

# **Maritime transport operator plan for Victoria University**



**Raukawa Challenger      MNZ122256**

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## **1. Operational details**

### **1.1 Full legal name of the operator**

Victoria University of Wellington

### **1.2 Overview of the operation and its maritime activities**

Victoria University operates four vessels (Raukawa Challenger, Pipi, Tuatua and Tipa) primarily in the Wellington Region. The vessels are used to carry out research and to support teaching. The vessels are used for non-commercial purposes on rare occasions.

### **1.3 Primary ports and area of operation**

Wellington harbour and South Coast  
Kapiti Coast  
Marlborough Sounds/Nelson

### **1.4 Vessel categories**

Passenger  
Non-passenger  
Fishing

### **1.5 Vessel activities**

Research including deployment and retrieval of fishing gear and scientific equipment  
Diving tender  
Non-commercial use

### **1.6 Operation contact details**

Victoria University Coastal Ecology Laboratory  
396 The Esplanade  
Island Bay, 6023

## 1.7 Contact persons

Name	Position	Contact phone number
Simon Maddalena	Boating Officer	02102979419
Janet Pitman	Head of School	0211710570
Nicola Nelson	Dean of Science	0275635435

## 1.8 Responsibilities

Person responsible for compliance	Area of responsibility			
Name	Maritime transport operation	Resourcing of the operation	Crew training and competency assessments	Operational decisions
Nicola Nelson	√	√		
Janet Pitman		√		
Simon Maddalena			√	√

## **2. Control of information, records and documents**

### **2.1 Location of Maritime Transport Operator Certificate (MTOC)**

The Maritime Transport Operator Certificate (MTOC) is available to be viewed in the technician's office at the Victoria University Coastal Ecology Laboratory.

### **2.2 Location of maritime transport operator plan**

The Marine Transport Operator Plan (MTOP) is stored on the vessel. An electronic copy is located in the appendix of the Victoria University Coastal Ecology Laboratory Operation Manual which can be downloaded from the web site: <http://www.wgtn.ac.nz/sbs/research-centres-institutes/wucel>

### **2.3 Sharing the operator plan with crew and personnel**

A copy of the operator plan will be made available to all new personnel. Any parts of the plan relevant to their position must be read and understood before taking responsibility in the operation. Feedback is encouraged on the effectiveness of the policies and procedures. This information will be used during the annual MTOP review process.

### **2.4 Review and continuous improvement of operator plan**

The Operator Plan will be reviewed annually before the end of the year and the summer field work season. Reviews will also be conducted after the occurrence of any accident or incident or whenever new information demonstrates the need for immediate improvement.

Any changes made to the Operator Plan will be recorded in the Review Log (appendix 8).

If changes are made to the Operator Plan, the hard copy located on-board the vessel will be replaced by the current version as soon as practicable and before any operation of the vessel.

All staff and crew will be made aware of any changes that have been made.

## 2.5 Crew qualifications and records

Operation of the vessel is permitted only by crew who hold the minimum qualification of Skipper Restricted Limits (SRL) or above. New operators must be familiar with the operator plan and must be inducted before operating the vessel (see appendix 2 and 4).

Current operators are:

Employee Name	Certificate of Competency / Endorsement	MNZ Reference	Expiry date
Don Nelson	Commercial Launch Master	3647	Ringfenced
Don Nelson	Qualified Fishing Deckhand	2685	Ringfenced
Don Nelson	STCW Endorsement		

Copies of crew qualifications are held on the vessel. Copies are also held in the technician's office at the Victoria University Coastal Ecology Laboratory.

## 2.6 Accident and incident recording and reporting

Details of any accident, incidents or mishaps will be recorded in the vessel logbook. Accidents, incidents and mishaps resulting in serious harm will be reported to Maritime NZ as soon as practicable.

Events need to be reported verbally first either on VHF channel 16 or by phoning the Rescue Coordination Centre of New Zealand (RCCNZ) on 0508 222 433. Events must then be reported online at <http://www.maritimenz.govt.nz/Commercial/Accidents-and-investigations/Accidents-and-investigations.asp>

The information will also be copied onto the Incident and Accident Register (appendix 11) at a more suitable time. All accidents and incidents will be reviewed by the VUW Diving and Boating Committee to determine whether corrective action needs to be taken. If it is determined that changes to procedures and/or further training are required, this will be undertaken as soon as possible.



## **2.7 Ship's log**

Details of all uses of the vessel are recorded in the vessel logbook including:

- weather conditions
- activity
- area of operation
- time started and time finished
- number of persons on board
- pre departure checklist
- incident, accidents or mishaps
- mechanical failures and equipment failures
- maintenance details
- notable radio communications
- hazards to navigation
- training and drills
- non-commercial use
- engine hours
- bunkering details

## **2.8 Trip reporting**

A trip report to a shore station (channel 14 or channel 16) will be made on all trips. Trip details to report will include:

- Name of vessel and call-sign
- Return time
- Number of persons on board
- Destination and activity

A close of trip report will be made to the shore station at the end of the trip.

If there is a delay or a change of plans, the shore station will be notified during the course of the trip.

A 'Day Plan' will be created for every trip using the Riskteq software.

## **2.9 Audits of operator plan by MNZ**

External audits conducted by Maritime New Zealand will be undertaken with the full cooperation of Victoria University of Wellington.

Details of audits carried out will be entered on the Record of External Audits, Inspections and Surveys (appendix 9). Copies of audit reports will be stored in the technician's office at the Victoria University of Wellington Coastal Ecology Laboratory.

### **3. Health and safety**

#### **3.1 Safety policy**

Victoria University of Wellington will ensure that all reasonably practicable safety controls are implemented to provide for the safety and health of all participants and others who may be affected by its undertaking. This will be achieved by ensuring that all skippers and participants know and practice the Safe Operating and Emergency Procedures established within this operator plan and contained in legislation and good practice guidelines. Crew will be informed of all hazards, risks and safety controls including procedures. All skippers and crew will be actively engaged in hazard identification, risk assessment and control, and assist in continuous improvement of this operator plan.

#### **3.2 Hazard identification, risk assessment and control**

All skippers and crew will actively engage in hazard identification and risk assessment. Newly identified hazards and risks will be controlled and recorded in the vessel logbook and reported to the boating officer as soon as possible. All reported hazards and risks will be recorded in the Hazard and Risk Register (section 7) and Record of Hazards Reviews (appendix 10).

If the hazard cannot be eliminated it will be isolated; if it cannot be isolated it will be minimised. If a hazard cannot be eliminated, the hazard and controls will be recorded in the Hazard and Risk Register. All skippers and crew who could be exposed to, or will be involved in controlling the newly identified hazard will be notified of the hazard and any controls established.

If procedural changes are required, the relevant section of the operator plan will be reviewed in accordance with section 2.4 (Review and continuous improvement of operator plan).

Reviews of all identified hazards and risks will take place at least annually or if the assessment is no longer valid such as following an incident, accident or introduction of new equipment or process. Review will be recorded in the Hazard and Risk Register and Record of Hazard Reviews (appendix 10).

#### **3.3 Fatigue management**

To minimise the effects of fatigue, skipper and crew will have adequate rest and nutrition and ensure that they remain hydrated while on the vessel. Skipper and crew will guard against exposure to sun and wind and carry adequate weather protection for changing conditions.

If the skipper becomes fatigued, he/she will take a break or a nap and have something to eat and drink. The skipper must ensure that the crew do not become fatigued. If the risk

becomes unacceptable, solutions are to make crew take a break or a nap, have something to eat and drink, and to rotate tasks among crew.

Other actions to mitigate the risks of fatigue may include finding replacement crew, adjusting schedules or cancelling operations if necessary.

### **3.4 Drug and alcohol policy**

The use of alcohol and illicit drugs are prohibited on board the vessel.

There may be risks associated with the use of prescriptive medicines such as impaired judgement. The use of prescriptive medicines by skipper or crew will be disclosed to the boating officer before any trip. The boating officer will decide if the risks of the prescriptive medicine is acceptable.

### **3.5 Health monitoring of crew**

The skipper will monitor the wellbeing of the crew at all times. Crew may become unwell from the effects of hypothermia, seasickness, fatigue or pre-existing medical conditions and become a risk to the safe operation of the vessel. Actions to mitigate the risks may include finding replacement crew, adjusting schedules or cancelling operations if necessary.

### **3.7 Environmental policy**

Victoria University will strive to run as clean an operation as possible. We will do this by following all pollution prevention procedures established in this operator plan (see section 3.8). We will meet or exceed all legal requirements and where possible will use only environmentally friendly and biodegradable products.

### **3.8 Pollution Prevention**

- All rubbish will be placed in the rubbish bag kept in the wheelhouse.
- No rubbish will be left on deck, in case it blows into the water.
- All rubbish will be taken ashore by the skipper at the end of the day.
- No rubbish is to be thrown overboard
- Oil waste will be disposed of at the waste oil recycling centre
- Oil in the bilge will be pumped out and disposed of at the oil recycling centre

Sewage will not be discharged:

- within 500 metres from land (mean high water spring)
- in water less than 5 metres deep
- within 500 metres from a marine farm or mataitai
- within 200 metres of a marine reserve.

Should it not be possible to discharge sewage at sea, arrangements will be made to have it removed and disposed of properly ashore.

## **4. Crew familiarisation and training**

### **4.1 Induction and training**

#### ***Skipper***

Before taking the vessel to sea, any new skippers must read and understand this Maritime Transport Operator Plan and be trained and conversant in all competencies relevant to the safe and clean operation of the vessel.

New skippers will complete and sign a copy of the Skipper Induction Checklist (appendix 2) and sign a copy of the Standing Orders (appendix 6). An entry will be made in the Skipper Induction Register for each new skipper (appendix 4). The Skipper Induction Register and completed forms will be stored in the Skipper Records File in the technician's office at the Victoria University Coastal Ecology Laboratory.

#### ***New crew member***

All new crew members will be given a Safety Briefing (appendix 1) and must complete and sign a copy of the Crew Induction Checklist (appendix 3). An entry will be made in the Crew Induction Register for each new crew member (appendix 5). Completed forms will be stored in the in the Crew Records File in the technician's office at the Victoria University Coastal Ecology Laboratory.

Any skipper employed by Victoria University may conduct new crew member training. All new skippers and crew must receive a safety induction (including reading the hazard register) and sign the relevant section of the induction sheet before going to sea.

### **4.2 On-going training**

Training exercises will be carried out at intervals not exceeding six months. Where it is not practical to undertake a simulated exercise, the use of the associated equipment will be discussed and made familiar.

All drills and refresher training will be recorded in the vessel logbook and in the Training Exercises File (appendix 7). The file is kept in the technician's office.

Training outcomes that could require changes to procedures in this operator plan may result in an immediate review (if necessary) or be considered at the next review.

## 5. Vessel details

### 5.1 The vessel

Vessel name	Raukawa Challenger
MNZ number	122256
Construction	Aluminium
Manufacturer	Q-West Boat Builders Ltd
Date of Manufacture	1997
Length	8.00
Beam	2.60m
Draught	1.00m
Engine	Volvo (178kW)
Propulsion	Duo prop stern leg



## 5.2 Operational Limits

Operating limit	Type of Ship	Operating area	Maximum no. passengers	Maximum persons
Enclosed waters	Passenger	Wellington, Porirua, Nelson, Picton (Trips to be under 20 minutes)	10	11
Inshore Fishing	Fishing	As defined in rule 20.2	0	8
Restricted Inshore	Non-passenger	Wellington, Kapiti, Nelson/Marlborough Inside a straight line commencing at Turakirae Head from there 205° for 3M, from there to follow the coast within a distance of 3M to a point 3M from Cape Palliser and then 0° to Cape Palliser	0	8

## 5.3 Current vessel certificates

Current certificates can be found in appendix 12.

## 5.4 Vessel exemptions, special conditions or limitations

## **6. Safe operating procedures**

### **6.1 Conditions in which the operation is conducted**

The skipper is responsible for the safety of the vessel and all persons on board at all times. Operations will be altered or suspended at any time the safety of the vessel or crew is in doubt. Victoria University of Wellington fully supports any decisions made by the skipper to ensure the safety of the vessel and crew.

The skipper will consider at least the following information when making decisions about the operation of the vessel:

- current and forecast weather conditions and sea state
- visibility
- tidal flows (including any changes that could result in wind against tide)
- traffic density
- the health, mobility and comfort of all persons on board
- any other information relevant to the safety of the operation.

### **6.2 Voyage checks**

<b>Voyage check details</b>	<b>Before departure</b>	<b>At sea</b>	<b>After Voyage</b>
Notify contact person	X		X
Check weather forecast and tide	X	X	
Visual check of hull and mooring lines	X		X
Check VHF radio (trip report)	X		X
Check fuel level	X		
Check engine oil	X		X
Check coolant level	X		X
Check belt tension	X		X
Start engine and check battery voltage, oil pressure and temperature	X	X	X
Check engine alarms	X		
Check cooling telltale	X		
Check bilge for fluids	X		X
Test bilge pump and alarm	X		X
Check depth sounder	X		
Check chart plotter and GPS	X		

Check navigation lights	X		
Check gear is properly stowed	X	X	
Check vessel is trimmed correctly		X	
Check outstanding issues from previous logbook entry	X		
Write up log book	X	X	X
Record faults and maintenance issues	X	X	X
Record new hazards			X

### 6.3 Diving operations

The skipper will know the dive plan. The dive flag will be displayed while divers are in the water. The skipper will give a safety briefing that includes the following points:

- Recall procedure - banging on the side of the vessel or revving of the engine. Divers are to surface immediately.
- Potential hazards relevant to the site (e.g. currents).
- Entry procedure – giant stride off the stern platform. Swim away and keep clear of the propellers.
- Pickup procedure. Waving an arm or inflating a safety sausage will result in a pickup. One hand placed on top of the head indicates 'All OK'.
- Move away from rocks on surfacing. Board the vessel only when told to do so using the ladder at the stern.
- A line may be thrown so that the diver can be towed away from a dangerous situation. The line should not be tied to the diver (so that the diver can let go if necessary). The diver will find it easier to breathe using their regulator in this situation.
- Exceeding the planned dive time will result in an emergency situation (i.e. the Maritime Rescue Coordination Centre will be notified and an enquiry will be held)
- If the vessel is not at anchor, divers must keep clear of the propeller and board only when told to do so using the ladder at the stern.

