

# JCU BOATING WORK HEALTH AND SAFETY MANAGEMENT FRAMEWORK

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## 1 Purpose

The purpose of this document is to describe the components of the JCU Boating Work Health and Safety Management System Framework. The Framework also summaries JCU legislative requirements relevant to boating activities and JCU's approach to ensuring compliance with these requirements.

Each component is critical to ensure the safety of persons involved in boating activities. This document demonstrates how each component contributes to providing safe systems of work.

## 2 Scope

This framework covers all boating activities under the control of JCU.

This includes work, research or a recognised program of study at JCU and includes undergraduate, postgraduate studies and collaboration with outside agencies.

The framework applies to boating on Queensland and Australian waters, international waters and other waters. Other waters may be where JCU teaching and research projects involve the use of a vessel on a body of water that is not within the definition of Queensland or Australian waters, for example ponds or dams or private property.

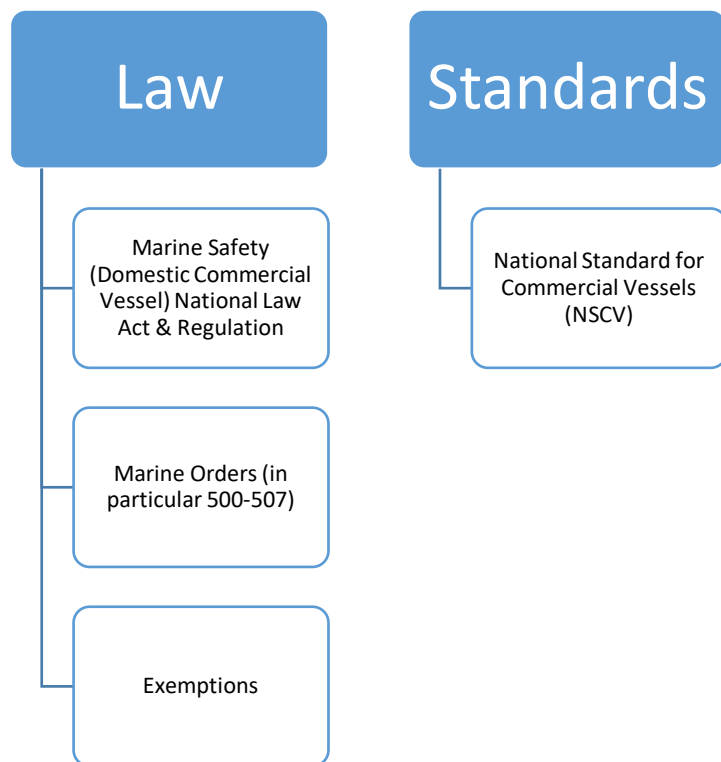
The framework does not include diving as a boating activity. The JCU Diving Work Health and Safety Management Framework should be referred to for diving activities at JCU.

The framework does not include the procurement of vessels for JCU.

Marine Order 504 requires each vessel to have an individual vessel safety management system (SMS). This framework is not the individual vessel SMS as defined by Marine Order 504. This framework compliments and provides direction around the development and review of the individual vessel safety management systems.

### 3 Boating legislation and how it applies to JCU

This section provides an overview of Australian Maritime Safety Authority (AMSA) legislation as it applies to Domestic Commercial Vessels (DCV):



#### 3.1 Law (Must Follow)

##### 3.1.1 Act and Regulations

- *Marine Safety (Domestic Commercial Vessel) National Law Act 2012* (the National Law)
- *Marine Safety (Domestic Commercial Vessel) National Law Regulation 2013* (the regulations)

##### 3.1.2 Marine Orders

Marine orders are regulations made under Commonwealth legislation, they contain detailed requirements and processes ensuring legislation keeps up to date with technical and operational advances in maritime safety environment protection.

For marine orders that apply to DCVs, marine orders are made under the *Marine Safety (Domestic Commercial Vessel) National Law Act 2012*. Marine orders that relate to DVCs include marine orders 500-507.

##### 3.1.3 Exemptions

The National Law allows the National Regulator, in certain cases, to grant exemptions from the National Law or parts of the National Law.

The power to grant an exemption can be found in section 143 of the National Law and requires that AMSA as the National Regulator must not grant an exemption unless satisfied that the exemptions, taken together with any conditions to which the exemption is subject to, will not jeopardise safety of a person or a vessel.

### 3.2 Standards (Must follow unless if it is not reasonably practical to follow, then a safe alternative must be implemented)

The National Standard for Commercial Vessels (NSCV) and other technical standards do not legally form part of the National Law. The NSCV provides standards for vessel survey, construction, equipment, design, operation and crew competencies for DVCs.

## 4 Boating Safety Standard at JCU

### 4.1 Boating WHS Management Framework

This framework shall be maintained as part of the JCU Work Health and Safety Management System by the Work Health and Safety Unit (WHS Unit) in consultation with the JCU Boating and Diving Office.

Changes to this framework are required to be endorsed by the Work Health and Safety Advisory Committee (WHSAC) and approved by the Chair of WHSAC.

