FREMANTLE
SAILING CLUB

BOATYARD POLICY & INFORMATION GUIDE

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01 Introduction

This information guide is designed to assist you during your time in the Fremantle Sailing Club's Boatyard. If you have any questions, please speak to a member of the staff, they'll be happy to help.

Vessel Owners' Responsibilities

Vessel owners are responsible for the conduct and compliance of all tradespeople working on their vessels. It is the owner's duty to:

- Arrange access for tradespeople and ensure that they have been formally inducted
- Provide guidance on permitted activities within designated club areas
- Ensure tradespeople have appropriate access keys and parking permits
- Ensure tradespeople understand and follow Club Rules and etiquette
- A list of all approved contractors at Fremantle Sailing Club is available on our website, click here.

All tradespeople must adhere to WorkSafe Australia guidelines, FSC Boatyard Policy, and Club Rules at all times.

Tradespeople Responsibilities

As Fremantle Sailing Club is a private members' club, tradespeople may only access the premises if:

- They have been invited by a member to work on their vessel, or
- They are officially contracted by Fremantle Sailing Club for approved work.

Before commencing any work, all contractors must:

- Complete the necessary registration forms.
- Sign acknowledgment of the Club Rules.
- Provide current insurance documentation, including Workers' Compensation Insurance, Marine Combined Liability or Ship Repairers Combined Liability.
- Contractors are required that all electrical equipment to be **test & tag every 12 months.**

All contractors must complete the Contractor Acknowledgement Form before entering the Boatyard Area.

This can be done online via our website.

We recommend completing the induction prior to arriving at the Club. For assistance or more information, please contact our team.

Vessel Maintenance in Pens

Maintenance activities such as sanding, grinding, metal cutting, welding, spray painting, or any work that may affect adjacent vessels or the surrounding environment must not be conducted in the pens. These types of tasks must be carried out at the Service Jetty, which can be booked via the Boatyard Booking Form: Click here.

While on Club grounds, both Members and their Tradespeople are expected to work responsibly and take full care to ensure their activities:

- Do not cause damage to Club facilities or property.
- Do not harm other members' property.
- Do not negatively impact the surrounding environment.
- Please drive with caution and observe all posted speed limits while on Club grounds.

Thank you for helping us maintain a safe and respectful working environment at Fremantle Sailing Club.

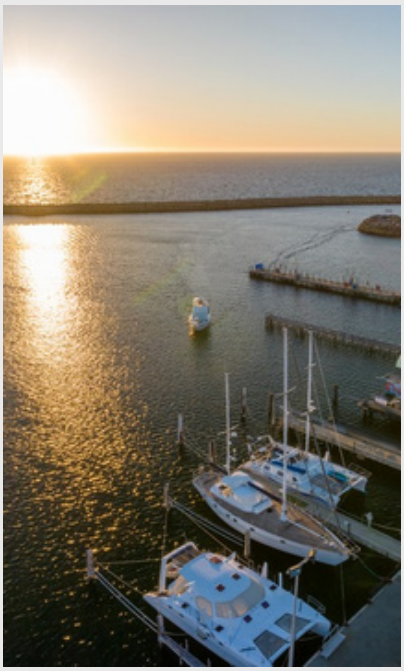
Boatyard Area Access

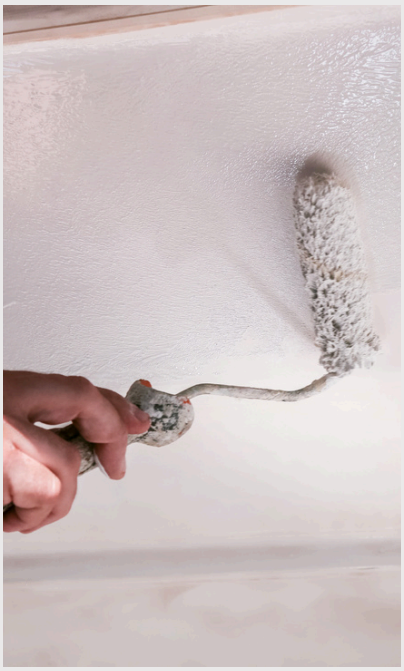
Operating Hours

The Boatyard and Boatlift operate Monday to Friday, 7:30 AM – 4:00 PM. Access outside these hours may be arranged by special request.

Contractor Access

Approved contractors may access the site Monday to Friday, 6:00 AM – 6:00 PM.





Parking Guideline

Boat owner and contractors are reminded that the boatyard is a designated worksite. Parking in the Boatyard is at your own risk, and Fremantle Sailing Club does not accept liability for any damage to vehicles while on Club premises.

To maintain a safe and efficient environment:

- A maximum of two vehicles per vessel (including the member's vehicle) is permitted providing there is space within the working bay where the vessel is been store.
- Walking to your vessel is encouraged whenever possible to reduce congestion.
- Ensure your vehicle is unlocked, and leave your keys in a clearly visible location (e.g., on the dashboard).
- Be prepared to move your vehicle promptly if requested.
- Do not park in exclusion zones e.g. travel lift bay, fuel tank and emergency access areas.

Please note: Boatlift Cranes may require immediate access to any bay. Vehicles that are locked or left unattended without access to keys can delay yard operations. As an alternative, you may securely lock your vehicle in the Club's general car park. We appreciate your cooperation in keeping the Boatyard safe and operational for all.

02 Vessel Lift Information

Liftout Times

Scheduled liftout times are: **8:00 AM, 9:30 AM, 11:00 AM, 1:00 PM, 2:00 PM, and 3:00 PM.** Larger vessels (45 feet and over) are generally lifted in the morning, while vessels under 45 feet are typically scheduled in the afternoon.

As the yard can have a waiting list of up to three weeks during peak periods, we recommend booking early; hull inspections are available by appointment.

If your vessel requires specific setup, please advise the team when booking. This includes, but is not limited to:

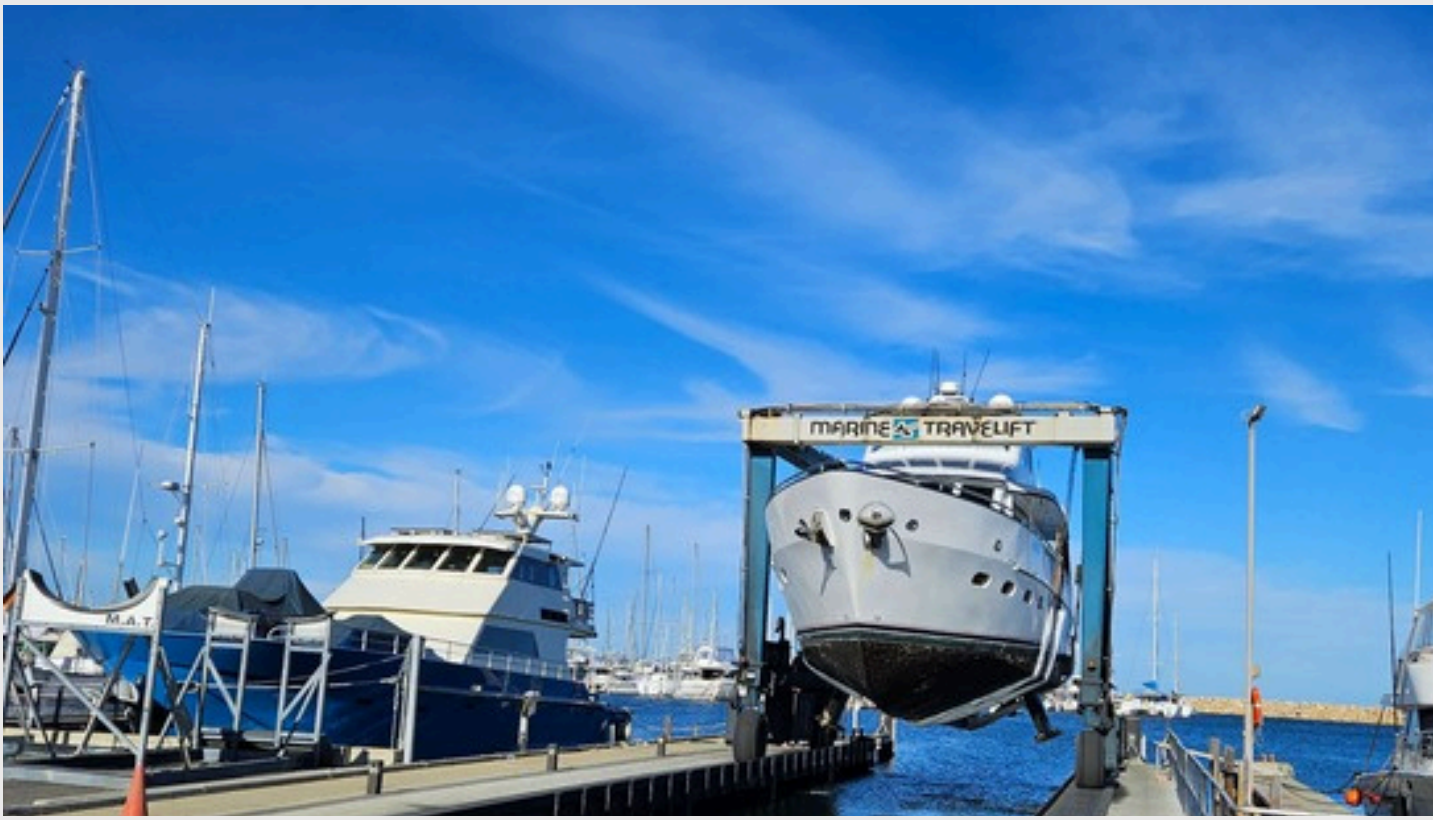
- Use of 3 or 4 slings
- Short slings
- Rope deflectors
- Transducers in unusual positions

