

# Inspection/ Boarding of Vessel and Gear at Port

Ref No.; Number: RA2

Date of Risk Assessment review: 11<sup>th</sup> October 2023

Risk Assessment review complete by: Sarah Clark

Activity	What are the hazards?	Who might be affected?	Existing Control Measures	Risk Level			Additional Control Measures	Risk Level			Action / monitored by whom?	Action / monitored when?
				C	L	R		C	L	R		
<b>Walking around the Quayside.</b>	<ul style="list-style-type: none"> <li>Slips and trips.</li> <li>Quayside traffic</li> <li>Falling off the quay into the harbour</li> <li>Drowning</li> <li>Entanglement in ropes or gear</li> </ul>	<ul style="list-style-type: none"> <li>D&amp;S IFCA Officers</li> </ul>	<ul style="list-style-type: none"> <li>Wear appropriate PPE at all times including life jackets, appropriate footwear with reinforced toe caps, high vis vests.</li> <li>Maintain awareness of area around you including traffic and other hazards</li> <li>Make another officer aware of your location before going onto the quay.</li> <li>Carry a mobile phone at all times.</li> <li>Officers trained in working at height (WAH) awareness.</li> </ul>	3	1	3	<ul style="list-style-type: none"> <li>Officers wear protective helmets at all times and ensure they are checked for damage before use.</li> <li>Replace protective helmets in any visible signs of damage and in accordance with manufacturers guidelines.</li> <li>Officers undertake working at height awareness online training annually.</li> <li>Avoid lone working if possible and follow lone working procedures.</li> <li>Officers have read the Lone working RA and signed off that they have read it.</li> <li>Guidance information available Officers:</li> </ul>	3	1	3	Enforcement /Environment Officers  Senior Enforcement /Environment Officer  H&S Duty Holder (to review RA and remind Officers of WAH training)	Post quayside inspection debriefs.  PPE monitored. Checked and replaced where necessary.  RA2 reviewed where necessary.

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							<ul style="list-style-type: none"> <li>Peninsula on working from heights.</li> <li>HSE on working on loading and unloading of fishing vessels.</li> <li>MCA Code of safe working practices for Merchant Seafarers.</li> <li>HSE Standards at Quayside Ladders.</li> </ul>					
<b>Boarding vessel from quayside</b>	<ul style="list-style-type: none"> <li>Slips and trips.</li> <li>Skipper/crew hostility</li> <li>Crushing injuries between vessel and quayside</li> <li>Condition of quayside ladders</li> <li>Falling into the water between the quayside and vessel</li> <li>Drowning</li> </ul>	<ul style="list-style-type: none"> <li>D&amp;S IFCA Officers</li> <li>Fishers</li> </ul>	<ul style="list-style-type: none"> <li>Communicate with the skipper of the fishing vessel to make them aware of boarding and to agree easiest access.</li> <li>Dynamically risk assess conditions for suitability of boarding.</li> <li>Make other officers aware that you are boarding.</li> <li>Wear appropriate PPE at all times e.g., lifejacket, appropriate footwear, with reinforced toe caps, gloves (if necessary), high vis jacket.</li> <li>Use skills learned in conflict resolution training to manage</li> </ul>	3	1	3	<ul style="list-style-type: none"> <li>All life jackets have an R10 Survivor Recovery system device installed.</li> <li>Lines of communication between Officers agreed prior to boarding and maintained throughout the boarding.</li> <li>Officers wear protective helmets at all times and ensure they are checked for damage before use.</li> <li>Replace protective helmets in any visible signs of damage and in accordance with manufacturers guidelines.</li> <li>Officers undertake working at height</li> </ul>	3	1	3	Enforcement /Environment Officers  Senior Enforcement /Environment Officer  H&S Duty Holder (to review RA and remind Officers of WAH training)	Post boarding inspection debriefs.  PPE monitored. Checked and replaced where necessary.  RA2 reviewed where necessary.  Annual Working at Height Awareness

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			conflict if skipper/crew become aggressive. <ul style="list-style-type: none"> <li>• Terminate boarding if unsafe to continue.</li> <li>• Climb ladders while adhering to Working at Height awareness protocols</li> </ul>				awareness online training annually. <ul style="list-style-type: none"> <li>• Check ladders to ensure they are secure and safe to use. If the ladder is considered unsafe do not use and cease the boarding and notify the appropriate quayside manager/Harbour Master.</li> <li>• Be aware that during wet weather and conditions in the harbour ladders may be slippery and caution must be used when climbing a ladder.</li> <li>• All new officers should undergo training from more experienced officers in quayside practices and awareness of the hazards and risks.</li> </ul>					training by Officers
<b>Moving around the fishing vessel</b>	<ul style="list-style-type: none"> <li>• Entanglement in ropes or gear</li> <li>• Slips and trips.</li> <li>• Head injury from overhead fishing</li> </ul>	<ul style="list-style-type: none"> <li>• D&amp;S IFCA Officers</li> <li>• Fishers</li> </ul>	<ul style="list-style-type: none"> <li>• Avoid gear and equipment on deck as much as practicable.</li> <li>• Communicate with skipper/crew and follow their instruction when necessary.</li> </ul>	2	1	2	<ul style="list-style-type: none"> <li>• All life jackets have an R10 Survivor Recovery system device installed.</li> <li>• Officers wear protective helmets at all times and ensure they are checked for damage before use.</li> </ul>	2	1	2	Enforcement /Environment Officers  Senior Enforcement /Environment Officer	Post boarding inspection debriefs.  PPE monitored. Checked and