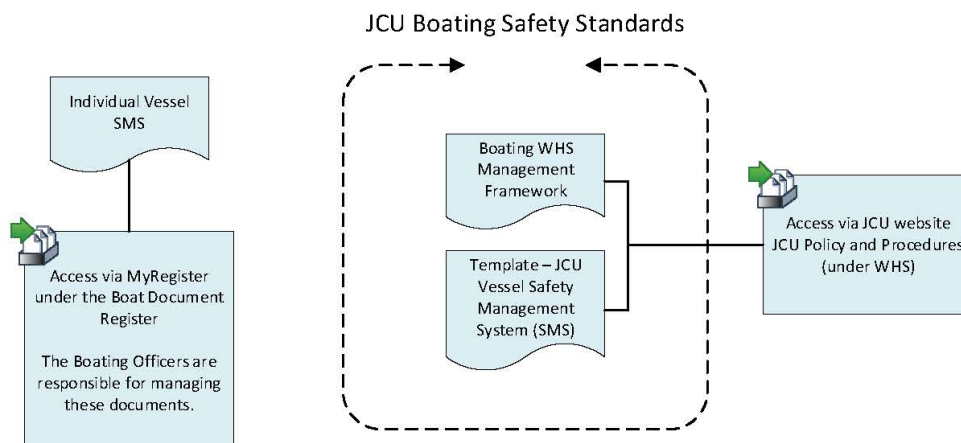
To ensure the Boating WHS Management System is effective, this framework will be reviewed every three years.

Reviews may be required outside the nominated three-year cyclic review period, due to:

- Legislative changes;
- System failures reported or identified during incident investigations;
- Suggestions from employees directly or via consultation arrangements; or
- Industry changes.

Figure 1 details the management of the boating safety management documents.

## Management of Boating Safety Standards



### How are changes to JCU Boating Safety Standards managed?

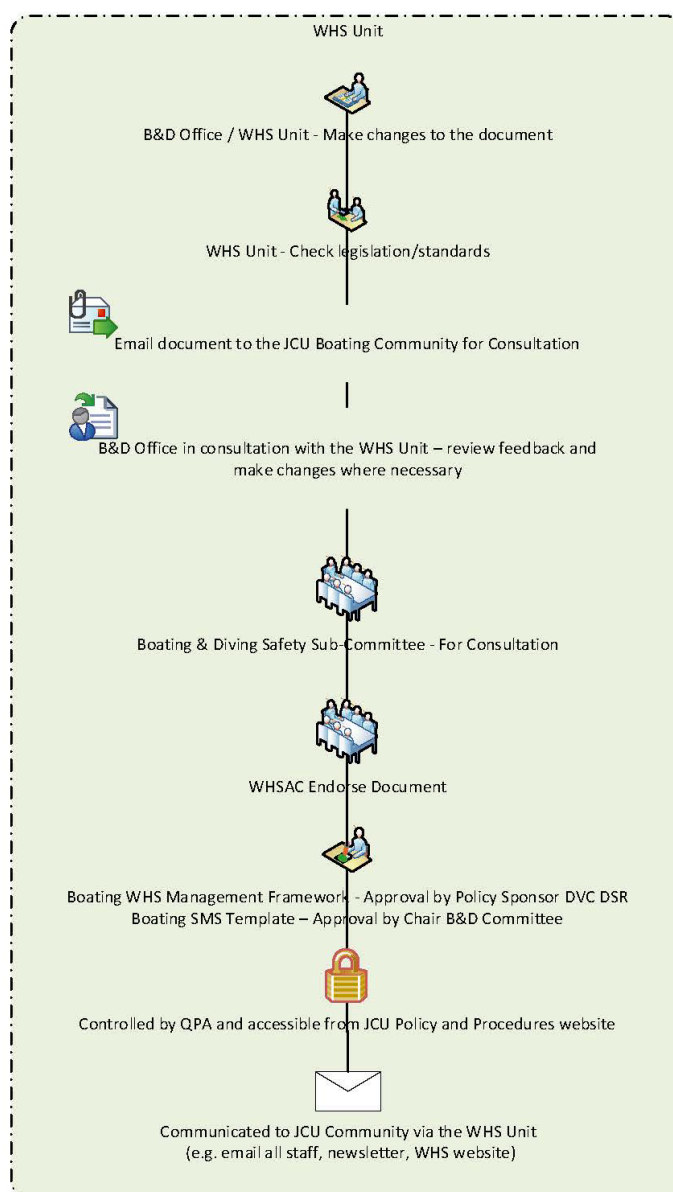


Figure 1 Management of Boating Framework and Vessel SMS

## 4.2 Vessel Safety Management System (SMS)

Each vessel is required to have an SMS that is specific to the vessel.

The objective of the vessel SMS is *'to prevent human injury or loss of life, avoid losses due to damage and avoid damage to the environment'* (NSCV Part E).

SMS's must be **implemented** and **maintained** for every vessel owned by JCU.

All Vessel Masters must have an understanding of the SMS for the vessel they intend to operate.

JCU has created a SMS template as the base document. This template is modified for each JCU owned vessel with the vessel's unique procedures.

