



Hillingdon Narrowboats Association

Health & Safety Policy

Version 1.00/22.02.2018

(c) Hillingdon Narrowboats Association, 2014-18

Approver: Dave Wright dave.wright@mail.hna.org.uk

Areas of Responsibility

The Skipper in charge of the vessel has responsibility:

- To practice all requirements as stated in the "Skippers Handbook."
- For ensuring all group members on board are aware of HNA's safety rules.
- For correct use and safe navigation of the vessel and operation of waterway facilities
- For the safety of the group while cruising.

The Party Leader in charge of the group has responsibility:

- For the responsible conduct of the members at all times having regard for the exercise of social education in a residential setting.
- To supervise members of the group in the correct use of catering and all domestic services.

Where HNA provides a skipper for a group whose Leader does not hold the necessary qualifications, the Leader is further responsible:

- To co-operate with and assist the Skipper in navigation of the vessel
- For ensuring the co-operation of members of the user group, with the Skipper.

Hillingdon Narrowboats Association

HNA are committed to carrying out regular and ongoing risk assessments and will train all steerers and volunteers in their responsibility towards health and safety.

Conditions of Use

No vessel managed by HNA shall be navigated on the waterways unless the following conditions are met:

- A Skipper is in charge of the vessel.
- The Skipper has successfully completed a course of training in boat and group management on the type of vessel(s) they will be steering.
- The Skipper is to exercise absolute control of the boat at all times.
- In addition to the Skipper there must be at least one adult Leader exercising responsibility on board.
- An application form for use of the craft must have been received and approved by HNA, the operating authority.
- Payment for this use has been made in advance.
- An acceptance of responsibility for the conduct of the group has been signed by the Group Leader.
- No lock shall be worked through after dark unless authorised by a member of HNA's staff.
- No vessel shall be navigated after dark unless authorised by either of HNA's Project Manager or Chairman.