Preparing for Lift out

To assist our team and ensure a safe, efficient lift:

- Prepare four mooring lines, each 8–10 metres in length, and ensure they are cleated to the vessel and ready to throw when instructed.
- The lift operator will signal you to enter the lift bay by waving.
- Enter slowly, and stop alongside the catwalks.
- Throw stern lines first – staff will guide the vessel into position. This method helps prevent the slings from twisting underwater due to prop wash.

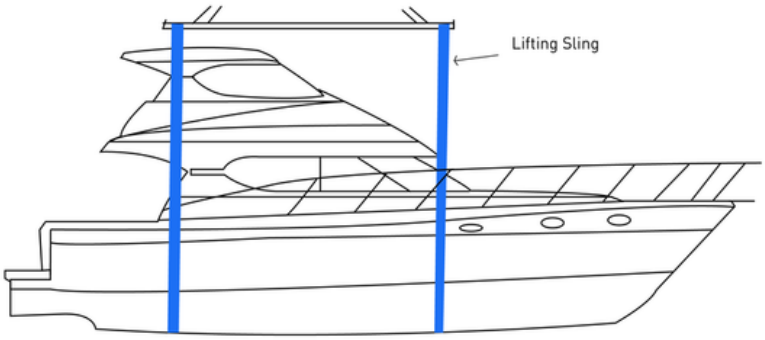
Thank you for helping us maintain a smooth and safe lift operation.



Sling Positions

Fremantle Sailing Club staff are not responsible for determining the correct sling positions during vessel lift operations. The lift will only proceed once the vessel's skipper, owner, or an authorised representative has given clear approval to the lift operator.

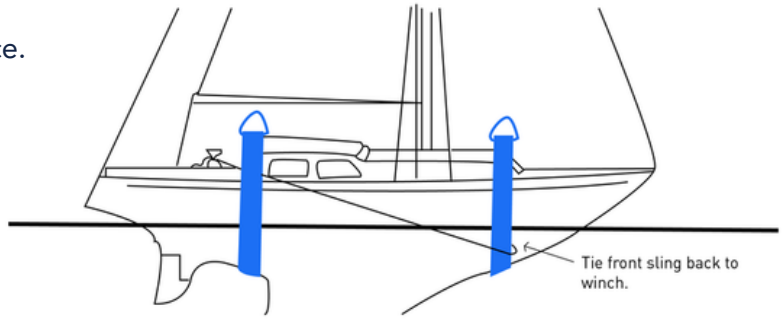
To ensure safe and accurate lifting, we strongly recommend using sling marking stickers, which are available free of charge from the Boatyard Office or the Harbour Office. These should be affixed to the sides of your vessel just below the gunwale to indicate the correct lifting points. Your cooperation helps us maintain a safe and efficient boatyard operation for all.



