



WORKS AREA POLICY AND INFORMATION SHEET

PLEASE READ CAREFULLY AND COMPLY WITH THIS POLICY

INTRODUCTION

This information sheet is provided to assist you during your period of work in the Fremantle Sailing Club Works Area. If you have any queries, please speak to any of the Works Team and they will do their best to help you.

Vessel Owners' Responsibilities. Vessel owners are responsible for the conduct of all tradesmen working on their vessels. It is the responsibility of vessel owners to arrange appropriate access and to provide guidance to their tradesmen on the activities permitted in various areas of the Club. Please ensure that tradesmen have access keys, parking permits and observe Club rules and etiquette.

Tradesmen's Responsibilities. As a private members' Club, tradesmen only have authority to be on the Club premises at the invitation of a member to work on their vessel or if contracted by Fremantle Sailing Club for official Club tasks.

Vessel Maintenance In Pens Any maintenance activity on vessels that involves sanding, grinding, metal cutting, welding or spray painting, or work that is likely to foul an adjacent vessel, is not to be conducted in pens. The vessel is to be removed to the Service Jetty for such work. Booking arrangements are made through the Works Area Office and a fee will be charged.

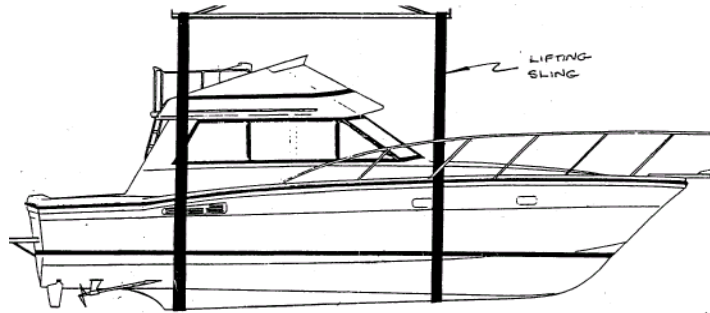
It is expected that while working on the Club grounds that both Club Members and their Tradesmen will take full care and responsibility to ensure that their work practices do not cause damage to the Club, its property, the property of any other person or the environment.

When driving on Club grounds please drive carefully and in accordance with posted speed limits.

CLUB ACCESS AND PARKING

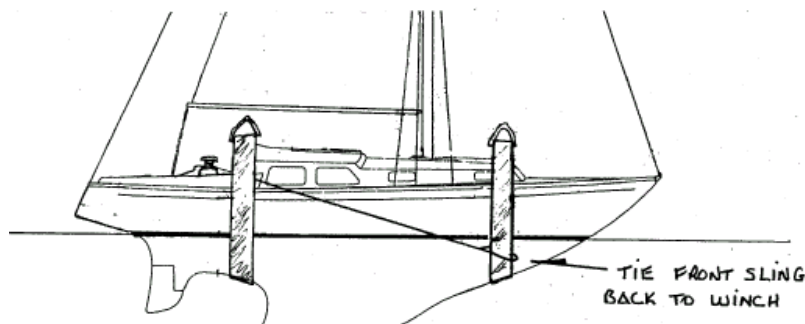
- Works Area** Boatlift operating hours are Monday to Friday 0730-1600 hrs. The Works Office is open from 0830 to 1700 hrs. Other times by special arrangement.
- Parking** Members and Tradesmen are advised that the hardstand area is a designated work environment. Parking of vehicles in the Works Area is at your own risk. The Club will not be held responsible for any damage whatsoever that may result to your vehicle whilst on the Club grounds. When parking your vehicle in the Works Area, please be aware that the Boatlift Cranes and the BHB crane **need access to any bay at any time, so please park behind the white lines** and be available to move the vehicle when requested. A locked car with no driver around can delay the operations of the yard for some time.
- Lift Times** The normal liftout times are **8am, 9:30am, 11am, 1pm, 2pm and 3pm**, usually with larger vessels in the mornings. During the busy season, the yard waiting list can be up to three weeks, so book early. Hull inspections are also by appointment.
- The Liftout** Please have four mooring lines at least 8-10 metres in length ready to throw to the staff when instructed. Make sure they are cleated to the vessel. The vessel lift operator will signal by waving for you to enter the lifter bay. Proceed slowly and stop adjacent to the catwalks. **Throw the stern lines first** and the staff will walk the vessel into the bay. This prevents the slings twisting underwater from the propeller wash.
- Sling Positions** The Club Staff can take **no responsibility** for the position of the slings during the lift. The vessel lift operator **will not lift** until the vessel skipper, owner or the owner's representative has given the go-ahead. Please ask the staff for the sling marking stickers available at no cost from the Works Office or the Harbourmaster. Affix these to the sides of your vessel immediately below the gunwale to indicate the correct lifting points.

