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	<b>Hydrology Operations Manual</b>	

## Site Inspections: Use of Boats –Lake Sampling

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### Overview:

The purpose of this procedure is to ensure safe use of boats when sampling in rivers and lakes with particular considerations for protecting the waterway from introduced biohazards.

### Licenced Skipper:

Only qualified staff members with a current “Permit to Operate” will skipper any boat involved in sampling.

### Skippers Responsibilities:

Prior to leaving the yard:

- Carry out checks on the boat and its safety equipment as per the crafts SSM manual.
- Ensure the boat has a current SSM certificate.
- Check the local weather forecast.
- Ensure there are enough lifejackets for all those on board.
- Ensure there is enough fuel for the trip, plus plenty in reserve.
- Ensure the boat and trailer is clean, dry, and free of weed.
- Arrange a designated office contact and inform them of your intentions.

Prior to launching:



- Carry out final safety checks.
- Review local weather conditions and determine whether it is safe to proceed.
- Ensure the bungs are in.
- Conduct a safety briefing for the staff crewing the boat.
- Ensure all staff are wearing lifejackets.
- Contact the designated office contact and inform them of your destination, numbers and names of those aboard, departure point and ETA.

On return to the shore:

- Contact the designated office contact and inform them of your safe return.
- Remove any weed from the trailer.
- Carry out final checks on the boat.
- Wash boat either at the site (if possible) or back at the yard on return.
- If the boat is to launch again in another catchment, spray the boat with a 5% detergent spray.

### General:

All Horizons staff crewing the boat shall read HMP 3, Use of Boats. The skipper is in charge at all times. All staff shall wear a lifejacket while afloat at all times.

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### Lake Horowhenua Special Conditions:

-Lake Horowhenua is a Maori (Muaupoko Iwi) owned lake and we access the lake with the permission of the Lake Horowhenua Trustees, and the Lake Horowhenua Domain Board.

To help minimise the risk of introducing new aquatic weed and or algae species to the lake the following conditions must be adhered too:

- Rubber Ducky “VP848” (or its replacement) only is used on the Lake for sampling purposes.
- The boat is checked for cleanliness before entering the lake / leaving the shed.
- The primary task for this vessel will be sampling Lake Horowhenua.

### Cleaning procedure:

- After leaving the water remove all weed from the trailer, propeller and boat, at the ramp.
- Return to depot and take the boat to the cleaning bay.
- Scrub the boat and trailer with detergent (minimum 5% solution), and wash off with the high pressure hose.
- Store the boat in the shed and allow to dry.

If the boat has been used in another waterway, clean as above and spray with a Didymo Spray (5% detergent mix) prior to using the boat on Lake Horowhenua.

### Lake Horowhenua Buoy deployment and maintenance:

For the initial deployment and occasional maintenance, a larger more suitable vessel may be required.

- Preference is to charter the Horowhenua Sailing Club’s Rescue boat and driver, as this vessel is used already on the lake and reduces contamination concerns.
- Vessels other than this boat will need permission in writing from the Domain Board.
- Vessels will be cleaned as per our protocol above. (May not be at the depot)