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	<ul style="list-style-type: none"> <li>equipment/ gantry/derricks/</li> </ul>		<ul style="list-style-type: none"> <li>Familiarise yourself with the layout of the fishing vessel.</li> <li>Familiarise yourself with any overhead equipment and stay clear of it.</li> <li>Stand clear of any ropes or coils of ropes.</li> <li>Wear appropriate PPE including a life jacket, appropriate footwear with reinforced toe caps and high vis jacket.</li> <li>Ensure no loose items are hanging from clothing or PPE.</li> </ul>				<ul style="list-style-type: none"> <li>Replace protective helmets in any visible signs of damage and in accordance with manufacturers guidelines.</li> <li>Be aware that fishing vessels may be slippery, and caution must be used when moving around.</li> <li>New officers should undergo training from more experienced officers whilst on-board to familiarise themselves with the vessel and its equipment, and the associated hazards and risks.</li> <li>All Enforcement Officers wearing (or using) audio visual recording devices (AVRD) should record all engagement and inspections and follow the <a href="#">AVRD Policy</a> and <a href="#">Body Worn Video Camera SOP</a></li> </ul>					<p>replaced where necessary.</p> <p>RA2 reviewed where necessary.</p>
<b>Moving overhead hazard</b>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>				<ul style="list-style-type: none"> <li></li> </ul>					

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<b>Inspection of gear</b>	<ul style="list-style-type: none"> <li>Entanglement in ropes or gear</li> <li>Cuts and injury from sharp edges</li> </ul>	<ul style="list-style-type: none"> <li>D&amp;S IFCA Officers</li> </ul>	<ul style="list-style-type: none"> <li>Make sure gear is secured before measuring.</li> <li>Use correct equipment to measure gear.</li> <li>Wearing appropriate PPE at all times</li> <li>Use assistance from others when necessary.</li> <li>Stand clear of any rope or coils of rope</li> </ul>	2	1	2	<ul style="list-style-type: none"> <li>All life jackets have an R10 Survivor Recovery system device installed.</li> <li>Officers wear protective helmets at all times and ensure they are checked for damage before use.</li> <li>Replace protective helmets in any visible signs of damage and in accordance with manufacturers guidelines.</li> <li>Take instructions where necessary from the skipper of the fishing vessel to ensure a safe inspection can take place.</li> <li>All Enforcement Officers wearing (or using) audio visual recording devices (AVRD) should record all engagement and inspections and follow the <a href="#">AVRD Policy</a> and <a href="#">Body Worn Video Camera SOP</a></li> </ul>	2	1	2	Enforcement Officers  Senior Enforcement Officer	Post boarding inspection debriefs.  PPE monitored. Checked and replaced where necessary.  RA2 reviewed where necessary.
<b>Inspection of catch</b>	<ul style="list-style-type: none"> <li>Bites and cuts</li> <li>Infections and diseases</li> </ul>	<ul style="list-style-type: none"> <li>D&amp;S IFCA Officers</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate handling techniques of catch</li> <li>Wear appropriate PPE at all times, including gloves.</li> </ul>	2	1	2	<ul style="list-style-type: none"> <li>Handle all catch appropriately and with care and follow skipper./crew instructions on finishing inspection to ensure no damage to catch</li> </ul>	2	1	2	Enforcement Officers  Senior Enforcement Officer	boarding inspection debriefs.  PPE monitored. Checked

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	<ul style="list-style-type: none"> <li>Injuries from lifting heavy objects</li> </ul>		<ul style="list-style-type: none"> <li>Use assistance from other officers when necessary.</li> <li>If injury occurs clean wound and apply dressing as soon as possible</li> <li>Wash hands at earliest opportunity after handling</li> <li>Cover any existing cuts or abrasions before inspection.</li> <li>Conduct inspection in a suitable, clear area</li> </ul>				<ul style="list-style-type: none"> <li>Consider manual handling techniques if moving loads</li> <li>If injury occurs during inspections take appropriate action, and where necessary consider first aid and next level of care.</li> <li>Report injury and complete accident report through IAuditor as soon as possible or complete an accident report once back at the office. Follow D&amp;S IFCA's <a href="#">Accident Reporting Procedure</a></li> </ul>					<p>and replaced where necessary.</p> <p>RA2 reviewed where necessary</p>
<b>Going below deck/ inspection refrigeration rooms</b>	<ul style="list-style-type: none"> <li>Slips and trips.</li> <li>Noxious gases</li> <li>Fire</li> <li>Electric shocks</li> </ul>	•	<ul style="list-style-type: none"> <li>Follow instructions from skipper/crew, when necessary, before proceeding with the inspection.</li> <li>Become familiar with escape routes.</li> <li>Dynamically risk assess environment as to whether it is safe to go into areas below deck .</li> <li>Allow skipper/crew to enter refrigerated holds before proceeding with inspection</li> </ul>	3	1	3	<ul style="list-style-type: none"> <li>Inspecting Officers should not enter the hold alone.</li> <li>Ensure other officers on deck or the quayside are aware prior to entering confined space, below deck.</li> <li>Maintain some communication throughout, using line of sight where possible.</li> </ul>	3	1	3	<p>Enforcement Officers</p> <p>Senior Enforcement Officer</p>	<p>boarding inspection debriefs.</p> <p>PPE monitored. Checked and replaced where necessary.</p> <p>RA2 reviewed where necessary</p>

**Version Control**

Date Assessed/ Reviewed	Officer undertaking review	Comments	Version
01/07/2018	Adam Walters		V1
10/10 2023	Sarah Clark	Review, update, change of format and additional control measures added.	V2