2026 SOUTH AUSTRALIAN WOMEN'S KEELBOAT REGATTA

3 - 5 October 2026

Cruising Yacht Club of South Australia

To be conducted by
Cruising Yacht Club of South Australia
Lady Gowrie Drive, North Haven

EMERGENCY MANAGEMENT PLAN
&
INCIDENT AND ACCIDENT REPORTING
AREA A

INCIDENT REPORTING

If you have an accident or have an injury during racing, please notify the Principal Race Officer, as soon as possible and complete an incident report form, available from the Boating Office or **CLICK (HERE)**

IN CASE OF AN ON - WATER EMERGENCY

Summary of Action Required

In all cases, contact The Principal Race Officer (PRO) on VHF 77 or 16 or by phone on mobile no. 0438 304 130.

Explain the situation in clear terms including:

- Nature of incident
- Location of incident
- Name, Sail number of boat involved
- Details of persons(s) injured
- Details of boat damage
- Details of assistance required

Area A

In the case of evacuation of an injured person(s):

Due to racecourse location the evacuation point will be the club Marine West dock next to the public boat ramp. This Evacuation Point is designed to reduce the time taken to render medical assistance if an ambulance is required in attendance.
The PRO will contact CYC Base by radio directly and prepare them for the emergency and ensure all resources of the Club will be made available to both the yacht crew and any further emergency authorities required.
On water and land-based resources of the club will be made available to deal with any medical evacuation in an emergency. This will include opening club gates and being available to direct an ambulance on foot as it arrives.

Other resources available as required depending upon the incident and response:

- Medical kits located on each CYC Duty Boat.
- Medical kits at the CYCSA main office and Western Marina lounge area.
- Defibrillators located in CYCSA main foyer, Western Marina lounge and on CYC2.
- Oxygen available at the CYCSA main office.

1 INTRODUCTION

This document is intended to consolidate information concerning contact details and procedures which will be of vital importance should an emergency arise during the lead up to, the progress of, or following the completion during the SAWKR at the CYCSA.

2 INCIDENT MANAGEMENT TEAM

Emergency Management Team:		
Principal Race Officer	Lou Hutton	0438 304 130
Racing Manager (OW)	Inese Lainis	0412 272 711
General Manager (OW)	Catherine Foreman	0403 199 931

OW – Off Water Team members

Incident Management Brief

- Control and coordinate the management of any incident.
- Provide the liaison with the on-water rescue boats and other agencies (e.g. Police, SA Coast Guard and Emergency Services).
- Receive notification of and undertake assessment of an incident.
- Maintain communication with the racing fleet and coordinate the activities of race participants as deemed necessary and appropriate.
- Control and coordinate media management activity.

3 INCIDENT MANAGEMENT TEAM RESPONSIBILITIES

Principal Race Officer

- Coordinate/direct contact with emergency agencies.
- Direct team members to tasks according to nature of incident.
- Brief the competitors.
- Contribute to the review, post analysis and update of Incident Management Plan.
- If the PRO is unavailable her role will be taken over by the Sailing Operations Manager.

Members

- Undertake responsibilities as directed by the PRO.
- Respond to competitor and internal enquiries.
- Maintain listening watch on marine radio and maintain access to mobile phone contact

4 THE INCIDENT MANAGEMENT PLAN

Levels of Incident

The PRO is responsible for determining Initial Assessment of the Level of Incident reported. Initial Assessments shall be classified as:

- Severe,
- Major or
- Minor Incidents.

On receiving notification of an incident or circumstances that may lead to an “emergency” situation, the PRO will assess the situation and, if deemed appropriate immediately contact CYC Base and appropriate Emergency Services. Under circumstances where a May Day or Pan Pan call has been transmitted, alert all on water rescue boats.

If, when making the assessment, the PRO is in doubt as to the level of potential incident involved, they shall make the more severe interpretation of the situation.

LEVEL 1 – SEVERE INCIDENT	**Major Severity/Impact:** e.g. Potential loss of life; medical emergency, MOB if contact is lost, MAYDAY called, severe weather warning.
Response:	• Immediate • The Principal Race Officer, notify all rescue boats, CYC Base & Emergency Services • Fleet may be informed of incident in case assistance is required.
LEVEL 2 – MAJOR INCIDENT	**Moderate Severity/Impact**: e.g. Major damage to vessel(s), potential weather deterioration, potential severe incident outcome, MOB, serious injury.
Response:	• Police notified by Principal Race Officer • Off Water team put on standby by PRO. • Call for ambulance service if required. • Fleet informed of incident in case assistance is required.
LEVEL 3 – MINOR INCIDENT	**Minor Severity/Impact:** e.g. minor injury, /minor medical call.
Response:	• Skipper to notify the PRO. • Incident report completed and filed. • No further action.

5 INCIDENT MANAGEMENT PROTOCOLS

The PRO will have control/authority over issues concerning the continuing conduct of the day's racing.
Police will have sole authority to notify Next of Kin in the event of a fatality.

Emergency Procedures

Emergencies may include:

- Weather deterioration
- Man overboard
- Sinking vessel
- May Day call
- Potential or actual loss of life
- Serious Injury

6 EMERGENCY EVACUATION LOCATIONS

Due to racecourse location the evacuation point will be the club Marine West dock next to the public boat ramp. This Evacuation Point is designed to reduce the time taken to render medical assistance if an ambulance is required in attendance.
The PRO will contact CYC Base by radio directly and prepare them for the emergency and ensure all resources of the Club will be made available to both the yacht crew and any further emergency authorities required.
On water and land-based resources of the club will be made available to deal with any medical evacuation in an emergency. This will include opening club gates and being available to direct an ambulance on foot as it arrives.

7 USING THE INCIDENT MANAGEMENT PLAN

Any stakeholder may make the notification of a potential situation which may be assessed as an "emergency" situation or "incident".

Notification of a situation for assessment may come from:

- Any competitor or competing yacht
- Adelaide Coastguard
- Race Management Team
- BoM - Weather Report

Notification could be made by:

- Marine Radio
- Telephone
- Other

The PRO has the responsibility to assess the situation and activate any necessary response.
This does not, however, remove or replace any emergency response or notification by emergency services who will make their own assessment and determine their response.
Notification and response actions shall be logged with time, date, name of reporting person, telephone number or contact details and details of the report. This will be undertaken by the Boating Office / CYC Base.

8 RESPONSIBILITIES

Competitors:

Competitor's attention is drawn to fundamental RRS 1.2 and 3.
Competitors shall make their own decision to start or proceed in a race, taking into consideration the prevailing conditions at the time.
Skippers have the responsibility to ensure that their crew have the appropriate safety gear at hand and ensure the wearing of personal flotation devices when on the water.

Race Management:

All Race Management personnel will abide by the Sports Officials "Code of Ethics" and place the safety and welfare of the participants above all else and accept responsibility for their actions.

9 CONTACT INFORMATION

Emergency – Fire, Police, Ambulance	000
Adelaide Coastguard	8248 6100
Principal Race Officer	0438 304 130
General Manager	0403 199 931
Racing Administrator	0412 272 711

Area A - CYCSA Base VHF 77
Area B - PASC Base VHF 72