

BOAT TRIP RISK ASSESSMENT

Vessel:	Kentish Lady II
Mooring:	Undercliffe Boathouse, Bishops Way, Maidstone, Kent ME15 6XG
Telephone Number:	01622 753740
Liaison Officer:	Anthony Cheeseman
Route:	Maidstone – Allington - Maidstone
Safety Equipment:	6 lifebuoys, 2 lifebuoys c/w warning lights, 2 lifebuoys c/w heaving lines, 12 electric bilge pumps, 6 manual bilge pumps, 1 Co ² fire extinguisher, 2 dry powder extinguishers, 2 foam fire extinguishers, 1 jacob's ladder, 1 fire pump & hose, 2 engine air covers both marked & 2 generator air covers on vessel side.

POTENTIAL HAZARD	PROCEDURE
Embark/disembark	Vessel securely moored before passengers embark/disembark. Gangways clear of any obstacles. Trained crew ready to help. Monitored by a qualified Boatmaster. First Aid Kit easily accessible. Mobile phone/emergency radio accessible if necessary to call for help.
Person Overboard	Notified by crew/messenger person overboard, ensure lifebuoy deployed and look-out posted. Instructions relayed to passengers and crew via PA/voice. Turn vessel about (if possible) and pick up passenger upstream (if possible) via boarding ladder. Collect lifebuoy after rescue (if possible). If unable to effect rescue notify Emergency Services 999 and Environment Agency on 0800 807060 via mobile phone.
Fire	Notified of fire by crew/messenger. Find out position of fire, if in engine room switch off fuel and engine and instruct crew to fit air covers. If small fire (not in engine room) put out with either fire extinguisher or fire hose. Notify Emergency Services 999 and Environment Agency on 0800 897060 via mobile phone. Instruct passengers to clear area via PA/voice. Bring vessel to nearest bank and begin evacuation (if necessary). Carry out evacuation as per Procedural Instructions and ensure that passenger number matches the original number of passengers recorded at departure.
Sinking	Notified by crew/messenger vessel holed/sinking. Put vessel in shallows or alongside bank. Prepare crew to carry out Evacuation Procedures. Issue instructions to passengers via PA/voice. Call Emergency Services 999 and Environment Agency on 0800 80760 via mobile phone. Instruct Crew to start pumping using both electric and manual pumps. Carry out Passenger count and notify Liaison Officer.

Safety announcements are made on every trip.
 Passenger numbers are counted and duly recorded as per the requirement.
 The vessel is inspected and certified annually by the Maritime Coastguard Agency.