Record the following in the logbook:

- Name
- Dive start time
- Cylinder pressure at start of dive
- Dive end time
- Cylinder pressure at end of dive
- Maximum depth

Skippers will make a mental note of the divers' direction of travel and watch for bubbles on the surface while the divers are in the water.



Skippers will ensure that the vessel is out of gear whenever divers are entering or exiting the water. Caution will be exercised to ensure that the safety of the vessel does not become compromised when divers are slow to get back aboard. When such danger exists, divers will be towed to a location where boarding can take place safely.

## **6.4 Safe transportation of cargo and goods**

The skipper will be aware of the vessel's stability at all times and adjust for the weather conditions. The skipper will ensure that the vessel is not overloaded and that gear is secured to prevent movement.

All gear will be evenly stowed. Heavy items will be stowed as low as possible. The crew will be positioned so that the boat sits evenly in the water. The crew position will be adjusted as gear is moved on and off the boat.

The skipper will be alert to the ability of the boat to right itself when rolling. Changes in stability could be the result of overloading, excessive water or incorrect weight positioning.

A danger to the vessel's stability is the free surface effect of water. When the water moves from side to side as the vessel moves, the vessels ability to right itself is reduced. The skipper will ensure that excess water is pumped out of the vessel and scuppers are open so that water can drain away.

The maximum load for the vessel is 900kg. To calculate loading, allow 75kg/person, 20kg/dive cylinder, 20kg gear/diver.

## **6.5 Safe operation of machinery and equipment**

The Raukawa Challenger is fitted with a hydraulic pack to power a hauler on the starboard shoulder of the vessel. Rope is hauled through a block supported by a gusseted aluminium davit. The vessel also has a hydraulically operated gantry for lifting gear over the stern.

Stability can be severely compromised when hauling bottom gear that may be stuck or fouled. The winch and gantry will therefore be used with caution and only by an experienced operator.

Before using the winch or gantry the skipper will:

- Check the condition of the davit block and shackle
- Assess the sea conditions and weather
- Ensure the crew understand the dangers of having body parts near the block
- Ensure the crew keep clear of ropes especially when paying out

## 6.6 Radio communications

All crew will be trained to have basic knowledge of operation of the vessel's VHF radio. Detailed information is in the Radio Handbook that is carried on board at all times.

Key information to operate VHF:

- Turn the radio on, adjust the volume and squelch, and select a channel.
- **Listen.** Others may be using the channel for messages more urgent than your own.
- **Think.** Prepare what you are going to say before you transmit, and keep your message brief.
- When not transmitting, make sure you do not hold down the transmit switch (Push to Talk or PTT). If this switch is jammed or held down by mistake, it prevents any other person from transmitting any messages on your selected frequency or channel, and your radio cannot receive.
- Speak simply and clearly, using the correct words.
- Avoid using local names, terms and jargon, which will cause confusion.
- Stow the microphone properly at all times when not in use to avoid accidental transmission.

A RADIO DISTRESS CALLING procedure sticker is located on the front of the instrument panel.

# RADIO **DISTRESS** CALLING

*Use only if you are in imminent danger and need immediate help.*

Activate distress beacon if carried. Wear lifejackets.  
Switch radio to full power.

- 1 **VHF Ch 16** (or SSB 2182, 4125, 6215, 8291)
- 2 **MAYDAY MAYDAY MAYDAY**
- 3 **THIS IS**  **3 TIMES**
- 4 **CALLSIGN**  **ONCE**
- 5 **MAYDAY**
- 6 Vessel's latitude and longitude, or bearing and distance from a known landmark
- 7 Nature of distress and assistance required
- 8 Other information – number of persons on board, description of vessel, liferaft or dinghy carried
- 9 **OVER**
- 10 Allow a short time for reply. If no reply, repeat the distress call, working through all the distress frequencies on the radio. If contact is made with a shore station, tell them you have activated your distress beacon and follow their instructions.



## 6.7 Anchoring

- Use good judgement to find a suitable anchorage, taking into account the depth, the type of anchor, the nature of the seabed and the shelter offered. In areas of rocky bottom with high current flow, swap the plough for the grapnel.
- Use the depth sounder to check the depth. The anchor line should be five times the depth of water. Use more anchor line in windy conditions. See chart below for anchor marks.
- Approach the anchoring site at slow speed, with the boat directed into the tide or wind.
- Put the engine into neutral and allow the tidal flow or wind to give a little sternway
- As the boat goes astern, lower the anchor until it just touches the bottom, then continue laying out the anchor line slowly.
- Once the anchor line has been secured, the vessel should dig the anchor in when its weight comes to bear on the line.
- Ensure that the anchor is not dragging by checking the GPS position and transit bearings on shore.

### Foul Anchor

A foul anchor may be freed by manoeuvring in the opposite direction that it was laid, and attempting to pull from different directions. Beware that using the engine to free up the anchor can be dangerous and cause the boat to capsize. Under no circumstances should the anchor line be fastened to any other point on the boat.

Monitor the position of the anchor rope at all times to avoid entanglement in the propeller. If the anchor does not come free, divers may be sent down to retrieve the anchor providing that it is safe. This decision will be at the discretion of the dive supervisor. Otherwise, attach a buoy to the anchor line and detach from the vessel for retrieval at a later time.

Chain: 30 m (6mm galvanized short link) Rope: 250m (14mm 8 strand nylon)		
30m	I	Blue
60m	II	Blue blue
90m	III	Blue blue blue
120m	I	Red
150m	II	Red red
180m	III	Red red red
210m	IIII	Red red red red
240m	IIII	blue red red blue

## 6.8 Bar crossings

Extreme caution will be exercised when crossing bars. All bars have areas of broken water containing air that can severely reduce the stability and handling of a vessel. Conditions may cause unusually sudden steep and often breaking seas and can change quickly and unpredictably. Seek local knowledge.

When the conditions are marginal or adverse no situation warrants taking the risk, so if in doubt "STAY OUT".

Before leaving harbour the skipper will assess conditions on the bar. As a rapid change in conditions may prevent a safe return to harbour, if there is any doubt, the vessel will return to port. Adequate reserve fuel will be carried to enable the vessel to divert to another port or safe haven should adverse bar conditions prevail on return.

Before crossing a bar at the entrance to a river or estuary:

- Check the weather, tide and bar conditions
- Contact coastguard or maritime radio immediately prior to crossing
- Ensure adequate stability (ensure weight including crew load is kept low)
- Batten down (secure hatches, properly stow anchor and other equipment, open freeing ports)
- Lifejackets must be worn and all crew must be awake
- Approach at moderate speed
- Post a lookout to monitor sea conditions astern
- If in doubt – don't cross
- Avoid ebb tide. The best time to cross a bar is at high water
- Avoid crossing at night

Communicate you successful crossing to Coastguard or Maritime radio

## 6.9 Refuelling

Refuel in a well ventilated area, away from sparks and other sources of ignition. Absorbent material and detergent is available under the cabin seats in case of spills.

- Ensure scuppers are closed
- Ensure fire-fighting equipment is near at hand and ready for use
- Wipe fuel containers and funnel to prevent contamination of the fuel
- No smoking
- Record quantity in log book

The auxiliary engine is a four stroke and does not require oil in the fuel. The air vent for the auxiliary engine fuel tank should be kept closed when the engine is not in use to prevent spillage.

Any spillage must be reported to the Harbour Master.

### **6.10 Carriage of dangerous goods**

Gas cylinders, dive cylinders and fuel containers will be stowed in a manner to prevent movement and accidental discharge. All flammable material will be carried on the open deck in a well ventilated location so that no heavy fumes can accumulate.

### **6.11 Operating in fog**

Fog sometimes occurs in summer on the Wellington South Coast and visibility can be drastically reduced. Fix a position on the chart by visual means before the fog arrives. Switch on navigation lights. Proceed with caution using the radar, compass, depth sounder and chart plotter to assist. Signal a long blast on the horn every two minutes. Stay away from the shipping lanes. If another fog signal is heard and the direction cannot be determined, stop and signal two long blasts every two minutes. Post lookouts and be ready for an immediate manoeuvre. Reduce all unnecessary noise.

### **6.12 Operating in remote areas with limited cell phone coverage**

When operating in remote areas or on extended trips, take the satellite communication (InReach) device that is available from the technician's office. Leave the device switched for the duration of the trip and store in a space that is open to the sky. Send a pre-set message to the contact person on arrival at the site or at a pre-arranged time. Failure to send a message will alert the contact person that something has happened and will initiate an emergency response.

Details on the use of the InReach device are available from the boating officer.

## 7. Hazard and Risk Register

Hazard	Potential Harm	Significant (Yes / No)	Isolate or Minimise	Actions Required / Controls in Place
Adverse weather	Hypothermia Seasickness Drowning	Yes	M	<ul style="list-style-type: none"> <li>Check marine forecast before leaving</li> <li>Return if weather deteriorates</li> <li>Monitor local conditions.</li> </ul>
Anchoring	Crushing of hands Entanglement	No	M	<ul style="list-style-type: none"> <li>Trained operator</li> <li>Stand clear when operating</li> <li>Lash anchor when underway</li> </ul>
Boarding and disembarking	Slips, trip, falls	No	M	<ul style="list-style-type: none"> <li>Check for suitable clothing and shoes</li> <li>Advise caution</li> <li>Advise to remain well clear until asked to board or disembark</li> <li>Assist if required</li> </ul>
Berthing	Crushing of body parts	No	M	<ul style="list-style-type: none"> <li>Advise not to block view</li> <li>Advise to keep body parts inside the vessel</li> </ul>
Moving vessel	Slips, trips, falls	No	M	<ul style="list-style-type: none"> <li>Instruct to use hand holds and avoid moving while vessel is underway</li> <li>Instruct to avoid crowding in one area</li> </ul>
Movement of stores and gear	Crushing, slips, trips, falls	Yes	M	<ul style="list-style-type: none"> <li>Safely secure all stores and gear</li> <li>Ensure personal items are secured safely</li> </ul>
Pot hauler operation	Crushing	Yes	M	<ul style="list-style-type: none"> <li>Keep crew well clear of rope</li> <li>Keep fingers clear of rotating wheel</li> </ul>
Cold exposure	Hypothermia	Yes	M	<ul style="list-style-type: none"> <li>Monitor wellbeing of crew at all times especially divers with thin wetsuits</li> <li>Look for signs such as shivering, cold hands and feet, loss of dexterity, numbness</li> <li>Encourage crew to eat high energy food such as chocolate and have warm drinks</li> <li>Ensure suitable clothing on board (hats, wind proof coats, towels)</li> <li>Replace wet clothing</li> <li>Return to shore</li> </ul>
Sun exposure	Sunburn	No	M	<ul style="list-style-type: none"> <li>Monitor wellbeing of crew at all times</li> <li>Ensure sun block is available and its use is encouraged</li> <li>Encourage appropriate clothing</li> </ul>
Severe vessel movement	Slip, trips, falls	No	M	<ul style="list-style-type: none"> <li>Monitor wellbeing of crew at all times</li> <li>Adjust vessel speed and course for the sea state and loading of the vessel</li> <li>Advise of sudden increase in speed</li> </ul>
Capsize	Drowning Hypothermia	Yes	M	<ul style="list-style-type: none"> <li>Stay away from breaking waves</li> <li>Monitor sea state at all times</li> <li>Work from the centre of the vessel if possible.</li> </ul>

Hazard	Potential Harm	Significant (Yes / No)	Isolate or Minimise	Actions Required / Controls in Place
				<ul style="list-style-type: none"> <li>Minimise quick erratic movement of weight (including crew members)</li> <li>Secure all heavy equipment on the vessel.</li> </ul>
Slippery decks	Slips, trips, falls	No	M	<ul style="list-style-type: none"> <li>Awareness – safety briefing</li> <li>Check for appropriate footwear</li> <li>Keep deck clear and clean of seaweed etc.</li> </ul>
Person overboard	Drowning Hypothermia	Yes	M	<ul style="list-style-type: none"> <li>Avoid operating in adverse weather conditions</li> <li>Advise of sudden increases in speed</li> <li>Advise to use hand holds and avoid moving while vessel is underway</li> <li>At safety briefing, instruct on the emergency procedure and highlight location of life rings</li> <li>Regular training exercises</li> </ul>
Fire	Burns	Yes	M	<ul style="list-style-type: none"> <li>Ensure vessel maintenance schedule is up to date</li> <li>Ensure fire extinguishers are regularly serviced</li> <li>Regular training exercises</li> </ul>
Grounding	Hypothermia Slip, trips, falls	No	M	<ul style="list-style-type: none"> <li>Use charts to check for potential hazards</li> <li>Maintain an adequate watch at all times</li> <li>Reduce speed around rocks and be ready to manoeuvre as required</li> </ul>
Refuelling	Burns from fire Spills	No	M	<ul style="list-style-type: none"> <li>Shut down engine while refuelling</li> <li>Close scuppers</li> <li>No smoking while refuelling</li> </ul>
Collision	Drowning Hypothermia Broken bones Lacerations	Yes	M	<ul style="list-style-type: none"> <li>Operate at a safe speed for the conditions</li> <li>Keep a lookout at all times</li> </ul>
Diver on the surface (collision with vessel or propeller)	Lacerations Broken bones	Yes	M	<ul style="list-style-type: none"> <li>Ensure engine is in neutral and vessel is stopped when retrieving diver</li> <li>Advise diver on boarding procedure</li> </ul>
Engine failure	Slip, trips, falls Hypothermia	No	M	<ul style="list-style-type: none"> <li>Ensure vessel maintenance schedule is up to date</li> <li>Ensure sufficient fuel is available</li> </ul>
Surf zones	Drowning Hypothermia Lacerations Broken bones	Yes	M	<ul style="list-style-type: none"> <li>Do not operate the vessel on the shore side of white water</li> <li>Maintain a lookout at all times</li> <li>Position the vessel with the bow towards the swell direction</li> <li>Be prepared to move the vessel quickly</li> </ul>
Entanglement	Crushing Trips, slips, falls	No	M	<ul style="list-style-type: none"> <li>Stow ropes safely</li> <li>Advise on the dangers of moving ropes</li> </ul>