Sling Slippage

Yachts with a pronounced keel rise toward the bow such as S&S 34s must have the forward sling secured back to a winch to prevent slippage during the lift. The team will be on hand to assist and advise on the appropriate tension.

Please refer to the example below for guidance.



Propping, Cradles & Special Requirements

If you're planning work that may affect how your vessel is propped such as removing shafts, rudders, engines, or undertaking hull/keel repairs please notify the Boatyard Staff when booking. This ensures your vessel is supported correctly and the appropriate cradle or propping method is used. Additional charges may apply depending on your requirements.

Boat stands Guidelines:

- Yachts up to 12 metres typically go on to Brownell stands (supported below the waterline).
- Yachts over 12 metres typically go on to Nautipak stands.
- Powerboats are typically supported with keel stands and Brownell stands.

Please inform a team member if your vessel has a foam sandwich hull, hollow keel, or an aft-mounted engine with a V-drive gearbox, as these details impact how the vessel is supported.

⚠️ Do not move or adjust stands yourself, always ask the staff for assistance.

03 Environmental Practices & Waste Disposal Guidelines

Working Responsibly at Fremantle Sailing Club

Fremantle Sailing Club focused on reducing pollution from marina operations and promoting clean water and air.

We expect all employees, contractors, members, and visitors to follow the Club's Environmental Policy - (click here) to help protect our environment and keep our marina clean.

If you are unsure about appropriate waste disposal procedures or environmental protocols, please contact the Works Area Team for assistance.

Bay Cleaning

Vessels are automatically washed down upon lift unless you advise us otherwise.
Our high-pressure system (3000 psi) is effective for general cleaning but may not remove barnacles or hard coral.
Wash and environmental levy fees apply.

Sanding & Grinding

To minimise environmental impact and avoid damage to surrounding vessels:

- Dry sanding only, using commercial vacuum systems
- Wet sanding is not permitted
- No steel grinding on the hardstand – it must be done within a shed

⚠️ You are responsible for any damage caused to nearby vehicles, vessels, or property even outside the Club's perimeter fence.

Solvents & Paint

Solvents and paint must be disposed of in the designated waste solvent tank located in the Waste Storage Shed. Do not discard solvents or paint into waste oil tanks or rubbish bins.

The use of solvent-based paint strippers is not permitted.

Aluminium Vessels

The use of hydrofluoric acid for cleaning aluminum vessels is strictly restricted to licensed operators.

Approval must be obtained from the Boatyard Area Manager before commencing any acid cleaning.

Blasting

All blasting work must:

- Be performed by qualified professionals.
- Use equipment and materials that comply with the Work Health and Safety (General) Regulations 2022 and relevant Australian Standards.
- Be carried out exclusively within the designated blasting shed.

Blasting on the open hardstand is strictly prohibited. For approved contractors, please consult the Boatyard Area Team.

Waste Oil

Dispose of waste oil in the oil tank located in the Waste Storage Shed (next to the Washdown Bay).

Place oil filters and oily rags in the designated bins. Do not discard oil products in general rubbish bins. Only empty oil containers may go in the rubbish. Do not leave full containers unattended in the shed.

Spray Painting

Spray painting is only permitted with prior approval from the Boatyard Manager.

- All spray work and full repaints must be done inside work sheds
- Airless antifoul spraying may be allowed outdoors with:
  - At least 3 spray screens
  - Wind below 15 km/h (8 knots)
  - Overspray fully contained
- All mobile screens when not in use need to be stored properly, this includes screens to be folded back and outriggers to be extended and secured
- Contractors are liable for any damage caused by overspray.

Overspray from painting can travel long distances, even out of the yard, so to avoid having to pay for damage to other vessels and cars, use the spray screens and only paint when the wind conditions are at acceptable levels.

Spray gun waste must be collected in your own containers, do not spray over bins, cradles, or Club property. Signage must be displayed: Caution – Spray Painting in Progress.

Engine Coolant

Coolant must be kept separate and disposed of in the clearly marked drum located in the Waste Storage Shed.

Batteries

Discarded batteries must be placed next to the Waste Storage Shed, do not place them in rubbish bins.

Clean-Up & Waste Disposal Responsibilities

Vessel owners and contractors are responsible for maintaining a clean and tidy work bay at all times.