JCU SMS Template:

- The Boating and Diving Office are responsible for the creation and maintenance of the SMS template.
- The SMS template is reviewed annually, or earlier, if required due to changes to the SMS template, legislative changes, Vessel Masters reports or incidents.
- The SMS template is endorsed by the B&D committee and WHSAC.
- The SMS template is approved by the B&D committee Chair.
- The latest SMS template is posted on JCU WHS Website with the JCU Boating WHS Management Framework.

Individual Vessel SMS:

- Each vessel's SMS must be tailored to reflect the size, complexity and area of operation, as well as the risks unique to the vessel and its operation. The JCU SMS Template is used as a base document and modified to suit the vessel.
- Each Boating Officer is responsible for the creation and maintenance of the JCU Vessel SMS for the fleet vessels under their control.
- The individual vessel SMS's are reviewed annually.
- A hard copy of the SMS is maintained on each vessel.
- The latest version of the SMS can be found on MyRegister under the individual vessel documents.

Implementation of the vessel SMS:

- All Vessel Masters must implement and comply with the SMS for the vessel they intend to operate.
- The Vessel Master is responsible for reporting any improvements or errors in the SMS to the Boating and Diving Office.

## 4.3 B&D Sub-Committee

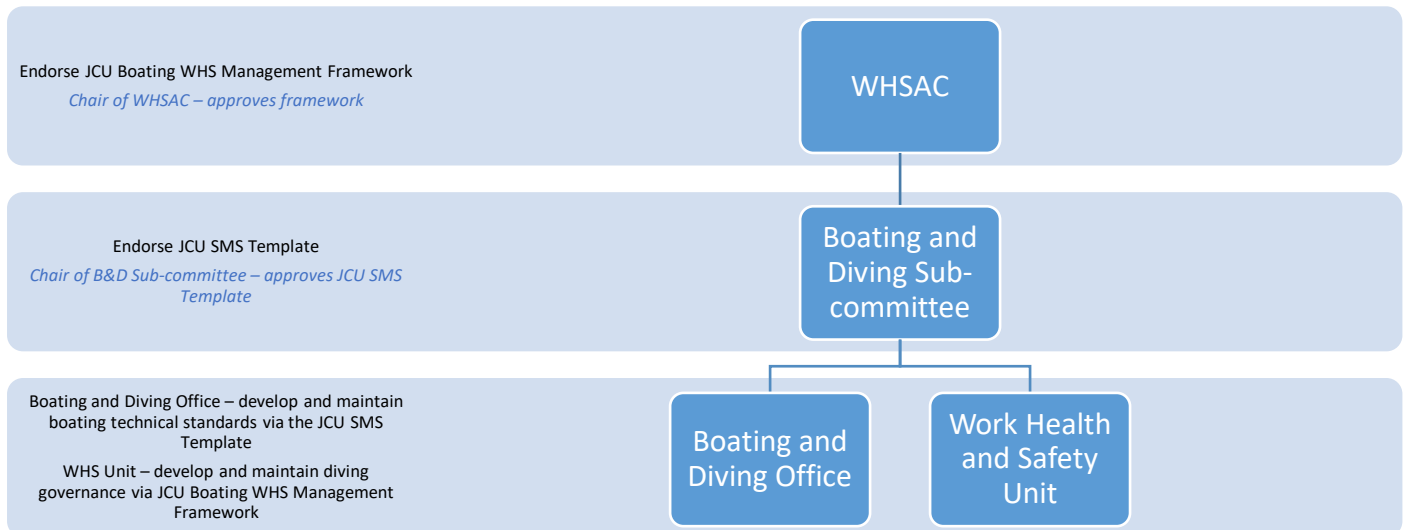
JCU has established a University Boating and Diving Safety Sub-Committee of the Work Health and Safety Advisory Committee (WHSAC).

The Sub-Committee is a consultative committee to promote co-operation, improve communication, information sharing and understanding between the Boating and Diving Office and key stakeholders within the JCU community. This enhances transparency, accountability and trust within the University.

The Sub-Committee contributes an academic perspective to inform the development and review of boating and diving framework, processes and priorities.

The Sub-Committee provides the opportunity for constructive consultation on boating and diving issues such as legislative, industry and technology changes to ensure improvements are practical for the organisation and the user.

The WHS Unit is responsible for administering the sub-committee. Refer to the B&D Sub-Committee terms of reference for more details.



#### 4.4 Boating Officers – why are they important and what is their main purpose?

The nature of boating at the University is very diverse. The skill level and experience of the Vessel Masters varies greatly.

For these reasons, the management of boating at the University is overseen by appointed Boating Officers. The Boating Officers shall have a high level of qualification and experience in boating.

The Boating Officers ensure the trips are conducted in accordance with JCU minimum standards, legislative and industry requirements.

The Boating Officers are specialist advisors to the University. The Boating and Diving Officers' technical responsibilities are detailed in the Vessel SMS Template. The Boating Officers act as the official representatives for JCU in matters concerning boating activities.

The Boating Officers are responsible for establishing and approving training protocols or standards through which a person can satisfy the requirements of JCU vessel SMS requirements. The Boating Officers can issue and revoke boating authorisations.

The Boating Officers establish the criteria for equipment selection and use.



