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| PORT OF OLYMPIAHarbor Patrol |  |
| operations - safety | Policy 2.5 |
| PURPOSE:To establish clear POHP safety policy for all officers, crewmembers, and guests aboard HP–1. | Adopted: 09/01/2015Revised:  |

#### policy

1. All personnel aboard HP – 1 shall properly wear a US Coast Guard approved (*commercial* use) personal flotation device (*PFD*) while the vessel is in service. PFDs shall always be worn as the outermost garment.
2. There shall be no smoking or any open flame aboard any Port of Olympia vessel or on the areas around the vessel.
3. All emergency operations equipment shall be checked and maintained as necessary for operational readiness prior to commencing the duty patrol. All vessel equipment shall be properly stowed prior to commencing the duty patrol.
4. The Captain and crew members aboard HP–1 shall at all times maintain a proper lookout – visually, aurally, or by any other available means – as to the prevailing circumstances and conditions so as to maintain situational awareness; and thereby avoid the risks of injury, collision, or other damage.
5. HP – 1 shall not operate for scheduled, routine patrols during severe weather conditions.
6. Emergency operations under severe weather conditions are at the discretion of the Captain, in consultation with a POHP Commander; and with consideration given to crew safety and the nature of the emergency.
7. Severe weather conditions include:
8. Zero visibility
9. High winds; e.g., "Small Craft Warnings" when sustained winds exceed 25 mph.
10. EMERGENCY RESPONSE: During an emergency response, the Captain of HP–1 will evaluate the nature of the emergency. Unless there is an eminent threat of injury or death related to the response, the Captain will ensure that the responding with vessel will not leave a potentially damaging wake.
11. GROUNDED VESSELS: POHP crews shall not use any Port of Olympia vessel to pull a grounded vessel free from its grounding.
12. POHP crews may use the LRB to remove the occupants of a grounded vessel to a safe location, if the safety and well-being of those occupants warrants their transfer.
13. Before leaving an occupied, grounded vessel, POHP crews should:
14. Ensure the safety and well-being of those aboard a grounded vessel.
15. Advise occupants of a grounded vessel to don PFDs and remain with their vessel until tidal waters free the vessel.
16. Ensure that the occupant(s) of a grounded vessel have a functional means of communication and a supply of water.
17. IN-WATER OPERATIONS: When persons are in the water and in proximity to HP – 1, the vessel outdrive shall remain in neutral to avoid striking the person(s) with the propeller.
18. The HP – 1 outdrive should remain in neutral any time crewmembers are working from the aft swim step.
19. Whenever crewmembers are working from the aft swim step, another crew member must be in constant communication with the helm.
20. POLICY DEVIATION: In certain emergency situations, circumstances may warrant deviation from established POHP Policies. In this event, the Captain will note in the patrol log the circumstances, factors considered, and decisions leading to the deviation of policy. Additionally, the Captain shall notify a POHP Commander at the earliest opportunity.