

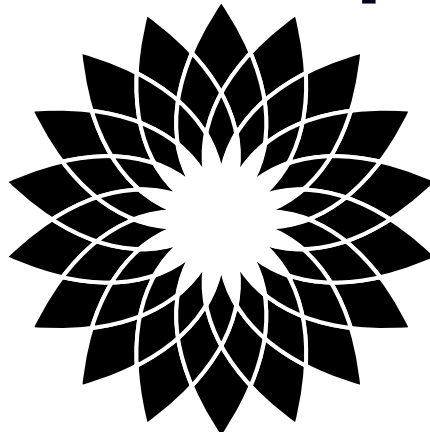
**SURF LIFE SAVING**  
NEW ZEALAND

# **IRB**

# **Operations**

# **Log Book**

**bp**



The impact on the health, safety and welfare of our members and the public must be considered in every decision and action we take as IRB drivers and crew.

Risk management is the process we use to identify and assess hazards and risks to guide our decisions and actions at any given time for all lifeguard duties and tasks.

### Risk management in action

Risk management and risk assessment is something that most people do in their lives without realising it. Similarly, trained surf lifeguards and senior lifeguards demonstrate effective risk assessment procedures when in their roles as IRB drivers or IRB crew.

#### What is risk management?

Risk management is what we do to keep ourselves and other people safe from physical or mental harm.

#### Why we do risk management?

SLSNZ does risk assessments to:

- Prevent harm to people.
- Inform our procedures.
- Record the evidence in support of our legal requirement to do 'at risk assessments' under the Health and Safety at Work Act 2015.

#### How do we record our risk assessment?

There are several different SLSNZ risk assessment tools:

1. SAFER.
2. General risk assessment.
3. Operational risk assessment.

#### Who does the risk assessment?

There are different expectations for risk assessment for individual IRB drivers and crew based on lifeguarding skill and experience. All surf lifeguards are expected to understand level one – SAFER.

### Operational risk assessment

Completion of an Operational Risk Assessment (ORA) is required prior to all SLSNZ and club operational duties and tasks, including IRB training. An ORA form is to be completed via the Patrol App by the person leading any patrol duty, or IRB training. This is completed in consultation with attending members to ensure there is a shared responsibility and commitment to the decisions and practices that follow.





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Paid lifeguard				
SAR Callout				
Training				
Other				

Patrol Members	Driver	Crew	Hours
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2.			
3.			
4.			
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Check list	OUT	1	2	3	Check list	IN	1	2	3
Fuel bladder (full/no leaks)					IRB washed				
IRB inflated to correct pressure					IRB semi deflated				
Engine (Checked, secured and run)					Trailer washed				
Propguard/Prop secure					PFDs washed and stored				
Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				
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**Details of problem/s** (Highlight recommended action)

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Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				
Equipment status	IRB #	Engine ID#		Spare fuel (Jerry can or bladder) YES / NO					
OK				If NO contact the Powercraft Officer					
Requires attention									

**Details of problem/s** (Highlight recommended action)

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Powercraft Officer/Club Captain advised of problem(s)

Equipment requiring attention identified as 'Not for use'



# SLSNZ IRB DAILY OPERATIONS LOG



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Type of service (Tick Box)	Equipment Identification		Signed on completion	
	IRB #	Engine ID#	Date:	Day: (Circle one)
Voluntary patrol			/ /	S M T W T F S
Paid lifeguard				
SAR Callout				
Training				
Other				

Patrol Members	Driver	Crew	Hours
1.			
2.			
3.			
4.			
5.			
6.			

Check list	OUT	1	2	3	Check list	IN	1	2	3
Fuel bladder (full/no leaks)					IRB washed				
IRB inflated to correct pressure					IRB semi deflated				
Engine (Checked, secured and run)					Trailer washed				
Propguard/Prop secure					PFDs washed and stored				
Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				
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Voluntary patrol			/ /	S M T W T F S
Paid lifeguard				
SAR Callout				
Training				
Other				

Patrol Members	Driver	Crew	Hours
1.			
2.			
3.			
4.			
5.			
6.			

Check list	OUT	1	2	3	Check list	IN	1	2	3
Fuel bladder (full/no leaks)					IRB washed				
IRB inflated to correct pressure					IRB semi deflated				
Engine (Checked, secured and run)					Trailer washed				
Propguard/Prop secure					PFDs washed and stored				
Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				
Equipment status	IRB #	Engine ID#		Spare fuel (Jerry can or bladder) YES / NO					
OK				If NO contact the Powercraft Officer					
Requires attention									

**Details of problem/s** (Highlight recommended action)

Powercraft Officer/Club Captain advised of problem(s)

Equipment requiring attention identified as 'Not for use'



# SLSNZ IRB DAILY OPERATIONS LOG



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Paid lifeguard				
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Patrol Members	Driver	Crew	Hours
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 Operational Risk Assessment completed via the app

Type of service (Tick Box)	Equipment Identification		Signed on completion	
	IRB #	Engine ID#	Date:	Day: (Circle one)
Voluntary patrol			/ /	S M T W T F S
Paid lifeguard				
SAR Callout				
Training				
Other				

Patrol Members	Driver	Crew	Hours
1.			
2.			
3.			
4.			
5.			
6.			

Check list	OUT	1	2	3	Check list	IN	1	2	3
Fuel bladder (full/no leaks)					IRB washed				
IRB inflated to correct pressure					IRB semi deflated				
Engine (Checked, secured and run)					Trailer washed				
Propguard/Prop secure					PFDs washed and stored				
Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				
Equipment status	IRB #	Engine ID#		Spare fuel (Jerry can or bladder) YES / NO					
OK				If NO contact the Powercraft Officer					
Requires attention									

**Details of problem/s** (Highlight recommended action)

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Powercraft Officer/Club Captain advised of problem(s)

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# SLSNZ IRB DAILY OPERATIONS LOG



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Type of service (Tick Box)	Equipment Identification		Signed on completion	
	IRB #	Engine ID#	Date:	Day: (Circle one)
Voluntary patrol			/ /	S M T W T F S
Paid lifeguard				
SAR Callout				
Training				
Other				

Patrol Members	Driver	Crew	Hours
1.			
2.			
3.			
4.			
5.			
6.			

Check list	OUT	1	2	3	Check list	IN	1	2	3
Fuel bladder (full/no leaks)					IRB washed				
IRB inflated to correct pressure					IRB semi deflated				
Engine (Checked, secured and run)					Trailer washed				
Propguard/Prop secure					PFDs washed and stored				
Rescue Tube/Paddles/Knife					Engie run and checked				
Lifejackets/PFDs/Radio					Fuel bladder filled and stored				

Equipment status	IRB #	Engine ID#	Spare fuel (Jerry can or bladder) YES / NO
OK			If NO contact the Powercraft Officer
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