## 5 Components of JCU WHS boating safety management system

As with every safety management system, the Boating Safety Management System at JCU involves a number of key components. As illustrated in the figure 2, ensuring safe boating activities requires all of the components of the system to be working effectively. JCU Boating WHS Management System follow the principles provided by *AS/NZS ISO 45001:2018 Occupational health and safety management systems*. By adopting this framework, JCU can demonstrate continuous improvement, fulfilment of legal and other requirements and achievement of objectives:

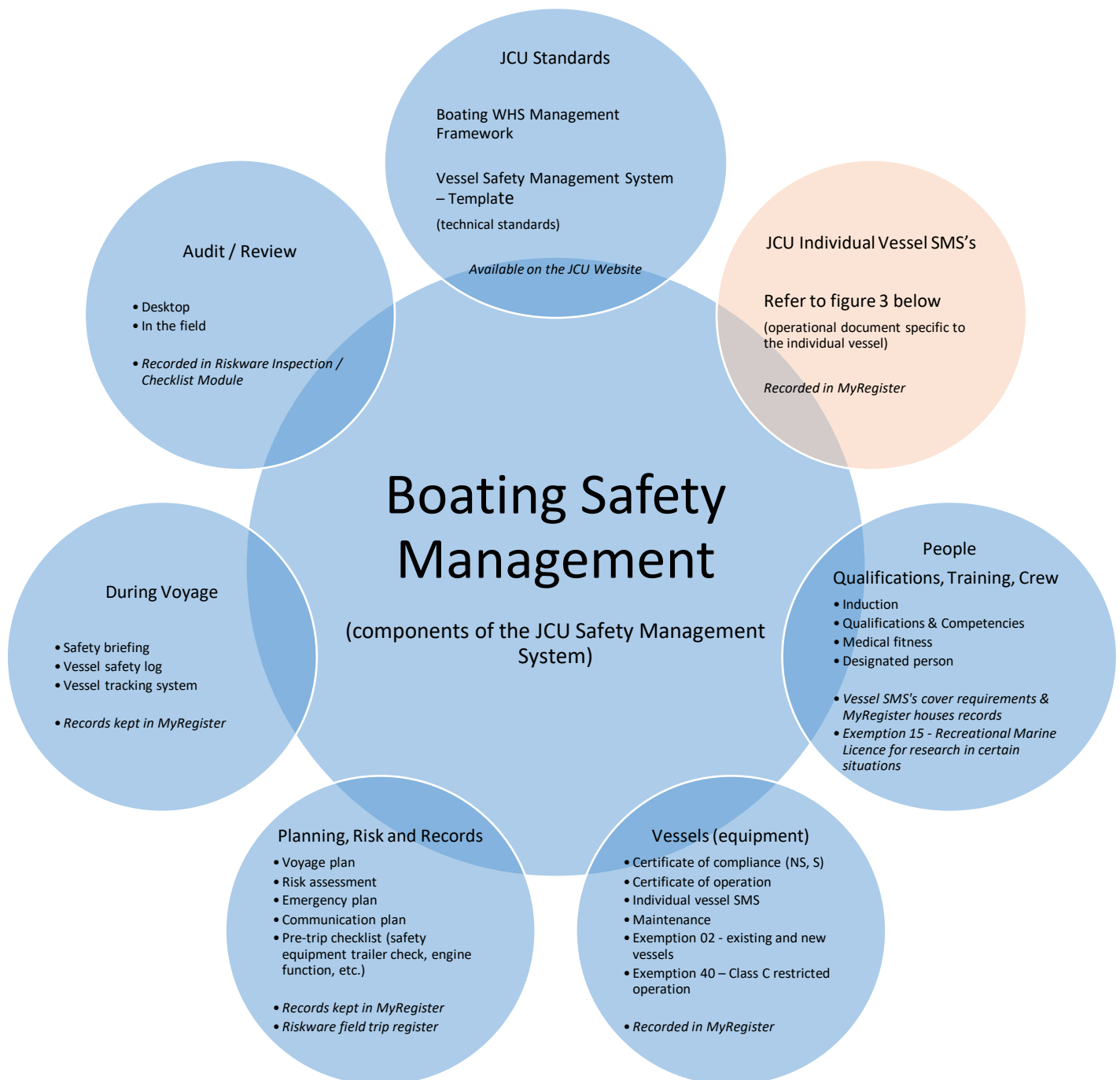


Figure 2 JCU Boating Safety Management

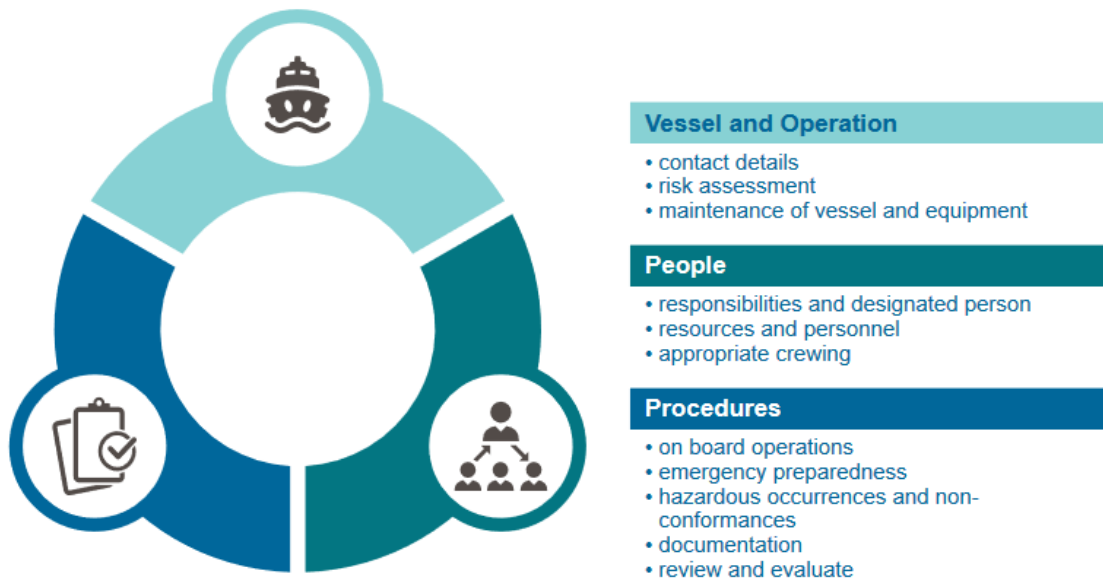


Figure 3 Individual Vessel Safety Management System (Marine Order 504)

## 6 Domestic Commercial Vessel Compliance

This section discusses the compliance requirements for DCVs and how JCU manages each requirement.

### 6.1 Certificate of Survey (Marine Order 503)

A certificate of survey demonstrates that a vessel meets the design, construction, stability and safety equipment standards required for the vessel. It confirms that the vessel is compliant with Australian laws and accepted standards.

The Boating Officers are responsible for ensuring a certificate of survey is maintained for each vessel in the JCU fleet that is required to have one. All records are maintained in MyRegister under the individual vessel documents.

There are JCU vessels that are exempt from requiring a certificate of survey. The following AMSA exemptions apply to vessels at JCU:

- Exemption 02 – Marine Safety (Certificates of survey) Exemption 2020;
- Exemption 40 – Marine Safety (Class C restricted operations).

Where a vessel is covered by an exemption, the conditions detailed in schedule 1 of the exemption must be applied.

Where an exemption applies to a vessel, the Boating Officer is responsible for reviewing the exemption conditions and integrating them into the vessel SMS.

#### 6.1.1 How does JCU ensure that vessels with an exemption from survey are maintained to a safe manner?

Exemption approvals for new vessels (vessel constructed after 1<sup>st</sup> July 2018) must be sought by application to the national regulator, together with evidence of vessel compliance. The Boating Officers will ensure approval documents are maintained in MyRegister under individual vessel documents, and any conditions applied to the vessel under the exemption are detailed in the vessel SMS.

For 'Existing Vessels', which require no exemption approval certificate, the Boating Officer must ensure the vessel remains compliant by adherence to the standards that applied to the vessel when originally constructed. The Boating Officers must also be familiar with and apply any new standards to such vessels when the exemption criteria is periodically reviewed.