Hazard	Potential Harm	Significant (Yes / No)	Isolate or Minimise	Actions Required / Controls in Place
Fatigue	Hypothermia Trip, slips, falls	Yes	M	<ul style="list-style-type: none"> <li>• Ensure that all on board are well rested</li> <li>• Take regular breaks with food and drink</li> <li>• Do not work more than 16 hours in a 24 hour period</li> </ul>

## 8. Safety equipment list

Navigation Safety Equipment			
Item	Description	Location	
Compass		Cabin	
GPS		Cabin	
Chart plotter	Garmin	Cabin	
Depth sounder		Cabin	
Clock	Digital watch and clock on cell phone	Cabin	
Charts:	NZ46, NZ463, NZ4631, NZ4632, NZ4633, NZ4634	Cabin	
Parallel rule/divider/pencil		Cabin	
Binoculars		Cabin	
Almanac		Cabin	
Communications Safety Equipment			
Item	Description	Location	Expiry/service date
EPIRB	Float Free 406MHz Manually activated	Cabin near door	2/27
VHF radio		Cabin	Checked 4/22
Flares	Rocket (x4) Smoke (x2)	Yellow container on cabin floor	Rocket 3/24 Smoke 6/24
Horn	Manual	Cabin floor	NA

Torch	Dolphin	Under cabin seat	NA
Dive flag		Deck bulwark	NA
<b>Lifesaving Safety Equipment</b>			
<b>Item</b>	<b>Description</b>	<b>Location</b>	<b>Expiry/service date</b>
Life raft	8 person	Cabin top	Serviced 7/23
Hydrostatic release	For life raft	Cabin top	Expiry 6/24
Life buoy (x2)	One with self – activating light	Under cabin top at back of cabin	NA
Throwing quoit		On grab handle just outside cabin door	NA
Life jackets (x12)	100N, whistle, light	Under cabin seat	NA
Tool kit / spares		Under cabin seat	NA

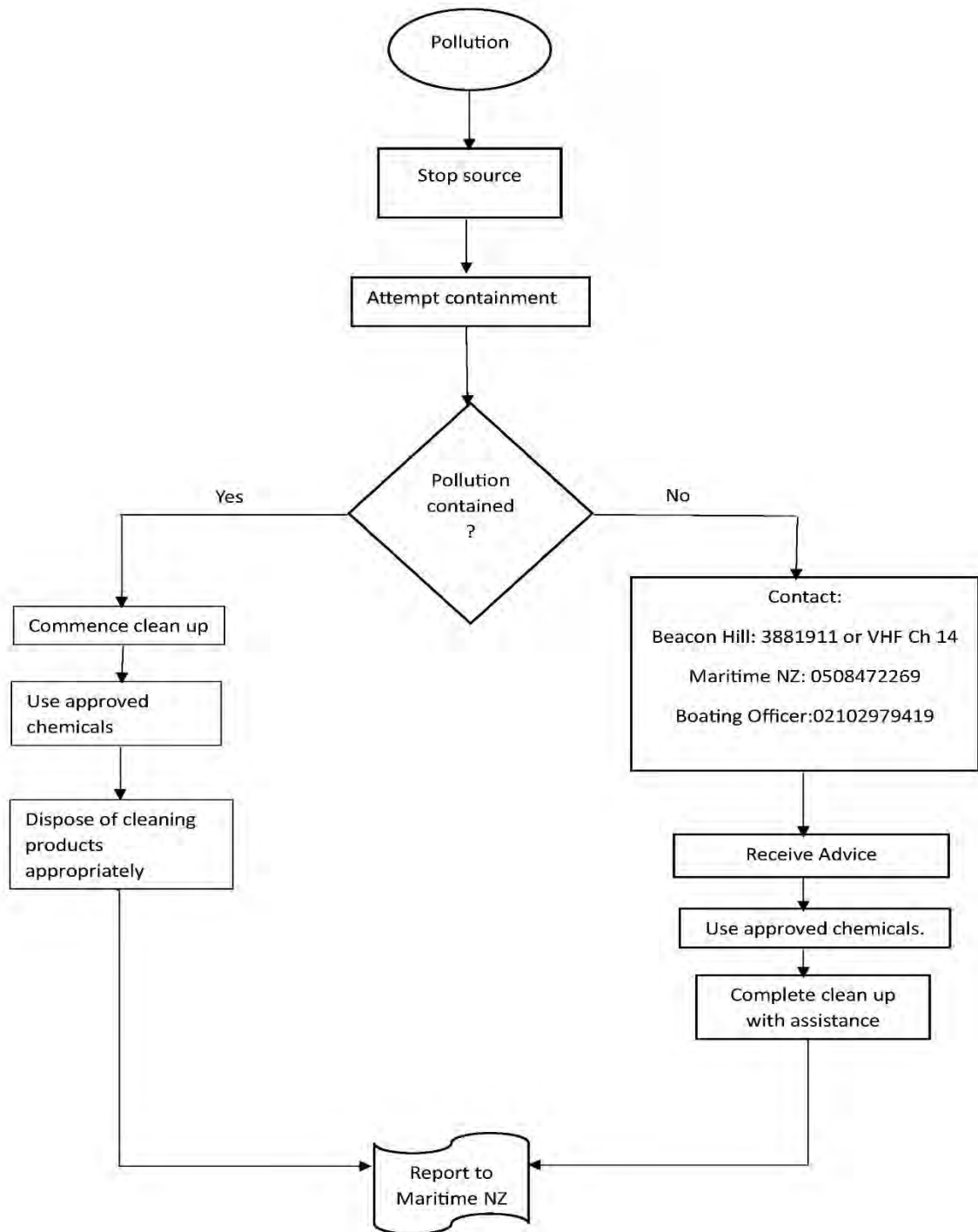
<b>Anchoring and Mooring Safety Equipment</b>		
<b>Item</b>	<b>Description</b>	<b>Location</b>
Anchors	1 x Danforth 15kg 1 x Grapnel	Anchor fairlead Under cabin console
Anchor warp	6mm chain (30 meters) 12mm braided polyester (100 meters)	Anchor well
Boat Hook		Deck bulwark
Mooring Lines	Set	Under cabin console

<b>Fire Fighting Appliances Safety Equipment</b>			
<b>Item</b>	<b>Description</b>	<b>Location</b>	<b>Expiry / service date</b>
Fire Extinguishers	Foam	Cabin	Serviced 9/23
	Dry powder	Cabin (by door)	Serviced 4/23

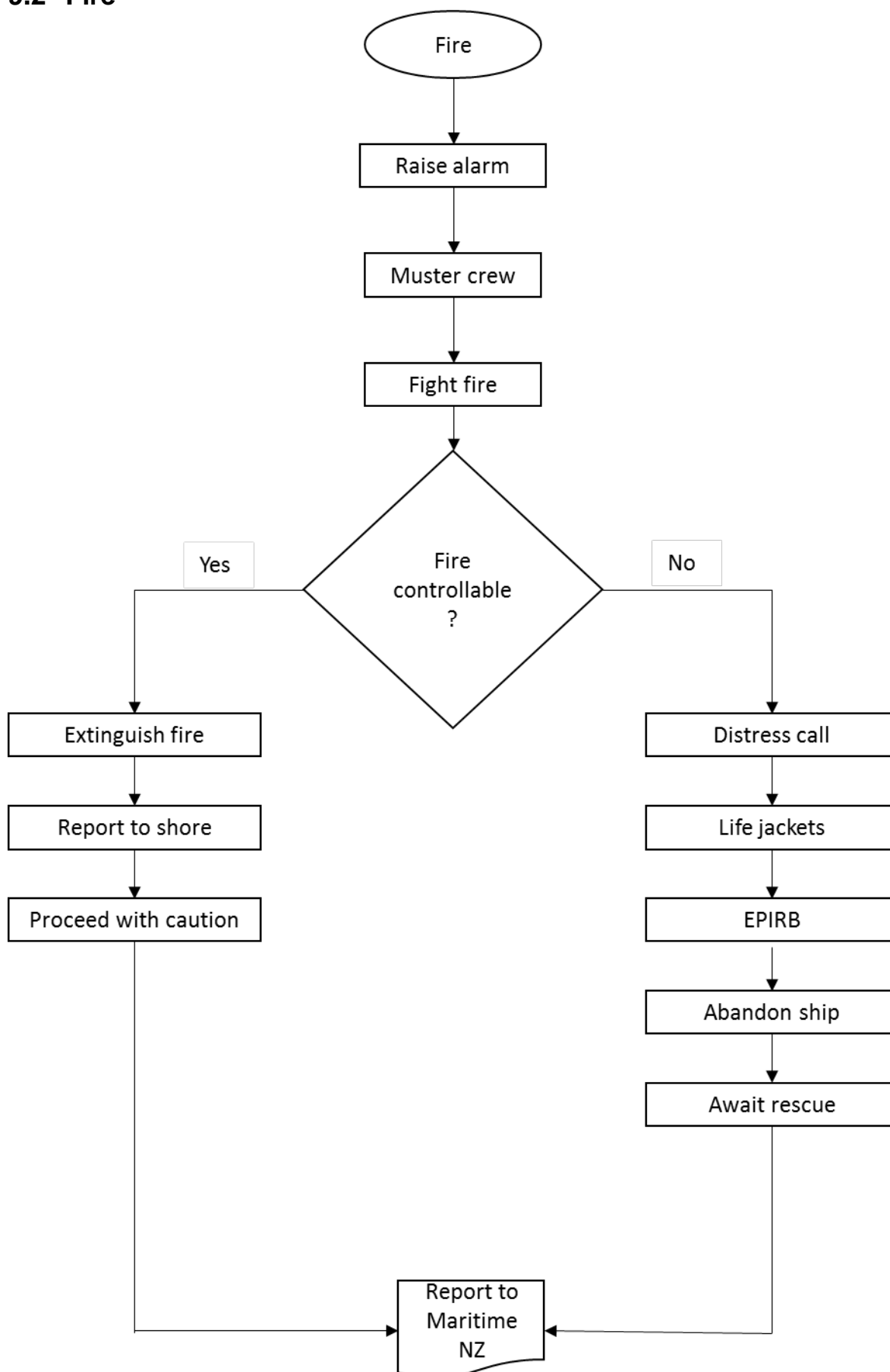
	CO <sub>2</sub>	Outside cabin (by door)	Serviced 4/23
Bucket (x3)		Deck	NA
Fire pump with fire hose	Engine operated	Deck	NA
First Aid Kit		Cabin	Serviced 5/23

