



---

## Harbours

### Safe Working Practices

---

#### **BACKGROUND**

The Health and Safety at Work Act 1974 applies equally to the land side of harbour operations as it does to other transport terminals. Thus the principles and procedures addressed throughout this Manual also apply to the officers and others, including members of the public, working in or visiting the three inner harbours of Brixham, Torquay and Paignton, when and where appropriate.

The Harbour Masters will be conversant with the many additional Acts and Regulations that apply specifically to marine craft and the use of ports and harbours, the Docks Regulations of 1988 being one.

Applicable regulations also include the COSHH Regulations 1999; Noise at Work Regulations 1989; the Ionising Radiations Regulations 1985 and the Electricity at Work Regulations 1989. Others such as the First Aid Regulations 1981 (as amended 1989) and the Diving Operations at Work Regulations 1981 (as amended) are also pertinent to harbour activities in TORBAY.

#### **LOCAL INSTRUCTIONS**

Officers should be fully conversant with the Senior Harbour Master's Standard Operating Procedures (SOPs), including plans and procedures required to manage emergencies within the Torbay Harbour area. The content of local instructions are not repeated here due to their somewhat specialist nature.

Matters such as a small craft safety, the procedures associated with the arrival and departure of merchant vessels and pleasure craft, are specific to the harbour's environment and will be addressed in written instructions issued by SHM Torbay.

#### **OTHER CONSIDERATIONS**

The principles of the Health and Safety at Work Act 1974 apply to harbour activities, amended as appropriate by the Dock Regulations 1988. Harbour Masters must therefore ensure that work activities within their harbour areas meet the following criteria of the Act:-

- A written assessment of the risks involved in a particular activity must be made and retained for reference in the event of an accident. This applies particularly to the Control of Substances present within harbour areas and Noise at Work.
- Planned maintenance must be thorough and written records maintained of all tests and inspections.

- A system of monitoring and control must be introduced where a hazardous situation is assessed to exist and records of such action maintained.
- Employees must be trained and relevant written records of all training kept for inspection.
- Procedures must be reviewed and evaluated from time to time and necessary changes introduced where appropriate.

Accident prevention, investigation and reporting procedures outlined elsewhere in this document apply to work within the harbour area.

The use of Competent Persons, Safe Systems of Work and Permit to Work apply equally to harbour operations as elsewhere (see this Manual for further guidance).

Contingency plans must be maintained to combat any emergency, ashore or afloat. Particular attention must be paid to Fire Prevention and the precautions appropriate to any hazardous, explosive or highly flammable area within the confines of the harbours.

Health and safety in the workplace includes health and safety in the office. See this Manual for further guidance on Office Safety, Fire Precautions and First Aid at Work.