A JCU vessel inspection is conducted annually by the Boating Officers to assess the vessel condition and compliance requirements. This inspection is recorded in MyRegister under the relevant vessel. The Vessel Condition and Compliance Template is managed by the Boating and Diving Office.

The Boating Officers use the vessel record system in MyRegister to track vessel maintenance and upkeep of safety equipment as part of day-to-day operations.

AMSA conducts random spot compliance inspections of JCU DCV's. AMSA will provide a report and recommendations following the inspections. The Boating Officers are responsible for implementing recommendations provided by AMSA. The report is maintained in MyRegister under the individual vessel documents.

### 6.2 Certificate of Operation (Marine Order 504)

A certificate of operation sets out the conditions under which a DVC —or fleet of vessels—must operate, including:

- the vessels used in the operation;
- how and where the vessels can operate;
- other conditions AMSA considers necessary due to the nature of either a vessel or an operation.

The Boating Officers are responsible for maintaining the certificate of operation for all JCU Fleet Vessels. The Certificate of Operations is kept on MyRegister under the individual vessel documents.

The Boating Officers are responsible for ensuring trips are carried out in accordance with the certificate of operation requirements as part of the boating activity approval process.

The Boating Officers are responsible for ensuring the SMS includes the conditions as stated on the Certificate of Operation.

NOTE: JCU may have a Certificate of Operation for the whole JCU vessel fleet or single Certificate of Operation for vessels.

### 6.3 Certificate of competency for each crew member

JCU crew members must be qualified to perform the duties required on a vessel. The qualifications required are dependent on the vessel being operated.

The minimum qualification for the Vessel Master can be found in the individual Vessel SMS under the Responsibility and Authority section.

The University Boating Officers are responsible for determining the minimum qualifications for each vessel. Example:

*The minimum qualification to be Master of VESSEL XXXX is a Queensland Recreational Marine Drivers Licence (or interstate equivalent).*

*If the Master does not hold a valid VHF Radio Operators Certificate of Proficiency, then another person who holds that qualification must be on-board the vessel during operations.*

*NOTE: some international boating qualifications may be accepted for a limited period in accordance with QLD Marine Information Bulletin (temporary recognition of overseas boat licences)*

Refer to EX15 – Marine Safety (Scientific research and educational activities) Exemption 2017

Some vessels in the JCU Fleet are subject to Exemption 15, allowing the vessel to be operated by a person who holds a Qld Recreational Marine Drivers Licence.