## 9. Emergency procedures

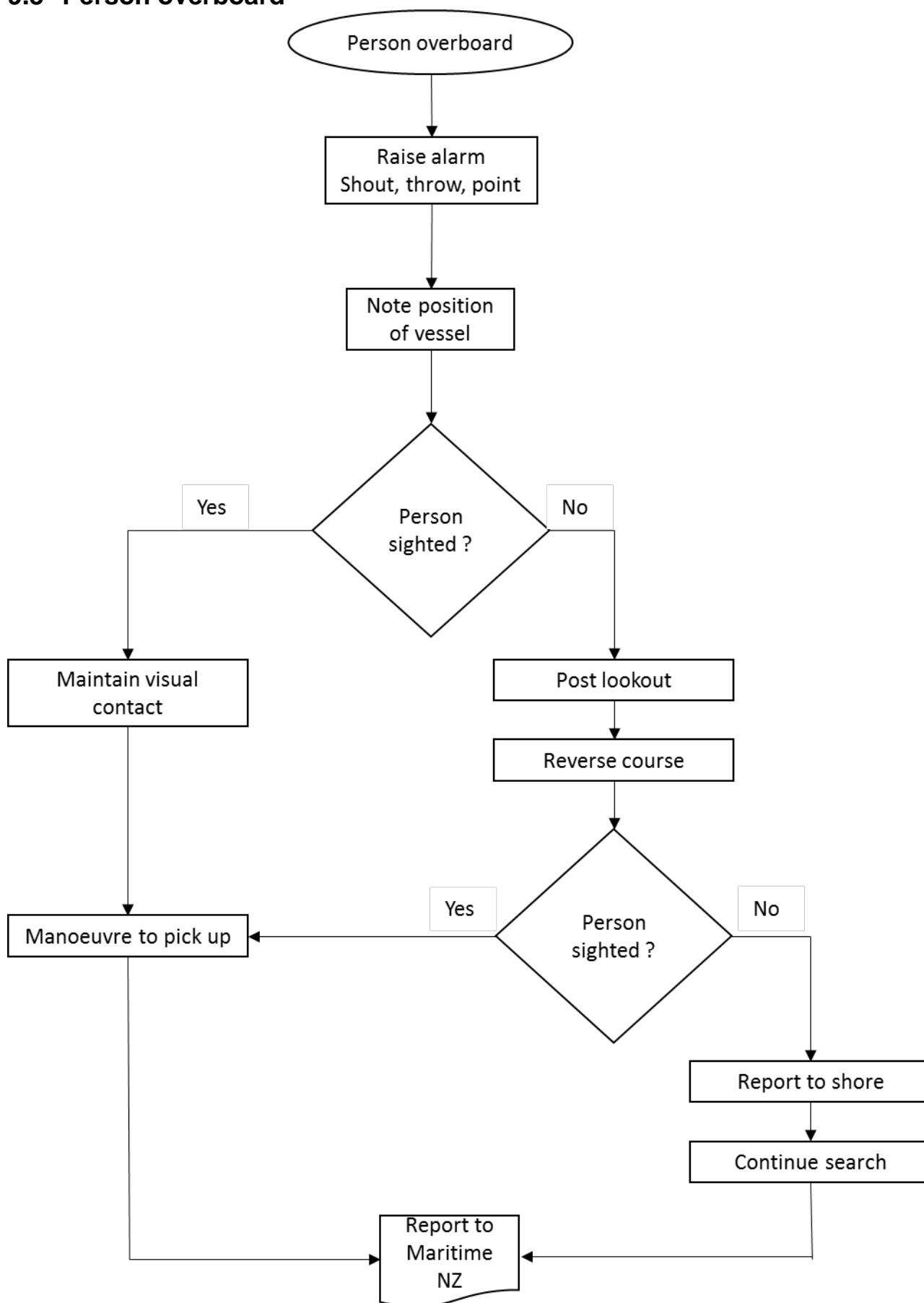
### 9.1 Pollution



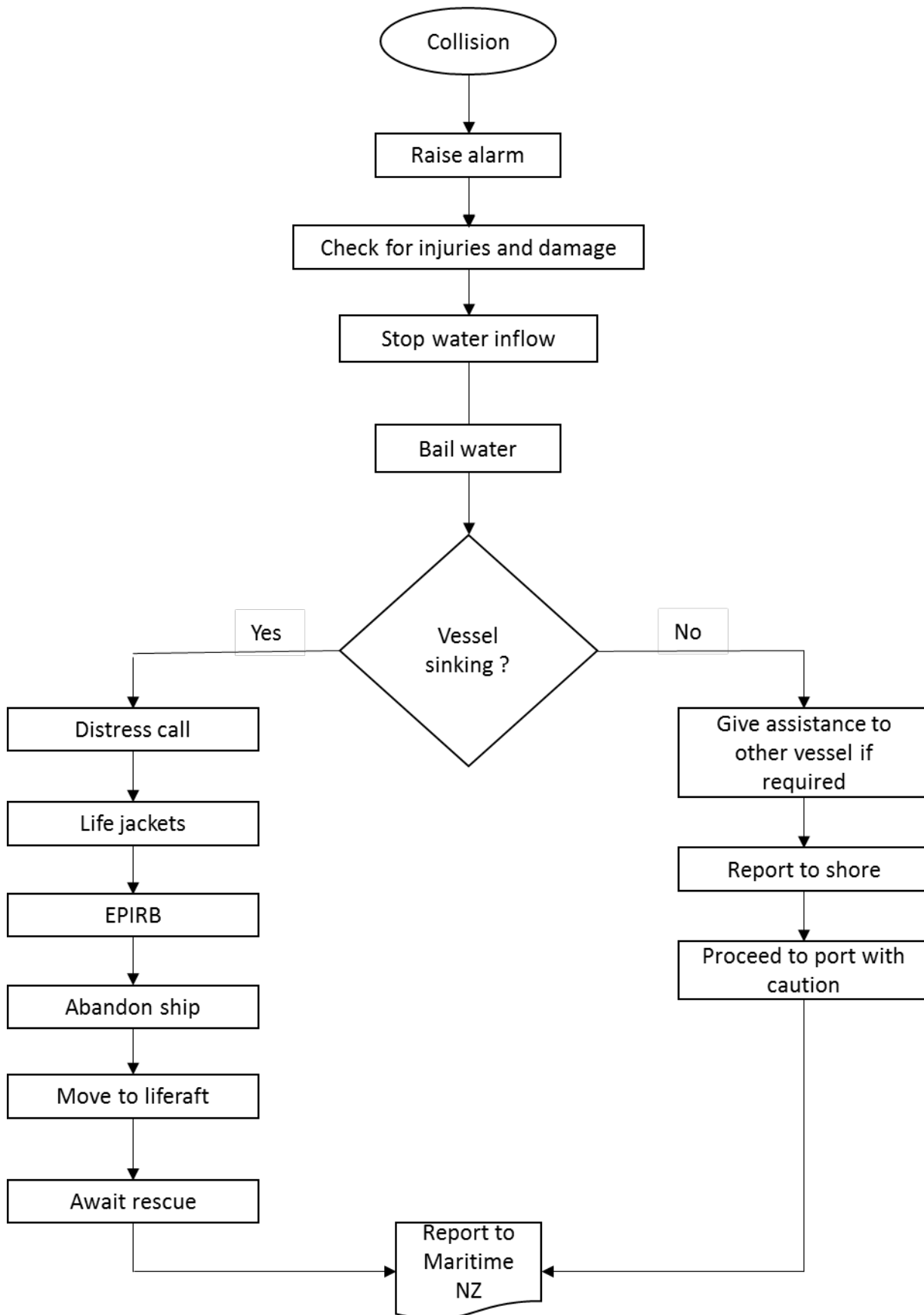
## 9.2 Fire



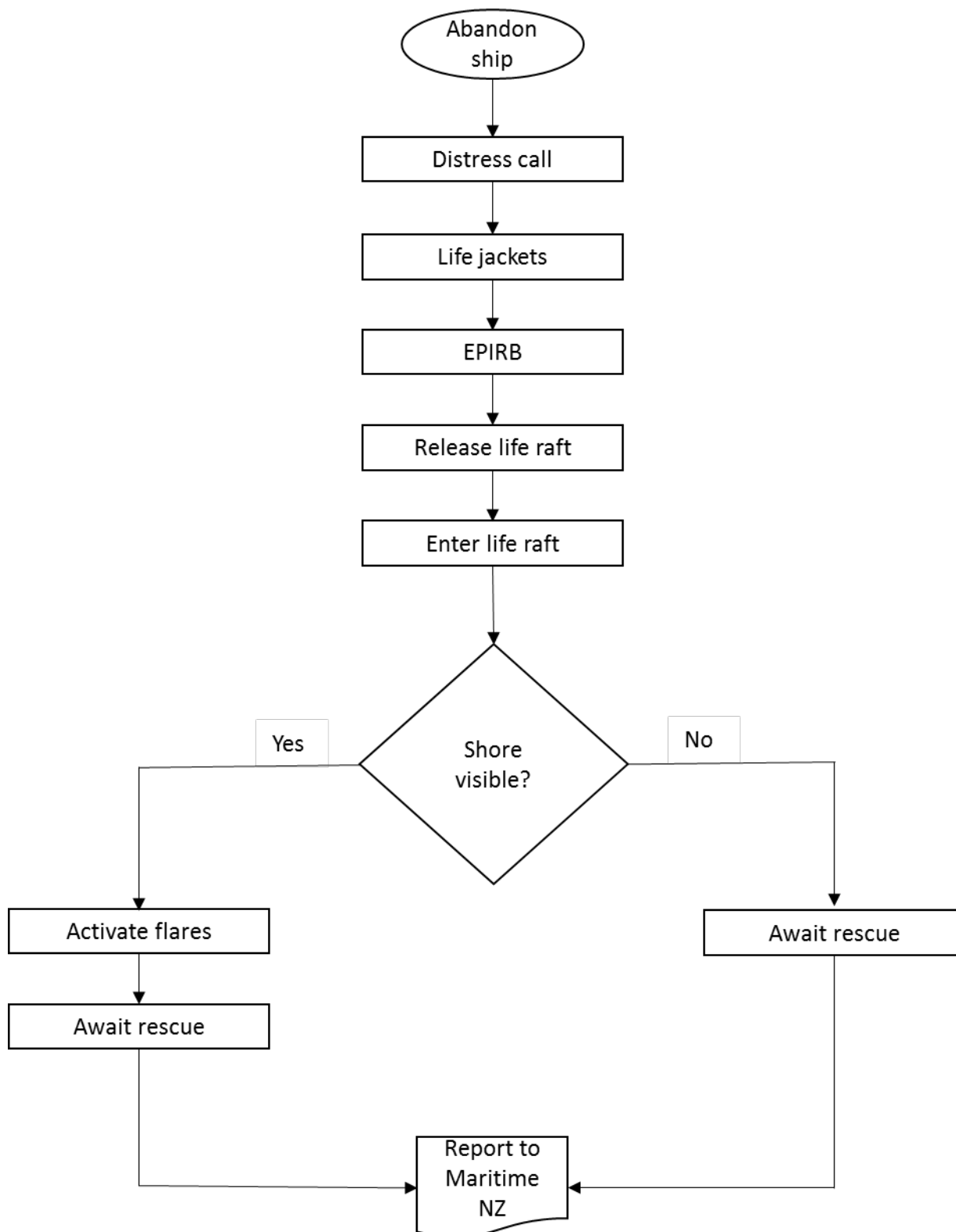
### 9.3 Person overboard



## 9.4 Collision

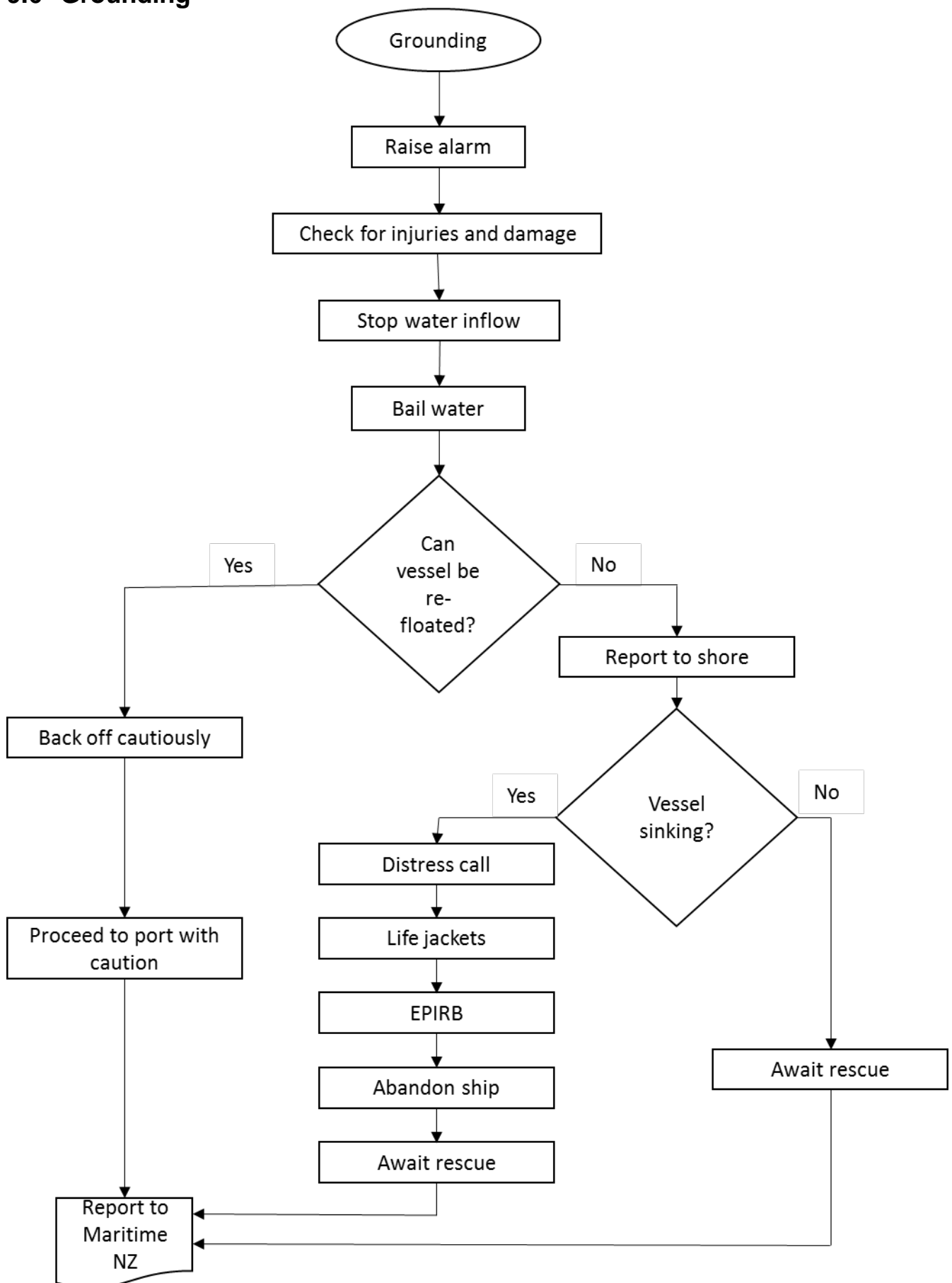


## 9.5 Abandon Ship

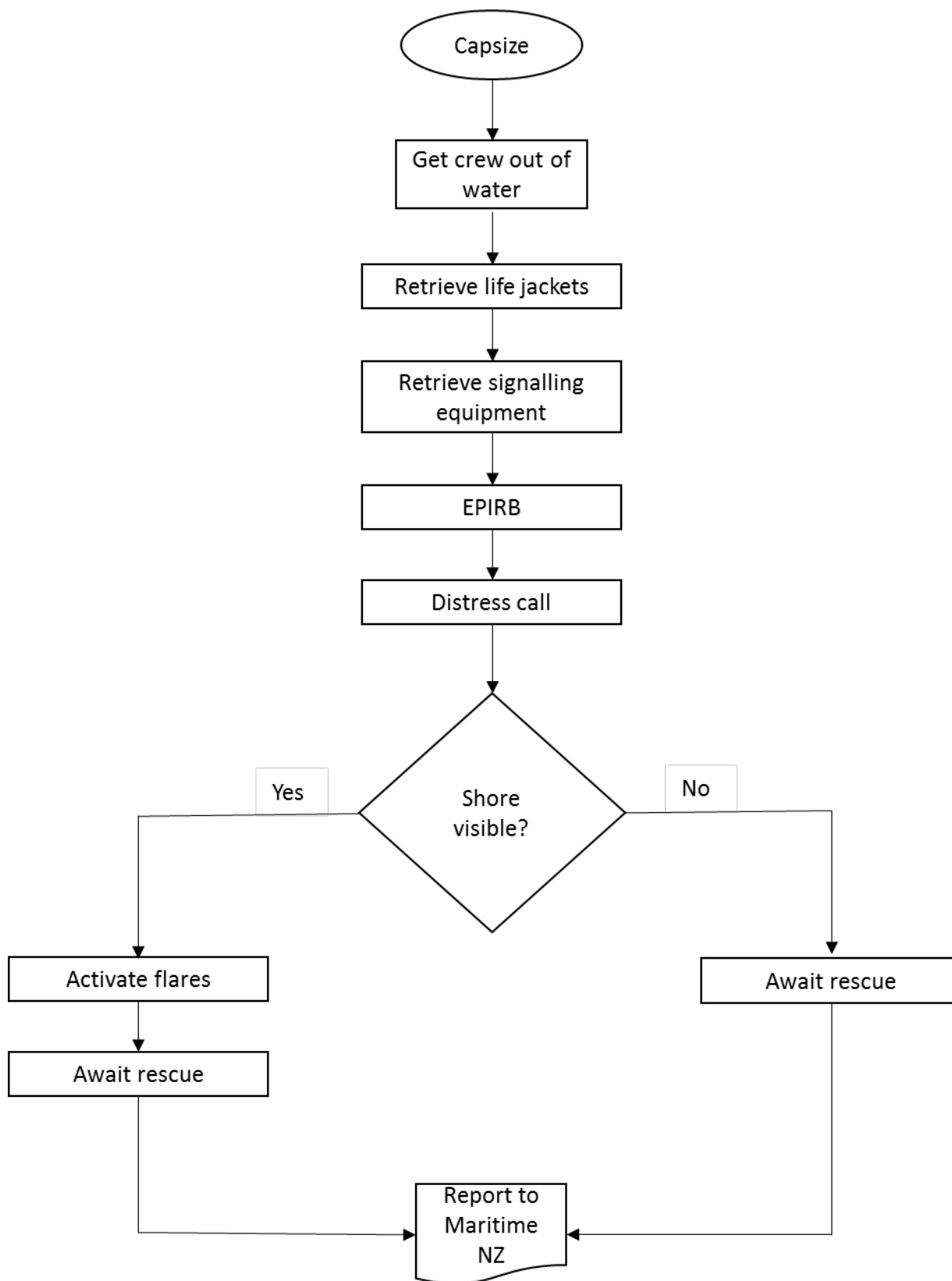




