

# **EMERGENCY PROCEDURES**

## **FIRE**

- **FIRE! FIRE! FIRE! - SOUND THE ALARM**
- **RING 000 - NOTIFY THE FIRE BRIGADE & GIVE THE FOLLOWING INFORMATION:-**
  - **YOUR NAME**
  - **LOCATION E.G. EAST COAST MARINA MANLY BOAT HARBOUR MANLY / MARINA / HARDSTAND / MAIN BUILDING ETC.**
  - **TYPE OF FIRE**
  - **DETAILS OF INJURIES**
  - **NOTIFY AMBULANCE SERVICE (IF NECESSARY)**
- **NOTIFY THE MARINA MANAGER**
- **COUNT HEADS – ENSURE THE SAFETY AND WELLBEING OF EVERYONE**
- **NOTIFY SENIOR PERSON - IF ANYONE MISSING**
- **TURN OFF POWER - DO NOT TAKE RISKS**  
(Power isolation for the Marina is at switchboard adjacent to marina entry gate)
- **TURN OFF GAS BOTTLES - DO NOT TAKE RISKS**
- **TURN OFF FUEL - DO NOT TAKE RISKS**
- **SECURE BOAT - SECURE THE BURNING BOAT TO THE MARINA WITH CHAIN**
- **ADJACENT BOATS - REMOVE THE ADJACENT BOATS AWAY FROM THE FIRE TO CREATE A FIREBREAK**
- **FIGHT FIRE - IF THE FIRE IS SMALL AND YOU ARE NOT IN IMMEDIATE DANGER, FIGHT THE FIRE - DO NOT TAKE RISKS**
- **DEPRIVE OXYGEN - ISOLATE THE FIRE BY SHUTTING OFF DOORS AND WINDOWS, CLOSE HATCHES, CLOSE OFF VENTS – DO NOT TAKE RISKS**

## **DO NOT TAKE RISKS**

**NO AMOUNT OF MATERIAL LOSS IS AN EXCUSE  
FOR LOSS OF A HUMAN LIFE**

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## **FIRE**

- **DIRECT FIRE BRIGAGE - IF AVAILABLE, AN EXTRA STAFF MEMBER SHOULD BE SENT TO THE ROADWAY TO DIRECT THE FIRE BRIGADE**
- **ESCAPE ROUTE - DO NOT CLOSE OFF YOUR MEANS OF ESCAPE AND BEAR IN MIND THAT SMOKE AND TOXIC FUMES ARE RESPONSIBLE FOR 80% OF DEATHS IN FIRES**
- **PUBLIC AWAY - KEEP THE PUBLIC AWAY AND EXCESS STAFF SHOULD STAND WELL CLEAR**
- **EXTINGUISHER -**
  - WATER: BIG RED EXTINGUISHER**
  - DRY POWDER: RED WITH WHITE BAND**
  - CO2: RED WITH BLACK BAND**
  - FOAM: BLUE**
- **FIRE HOSES - FIRE HOSES ARE LOCATED THROUGHOUT THE AREA – USUALLY MORE THAN ONE HOSE CAN BE BROUGHT TO BEAR**
- **FIRE PUMPS - FIRE PUMPS ARE LOCATED NEXT TO THE SLIPMASTERS OFFICE AND ON THE MARINA AT P FINGER AND A FINGER**
- **BOUNDARY COOLING - IF YOU CANNOT DIRECT THE WATER ONTO THE FIRE (OR EVEN IF YOU CAN) USE FIRE HOSES FOR BOUNDARY COOLING. BE CAREFUL YOU DO NOT SPREAD LIQUID FIRES**
- **ENVIRONMENTAL TAKE ACTION TO MINIMISE OR CONTAIN CONSIDERATION - ENVIRONMENTAL DAMAGE**
- **ADVISE THE OWNER - AS SOON AS POSSIBLE ADVISE THE VESSEL'S OWNER/S**
- **DIARY NOTES - IMMEDIATELY AFTER THE FIRE IS OVER MAKE DIARY NOTES DETAILING YOUR INVOLVEMENT IN THE EMERGENCY**

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