

La Collette Boat Maintenance Park Temporary Access Application

Customer details

Surname:

First name:

Contact details

Telephone:

Mobile:

Email:

Vessel details

Make:

Model:

Name:

Vehicle details

Registration number:

Make:

Model:

Colour:

Site access details

1 x temporary access card is issued for a standard period of up to 14 days. Should you require an alternative period of access, or additional access cards (maximum of three) please complete details in the fields below.

Note: Responsibility for any/all cards issued remain with the boat owner. Lost or damaged cards will be charged for.

Period of access required:

Number of additional cards required:

Name of additional card holder:

Contact number:

Name of additional card holder:

Contact number:

Office use only

Date access card issued:

Number of cards issued:

Card expiry date:

Card ID code:

Processed by:



Temporary access to the boat maintenance park is granted on condition the card holder agrees to and understands the terms and conditions of use of the boat maintenance park, and adherence to the conditions as detailed in Boat Park Operations 'Code of Practice 4 – October 2015' www.jerseymarinas.je

In addition, the applicant agrees to the following:

General safety

- In the event of the Fire Alarm sounding persons should proceed to the Fire Assembly Point, which is located at Glacier Fields, on Mount Bingham
- The first aid point in the boat maintenance park is located at the Hoist Office
- Where ladders are used, they must be securely fixed at the top to prevent sliding away.
- Boat owner vehicular access is only permitted while your vessel is ashore

Management

- All contractors, prior to operating on the premises, must have submitted the **Contractor's Registration Form** and completed and passed over all relevant paperwork to Ports of Jersey
- Before any work is undertaken by any contractor a **Risk Assessment** is to be completed by the contracting party available for inspection upon request
- Boat owners employing third party sub-contractors must ensure they are compliant with Ports of Jersey approved contractors process.

Use of utilities

- All portable electrical equipment used in the boat maintenance park should be PAT tested and visibly checked for damage before use
- Electrical supply in the boat maintenance park is provided via a pre-paid stab card, available from the Marine Leisure Centre
- Water is available throughout the boat maintenance park. All persons using this facility must ensure any fittings or equipment attached to the faucets are secure and leak free
- Water faucets and hose fittings are not permitted to be left running overnight.

Waste and hazardous materials

- Hazardous materials should be stored and/or transported in an approved cabinet as recommended by the manufacturer or as required by legislation. COSHH regulations must be adhered to.
- Hazardous waste, i.e batteries, antifoul paint, tins, oils etc., are to be deposited in the appropriate receptacles, provided in the recycling area. Care should be taken to separate items correctly
- Oil filters must be drained of any surplus oil prior to being placed in the waste metals bin
- General waste is to be disposed of in the bins provided.
- Prior to a vessel departing the boat maintenance park the area beneath and immediately surrounding the boat is to be thoroughly cleaned and arisings appropriately disposed of. Failure to ensure this is carried out will result in any subsequent cleaning costs being passed onto the boat owner or contractor responsible for the vessel
- Waste facilities are provided for bona-fide vessel waste only. The disposing of general household/garden or other non-marine related items is strictly forbidden.

Health and safety

- All equipment used to build, maintain or repair vessels must be operated by competent and trained personnel.
- Boat owners and / or their assistants must be aware liability for the vessel stands and chocks rest with the marine trader contracted to lift the boat. Under no circumstances must any stands, supports or other supporting fittings be removed or adjusted without prior permission or guidance from the marine trader responsible
- All persons, other than authorised, must be at least 5 metres away from the boat hoist during boat lifting operations.
- Persons under the age of eighteen (18) are **NOT** permitted in the vicinity of the boat hoist while it is in operation
- The drinking of alcohol or the taking of illegal drugs is strictly forbidden on the premises.
- Personal Protective Equipment (**PPE**) is to be worn as appropriate or as set out in a Risk Assessment. The wearing of appropriate equipment PPE is recommended at all times while working or operating in the boat maintenance park. High visibility clothing should be worn at all times
- No persons or company are permitted to bring into the yard any items of hired plant without prior permission for which conditions will apply.
- If any of the following are observed in the premises, you are required to report them immediately to the Boat hoist/Marina staff:
 - an accident or 'near miss'
 - any situation that looks potentially dangerous and might cause an accident
 - a third party performing a dangerous task
 - any form of heat or smoke emission.

The following operations are **NOT** permitted without first submitting a **Risk Assessment**. If approved a **"Permit to work/Hot works permit"** will be issued by Ports of Jersey health and safety dept.

- hot work, including welding, cutting or grinding
- spraying of any type of paint or material
- sand, grit or slurry blasting
- any form of gas fired heating system.

Boat maintenance park general rules

1. Any operation that causes dust and debris from grinders and/or sanders must use proper extraction equipment at the source of the emission, and containment measures to avoid the spread of fragments and debris around the boat maintenance park
2. All personnel are to observe and obey safety signs displayed around the premises.
3. No unaccompanied or unsupervised children are allowed on the premises
4. Only Ports of Jersey personnel are authorised to operate the plant and equipment.
5. All vehicles driven on the premises are done so at the owner's risk and must abide to the speed limits in the confines of the boat maintenance park (10mph)
6. All persons using the boat maintenance park must ensure vehicles are not left unattended where they could cause an obstruction to hoist operations. The removal of any such a vehicle will result in all costs being passed onto the vehicle owner
7. Trailer or non-hoisted craft are only permitted in the boat maintenance park with the prior permission of the boat hoist office.
8. Trailers must be clearly marked with vessel and/or owner ID, be in a safe, serviceable and roadworthy condition. The use of hitch locks is only permitted with permission from the boat hoist office.
9. No trailer is permitted to be chained to the park railings or fencing. Unmarked or unknown trailers or equipment will be removed and/or disposed of without notice
10. The leaving of a vehicle unattended in the boat maintenance park is only permitted with prior permission from the hoist office staff
11. No pets are allowed onto the premises, unless restrained on a leash or confined in a vehicle. Responsibility for any pet fouling lies with the pet owner and must be cleaned and removed immediately. Repeated occurrences will result in a removal of permissions to use the boat maintenance park
12. Vessels ashore are not to be permitted to be used as overnight accommodation.
13. No discharge in any form, waste or foul water from the vessel is permitted while the vessel is ashore
14. All seacocks must be turned off while the vessel is ashore.

Failure to abide by any of the conditions will result in a temporary or extended banning of access from the boat maintenance park.

Acceptance

By signing this agreement you agree that you have read and accept the conditions

Date:

Signature: