

GUNWHARF QUAYS

WATERFRONT OUTLET SHOPPING

Marina Health and Safety Information

The information contained within this booklet is provided for users and guests of Gunwharf Quays Marina.

Should you require any further information please contact the Marina Office on 02392 836732 or e-mail: GWQmarina@incentive-fm.com

The safety and welfare of our guests is our primary concern and our aim is to ensure your stay is both safe and enjoyable on every occasion.

We therefore respectfully ask all our guests to make themselves aware of the important safety information contained within this booklet.

In the event of an emergency dial 999 and select the service you require. Tell the operator the nature of the emergency, where you are (Gunwharf Quays Marina, postcode PO1 3TZ) and give them your name and telephone number. You should then inform the Marina Office on 02392 836732, 07500 969540 or VHF Channel 80 during the hours of 0900 – 1730. Outside of these times please contact Gunwharf Quays Control Room on 023 92 836730 or via the intercom located outside the marina entrance gate.

IN AN EMERGENCY

- In the event of an evacuation please leave the marina immediately. Do not try to tackle the incident yourself - unless you are appropriately trained and it is safe to do so.
- Please take instructions from marina, security staff and the emergency services and leave the marina immediately. If the route is blocked, arrangements will be made to evacuate guests by water.

GENERAL SAFETY ADVICE

- Report all accidents and potential hazards to the Marina Office immediately
- First aid is available 24 hours a day via our Control Room
- Please inform the Control Room or Marina staff immediately if you require medical assistance. We can then ensure the quickest and easiest access point to yourself is achieved
- Please locate and familiarise yourself with the positions of our pontoon marina safety boxes containing life-rings, fire extinguishers, throw lines and first-aid kits
- Please also locate and familiarise yourself with the position of our emergency access ladders

- Rescue equipment must only be used in the event of an emergency. Misuse of safety equipment is prohibited and any tampering could have life-threatening implications for future users
- Pontoons are to be kept clear of tenders, sails and other boat equipment at all times
- Children should always be supervised when on the marina and wherever possible should be encouraged to wear lifejackets
- Do not sail or row boats in the marina
- It is strictly forbidden to swim, fish or scuba dive in the marina
- Do not ride, or allow children to ride in the marina trolleys
- Please do not use bicycles, scooters or skateboards on the pontoons or access ramps
- In wet or icy weather watch out for slippery pontoons
- Do not allow your vessel's anchors and davits to overhang walkways
- Always use sufficient and suitable mooring lines and fenders to both protect and keep your vessel secure
- While you are in the marina keep your vessel speed to less than 5 knots – do not create any unnecessary wash
- Have electrical leads checked by a qualified person on a regular basis

ADVICE ON FIRE SAFETY IN THE MARINA

- Locate and note the position of the Marina Fire Muster Point (D)
- Do not use BBQs on boats or pontoons
- Keep minimum stores of petrol, diesel and gas on-board your vessel
- Refuelling your vessel within the marina is prohibited. The nearest fuel facility is at Premier Gosport Marina
- We recommend that you install a smoke alarm and test regularly
- If you have gas installations make sure they are in sound condition and checked regularly by a qualified registered contractor
- Make sure your gas bottle (LPG) is secured and kept away from heat sources
- Check that your fire extinguishers and fire blanket are serviceable
- Always isolate fuel and gas on leaving your vessel
- Check electrical heaters, dehumidifiers and 240v equipment on leaving your vessel

FIRE EMERGENCY

Call the Gunwharf Quays Control Room on the emergency line number **02392 836730** clearly stating the details of the incident

The Fire Brigade will be called manually by Control Room staff

If you hear the fire alarm during the course of your stay voice commands will be given over the public address system.

Alert Message

- **“Fire Alert Await further instructions”**

This means that an alarm is coming from a unit within the centre, please remain vigilant and be ready in case an evacuation is required.

Evacuation Message

- **“Fire Emergency please remain calm & evacuate the building immediately”**

Please proceed immediately to Fire Assembly Point D

SUSPICIOUS ACTIVITY

Any suspicious activity or cause for concern should be reported immediately to the Marina Office or via our Control Room.

If deemed necessary our PA speaker system would be used to alert guests for immediate evacuation.

ENVIRONMENTAL RESPONSIBILITY

Sailing and boating are activities which rely heavily on a clean and healthy natural environment so please can we ask for your assistance in ensuring we minimise the impact on the environment. We want to keep our waters clean, pollution-free and productive so that they can be enjoyed now and in the future.

- We encourage you to keep a safe, tidy boat please don't allow litter to go over the side
- Please reduce, re-use or recycle wherever possible
- Please note black refuse sacks are not permitted on the marina. Clear refuse sacks are available for your convenience from the marina office
- Recycling bins are provided around the marina for your convenience. We have dry mixed recycling suitable for cans/tins/metals, all plastics and glass
- Should you require any recycling or refuse assistance please contact our Duty Cleaning Supervisor on 07484 054650
- We encourage you to use environmentally friendly cleaning products if possible
- Phosphate and bleach are pollutants. Please try to use phosphate free detergents and minimise use of bleach where possible
- The discharge of black water (sewage) and grey water into the marina is prohibited

- It is illegal to let oil enter the water – check before pumping your bilge. Install a filter and keep a bilge sock nearby to mop up spills

Please ensure hazardous waste is removed from site and disposed of responsibly. We do not accept waste oil, oil filters, oily rags or batteries.

- Freshwater is provided on the pontoon and we respectfully ask that supplies are not left unattended in order to conserve water
- Please do not leave engines running unnecessarily within the marina
- Electricity is available on the pontoons and we ask that appliances are switched off when not required

ENVIRONMENTAL EMERGENCY

- During office hours please inform Marina Staff immediately so that the incident can be assessed and contained
- Outside of office hours please inform our Control Room on 023 92 836730
- Gunwharf Quays staff will inform Portsmouth QHM
- If safe to do so please try and identify the cause of the spill and attempt to stem the flow
- The marina has spill kits available to deal with both shore based spills and water contamination
- Both spill kits are clearly marked and are located at the end of the marina access ramp and if necessary will be deployed by Gunwharf Quays staff

Portsmouth QHM have additional resources and Gunwharf Quays will keep in communication with them throughout the incident