



ARUN YOUTH AQUA CENTRE GUIDELINE

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TITLE	HANDLING AND STORAGE OF SAFETY BOAT FUEL	
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APPROVED BY	R. Elliman	Chairman Management Committee
SIGNATURE		

1. PURPOSE

This guideline responds to the AYAC Risk Assessment Co-ordinating document regarding the safe handling, storage and use of the Safety Boat fuel.

2. SCOPE

This guideline covers the following activities:-

- i. Storage of safety boat fuel on shore.
- ii. Decanting of fuel.
- iii. Connecting fuel lines and tanks within safety boats.
- iv. Miscellaneous operations e.g. for grass-cutting machinery or tractor.

3. DEFINITIONS

Adult Helpers All adult personnel to whom access is given for the fuel store for either assisting with safety boat preparation or compound maintenance.

4. RESPONSIBILITIES

The Management Committee will ensure that all adult helpers who have or are provided with access to the fuel store are aware of this guideline.

The Management Committee will ensure that all personnel entering the AYAC compound are aware that it is a no smoking area and suitable signs are in place.

5. GUIDELINE

1. The Compound is designated a No Smoking area and all Adults present should remain vigilant to ensure that the Management Committee's decision is enforced. Smoking is also not permitted on the Centre's safety boats whilst being used for any activity.
2. Fuel must be stored in the store located at the Western end of the compound. Fuel cans may remain on the larger safety boats (RIBs) unattended but must be removed before any operation involving the engine battery. The location of the nearest Fire Extinguisher and specific precautions related to the movement and dispensing of fuel are included on a sign located on the underside of the fuel store cover.
3. The brick built store is fitted with a lockable lid which must remain closed and locked at all times unless fuel is being replaced or removed. There are low level drainage holes that will be checked at least once a season.



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4. Only designated approved fuel cans are permitted within the Centre compound and are clearly labelled regarding their contents.
5. All fuel lines, connectors, filters and fuel flow bulbs will be inspected each time they are used for leaks or malfunction. Defective equipment will not be used and deficiencies will be noted in the Centre's maintenance log.
6. Safety boat fuel will be generally stored in designated cans of approximately 20 Litre capacity purchased or supplied by the engine supplier for that particular duty, they will be fitted with a fuel line connector appropriate to the safety boat engine and a well fitting refilling cap. Other fuel cans for grass cutting machinery will be clearly labelled, purchased for that particular duty and in volumes not exceeding 5 Litre nominal capacity. Diesel fuel for the tractor will be in a clearly identified 20 litre container.
7. Decanting of fuel is particularly hazardous and will only be carried out by an Adult helper using the funnel provided in the fuel store. The small cans used for the miscellaneous fuel have appropriate dispensing nozzles which MUST be used whilst filling the individual fuel tanks on the equipment. Care MUST be taken that sources of ignition i.e., electrical equipment of any description (including VHF Radios and mobile telephones) are not operated in the vicinity whilst this operation is being carried out.
8. Fuel cans located within a safety boat must be secured using the boat's own equipment and the fuel lines only connected when the boat is in the water or on flushing the engine at the end of a session.
9. Any spillage's must be notified to the Senior Instructor responsible for the session who will take the appropriate action.
10. Particular precautions will be taken to ensure that all fuel is located within the store during any potentially hazardous activity e.g. when Barbecues etc. are in progress.