



VOLUNTEER MARINE RESCUE WHITSUNDAY
STANDARD OPERATING PROCEDURE
PASSENGER BRIEFING NOTES

Version: 4

PLEASE FOLLOW THE FORMAT SET OUT BELOW TO BRIEF ALL PASSENGERS UPON BOARDING AND BEFORE DEPARTURE. THE SKIPPER MAY DELEGATE THIS TASK TO A CREW MEMBER BUT THE LOG MUST BE SIGNED BY THE PERSON COMPLETING THE BRIEFING.

WELCOME AND INTRODUCTION	INTRODUCE SELF AND CREW
WEATHER	GIVE FORECAST AND EXPECTED CONDITIONS EN ROUTE
LIFE JACKETS	LIFEJACKETS MUST BE WORN AT ALL TIMES, ARE MANUALLY INFLATED. (SHOW TOGGLE.) CRUTCH STRAPS MUST BE USED.
NO SMOKING	SMOKING IS NOT PERMITTED ON OR NEAR VMR1 AT ANY TIME
SHIPS LOG	PLEASE ENTER YOUR NAME AND SIGN THE LOG
SEATING	PREFERRED SEATING IS IN THE MAIN CABIN AT ALL TIMES. BEFORE LEAVING THE CABIN YOU MUST HAVE CREW PERMISSION FIRST.
EMERGENCY PROCEDURES	LOCATION OF LIFERAFT – BUT BOAT IS FOAM FILLED. TENDER MAY ALSO BE USED AS A LIFERAFT. MAN OVERBOARD PROCEDURES – RAISE ALARM, LOOK AND POINT, DO NOT STOP POINTING UNTIL PERSON IS ALONGSIDE
MUSTER STATIONS	REAR DECK, FORWARD SIDE DECK. CREW WILL ADVISE
EMERGENCY EXITS	REAR DOOR, FRONT HATCH, SIDE WINDOWS
SLIPPERY SURFACES	USE CAUTION IF NOT SEATED
CREW ONLY AREAS	NO PASSENGERS PERMITTED ON BACK DECK WHEN TOWING. NO PASSENGERS PERMITTED ON FLYBRIDGE
INSTRUMENTS AND CONTROLS	DO NOT TOUCH ANY CONTROLS OR INSTRUMENTATION AT ANY TIME
TOILET	REAR OF CABIN. NO FOREIGN OBJECTS
ALLERGIES OR MEDICAL CONDITIONS	PLEASE ADVISE CREW IF YOU HAVE ANY ALLERGIES OR MEDICAL CONDITIONS
SUN	BE SUN SAFE
DEHYDRATION	WATER IS AVAILABLE ON BOARD
FOLLOW INSTRUCTIONS	FOLLOW INSTRUCTIONS OF SKIPPER AND CREW AT ALL TIMES, THEY KNOW WHAT TO DO