Sling Positions



Sling Slippage

Yachts with an increased rise in the keel towards the bow, eg. S&S 34's need to tie the front sling back to a winch. Staff will assist and advise the correct tension. An example is shown below.



Special Requests Please advise the Works Staff of any work requirements you are undertaking that may affect the propping of the vessel, e.g., shafts to come out, rudder to come out, engines to be removed, or work to be done on the hull or keel. This information will affect the way the vessel is propped or which cradle is used.

Propping and Cradles

Yachts up to 12 metres have a choice of a small prop cradle (supported below the waterline) or an arm cradle (supported above the waterline). Yachts above 12 metres go into large prop cradles. Powerboats are supported by steel stands and acrow props. Please advise the staff if the hull is of foam sandwich construction or if the keel is hollow, as this will affect the number of stands required. Aft mounted engines with V-drive gearboxes need extra support under the transom. **Do not remove or adjust props or cradles - ask the staff for assistance.**

ENVIRONMENTAL GUIDELINES and WASTE DISPOSAL

The Fremantle Sailing Club is a member of the national Clean Marinas Australia Program which has a goal to reduce pollution associated with marina facilities, and to promote clean water and clean air. This requires everyone using the Club to put the environment first when considering maintenance on your boat. Ask the staff for assistance for waste disposal.

Hull Cleaning

We will automatically wash your vessel unless you instruct us not to. Even though the pressure is around 3000psi, it may not remove barnacles or hard coral. You will be charged a wash fee.

Alloy Vessels Acid Cleaning

The cleaning of aluminium vessels with hydrofluoric acid is restricted to Government licensed operators. Permission must be sought from the Works Area Foreman prior to commencement.

Sanding and Grinding

Sanding and grinding may spread dust over a wide area, therefore only **wet sanding** of boats is permitted. To avoid costly cleanups of other vessels, do not grind steel on the hardstand. All grinding must be in a shed. Remember, you are liable for any damage to other cars and boats, even outside the fence!



- Sand Blasting** All sandblasting is to be done by qualified persons using equipment and materials that conform to the Occupational Safety and Health Regulations 1996 and relevant Australian Standards. All blasting must be carried out in the designated work shed. Sandblasting on the hard is not permitted. **WET BLASTING ONLY.**
- Spray Painting** **Approval of the Works Area Foreman is required prior to any spray painting. Full repaint of vessels or any spray painting work is only to be done in the work sheds.**
Airless spraying of anti-foul can be done outside but at least three mobile screens must be used. Overspray from painting can travel long distances, even out of the yard, so to avoid having to pay for damage to other vessels and cars, use the spray screens and only paint when the wind conditions are at acceptable levels, i.e. **less than 15 km/hr**. Painting contractors are liable for any damage that occurs to the property of third parties. Waste from airless spray guns shall be confined to contractors own containers and is not to be over-sprayed on bins, vessel cradles, walls, or similar. Signs are to be clearly displayed when conducting any spray painting operations – signs to read **“Caution – Spray Painting In Progress”**.
- Waste Oil** Waste oil is to be deposited into the waste oil tank located in the Waste Storage Shed next to the Washdown Bay in the Works Area. Oil filters and oily rags must be placed in bins provided. It is illegal to discard waste oil products in rubbish bins. Only empty oil containers may be deposited in the rubbish bins.
- Solvents & Paint** Solvents and paint are to be disposed of in the designated waste solvent tank located in the Waste Storage Shed. No waste solvent or paint is to be discarded into waste oil tanks or rubbish bins.
- Engine Coolant** Coolant is to be kept separate and placed in the marked drum in The Waste Storage Shed.
- Batteries** Discarded batteries are to be placed next to the Waste Storage Shed, **not into the bins.**
- Rubbish** Vessel owners and tradesmen are responsible for keeping their work bay clean. A bin is provided for each bay and is emptied regularly. Cardboard boxes are to be crushed/flattened. Vessels will not be lifted until the bay is cleaned.

GENERAL MATTERS

- O, S & H** The Club is active in promoting and enforcing a safe working environment for Members, Staff and Tradesmen. Please put safety first and if you spot a hazard then report it to FSC Staff immediately. The Staff are authorised to stop any activity considered hazardous.
- Crane Hire** The BHB 6 tonne crane is available for hire. Please try and book in advance as it is difficult to program times during the busy season. For mast jobs, a yacht rigger or competent person is required to climb the mast. Contact the Works Office for names of yacht riggers.
- Access Steps** The priority for access steps is given to yachts. There are work platforms available but you may need to share or hire your own from suppliers outside the Club.
- Insurance** All boat owners and tradesmen operating on Fremantle Sailing Club grounds are to hold Third Party Public Liability Cover to a minimum value of \$10m.

If you need any other information or assistance, please ask the Works Area Staff and they will be happy to help.

Bruce Wallis

General Manager
April 2010