

## Waka Ama Club Safety Officer

The following is a simple guide as to what should be done both on and off the water, to assist the club, employees, volunteers and the public in general to provide a safe Waka Ama environment.

Waka Ama New Zealand strongly recommends that each club puts in place a list of safety policies and procedures to assist your club. These could be a set of rules that clubs members agree to abide by, this would be monitored by a Club Safety Officer. The officer should be someone who is experienced with on-the-water and off-the-water safety elements.

### CLUB SAFETY OFFICER

There are a number of duties that a safety officer carry out, this includes:

- Waka maintenance
- A log book or contact sheet of Waka out on the water at any time – this could even be a text from paddlers going out and how long they will be
- Regularly communicating required and recommended safety gear as per Waka Ama NZ rules
- Ensuring compliance with New Zealand Maritime Rules and Local Bylaw and communicating these to the club and paddlers (*please check with your local council*)
- Checking the weather and communicating conditions to paddlers
- Rescue towing, capsizing and swamping procedures
- Encouraging the Club to adopt a safety plan including what to do in emergencies
- Encouraging the Club to adopt policies for the management of risks on and off the water

Club Safety officers will also play an important role at Waka Ama Events such as:

- Making volunteers and officials aware of their duties to ensure the safety of event participants
- Carrying out safety checks at events
- Ensuring there is a first aid kit or medical professional on hand
- Ensure all volunteers and officials are aware of all emergency procedures on and off the water.



### LOCAL BYLAWS

The aim of local bylaws is to ensure the safety of waterway users and reduce the conflicts between different water-based activities – whether on lakes, rivers or harbours, and whether you are water skiing, swimming, boating, kayaking, jet skiing, or paddling.

Instant fines may be given for offences against a regional bylaw, and for more serious offences you may be prosecuted. Check with the area you are paddling in to determine the specific bylaws.

#### **North Island**

Auckland: [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz)

Bay of Plenty Region: [www.boprc.govt.nz](http://www.boprc.govt.nz)

Gisborne District: [www.gdc.govt.nz](http://www.gdc.govt.nz)

Hawke's Bay: [www.hbrc.govt.nz](http://www.hbrc.govt.nz)

Manawatu-Wanganui: [www.horizons.govt.nz](http://www.horizons.govt.nz)

Northland Region: [www.nrc.govt.nz](http://www.nrc.govt.nz)

Taranaki Region: [www.trc.govt.nz](http://www.trc.govt.nz)

Waikato Region: [www.waikatoregion.govt.nz](http://www.waikatoregion.govt.nz)

Wellington Region: [www.gw.govt.nz](http://www.gw.govt.nz)

#### **South Island**

Environment Canterbury: [www.ecan.govt.nz](http://www.ecan.govt.nz)

Central Otago District: [www.codc.govt.nz](http://www.codc.govt.nz)

Grey District Council: [www.greydc.govt.nz](http://www.greydc.govt.nz)

Marlborough Region: [www.marlborough.govt.nz](http://www.marlborough.govt.nz)

Nelson City: [www.nelsoncitycouncil.co.nz](http://www.nelsoncitycouncil.co.nz)

Otago Regional Council: [www.orc.govt.nz](http://www.orc.govt.nz)

Queenstown Lakes District: [www.qldc.govt.nz](http://www.qldc.govt.nz)

Southland Regional Council: [www.es.govt.nz](http://www.es.govt.nz)

Tasman District Council: [www.tasman.govt.nz](http://www.tasman.govt.nz)

West Coast Region: [www.wcrc.govt.nz](http://www.wcrc.govt.nz)

### **MARITIME NZ FREE RESOURCES AND PUBLICATIONS**

<http://www.maritimenz.govt.nz/Recreational-Boating/Publications/Publications-and-resources-for-recreational-boaties.asp>

#### **MORE INFORMATION IS INCLUDED IN THE:**

[Maritime Transport Act 1994](#) [New Zealand Legislation: Acts]

[Local Government Act 1974](#) [New Zealand Legislation: Acts]

[Resource Management Act 1991](#) [New Zealand Legislation: Acts]

### **MARINEMATE SMARTPHONE APP**

The MarineMate smartphone app has local boating bylaws and information for most New Zealand regions.

[MarineMate smartphone app](#)