



# Marine Incident Reporting ~ Forestry Operations ~



## REPORTABLE INCIDENT/OCCURRENCE

**FIRST: Notify Transportation Safety Board and Transport Canada, by contacting Marine Communications and Traffic Services (MCTS) as soon as possible after the event: phone 1-250-363-6333 or use local VHF channel. Link to reporting form that must be filed within 30 days:**  
<http://www.bst-tsb.gc.ca/eng/incidents-occurrence/marine/1808E-20140926.pdf>

**The operator of the vessel, any crew member of the vessel, owner, or the harbour master, who has direct knowledge of the following, must report when:**

### 1. A PERSON:

- **is killed or sustains a serious injury** as a result of boarding; being on board; or falling overboard; or coming into direct contact with any part of the vessel or its contents . A serious injury is defined\*as:
  - a fracture of any bone, except simple fractures of fingers, toes or the nose
  - lacerations that cause severe hemorrhage or nerve, muscle or tendon damage
  - an injury to an internal organ
  - second or third degree burns, or any burns affecting more than 5% of the body surface
  - a verified exposure to infectious substances or injurious radiation or
  - an injury that is likely to require hospitalization*(\*Under Canadian Transportation Accident Investigation and Safety Board Act)*
- whose duties are directly related to the safe operation of the ship is **unable to perform his/her duties** as a result of a physical incapacitation which poses a threat to the safety of persons, property, or the environment.

### 2. THE VESSEL:

- sinks, founders, capsizes, is missing or abandoned
- is involved in a collision or a risk of a collision
- sustains a fire or an explosion
- goes aground or makes unforeseen contact with the bottom without going aground
- sustains damage that affects its seaworthiness or renders it unfit for its purpose
- is anchored, grounded or beached to avoid an occurrence
- fouls a utility cable or pipe, or an underwater pipeline
- cargo shifts or is lost overboard
- sustains a total failure of the main or auxiliary machinery
- sustains a total failure of the navigation equipment or the propulsion, steering, or deck machinery if the failure poses a threat to the safety of any person, property or the environment
- there is an accidental release on board or from the ship consisting of a quantity of dangerous goods or an emission of radiation that is greater than the quantity or emission levels specified in *Part 8 of the Transportation of Dangerous Goods Regulations*
- is involved in a dangerous occurrence\*.  
*(\*A dangerous occurrence includes the breakage or malfunction of any rigging, structure or machinery on a vessel that could have caused serious injury or loss of life, or a situation which could have resulted in a casualty or accident.)*

**SECOND: Notify WorkSafeBC at phone 1-888-621-7233 immediately after the incident**

### 1. 172(1) An employer must immediately notify the Board of the occurrence of any accident that:

- (a) resulted in serious injury to, or the death of, a worker
- (b) involved a major structural failure or collapse of a building, bridge, tower, crane, hoist, temporary construction support system or excavation
- (c) involved the major release of a hazardous substance
- (c.1) involved a fire or explosion that had a potential for causing serious injury to a worker, or
- (d) was an incident required by regulation to be reported.

**Note: Submission of a Form 7 meets requirements for reporting an injury but does not meet the requirements to report the incident which must be done through the phone number indicated above.**



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## NON REPORTABLE INCIDENT/OCCURRENCE

### These may include an incident that:

- resulting in an injury that is not a reportable incident (e.g. first aid only)
- resulted in property damage and is not a reportable incident
- was a near miss; did not result in an injury or property damage but had the potential to (and not reportable under WorkSafeBC regulations).

Reporting near misses provides an opportunity to learn from an incident. Identifying root cause and contributing factors can reinforce good practices and procedures that are already in place or identify opportunities for improvement.

### Incident/Occurrence Reporting Process:

	Reportable Incident	Non Reportable Incident
1. Report to Master and Supervisor	✓	✓
2. Report to TSB and WorkSafeBC	✓	
3. Company reports to Licensee	✓	✓
4. Marine forestry incident data provided to the Marine Forest Safety Advisory Group	✓	✓

### EMERGENCY RADIO CALL PROCEDURES

### DSC RADIO

1. Make sure radio is on
2. Lift cover
3. Press DISTRESS button for 5 seconds and release



▶ **HAVE ALL PEOPLE PUT ON LIFE JACKETS**

### EMERGENCY RADIO CALL PROCEDURES

### NON DSC RADIO

1. Change to CHANNEL 16
2. Press and hold TRANSMIT button
3. Clearly say: **"MAYDAY, MAYDAY, MAYDAY"**
4. Also give:
  - vessel name/description
  - position/location
  - nature of emergency
  - number of people on board
5. Release TRANSMIT button
6. Wait 30 seconds—if no response, repeat **"MAYDAY"** call



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