Exemption 15 – Marine Safety (Scientific research and educational activities):

- This exemption applies to vessels <7.5m carrying out scientific research or educational activities within the Great Barrier Reef, Torres Strait, or smooth or partially smooth waters. The master of the vessel must be at least 16 and hold recreational boat licence. The vessel may only carry employees of the owner and special personnel.

### 6.4 Minimum and appropriate crewing

**Minimum crewing** is determined under Marine Order 504. Minimum crewing is based on the length of the vessel.

**Appropriate crewing** is determined by the owner of a vessel. The Boating Officers are responsible for determining appropriate crewing for all JCU fleet vessels.

JCU must determine the appropriate crew for each type of operation of the vessel by evaluating the risks to the vessel, the environment and all persons who will be on or near the vessel.

The minimum and appropriate crewing for each vessel can be found in procedures section of the Vessel SMS, under the term 'Core Compliment' e.g.,:

*The core compliment for the vessel XXXX is one certified Crew, who shall be the vessel Master.*

*However, only under special circumstances shall a vessel be permitted to operate with only one person.*

*Therefore, the minimum number of persons to operate VESSEL XXXX is two, one of whom shall be the Master, the other either Crew or Special Person.*

Due to the variety of activities that JCU conducts from vessels, appropriate crew is assessed as part of the boating activity review by the Boating Officer in MyRegister.

## 7 Monitoring systems (tracking vessels)

JCU has implemented a vessel tracking system. The trackers are installed on the vessel. The vessel tracking system is managed by the B&D Office.

The intention of the vessel tracking system is to ensure safety and efficiency for boating operations. Boating operations can be remote and the tracking system allows emergency procedures to be enacted efficiently. The nature of the work also means that research locations may change whilst in the field and the tracking system is the most efficient method of determining the location of vessels. The tracking system allows the Field Trip Leader to provide of a broader area of operation instead of having to provide exact details for each day's activities which may vary greatly in duration and location.

The tracking system is not continuously monitored. The system is designed to check the whereabouts of a vessel when appropriate contacts have not been made, or to attempt to make contact directly with the vessel, or any other times to manage the safety of the boating operation.

## 8 Designated Person

### **How does JCU meet the requirement of Designated Person for the purpose of Marine Order 504?**

The Marine Order states:

- a) The owner of the vessel must designate a person to be responsible for:
  - Monitoring the safety of the vessel, the environment and all persons on or near the vessel (refer to 8.1 for how JCU meets this requirement); and
- b) Ensuring appropriate resources (refer to 8.2 for how JCU meets this requirement); and
- c) Ensuring shore support is provided to the vessel (refer to 8.3 for how JCU meets this requirement).

Due to the way that JCU operates, the designated person role is carried out by a number of people.

## 8.1 Monitoring the safety of the vessel, the environment and all persons on or near the vessel

Monitoring the safety of the vessel:

- The fleet is managed and maintained by the Boating and Diving Office. Prior to a vessel being used for a trip, the Boating Officer (or their delegate) conducts a visual check of the safety of the vessel and confirms compliance records are up to date in MyRegister;
- The Vessel Master is responsible for ensuring prescribed vessel safety checks are conducted before a voyage and monitoring the safety of the vessel during the trip;
- The Boating Officers ensure that there is appropriate crewing for the trip and that the crew onboard have the required training and qualifications relevant to the vessel and operations as part of the boating activity approval process;
- The Vessel Master is responsible for monitoring the safety of the environment and all people on board during the trip;
- The B&D Office has access to the whereabouts of all vessels through the tracking system on MyRegister.

## 8.2 Ensuring appropriate resources

The Boating and Diving Office work with the Vessel Master to review resources prior to departure.

## 8.3 Ensuring shore support is provided to the vessel

- The nominated communication person in the Riskware Field Trip Module and MyRegister is responsible for providing 'onshore support during the trip';
- The communication person must be a JCU staff member;
- The communication person must have a clear understanding of what is happening on the trip;
- The communication person must be easy to reach at all times while the vessel is operating;
- The communication person is the link between JCU and the vessel;
- The Onshore Communications Person is responsible for enacting the emergency response protocol when the scheduled contacts are not received including who to notify and when.

# 9 Non-JCU Vessels

Non-JCU Vessels are classified as 'external boats' JCU has developed a Risk Management Guide for using non-JCU (external) vessels. The guideline is managed by the Boating and Diving Office and is kept in the resources section of MyRegister.

# 10 Boating and Diving Register (MyRegister)

MyRegister is a database that is used for the management of diving and boating activities at JCU.

MyRegister provides centralised data management for diving and boating operations. MyRegister captures regulatory boating compliance information.

System access and administration is managed by the Boating and Diving Office.

Vessel Masters and Crew are required to establish a profile on MyRegister and upload all required certifications and qualifications prior to undertaking duties on JCU owned vessels. It is a requirement of the participants to maintain the information kept in the system to ensure current documentation is maintained at all times.

