

SOP 3.01 – Accidents Involving Lifesaving Vehicles

Section 3 – Lifesaving Vehicles

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Effective Date – 10 December 2020

Review Date – 10 December 2022

Electronically Controlled Document

Purpose

To describe the procedure to be followed by applicable agency personnel involved in the operation of lifesaving vehicles

Scope

This standard operating procedure (SOP) applies to all Life Saving Victoria (LSV) personnel (i.e., paid staff, officers and volunteer members).

Policy Statement

LSV requires all rescue water craft (RWC) operators to adhere to the established policies, procedures and guidelines to ensure safe and effective practices relating to vehicle operations.

Responsibilities

Lifesaving volunteers, lifeguards, local operations officers, duty officers (among others).

Definitions

Name	Definition
LSV	Life Saving Victoria
Major Accident	One involving injury that requires medical treatment to personnel, including pedestrians, beach goers, or the occupants of any other vehicle, or significant damage to the lifesaving vehicle.
Serious Accident	Significant damage to a vehicle or other property.



Procedure

Who to Notify

- The president/director of the lifesaving club.
- Club captain or club director of lifesaving operations.
- In the event of an accident, LSVComms must be notified regarding who will, if necessary, contact relevant LSV personnel, including operations management.

Compliance with Road Traffic Regulations

- The lifesaving club member(s) concerned will ensure the requirements of the road rules are complied with (e.g., exchange names and addresses, and advise those listed above).
- The driver of the vehicle is required to notify the police of the accident if any person is injured, or there are any other circumstances requiring such notification.
- The president will ensure that the police are notified as required.

Major Accidents

In the event of a major accident, the president or their delegate should attend the accident scene where possible.

- Obtain photographs and a plan of the accident scene if the vehicle has not already been removed.
- Record all relevant information pertaining to the accident, such as driver names and addresses, and vehicle type and registration.
- Forward all information to LSV personnel if necessary.

Removal of Vehicle

The president or their delegate will take the required steps to arrange for a reputable towing firm to have the vehicle removed from the scene to a secure location.

Insurance

The normal procedures to obtain insurance approvals apply. The insurance claim must be completed by the relevant club officer and all relevant details included.

Reference	
Related Documents	SLSA Policy 4.4 - Gear and Equipment Policy
Legislation	Section 60(2) of the Road Safety Act 1986

Review	
Date of Issue	10 December 2020
Date Effective	26 December 2020
Date to be Reviewed	1 July 2022
Date to Cease	10 December 2022

Authority	
The Life Saving Operations Council Executive has approved this SOP under section 8.3.6(e) of the Life Saving Victoria By-laws, 2019.	