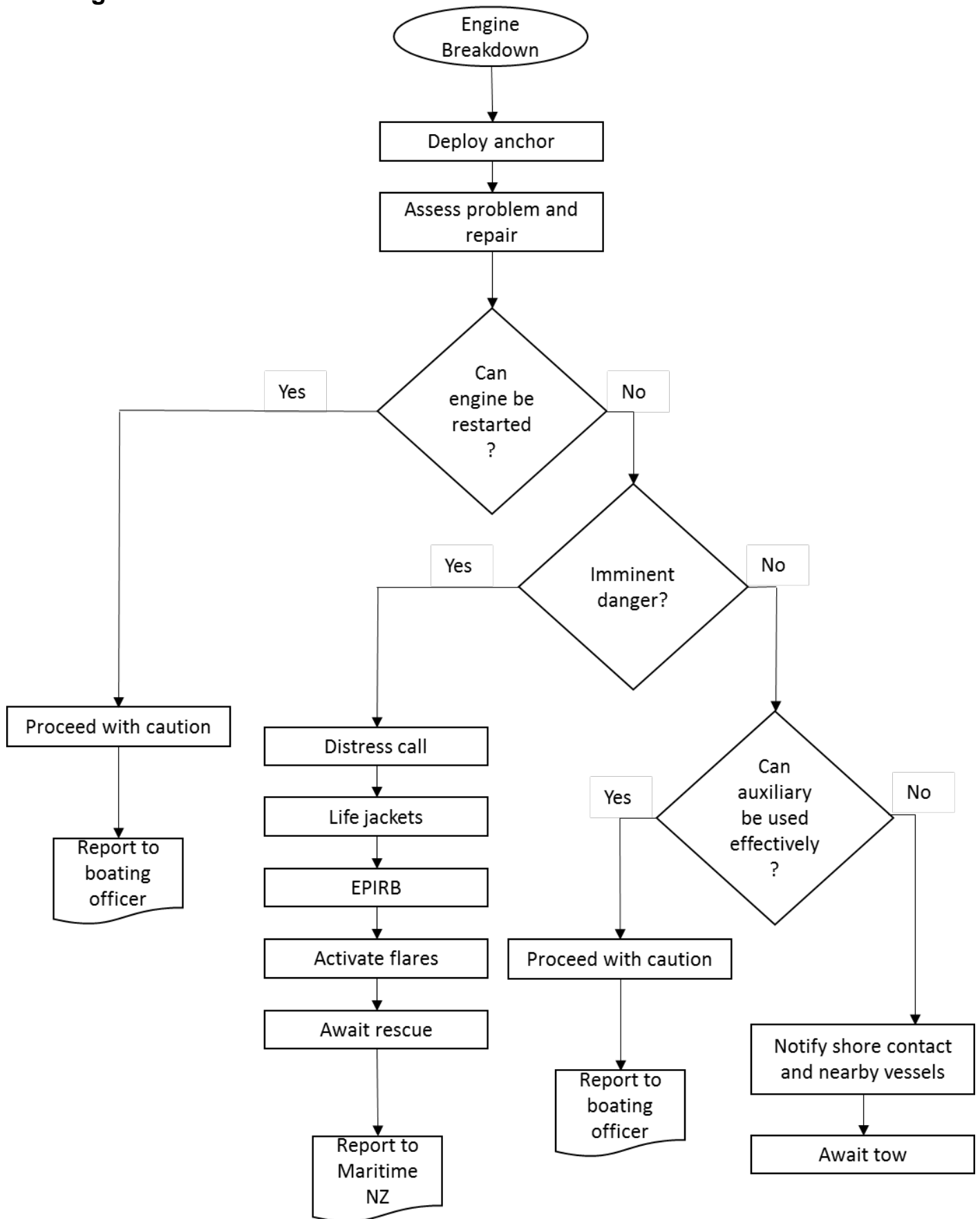
## 9.6 Grounding



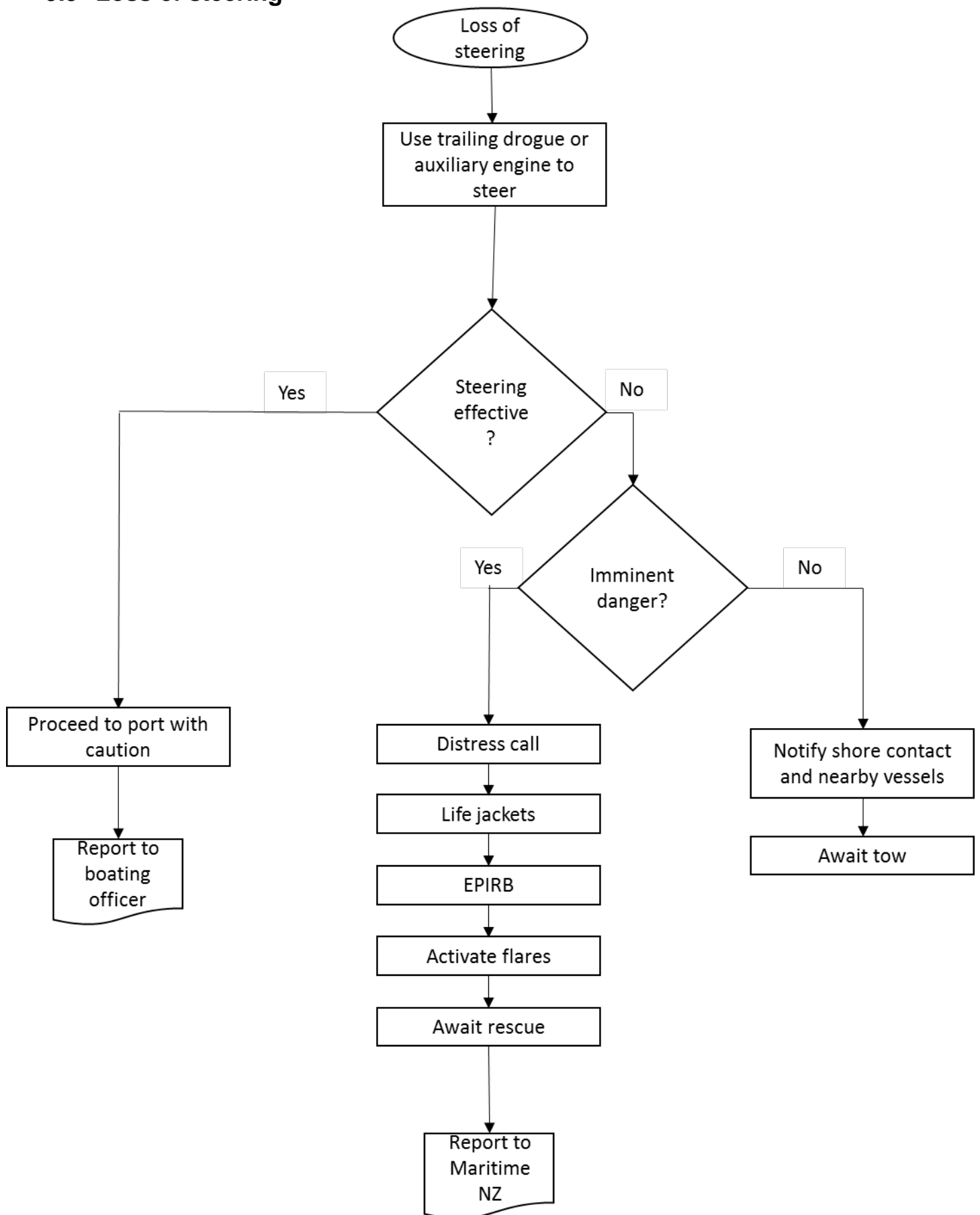
## 9.7 Capsize



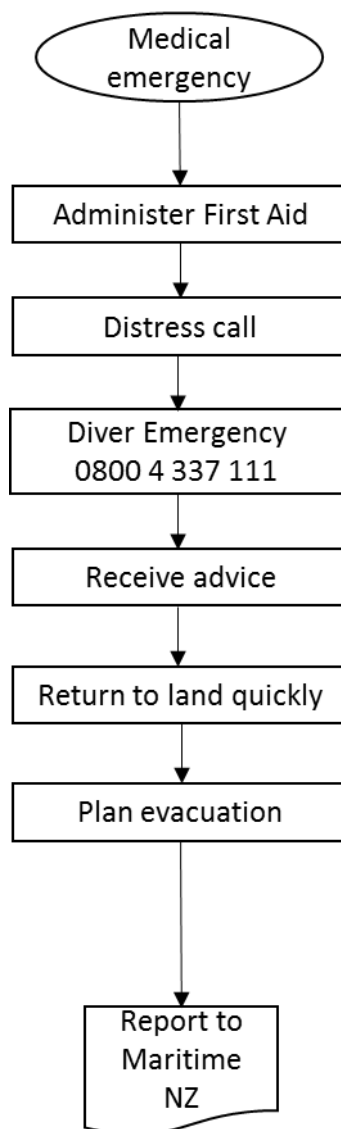
## 9.8 Engine Breakdown



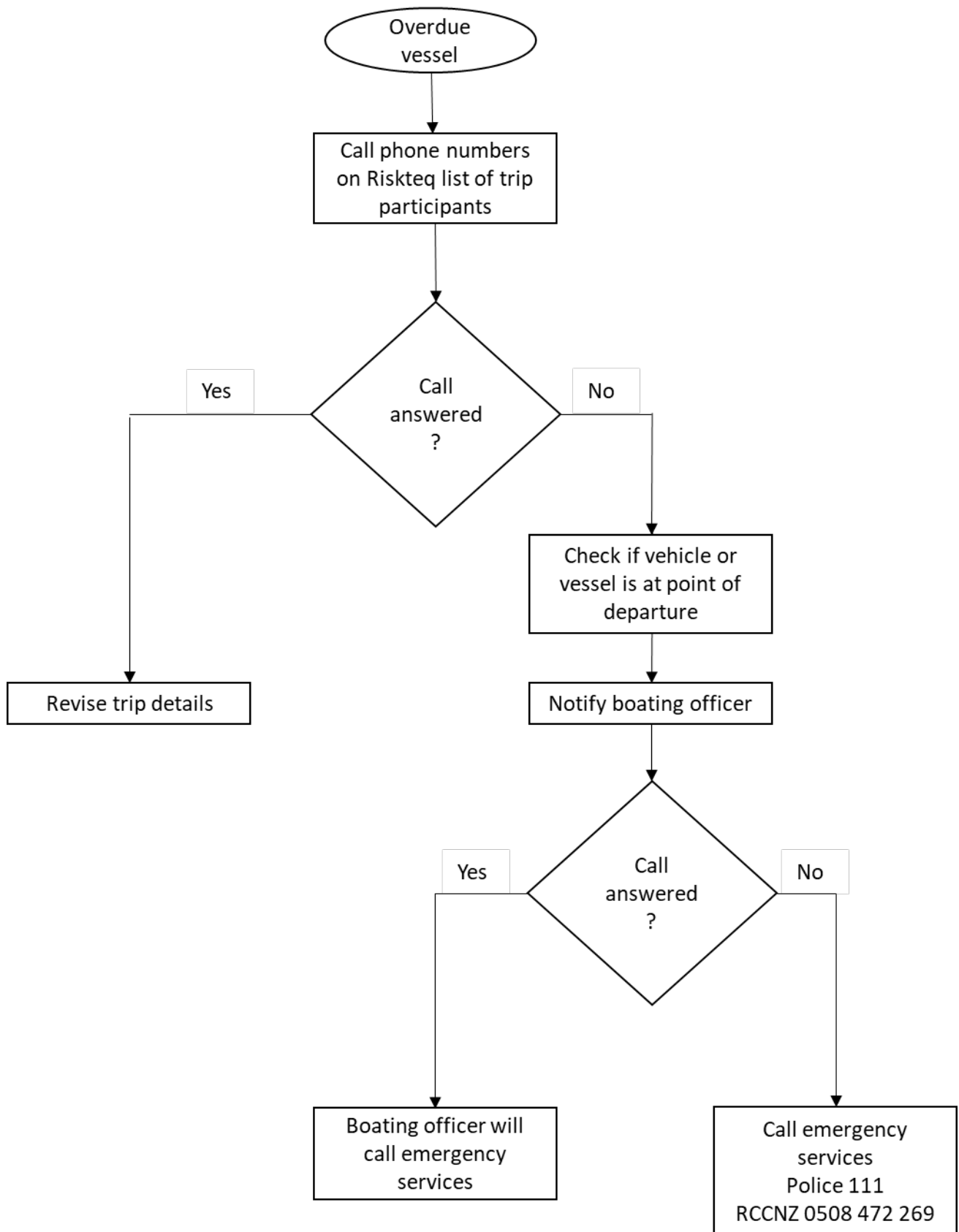
## 9.9 Loss of steering



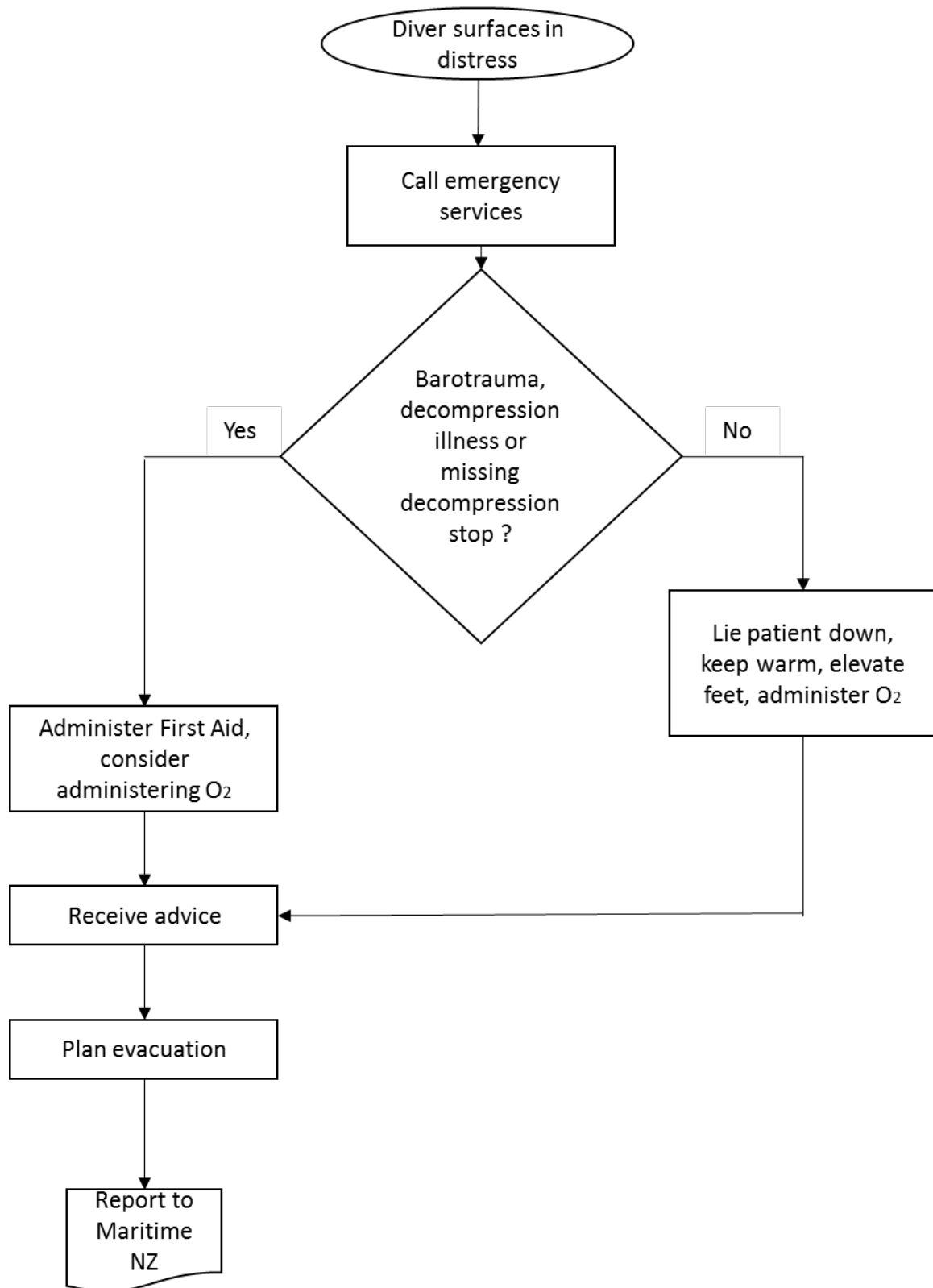
## 9.10 Medical emergency



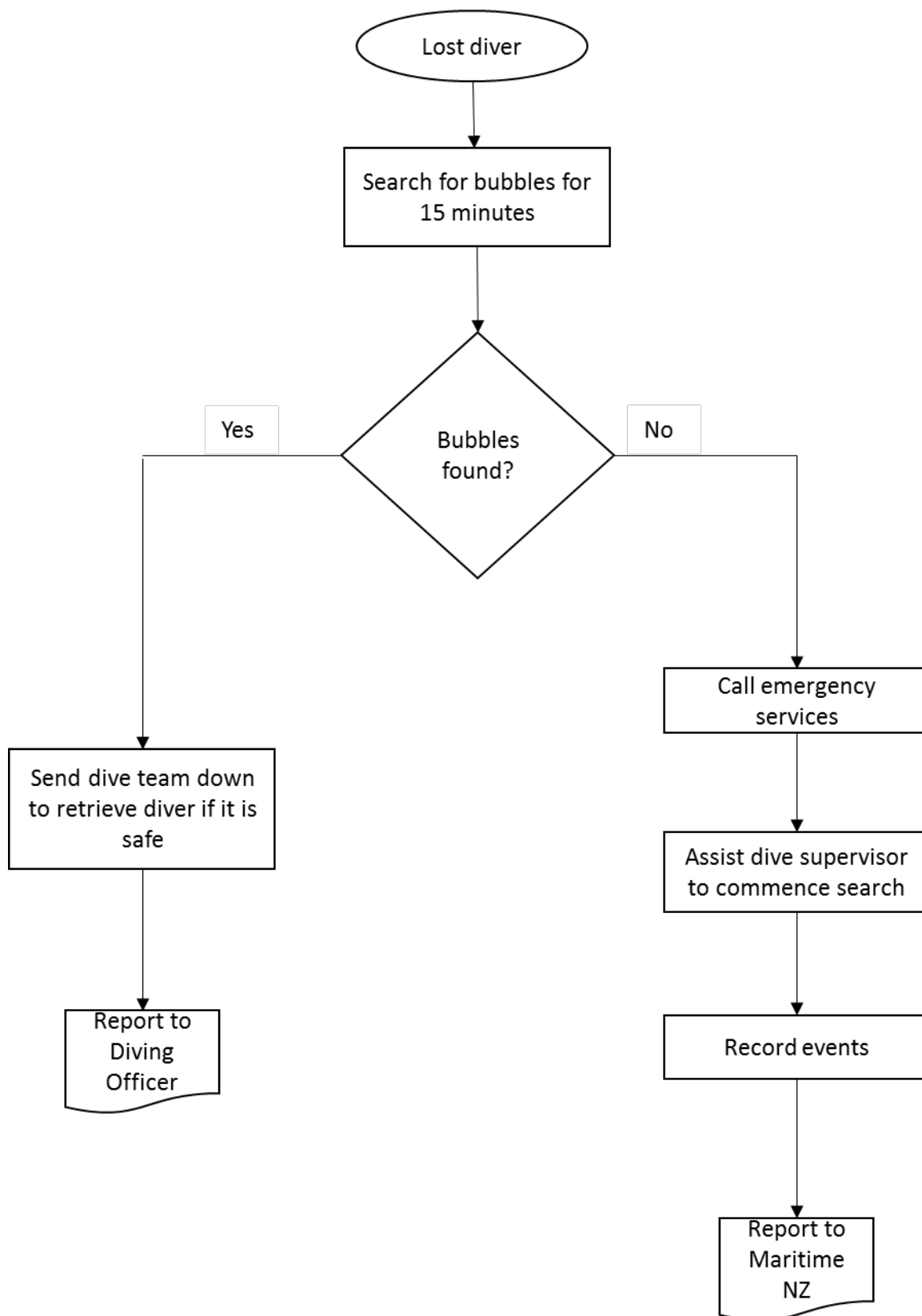