The Boating and Diving Office and Boating Officers use MyRegister to ensure all participants and Vessel Masters have the relevant certifications and licenses to perform boating activities proposed for a field trip.

## 11 Boating Field Trips

### 11.1 Riskware Field Trip Module

The Riskware field trip module is required to be completed for all boating field trips. Refer to WHS-PRO-015 Field Trip Procedure for details. The Field Trip Leader's Supervisor is the person responsible for approving the overall field trip. The Field Trip Leader's Supervisor should not approve a field trip if the Boating and Diving Officer rejects the trip in MyRegister.

### 11.2 Riskware Risk Assessment Module

A field trip risk assessment including the boating activity risks is required to be completed as part of the planning phase of the trip. This risk assessment should be recorded in the Riskware Risk Register Module. The risk assessment is required to be attached to the Field Trip Module and to the trip in MyRegister.

Riskware WHS Risk Assessment(s) are required to be attached to the field trip and are approved as part of the field trip approval. They are approved by Field Trip Leader's Supervisor.

### 11.3 MyRegister

Every boating trip must be entered into MyRegister and reviewed and approved prior to commencement of the trip. MyRegister captures all records relevant to diving and boating. The Boating and Diving Officer's review and approve trips using MyRegister.

## 12 Incidents

Boating incidents are managed in accordance with the procedure detailed in the Vessel SMS.

## 13 Audit / Inspection

To ensure the boating safety management system operates in an effective and efficient manner, audits shall be conducted.

The audit shall assess whether boating activities are being conducted in accordance with JCU standards.

Audit tools are maintained in the Riskware Audit Register. The audit tools are developed by the WHS Unit in conjunction with the B&D Office.

Audits shall assess:

- Boating WHS Management Framework (desktop audit):
  - Boating and Diving Sub-Committee functions meet the Terms of Reference and the needs of the University;
  - Boating Officer and other key roles and responsibilities are being carried out in accordance with this framework;
  - Framework and SMS's (including the template) are reviewed and managed as detailed in this framework.
- JCU boating activities (desktop and in the field audits):
  - Desktop (reviewing Riskware Field Trip Module, Riskware Risk Assessments and MyRegister);
  - In the field (reviewing the Master compliance, suitability of equipment in use, the competence of the Master and crew, the safety briefing and operational documentation, etc.)

Equipment servicing records will be periodically reviewed to confirm they are being carried out in accordance with the manufacturer's instructions.

## 14 Responsibilities

**Owner = James Cook University**

**Vice Chancellor, Deputy Vice Chancellor, Dean of Research**

The Vessel Owner has obligations under the *Marine Safety (Domestic Commercial Vessel) National Law Act 2012* to 'so far as is reasonably practicable' ensure the safety of the vessels, safety equipment that relates to the vessels and the operation of vessels.

***Refer to the SMS for vessel specific responsibilities.***

### 14.1 James Cook University

In accordance with the *Work Health and Safety Act 2011*, the University as a Person Conducting A Business Or Undertaking (PCBU), has a primary duty of care to ensure workers and others are not exposed to a risk to their health and safety when undertaking boating activities.

A primary duty of care is owed by the University when it:

- Directs or influences work carried out by a worker;
- Engages or causes to engage a worker to carry out work; or
- Has management or control of a workplace.

JCU shall:

- Establish an effective administrative system for the management and control of vessels and boating activities;
- Ensure a current vessel safety management system template is maintained;
- Delegate to the Boating Officer, authority and control for all aspects of the organisation and administration of vessel and boating activities management; and
- Ensure that adequate financial and material support is available to undertake management of the vessel fleet and boating activities in accordance with legislation and relevant standards.



## 14.2 Dean Research Infrastructure

The Dean Research Infrastructure responsibilities include:

- Overseeing the Boating WHS Management System;
- Appointing Boating Officer's in line with the management system;
- Understanding the hazards, risks and controls relating to management of vessels and boating activities (this means a good working knowledge of vessel management and boating, but need not necessarily be in-date with personal training); and
- Providing financial and material support to ensure the Boating Safety Management System can be implemented as per JCU and legislative standards.

## 14.3 Field Trip Approver

Approvers of field trips that involve boating work responsibilities include:

- Approving the trip as per WHS-PRO-015 Field Trip Procedure;
- Understanding the JCU Boating Safety Management System: and
- Specific to the boating activity – ensuring that a Boating Officer has reviewed the boating activities occurring on the trip and has approved the proposed controls (i.e. the vessel, boating qualifications, competence and experience, crew, boating components of the risk assessment).

## 14.4 Boating Officer

Technical boating responsibilities can be found in the vessel Safety Management System (SMS) template and relevant vessel SMS's.

Additional responsibilities that relate to the content of this framework include:

- Keeping up to date with current developments in Domestic Commercial Vessel National Law and relevant standards, as well as vessel technology and safe practices in boating activities;
- Reviewing and updating the Vessel SMS Template and associated processes when changes occur to legislation or industry standards in accordance with the process detailed in Section 4.2 of this document; and
- Serve as a member of the Boating and Diving Sub-Committee.