- A waste bin is provided for each bay and emptied regularly
- Cardboard boxes must be flattened before disposal
- No household waste or rubble is permitted in Club bins
- Bays must be left clean before a vessel can be lifted – additional charges will apply if not properly cleaned

Please ensure your area is left spotless to avoid delays and extra fees.

04 Safety

Safe Work Practice

Fremantle Sailing Club is committed to maintaining a safe and respectful working environment for all Members, Staff, and Tradespeople.

When in the boatyard, please stay alert and aware of your surroundings at all times. Use designated walkways, avoid exclusion zones, and keep clear of moving vehicles such as forklifts, trucks and the travel lift.

Be mindful of potential hazards including overhead loads, slippery surfaces, and ongoing works. Always follow posted signage, adhere to instructions and wear the required personal protective equipment (PPE) to help ensure your safety and that of others.

You are required to observe the safe work practice requirements of the Work Health and Safety Act 2020, the Work Health and Safety (General) Regulations 2022, applicable Australian Standards and Approved Codes of Practice as published by WorkSafe WA.

You are required to observe the requirements of the Environment Protection Act 1986 and the regulation as they apply to your tasks.

If you or your employees are required to use toxic or dangerous chemicals, paints, cleaning agents and abrasive blasting, etc., you are to provide the necessary protective clothing and breathing apparatus and insist on and supervise their use.

You are to ensure that you and your employees are trained and supervised in the safe use of all equipment or tools required to carry out your tasks. You are to ensure that you and your employees observe all safe work practices in relation to working on scaffolding, ladders or planks above ground level, hot works, working at heights and of working in confined spaces.

You are required to insist on, and supervise, the observance of all safe work practices relating to the above requirements.

Working from heights

All personnel working at heights within the boatyard must use appropriate fall protection equipment, including certified safety harness. Harnesses must be correctly fitted, secured to approved anchor points, and inspected prior to use. Working from height is only permitted by trained individuals and evidence of completed training provided. A rescue plan must be in place, communicated to all involved personnel, and approved by the Boatyard Manager before work commences.

Workers using a fall arrest system must wear appropriate head protection to mitigate the risk of injury in the event of a fall. An exclusion zone must be established and maintained to prevent access to the area beneath or adjacent to the work at height.

Personal Protective Equipment (PPE)

The Boatyard is classified as a designated work zone under Work Health and Safety Act 2020. As such, Personal Protective Equipment (PPE) is mandatory for all individuals within this area including those passing through on foot.

Required PPE includes:

- High-visibility clothing
- Enclosed footwear

Please ensure PPE is worn at all times when outside a vehicle in the Boatyard to maintain safety standards and compliance.

Incident Report & First Aid

All hazards, safety incidents, injuries, or property damage must be reported immediately to the Boatyard Staff.

If you're unsure whether something needs to be reported, please speak to a staff member for guidance. The Boatyard Office is equipped with first aid supplies, a defibrillator, and emergency oxygen. Staff are trained in first aid and are available to assist in an emergency.

Lifting of Masts

For mast-related work, a qualified yacht rigger or competent person is required to climb the mast.

Please contact the Boatyard Office for a list of recommended riggers.

Access Steps

Priority for access steps is given to yachts. Work platforms are available on-site; however, availability may be limited and sharing may be required.

Contractors may also choose to hire their own platforms from external suppliers.
Please note: All equipment is used at your own risk.

05 Rules

FREMANTLE SAILING CLUB RULES

You are to ensure that you and all your employees hold a valid access key and vehicle sticker. You are to observe the following Club Rules, which impose conditions on members, and by association, on contractors or workers employed by members, including but not limited to:

1. All members, tradesperson or person using Club premises, or any property of the Club, or making use of the convenience of facilities provided by the Club, shall be deemed to do so at their own risk.

2. A person shall not whilst on Club premises wilfully obstruct, disturb, interrupt, or annoy any other person in their proper use and enjoyment of the premises.

3. A person shall not disobey or fail to:
   - Comply with any direction, instruction, request or requirement lawfully given or made by management and staff of Fremantle Sailing Club in discharge of his/her duty; or
   - Comply with any notice or signs posted, erected or displayed pursuant to these Rules.

