The next scheduled position report is at . . (day/date/time) and we anticipate being able to update this information at approximately . . (time).

Race Director/Management



Appendix 2: Notification of incident (no Crisis)

Crisis Team not activated, but contacts land-based Yacht Representative.

USE: Following an incident, where the Crisis Team is not activated, the Race Director or designate may contact the 'Land-based Yacht Rep' nominated on the compulsory crew list submitted to the MYCQ prior to the start of the race.

Such incidents could be:

- withdrawal for any reason;
- dismasting;
- crew injury (minor); and
- damage to hull/rigging (minor).

SAY:

Hello, my name is . . (caller's name) from the MYCQ Race Management Team in Gladstone/Brisbane. May I speak to . . (Land-based Yacht Rep's name) please.

(Introduce yourself to the 'Land-based Yacht Rep' if not the original respondent.)

I am calling to advise you that . . (brief description of incident, but only facts).

The yachts position at . . (day/date/time) was . . (lat/long) which is near . . (pragmatic geographic location/landmark).

The yacht is . . (short statement on yacht status) (if known, or may have been covered during incident advice above).

The crew is . . (short statement of crew status if known, or may have been covered during the incident advice above).

The yachts estimated time of arrival at . . (destination) is . . (day/date/time).

The next scheduled radio contact with . . (yacht's name) is expected at . . (time) and we anticipate being able to update you at . . (time).

Will you please call the rest of the crew's designated contacts as per your list and advise them of the situation, including their destination and ETA. Also advise them of the time of the next expected update and that you will contact them soon after.

We will call you after the next scheduled contact or immediately we have new information.

Race Director / Management



Appendix 3: Notification of Incident. (Crisis)

Crisis Team is activated and contacts land-based Yacht Representative.

USE: Following an incident where the Crisis Team is activated, the Crisis Team will take over the responsibility for controlling communication with Land-based Yacht Representative or next of kin (NOK).

Such incidents would be: extreme weather; serious injury; MOB; EPIRB or MAYDAY; capsized or severe damage or fatality.

Note that the Police have the sole responsibility to notify the next of kin in the case of fatalities. The Crisis Team would only advise the other crew's next-of-kin after that Police advise accordingly. Any contact made by and media personnel should always be politely directed to the Police Media Service.

The Crisis Team will normally contact the land-based Yacht Representative to relay information, to in turn be relayed by the Land-based Yacht Representative to the rest of the crew's next of kin (or designated contact). However, in the case of the incident being to a specific crew member(s), the Crisis Team will contact the yacht's Land-based Yacht Representative and they will notify the crew member(s) next of kin.

SAY:

Hello, my name is (your name only) from the MYCQ.

DO NOT SAY: "CRISIS TEAM!"

May I please speak to . . . (Land-based Yacht Rep or next of kin).

(Then introduce yourself to the yacht's representative or NOK if not the original respondent.)

I am calling to advise you that . . . (brief description of incident – ONLY FACTS)

(To next of kin if information about their relative on yacht.)

The yacht's representative . . . (name) is being contacted and will advise the rest of the crew's next of kin about . . . (brief description/'the incident').

In addition, specific details – FACTS ONLY – should be relayed.

For example:

"AusSAR/Queensland police have coordination of this incident/emergency and have mounted a search. The exact details of which, AusSAR/Queensland police will pass on to us at 6:00 tonight". A senior member of AusSAR is in contact with our race management team."

The yacht's position at . . (day/date/time) was . . (lat/long) which is . . (pragmatic geographic location/landmark).



The yacht is . . . (short statement on yachts status) (if known, or may have been conveyed during incident advice above).

The crew is . . . (short statement on crew status) (if known, or may have been covered during incident advice above.)The yachts estimated time of arrival at . . . (destination) is . . . (day/date/time).

The next scheduled radio contact with . . . (yacht's name) is expected at . . . (time) and we anticipate being able to update you at . . . (time)

or immediately we have new information.

Will you please call the rest of the crew's designated contacts as per your list and advise them of the situation, including the yachts destination and ETA. Also advise them of the time of the next expected update and that you will contact them soon after.

Race Director / Management



Appendix 4: Land-based Yacht Rep. and Crew Communications Form

NOTE: The submission of the following completed information is part of the conditions of entry for the race.

EMERGENCY CONTACT PERSON (Land-based Yacht Representative) DETAILS

EMERGENCY CONTACT PERSON DETAILS

(NOTE: Must be able to be contacted **AT ALL HOURS** for the duration of the race)

In the case of a major incident race control will contact one Yacht Representative on shore. Please ensure that your representative has all crew contact details for those people sailing on your yacht so any relevant information can be passed on to families and friends.

NAME _____

PHONE(Home)_____ (W)_____ (M)_____

Relationship to Skipper _____

Address _____ State _____ Postcode _____

In case of an emergency is there any medical condition of any crew that the Organising Authority needs to be aware of? If so, please attach details (Crew, Condition, Doctors etc)



Appendix 5: Contact and Incident Log (sheet 1)

| Time | Date | Contact Name / Yacht Name | Call Sign / Phone No. | Action / Details |
|------|------|---------------------------|-----------------------|------------------|
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Name of person recording the log _____

Appendix 5: Contact and Incident Log (sheet 2)

| Time | Date | Contact Name / Yacht Name | Call Sign / Phone No. | Action / Details |
|------|------|---------------------------|-----------------------|------------------|
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Name of person recording the log _____

Appendix 5: Contact and Incident Log (sheet 3)

| Time | Date | Contact Name / Yacht Name | Call Sign / Phone No. | Action / Details |
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Appendix 6: RIGHTING A CAPSIZED MULTIHULL

A suggested method is as follows.