To ensure this role can achieve the requirements of the Boating Safety Management System that Boating Officer has:

- The power to restrict, prohibit or suspend any boating operations, program or practice which he/she considers unsafe; and
- The power to require such additional safety practices, procedures or equipment as he/she thinks necessary in any boating operation.

***Additional roles and additional responsibilities for the above roles can be found in the Vessel SMS Template and individual vessel SMS's.***

## Definitions

Term	Definition
Boating and Diving Register (MyRegister)	An electronic system that is used for the management of diving and boating operations at JCU.
Boating Officers	Persons appointed by the Dean, Research Infrastructure who are responsible for overseeing all vessel-based operations at James Cook University.
Boat Owner	For the purpose of this Framework, the Boat Owner is the person that has legal interest in the boat i.e. James Cook University.
Crew	All persons carried on board the vessel to provide navigation and maintenance of the vessel, its machinery, systems, and arrangements essential for propulsion and safe navigation; or to provide services for other persons on board.
Domestic commercial vessel (DVC)	Domestic commercial vessel means a vessel that is for use in connection with a commercial, governmental or research activity.
Field Trip Leader	The person authorised by the Director / Dean to lead the field trip, and is responsible for the health and safety for all persons attending for the duration of the field trip.
Master	Master of a vessel means the person who has command or charge of the vessel, but does not include a pilot.
Passenger	<p>Passenger, for a vessel, means any person other than:</p> <ul style="list-style-type: none"> <li>(a) the master or a member of the crew; or</li> <li>(b) special personnel; or</li> <li>(c) a child not more than 1 year old; or</li> <li>(d) a person on board the vessel because of the master's obligation to carry shipwrecked or distressed persons or because of circumstances the master or owner could not prevent.</li> </ul>
Special personnel	<p>For a vessel, means a person who is:</p> <ul style="list-style-type: none"> <li>a. all of the following: <ul style="list-style-type: none"> <li>i. not the master, a pilot or a member of the crew;</li> <li>ii. not a passenger of the vessel;</li> <li>iii. on the vessel to perform or assist the performance of the special work being carried out on board the vessel; or</li> </ul> </li> <li>b. an observer, trainee, person being coached or a coach; or</li> <li>c. employed by or a volunteer for an emergency services organisation.</li> </ul>
Vessel	<p>Under the national law, a vessel is described as a craft for use, or that is capable of being used, in navigation by water, no matter how it is propelled or moved.</p> <p>Examples of vessels:</p> <ul style="list-style-type: none"> <li>• a boat, canoe or kayak</li> <li>• a dragon boat, tinnie or dinghy</li> <li>• a jet ski or sailing boat</li> <li>• a floating pontoon or barge</li> </ul>

Term	Definition
	<ul style="list-style-type: none"> <li>• a hovercraft or underwater submersible</li> <li>• a fishing trawler, charter boat or houseboat</li> <li>• a car or passenger ferry.</li> </ul> <p>Things that are not vessels under the national system:</p> <ul style="list-style-type: none"> <li>• an aquaculture pen or aquaplane</li> <li>• a boogie board, surfboard, surf ski, or waterski</li> <li>• an unpowered inflatable raft or inner tube</li> <li>• a kiteboard, sailboard, or paddleboard</li> <li>• a pontoon connected to the mainland or floating structure permanently connected to shore</li> </ul> <p>If the craft is not a vessel, then the national system requirements do not apply to the vessel. Things that are not vessels are managed through JCU generic risk management processes, refer to WHS-PRO-002 Work Health and Safety Risk Management Procedure.</p>

## Related policy instruments

Work Health and Safety Policy

WHS-PRO-005 Incident Management Procedure

WHS-PRO-015 Field Trip Procedure

JCU Diving WHS Management Framework

[Australian Maritime Safety Authority \(AMSA\)](#)

[Maritime Safety Queensland \(MSQ\)](#)

[Work Health and Safety Act 2011](#)

[Work Health and Safety Regulation 2011](#)

[Maritime Safety Queensland Act 2002](#)

[Maritime Safety Queensland Regulation 2002](#)

[Transport Operations \(Marine Safety\) Act 1994](#)

[Transport Operations \(Marine Safety\) Regulation 2016](#)

[Marine Safety \(Domestic Commercial Vessel\) National Law Act 2012](#)

[Marine Safety \(Domestic Commercial Vessel\) National Law Regulation 2013](#)

[National Standard for Commercial Vessels \(NSCV\)](#)

## Other related documents

Security Control Centre Protocol – JCU Boating and Diving Incident Response

WHS-PRO-INFO-016a Marine Radio Licensing Information Sheet

WHS-PRO-INFO-016b Boating and Diving Frequently Asked Questions

## Administration

NOTE: Printed copies of this framework are uncontrolled, and currency can only be assured at the time of printing.

### Approval Details

Policy Domain	Work Health and Safety
Policy Sponsor	Deputy Vice Chancellor, Services and Resources
Approval Authority	WHS Committee
Date for next Major Review	05/05/2027

### Revision History

Version	Approval date	Implementation date	Details	Author
22-1	05/05/2022	06/05/2022	Initial development of the JCU Boating WHS Management Framework.	Principal Technical Advisor, WHS Unit and the B&D Office