4. A member, tradesperson or person shall be responsible for any loss, damage or expense caused to the property of the Club or to that of any other member resulting from non-compliance with any of these Rules.

5. In accordance with Rule 2.2; No commercial activity shall be conducted on the premises and no boat registered for commercial purposes shall be penned at the Club. Commercial vessels may only use the Boatyard and fuel bowser.

6. Dogs are not permitted within the premises except as guide dogs, in association with the Club's security service, services authorised by law (e.g., police & customs) or members' dogs for the purpose of embarkation onto or disembarkation from members' boats. Dogs are not permitted within the clubhouse. They must be on a leash or always restrained. Members are responsible for disposing of any dog litter immediately. Dogs may not be left unattended in vehicles or on members' vessels under any circumstance; once a dog is on board the member's boat or returned to the member's vehicle, they must exit Club premises immediately.

7. A person shall not drive a vehicle on the premises in a dangerous or careless manner or without reasonable consideration for other people or vehicles in the vicinity.

8. A person shall not drive a vehicle at a speed of more than 10 kilometres per hour in the Boatyard. Infringement notices will be issued to people not observing this rule.

9. A person driving a vehicle on the premises shall obey every traffic sign, and every sign, order, or direction addressed to him/her by an authorised person.

10. A person shall not park a vehicle without reasonable consideration for any other person or vehicle in the vicinity nor in such a manner as to prevent or to impede access to facilities such as waste disposal bins, jetties, ramps, gantries, wheelbarrows etc.

11. All in-water alongside berthing is to be arranged with the Harbour Office apart from Service jetty berthing which can be booked through the Boatyard booking form.

12. Fueling may be done only at the Fueling Jetty.

13. No boat may moor at any time at the Fueling Jetty except for the purpose of fueling, on completion of which the boat must be removed after adequate ventilation.

14. All waste material from hull cleaning, painting, engine oil change etc. shall be placed in a receptacle provided for that purpose in the service area.

15. Boatyard bays are provided to facilitate the servicing, maintenance, and repairs to vessels, and are not to be used for the storage of equipment or vehicles not immediately necessary to affect such servicing, maintenance, or repairs. Bays must be kept free of equipment that presents any Work Health & Safety risk (WHS), inhibits drainage, prevents access in case of fire, or detracts from the managed order of the area.

16. The removal of anti-fouling or paint must comply with the FSC WHS Policy.

17. Any work above and beyond the cleaning of vessels in pens, including grinding and other ablative practices are not to be undertaken in pens or on boats on the water.

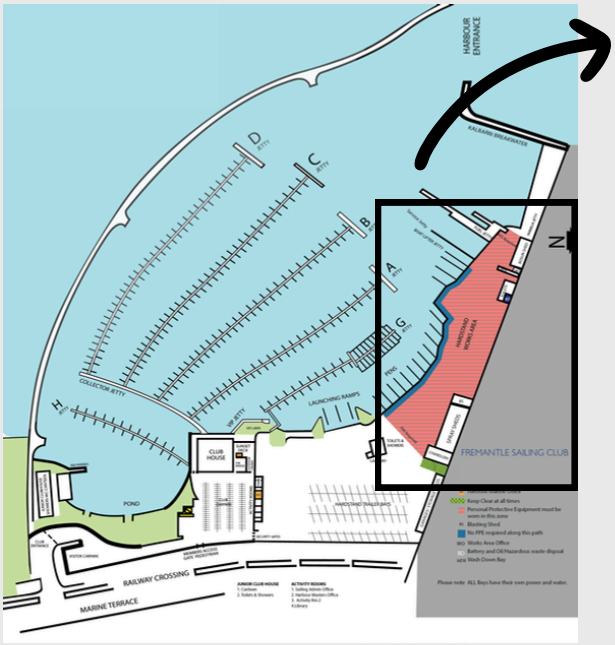
18. FSC's waste disposal facility is for onsite work-generated waste only.

19. No work is permitted in the Boatyard between sunset and dawn unless approved by the Boatyard Manager.

20. Residing in vessels is strictly not permitted while the vessel is in the Boatyard. The Club is not responsible for alternative living arrangements for vessel owners should there be a delay in returning the vessel to the water, for any reason.