1. Attach three lines to the capsized vessel -one to the starboard bow, one to the port bow, and one to the centre of the stern with the rescue vessel aligned astern.
2. Tow the capsized vessel astern to windward via the central tow rope.
3. When the underwater drag causes the sterns to sink, transfer the tow to the bow lines by releasing the stern line.
4. The bows should somersault over, restoring the vessel to an upright position with the working sails feathered to windward.
5. Plug any holes and commence baling and/or pumping.

TRIMARAN attach central stern line to main hull.

CATAMARAN attach central stern line to rear beam or short bridle from each hull.

N.B. Should the above procedure be unsuccessful, righting the vessel by somersaulting sterns over bows should be attempted. In this case, the vessel would be towed ahead initially until the bows sink.

Rolling a catamaran laterally is normally unsuccessful and structurally damaging.

Trailer Trimarans

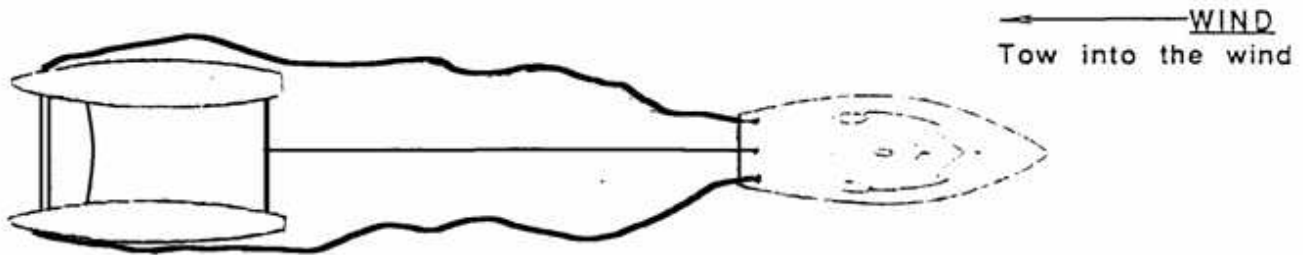
The following text is quoted from the "Sailing Manual For All Corsair Models"

The original document is at www.corsairmarine.com/PDFfiles/SailingManual.pdf

"If this procedure does not work, then try flooding the end that needs to sink, or add some crew weight (ready to abandon ship once the end concerned starts to go under). If this fails, try towing in the other direction. Some controlled flooding may also be required. Towing sideways will not work. Another righting method, that uses the folding system, has been tested and shown to be workable on a Farrier designed 19' Tramp in choppy conditions, and on an F-27 in smooth water. The Tramp was deliberately rolled over, while the F-27 was a capsized. The method has not been successfully tested at sea and thus should not be tried at sea. It is better to wait for assistance, as the righting action does tend to flood the inverted boat more. Not a good idea if the righting attempt doesn't work."



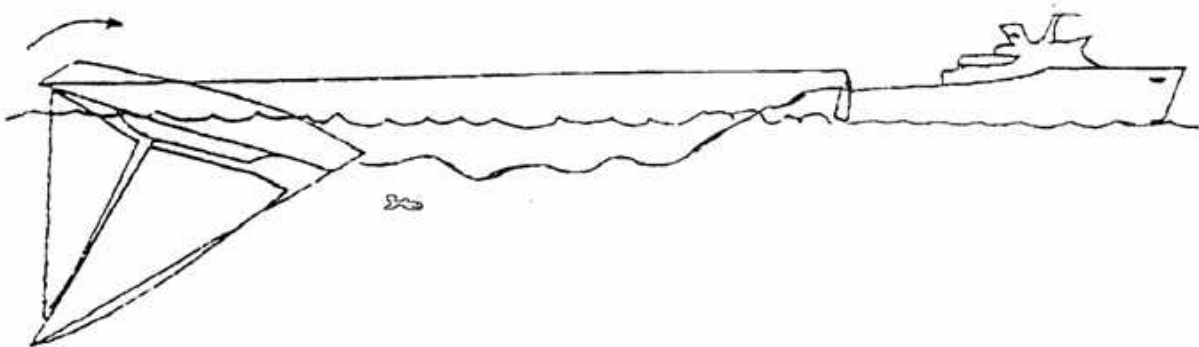
ALIGNMENT AND COMMENCEMENT OF TOWING



TRIMARAN - attach central stern line to main hull.

CATAMARAN attach central stern line to rear beam or short bridle from each hull.

CHANGE OF TOW LINES FROM STERN TO BOW Release central line tension and transfer load to the 2 lines attached to the BOWS. Ensure these lines are clear and not trapped under the hulls.



Completely ease or release central line once pull is transferred to bow lines, otherwise righting action will be prevented.



Appendix 7: List of Entries

TBA prior to race start.