

ENVIRONMENTAL

All customers and contractors must be aware of their environmental responsibilities related to the repair and maintenance of vessels in the boat yard and must comply to the rules at all times.

DROP SHEETS – required for ALL painting activities.
NO WET SANDING

DRY SANDING/DISC SANDERS – permitted only with approved vacuum equipment. NO GRINDING, WELDING, SAND BLASTING or WATER BLASTING.

SPRAY PAINTING – requires management approval and approved contractors only.

HAZARDOUS LIQUIDS – such as fuels, oils, cleaners and paints must be handled correctly, stored safely and with care. The containment of waste oil and other hydrocarbons in the boatyard is essential. Use large drip trays and oil absorbent pads to contain and control any spills. Removal of significant quantities of hazardous liquids such as fuels shall only be done by approved contractors and must have management approval.

SPILLS – the boatyard has a comprehensive Emergency Spill Response Plan and equipment to clean up any spills onsite. In the event of a spill please contact the office for assistance.

The boatyard reserves the right to charge an additional fee to clean up substandard work sites. Non-compliance with any of these rules may also result in enforcement action by the yard and relevant authorities.

WASTE DISPOSAL

USED OIL INCL FILTERS & RAGS	USED OIL BUNKER IN YARD
SOLVENTS	SOLVENT DISPOSAL STATION AT PAINT SHED
OLD BATTERIES	STORAGE UNIT BEHIND PAINT SHED
ANTIFOULING SCRAPINGS	SKIP BINS
GLASS, CARDBOARD & PLASTIC.	RECYCLING STATIONS IN MARINA

HEALTH & SAFETY

All accidents and incidents must be reported to the Boatyard Office. All contractors must register at the Boatyard Office.

HAZARDS

TRAVEL LIFT – machine has right of way - keep clear of Travel Lift when in operation.

TRAILER HAUL OUT RAMP – NO unauthorised persons in this area when operating. THIS IS NOT A PUBLIC LAUNCH RAMP

WATER BLASTERS – keep clear of wash pad during operation.

MOVING VEHICLES – NO unauthorised vehicles in the boatyard 10kph speed limit.

TRIPS/SLIPS/FALLS – take care on uneven ground and keep work site clear of trip hazards.

WORKING AT HEIGHT – all scaffolding must be well maintained and meet NZ Regulations.

LADDERS – only approved ladders to be used and secured to boat at the top by boatyard staff. Ladders must not be used as work platforms.

CRADLES & PROPS – must not be tampered with. Only boatyard staff are authorised to move them.

ELECTRICITY – all electrical cords must be Tag Tested and in safe condition, kept from damage and unplugged in wet conditions.

DUST – no sanding without approved vacuum system – keep all vehicle movements to a minimum.

CHEMICALS – the use and disposal of chemicals must comply with BOI Boatyard Environmental Management Practices.

ANTIFOULING – In accordance with **WORKSAFE** and the **E.P.A.** persons working with antifouling paints must wear protective clothing (including gloves, eye protection and respirators).

EMERGENCY TELEPHONE NUMBERS

FIRE/AMBULANCE/POLICE 111
MARINA BOATYARD 09 402 7124 VHF 73
EMERGENCY 24 HRS 027 24 69 423
ENVIRONMENTAL HOTLINE 0800 504 639

Bay of Islands Boatyard is a work site,
all New Zealand workplace rules
and regulations apply.



TRAVEL LIFT HAUL OUT & RELAUNCH GUIDE

The prospect of hauling a vessel can be daunting, if you have any questions or concerns, please do not hesitate to ask staff for assistance.

OUR TEAM IS HERE TO MAKE THIS PROCESS
AS SMOOTH AS POSSIBLE.



23 Baffin Street Port Opua Bay of Islands NZ
 Ph: 09 402 7124 Mob: 027 246 9423
 VHF Channel: 73 Call Sign: Bay of Islands Marina
 Email: boatyard@boimarina.co.nz
www.boimarina.co.nz

BOOKING

This can be done at the Boatyard office, by phone or email, or using our online form. A completed Customer Registration Agreement is required prior to the presentation of the vessel for lifting.

Any special requirements specific to your vessel or the reasons for your haul out (double straps, rudder, engine, prop shaft removal, special location in the yard etc.) should be made known at the time of the booking, not when the vessel is presented for lifting.

THE APPROACH

The Travel Lift well is located between J and K piers in the southern end of the marina. The Travel Lift Well runs at 90 degrees to the tidal flow, this along with wind direction must be taken into account when lining your vessel up for the approach. **Do not enter the Travel Lift Well** until the machine is in position and the operator has signaled he is ready for you (it is very difficult to move the belts under a stationary vessel). All fenders must be lifted on deck, the large yellow piles at the entrance of the Well are covered with foam rubber and the travel lift team will assist your entrance with catch poles.



If at anytime you have concerns with entering the well please let us know, we can arrange a tender to assist or rope your vessel in from the work jetty.

ENTERING BOW FIRST

A vessel entering the Travel Lift well should be travelling slowly in the centre of the well. The vessel should be brought to a stop once the forward strap is close to the lifting position.

The skipper should remain on the helm and keep the engine running in neutral gear until advised to turn if off by the Travel Lift operator. The vessel will be gently held by the forward lifting strap until the aft strap has been positioned. When the aft strap is in place, the forward strap will then be adjusted.

Once the vessel is secured in the lifting straps and the engine is turned off, all persons onboard will be directed to offload from the vessel before it is lifted clear of the water.

ENTERING STERN FIRST

A vessel entering stern first should follow the same rules as for bow first entry. The skipper should bring the vessel to a stop once the vessel is in the well and over the lifting straps. A close watch must be kept above and behind to insure the vessels rigging does not come in contact with the main beam of the Travel Lift. The travel lift team will hold the vessel in position while the lifting straps are positioned and the weight is taken. The bow strap will be positioned first followed by the aft.

Once the vessel is secured in the lifting straps and the engine is turned off all persons onboard will be directed to offload from the vessel before it is lifted clear of the water.

RELAUNCH

The vessel will be returned to the Travel Lift well and lowered into the water, at this point the skipper and crew will be allowed to board the vessel. The vessel will be held in the straps to allow the skipper to check for water leaks, start the engine and ready the vessel to depart. Once all checks are done and the skipper is ready he signals the Travel Lift operator. The lifting straps will be lowered clear of the vessel while it is being held by the Travel Lift team, the Travel Lift operator will signal when it is all clear and the vessel can exit the well slowly.

The vessel must not be moved until the Travel Lift operator has given the "ALL CLEAR"

GENERAL RULES

- All vessel movements within the well should be slow to avoid any turbulence which may disrupt lifting strap placements or cause them to come in contact with propellers.
- **The skipper is responsible for determining the lifting positions - not the Travel Lift staff.**
- The Travel Lift driving position does not always allow for a clear view of the lifting marks, the skipper or vessel crew should check placement before weight is taken.
- The role of the Travel Lift team is to hold the vessel stationary in the well to facilitate the placing of the lifting straps, or in the case of a relaunch (their removal). Navigation of the vessel remains at all times the sole responsibility of the skipper.
- For all sailing vessels with a LOA exceeding 40 feet or vessels with a bowsprit, the forestay will need to be removed. Alternatively, a stern entry may be considered providing there are no protrusions such as aerials, radar towers, wind vanes or Biminis. The backstay may need to be removed in some occasions. If you have any concerns regarding this please discuss with the Travel Lift office at time of booking.
- **All such removals/releases must take place prior to the vessels presentation for haul out.**

Please refer to our Terms & Conditions for any further information.