## 9.10 Overdue vessel



## 9.12 Diver surfaces in distress

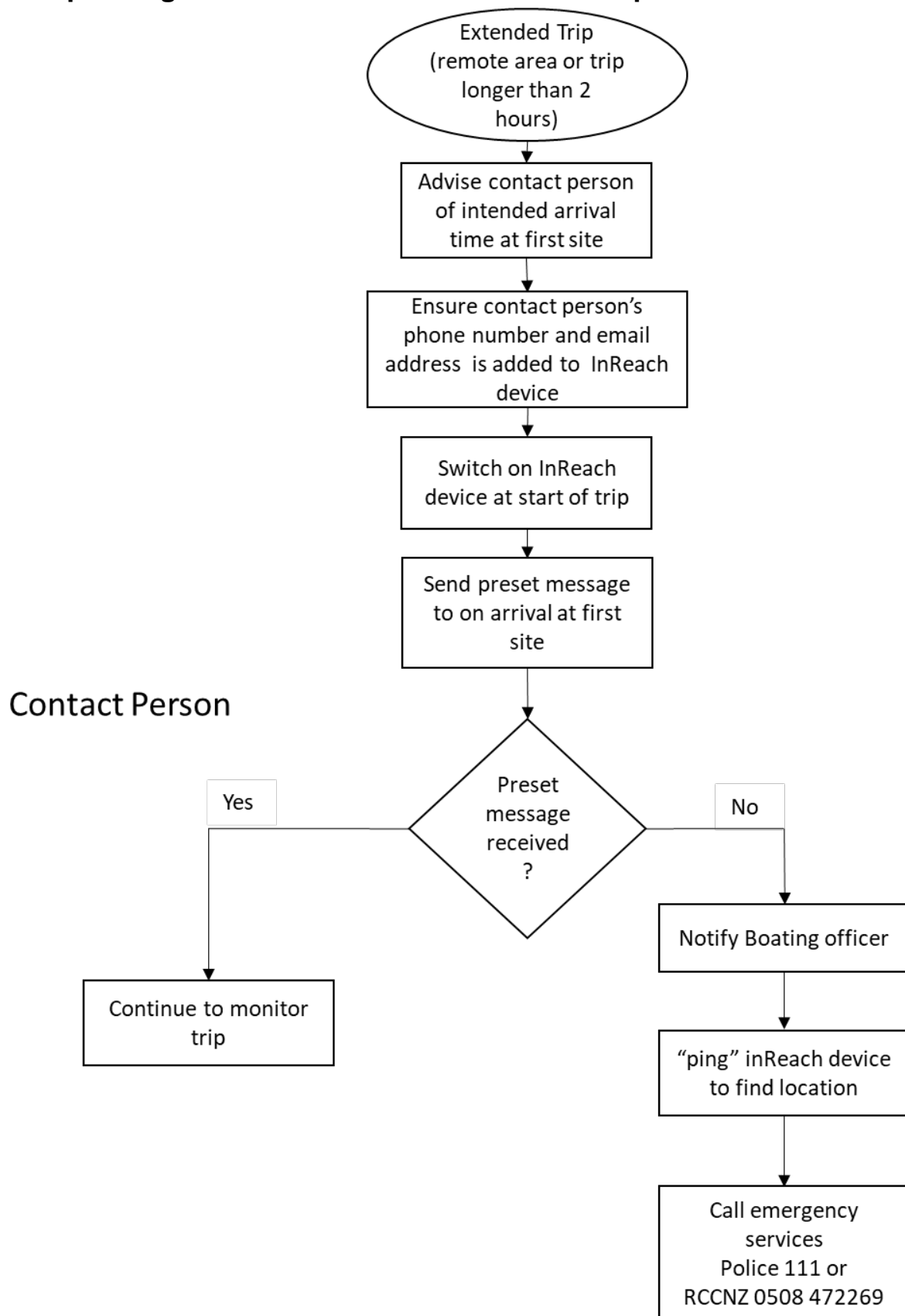


### 9.13 Lost diver





## 9.14 Operating in remote areas or on extended trips



## **10. Survey plan**

This section contains the vessel's survey plan, based on the MNZ Survey plan template and covers the following:

1. Ship details
2. Scope of certification
3. Certificates and exemptions
4. Survey or inspection checklist
5. History of survey plan amendments
6. Survey items schedule
7. Survey plan approval

## 10.1 Ship details

Full name of ship

Raukawa Challenger

Name of operation

Victoria University of Wellington

MNZ number

122256

Port of registry

(if applicable)

NA

Official registry  
number

(if applicable)

NA

Call sign

ZMR7234

Fishing number

(if applicable)

901285

Primary harbour

(or main location you operate  
from)

Wellington

Hull construction

Aluminium

Total engine power

(in kW, as applicable)

180

Drive type

(number and type)

One stern drive

Number of shafts

NA

Length overall (LOA)

8.00

Load line length

(if applicable)

NA

Registered length  
(if applicable)

NA

Tonnage length  
(if applicable)

NA

Beam

2.60

Draft

1.0

Gross tonnage

NA

Net tonnage  
(if applicable)

NA

Capacity of lifting  
equipment (if applicable)

Pot hauler 100kg

Carries dangerous  
goods (tick which applies)

☐

yes

/

☒

no

Design approval  
number

Date of build

DD

/

MM

/

YYYY

## 10.2 Scope of certification

### Vessel categories

(tick as many as apply)

☒

Passenger ship

☒

Non-passenger ship

☒

Fishing ship

☐

Sailing ship

### Minimum crew

(number)

One

### Maximum passengers

(number)

EW = 10

### Maximum persons

(number)

EW = 11, I = 8

### Maximum cargo load

(tonnes)

NA

### Activities engaged in

(refer to your operator plan)

Research, diving, fishing

### Operating limits

NP –

Inshore - Wellington, Kapiti,  
Nelson/Marlborough.

NP –

RI – INSIDE A STRAIGHT LINE  
COMMENCING AT TURAKIRAE HEAD FROM  
THERE 205° FOR 3 MILES, FROM THERE TO  
FOLLOW THE COAST WITHIN A DISTANCE  
OF 3 MILES TO A POINT 3 MILES FROM  
CAPE PALLISER AND THEN 0° TO CAPE  
PALLISER.

EW – WELLINGTON, PORIRUA, NELSON,  
PICTON, LAKE WAIRARAPA.

F - AS DEFINED IN RULE 20.2.

EW –

P - WELLINGTON, PORIRUA, NELSON, PICTON,  
LAKE WAIRARAPA. TRIPS TO BE UNDER 30  
MINUTES

Special conditions or limitations

(imposed by a surveyor or Maritime New Zealand)

Nil

## 10.3 Certificates and exemptions

Certificates and exemptions held or required for this ship		Certificate number	Expiry date (DD/MM/YYYY)
<input checked="" type="checkbox"/>	Certificate of Survey (or Fit for Purpose Certificate and SSM Certificate)	036 - 23	15/09/2025
<input type="checkbox"/>	Load Line Certificate		
<input type="checkbox"/>	Freeboard Line Certificate		
<input type="checkbox"/>	International Tonnage Certificate		
<input checked="" type="checkbox"/>	Compass Certificate		CHECKED 09/2022
<input checked="" type="checkbox"/>	Radio Certificate		04/2026

Add other certificates and exemptions held or required for this ship	Certificate number	Expiry date (DD/MM/YYYY)
NIL		

## 10.4 Survey or inspection checklist

Survey or inspection type (tick which applies)		Expected frequency
<input checked="" type="checkbox"/>	Out of water hull inspection	At initial survey, then at intervals prescribed in the survey performance requirements
<input checked="" type="checkbox"/>	Steering and propulsion survey	At initial survey, then at intervals prescribed in the survey performance requirements
<input type="checkbox"/>	Sea trial of steering and propulsion	At initial survey, then once every 2 to 3 years
<input type="checkbox"/>	Radio inspection	At initial survey, then not less than once every 4 years
<input checked="" type="checkbox"/>	Radio survey	At initial survey, then 4 year
<input type="checkbox"/>	Swamp test calculation and physical	At initial survey
<input type="checkbox"/>	Heeling test	At initial survey
<input checked="" type="checkbox"/>	Compass Certificate	At initial survey, then at intervals prescribed in the survey performance requirements

## 10.5 History of survey plan amendments

Amendment date (DD/MM/YYYY)	Amendment description	Name of approving surveyor	Operator's signature
NA			

## 10.6 Survey items schedule

Survey item groupings (from survey performance requirements)	Items to be surveyed	Calendar year	2023	2025			
		Age of vessel (years)	26	28			
Hull exterior	Inspect		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Hull interior	Inspect		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Through-hull fittings and valves	NA		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Decks and superstructure	Inspect		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Inspect fuel tank		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Propulsion and steering	Inspect		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

Survey item groupings (from survey performance requirements)	Items to be surveyed	Calendar year	Timing of survey or inspection				
			2023	2025			
		Age of vessel (years)	26	28			
Auxiliary systems and equipment	Check bilge system		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety (including navigation)	Check EPIRB, flares, fire extinguishers		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timing of survey or inspection							



10.7 Survey plan approval

Name of recognised surveyor

A COLEMAN

Signature of surveyor

A. Coleman.

Date plan approved

29 09 2023  
DD / MM / YYYY

## **11. Maintenance plan**

### **11.1 Maintenance policy**

Victoria University will ensure that all of its vessels are fit for purpose and hold a current Certificate of Survey at all times during any operations.

Maintenance checks will be carried out at least every two months but more often in times of high use.

Maintenance details are kept in the technician's office.

## 11.2 Maintenance checks

Equipment or item details	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Initials and date												
<b>Engine checks</b>												
Check engine flexible hoses												
Check fuel lines												
Check engine oil												
Check engine belt tension												
Check hydraulic oil level												
Check steering oil level												
Check for oil leaks												
Check coolant level												
Check bilge for fluids												
Clean bilge strainer												
<b>Boat checks</b>												
Grease steering gear and pot hauler												
Check pot hauler block, shackles and gantry shackles												
Check mooring ropes												
Check bilge pump and alarm												
Check for water in port and starboard hulls												
Check scupper operation												
Check and clean navigation lights												
Check life buoy light												
Clean radio aerial and check signal strength												

Test EPIRB battery												
Check pot hauler operation												
Check deck hose operation												
Check anchor winch operation												
Check auxiliary engine operation												
Test O2 resuscitation equipment												
<b>Date checks</b>												
EPIRB battery expiry: Flare expiry : rocket: smoke: Hydrostatic release expiry:						Fire extinguisher service: First aid kit service: Life raft service: O2 kit service: Auxiliary engine service:						

### 11.3 Annual checks and routine maintenance

Equipment or item details	2022	2023	2024	2025	2026	2027	2028
Initials and date							
Slip vessel and examine hull							
Renew anodes							
Update charts with corrections							
Service engine							
Service bilge pump as required							
Service stern leg and propellers							
Check anchor warp and renew/reverse as required							
Service auxiliary engine as required (two yearly)							
Check condition of life jackets and replace light batteries							
Replace life buoy battery							

## 11.4 Maintenance log

[illegible]

## 12. Spare parts list

Spare parts needed	Location on board
Fuses	Plastic box behind console
Navigation Light Bulbs	Plastic box behind console
Hose clamps	Under seat
Cable ties	Under seat
Fuel filter	Under seat
Drive belts	Under seat
Electrical tape	Plastic box behind console
Assorted Tools	Under seat

## Appendix 1      Safety Briefing for new crew

No equipment is to be operated without the knowledge of the Skipper and no one is to leave the vessel to enter the water without the knowledge of the skipper. In the case of an Emergency follow the directions of the Skipper.

- Life jackets are stowed under the cabin seats. There are sufficient life jackets for everyone on board. Life jackets have a whistle and a light. Demonstrate how to put one on.
- The life raft is located on the cabin roof and has a manual release and a hydrostatic release. Demonstrate release.
- Life Rings. If a person falls overboard, **shout, throw and point**. There are two life rings outside, under the cabin roof. One life ring is fitted with a floating light the other has a long rope.
- Flares. There are two smoke flares for daytime use and four parachute flares for night use in the yellow plastic container on the floor in the cabin. To activate parachute flares, unscrew cap and pull ball, point away from vessel. Only deploy flares if someone can see you.
- VHF Radio.
  - Press the switch on the side of the handset to transmit.
  - Use channel 16
  - Instructions for MAYDAY call on front of instrument panel.
- Fire extinguishers – Foam and dry powder extinguishers inside the cabin. CO<sub>2</sub> extinguisher just outside the cabin door. In the event of an engine fire, there is a flap on the engine box to close off the air supply to the engine, and an opening on the starboard side of the engine box for the CO<sub>2</sub> fire extinguisher.
- EPRIB (Emergency Position Radio Indicator Beacon). Manual and hydrostatic activation. Demonstrate manual activation.
- First Aid and Oxygen kits. The first aid kit and oxygen kits are on the floor in the cabin.
- Throwing quoit. Attached to grab handle
- Beware of slippery decks
- Fingers and body inside vessel
- Follow the instructions of the skipper at all times

**Emergency contact details for crew not registered in Riskteq must be recorded in the Day Plan**



## Appendix 2 Skipper Induction Checklist

All Raukawa Challenger skippers must complete this process.

Please circle the appropriate word and initial in the space provided	Yes/No	Initials
Do you have any medical condition that may cause safety concerns or prevent you from doing certain tasks or increase the likelihood of a medical incident? If yes, please indicate what the medical condition is: _____	Yes/No	_____
Are you taking any medication that may cause safety concerns or increase the likelihood of a medical incident? If yes, please indicate what the medication is: _____	Yes/No	_____
I acknowledge that I have read and understood the Maritime Transport Operator Plan and am familiar with the following sections:		_____
• Maritime transport operator details	Yes/No	
• Roles of responsible persons	Yes/No	
• Control of information and documents	Yes/No	
• Health and safety	Yes/No	
• Crew familiarisation and training	Yes/No	
• Environmental policy	Yes/No	
• Vessel details	Yes/No	
• Safe operating procedures	Yes/No	
• Emergency procedures	Yes/No	
• Hazards of the operation	Yes/No	
I acknowledge that I have been shown and am familiar with how the vessel handles when at sea.	Yes/No	_____
I acknowledge that I have been shown and am familiar with how to use all navigational and safety equipment on board the vessel.	Yes/No	_____
I acknowledge that I have been briefed on the emergency procedures in place aboard the vessel and instructed in my role in the event of an emergency.	Yes/No	_____
I acknowledge that I have been briefed on the safe operating procedures in place aboard the vessel and instructed in my role in carrying out these procedures.	Yes/No	_____
I acknowledge that I am responsible for leading and instructing the crew.	Yes/No	_____

I acknowledge that I have been briefed on hazards and safety procedures as outlined above, and that I have read and understood all safety information and instructions supplied to me as part of this induction process. I am prepared to meet my obligations and responsibilities under the Maritime Operator Safety System and the Health and Safety in Employment Act.

Name of new Skipper \_\_\_\_\_

New Skipper's signature \_\_\_\_\_

Date \_\_\_\_\_

Senior Skipper's name \_\_\_\_\_

Senior Skipper's signature \_\_\_\_\_ Date \_\_\_\_\_

## Appendix 3 Crew Induction Checklist

All Raukawa Challenger crew must complete this process.

Please circle the appropriate word and initial in the space provided.	Yes/No	Initials
Do you have any medical condition that may cause safety concerns or prevent you from doing certain tasks or increase the likelihood of a medical incident? If yes, please indicate what the medical condition is: _____	Yes/No	_____
Are you taking any medication that may cause safety concerns or increase the likelihood of a medical incident? If yes, please indicate what the medication is: _____	Yes/No	_____
I acknowledge that I have read and understood all hazard notices and warnings posted on the vessel.	Yes/No	_____
I acknowledge that I have been shown the vessel's hazard register and been advised of the hazard management process aboard the vessel.	Yes/No	_____
I acknowledge that I have been given a safety tour of the vessel and shown the location of the emergency equipment.	Yes/No	_____
I acknowledge that I have been briefed on the emergency procedures in place aboard the vessel and instructed in my role in the event of an emergency.	Yes/No	_____
I acknowledge that I have been briefed on the safe operating procedures in place aboard the vessel and instructed in my role in carrying out these procedures.	Yes/No	_____
I acknowledge that I am prepared to follow all lawful instructions of the skipper.	Yes/No	_____

I acknowledge that I have been briefed on hazards and safety procedures as outlined above, and that I have read and understood all safety information and instructions supplied to me as part of this induction process. I am prepared to meet my obligations and responsibilities under the Maritime Operator Safety System and the Health and Safety in Employment Act.