06 Maps

Zoom in: Boatyard



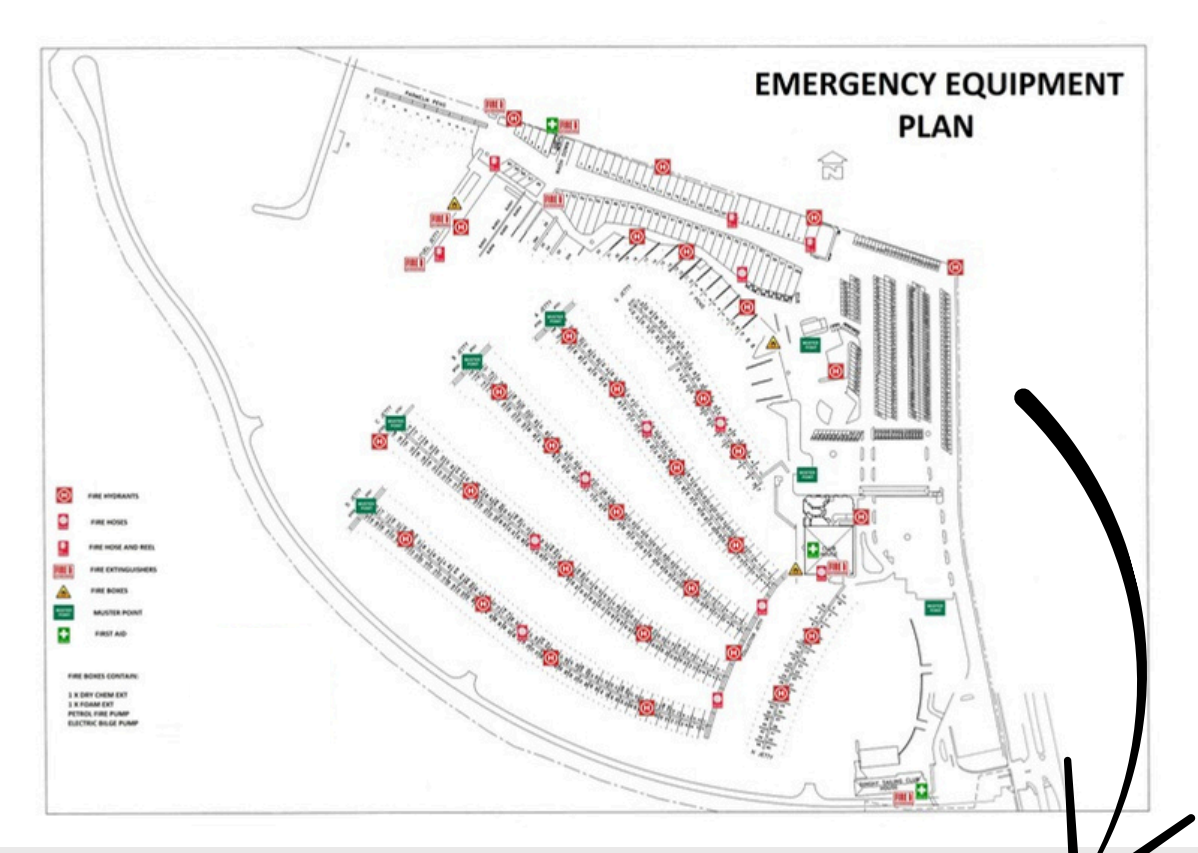
FREMANTLE SAILING CLUB BOATYARD

ENLARGEMENT 'A'

MO – Harbour/Marine Office
Keep Clear at all times
PPE Personal Protective Equipment must be worn in this zone
BS – Blasting Shed
No PPE required along this path
WO – Works Area Office
BD – Battery and Oil/Hazardous Waste Disposal
FSC Boatyard Office

Note: All bays have their own power and water.

07 Emergency Procedure Plan



FREMANTLE SAILING CLUB

Thank You!

Together, we can create a respectful, safe, and supportive workplace.

Thanks for being part of it.

Contact

For all Boatyard enquiries, please contact the Boatyard Office.

Phone: (08) 9435 8853
Email: boatyard@fsc.com.au

Bookings: Click here

FREMANTLE SAILING CLUB INC.
151 Marine Terrace, South Fremantle, WA 6162