

REGULATION 15

YQ HEADQUARTERS OPERATIONAL PLAN (YQHOP)

PROCEDURES FOR PERSONS OPERATING FROM THE FACILITIES OF YQ IN CONJUNCTIONS WITH RQYS

(17 July 2009)

Role of the PLAN

1. YQ members or visitors are to conform to the Operational Plan in the carrying out of all activities conducted at the premises of YQ and RQYS. failure to follow will be dealt with by Executive Officer YQ
2. The Role of the Plan:
 - a. To ensure the safe operations of facilities contained within the perimeter of RQYS.
 - b. To ensure all equipment used within the confines of YQ and RQYS are operated in a safe and risk free manner.
 - c. To provide assistance to people operating within the confines of YQ and RQYS
3. The Plan will be reviewed annually or as deemed necessary to maintain and fulfil the requirements of YQ and RQYS
4. The role and tasks of review shall be the EO of YQ along with CEO of RQYS or his appointed representative and may be ratified by YQ Board.

Plan Details:

5. The following rules shall be observed by all carrying out activities at YQ and RQYS (there are not in particular order and is not an exhaustive list)
 - a. There shall be times when variations may need to be made to allow safe performance of special activities – for such operations approval to be obtained from EO of either YQ or RQYS.
 - b. RQYS Security Systems shall be operated under the rules and regulations of RQYS at all times
 - c. YQ boat storage area is for the exclusive use of yachts and support boats used within activities pertaining to the QST. (area to be defined and marked)
 - d. Boats and equipment located at the YQ boat storage are to be stored and secured to a minimum standard as prescribed by the rules of RQYS
 - e. Boats and equipment located at the QY boat storage are the responsibility of their owner and no liability is inferred of acceptable by YQ or RQYS.
 - f. All persons using the facilities of YQ inclusive of boat storage are at the discretion of YQ and are to abide by all rules and directions given by YQ Board members and staff

- g. Persons using the accommodation facilities are not entitled to use the boat storage facilities of YQ unless the boat or equipment is being used at a QST event.
- h. YQ Boat storage can only be used as a rigging area in the conjunction with QST event; camp or at training.
- i. QST member yachts used at a RQYS event shall be rigged and stored in a RQYS defined area and be controlled by the rules of RQYS
- j. QST coaches attending a RQYS event are under RQYS rules and regulations governing the conduct of such event.
- k. YQ coach/rescue boat/s is to be stored within the confines of the YQ boat storage area at all times.
- l. All activities conducted outside YQ facilities are to be conducted under the Rules and Regulations of the RQYS.

Plan dispute resolution

6. The YQ EO shall be the first contact should a conflict arise further resolution will be by the YQ Board who shall nominate a person to Chair such meetings.

Plan Communication and Reporting

7. The EO YQ will keep all parties informed of any conflict or risk found with the Plan to the YQ Board and CEO of RQYS.

Plan Promotion

8. The EO YQ will ensure an updated record of the Plan is located on YQ web site at all times and paper copy available at YQ reception