Name of crew \_\_\_\_\_

Crew's signature \_\_\_\_\_ Date \_\_\_\_\_

Skipper's name \_\_\_\_\_

Skipper's signature \_\_\_\_\_ Date \_\_\_\_\_

## Appendix 4      Skipper Induction Register

Skipper Name	Inducted by	Date	Signature
Details kept in office			

## Appendix 5      Crew Induction Register

Crew name	Inducted by	Date	Signature
Details kept in office			

## Appendix 6      Standing orders for skippers

I,..... agree:

1. To keep a proper lookout at all times.
2. To maintain overall responsibility for the safety of the vessel and crew at all times.
3. To monitor the welfare of the crew at all times.
4. To stand down if not feeling well enough to operate the vessel.
4. To ensure that the vessel is ready for the next user and any deficiencies are reported to the VUCEL Boating Officer immediately. Deficiencies must also be recorded in the log book and, if necessary, the vessel must be rendered inoperable.
5. To remain aboard at all times unless tied to a jetty, permanent structure or certified mooring system.
6. To ensure the conditions and operation suit the ability of the crew.
7. To obtain up to date weather forecasts before and during the voyage to ensure that conditions are suitable for the vessel and crew.
8. To ensure that all operating practices are in accordance with maritime law and regional bylaws and that good seamanship practises are observed at all times.
9. To follow the operating procedures outlined in the Marine Transport Operator Plan on board the vessel.
10. To act in a way that represents Victoria University's ecological values.
11. To use the vessel for purposes sanctioned by Victoria University only.
12. To ensure that the log book is filled out accurately.
13. To ensure that active crew only are permitted on board the vessel (no passengers allowed).

Skipper's Signature.....Date.....

## Appendix 7      Training exercises

Insert date of exercise and initials of participants    (details kept in office)

Exercise	2022		2023		2024		2025	
	Jan-Jun	Jul-Dec	Jan-Jun	Jul-Dec	Jan-Jun	Jul-Dec	Jan-Jun	Jul-Dec
Person Overboard								
Fire								
Abandon Ship								
Pollution								
Collision								
Grounding								
Capsize								
Medical Emergency								

## Appendix 8      Record of Operator Plan Reviews

Review number	Review date	Record of changes	Reviewer
1	5/2/2016	Plan review with Andy Cox (Maritime NZ) <ul style="list-style-type: none"> <li>• Section 1.2: change of wording to include names of all VUW vessels and non-commercial use</li> <li>• Section 1.5: Addition of 'Passenger Vessel' to list of categories</li> <li>• Section 2.5: 'Expiry date' used in place of 'Issue date'</li> <li>• Section 2.8: Requirement for reporting of all trips in Riskteq added</li> <li>• Section 9.1: Contact phone numbers for Regional Council, Maritime NZ and Boating Officer</li> </ul>	JV
2	8/2/2017	<ul style="list-style-type: none"> <li>• Section 6.5 Safe Transportation of Dangerous Goods: change to calculation for estimating loading for divers</li> <li>• Section 8 Safety Equipment: EPIRB details updated</li> <li>• Appendix 12.4: new EPIRB registration certificate</li> <li>• Section 7 Hazard and Risk Register: new hazard identified (fatigue)</li> <li>• Appendix 1: Safety briefing for new crew: Procedure for crew not registered in Riskteq added</li> </ul>	JV
3	9/11/2017	<ul style="list-style-type: none"> <li>• Appendix 12.3 New Life Raft Certificate added</li> </ul>	JV
4	9/10/2018	<ul style="list-style-type: none"> <li>• Updated survey plan</li> <li>• New certificate of survey</li> <li>• New radio certificate</li> <li>• New life raft certificate</li> <li>• New compass certificate</li> </ul>	JV
5	24/9/2019	<ul style="list-style-type: none"> <li>• New life raft certificate</li> </ul>	JV
6	22/9/2020	<ul style="list-style-type: none"> <li>• New life raft certificate</li> <li>• New Certificate of Survey</li> <li>• Updated survey plan</li> <li>• New Fishing Vessel Registration Certificate</li> </ul>	JV
7	4/10/2021	<ul style="list-style-type: none"> <li>• New procedure and flow chart for operating in remote areas</li> <li>• New life raft certificate</li> <li>• Responsible person change</li> <li>• Change to frequency of maintenance checks</li> </ul>	JV
8	29/9/2022	<ul style="list-style-type: none"> <li>• New radio certificate</li> <li>• New compass certificate</li> <li>• New life raft certificate</li> </ul>	JV
9	2/10/2023	<ul style="list-style-type: none"> <li>• New Certificate of Survey</li> <li>• Updated survey plan</li> <li>• New life raft certificate</li> </ul>	JV
10	6/12/23	<ul style="list-style-type: none"> <li>• Updated contact details and nominated responsible person details for Training and Operational Decisions</li> <li>• Updated current operators list</li> </ul>	SM
11	17/04/24	<ul style="list-style-type: none"> <li>• New EPIRB certificate</li> <li>• Update pollution emergency procedure – BO Phone number</li> </ul>	SM

12	10/05/24	<ul style="list-style-type: none"> <li>• Update of Responsible persons for MTO and Resourcing</li> <li>• New EPIRB certificate</li> </ul>	SM
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## Appendix 9      **Record of External audits, inspection and surveys**

[illegible]

## Appendix 10    **Record of Hazard Reviews**

[illegible]

## Appendix 11    **Incident and Accident Register**

[illegible]

## Appendix 12 Current Vessel Certificates

### 12.1 Radio Certificate



#### NOTIFICATION OF A RADIOTELEPHONE INSPECTION

(NOTIFICATION TO SHIP SURVEYORS OF COMPLETION OF A RADIO INSPECTION)

NAME OF SHIP	DISTINCTIVE NUMBER OR LETTERS	HOME PORT
RUAKAWA CHALLENGER	ZMR7234	WELLINGTON

RULE	VESSEL DESCRIPTION	OPERATING LIMIT
40A/C	PASSENGER/NON PASSENGER	WITH IN VHF COVERAGE
40D	FISHING	WITHIN VHF COVERAGE

#### To the Surveyor of Ships:

That on: 28/04/2022 at:

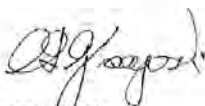
I completed a radio inspection on above vessel.

#### Comments:

Preceding inspection reports associated with this notification

Visit Date	Radio Inspector

I declare that the radio equipment complied in all respects with the requirements of the MaritimeNZ Radio Rules and other requirements as appropriate.

Signature:   
Name: C GLGOGOSKI

Date: 28/04/2022

## 12.2 Compass Certificate

Vessel Name: *Paukawa Challenger* MNZ number: *122256*  
 Date: *7/9/22* Locality: *Wellington Harbour*  
 Compass Make: *Plastimo* Compass Type: *Plastimo Dome (100mm)*  
 Check by: *John van der Sman*  
 Signature: *[Signature]*

Ship Head	Deviation									
	- West					+ East				
	4	3	2	1	0	1	2	3	4	
000										
045										
090										
135										
180										
225										
270										
315										
360										

## 12.3 Life raft certificate



# Marine Safety Equipment Services

### LIFERAFT CERTIFICATE No: MSES-497

<u>Manufacturer</u> SEA AIR	<u>Type</u> ISO YT8	<u>Serial No.</u> Y8-21024	<u>Size</u> 8
<u>CO<sub>2</sub> cylinder No.</u> 21116018	<u>CO<sub>2</sub></u> 3.0KG	<u>N<sub>2</sub></u> 0.24KG	<u>Cylinder Test Date</u> 05.2021

<u>Container/Valise</u> CONTAINER	<u>Painter Length</u> 10	<u>Emergency Pack Type</u> SOLAS B (COMMERCIAL)
<u>EPIRB/Radar Reflector type</u> TJ560	<u>Serial No.</u> 040509	<u>Hydrostatic Release &amp; Serial No.</u> N/A

<u>Date of Inspection</u> JULY 2023	<u>Next Inspection Due</u> JULY 2024
Station: - Marine Safety Equipment Services (MSES)	Comments: -

VESSEL: VICTORIA UNIVERSITY

Date of Issue: JULY 2023

Signed:

On behalf of Marine Safety Equipment Services (MSES)



Marine Safety Equipment  
Services  
Email Lee@mses.co.nz  
Tel+ (64) 279208791  
www.MSES.co.nz

## 12.4 EPIRB certificate

TEL 0800 408 111 or + 64 4 577 8042 www.beacons.org.nz www.maritimenz.govt.nz  
Avalon Studios, 41 Percy Cameron Street, Lower Hutt 5011, PO Box 30050, Lower Hutt 5040, New Zealand



In all correspondence please quote your beacon reference Nr: **77188**

Beacon Hex Id / UIN: **400C7BA51EFFBFF**

Owner Name: **Victoria University of Wellington**

Address: 396 The Esplanade, Island  
Bay  
Wellington  
6023  
New Zealand

Type: EPIRB

Make: GME

Model: MT600G

Serial:1602449718

Battery Expires: February 2027

Comments:

Ship	Name RAUKAWA CHALLENGER; Radio Callsign ZMR7234; Satellite Phone ; MMSI ; MSA Number MNZ122256; Dwt 3.65; Length 8.5; Home Port Wellington; Type Tri Hull; Nr of Crew ; Nr of Passengers ; Types of Radio ; Number of Lifeboats ; Number of Masts ; Official Registration Number
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Contact Name	Mobile	Homephone	Workphone
Victoria University of Wellington - Simon Maddalena	021 029 79419		
Simon Maddalena	021 029 79419		
Daniel McNaughtan	021 684 704		
Alice Rogers	0224177949		
James Bell	021676020		

### Craft Contacts

Craft	Type	Name	Mode	Detail
RAUKAWA CHALLENGER	Distress	Raukawa Challenger	VHF	ZMR7234

## 12.5 Certificate of Survey

### New Zealand Certificate of Survey

Issued under the provisions of Maritime Rule MR44.41 and MR44.42

#### Ship details

Name of ship	RUAKAWA CHALLENGER	MNZ number	122256
Primary port	WELLINGTON	Port of registry	NA
Total engine power (kW)	178	No of drives	1
Length overall (m)	8.00	Beam	2.60

#### Scope of certification

Categories	PASSENGER, NON PASSENGER, FISHING
Activities	RESEARCH FISHING & DIVING

#### Operational limits

This ship must not proceed beyond the following operating limits:

Operating Limit	Category	Operating area / Descriptor	Max Pass	Min Crew	Max Persons
EW	P	WELLINGTON, PORIRUA, NELSON, PICTON, LAKE WAIRARAPA. TRIPS TO BE UNDER 30 MINUTES	10	1	11
INSHORE	F	AS DEFINED IN RULE 20.2.	0	1	8
INSHORE	NP	WELLINGTON, KAPITI, NELSON/MALBOROUGH.	0	1	8
RI	NP	INSIDE A STRAIGHT LINE COMMENCING AT TURAKIRAE HEAD FROM THERE 205° FOR 3 MILES FROM THERE TO FOLLOW THE COAST WITHIN A DISTANCE OF 3 MILES TO A POINT 3 MILES FROM CAPE PALLISER AND THEN 0° TO CAPE PALLISER	0	1	8

THIS IS TO CERTIFY that the vessel meets the requirements of MR44.41 in all respect for the issuance of a Certificate of Survey and meets all applicable Maritime and Marine Protection Rules. The Ship and its equipment remain sound and serviceable and fit for their intended use but subject to any conditions or restrictions listed on the reverse of this certificate.

This certificate includes an Annex VI Endorsement (overleaf).

This certificate has 0 conditions.

This certificate is only valid if the conditions of MR19.64 are met.



Survey Certificate Number

036 - 23

Date of issue

28 SEPTEMBER 2023

Date of survey

12 SEPTEMBER 2023

Date of expiry

15 SEPTEMBER 2025

Signature of surveyor

*A. G. Coleman.*

Name of surveyor A. G. Coleman

Marine Surveyor number SRV 010

## New Zealand Certificate of Survey

### Expiry dates of other certificates required for this Certificate of Survey

Radio survey 04/2026

### Annex VI Endorsement

THIS IS TO CERTIFY:

1. That the ship has been surveyed in accordance with New Zealand's requirements under  
☒ rule 199.342 (domestic voyages)  
of the Marine Protection Rules Part 199 - Prevention of Air Pollution from Ships (Part 199).
2. That the survey shows that the equipment, systems, fittings, arrangements and materials fully comply with the applicable requirements of Annex VI of the International Convention for the Prevention of Pollution from Ships 1973, as modified from time to time (MARPOL).

This Endorsement is valid until 2029 subject to compliance with the requirements of surveys outlined in the ship's survey plan.

Completion date of the survey on which this Endorsement is made: 28 th of September 2023.




Signature of surveyor

*A. G. Coleman.*

Name of surveyor A. G. Coleman

Marine Surveyor number SRV 010

## 12.6 Fishing Vessel Registration Certificate

	
<b>New Zealand Fishing Vessel Certificate of Registration</b>	
<b>901285</b>	
<b>Raukawa Challenger</b>	
<b>ZMR7234</b>	
<b>13 October 2020 to 30 September 2025</b>	
<b>Victoria University - 8730069</b>	
<p>Subject to the provisions of the Fisheries Act 1996, any regulations and notices made under this Act and any conditions included with this Certificate, the Operator named above is authorised to use this vessel, or any tender of this vessel to take fish, aquatic life or seaweed for sale within New Zealand waters.</p>	
<div><div><b>COPY</b></div><div> 21.10.20 <b>Gerhard Wissing</b></div></div>	
 <b>Lynda Amitrano</b> General Manager Client Services	<p>This certificate of registration is issued under the authority of the Fisheries (Transfer of Functions, Duties &amp; Powers to Commercial Fisheries Services Limited) Order 2013.</p>