

COMMERCIAL RAFTING OPERATOR AND GUIDE RESPONSIBILITIES

The following is a summary of commercial rafting operator and guide responsibilities with specific reference to the Health and Safety in Employment Act 1992.

Rafting operator responsibilities

It is up to a rafting operator to:

- ensure compliance with [Maritime Rules Part 80](#)
- ensure the Safe Operating Plan is implemented and readily available, and that its effectiveness is evaluated, verified and reviewed regularly
- maintain an accident register containing records of every accident, incident and mishap
- report all accidents to Maritime New Zealand as soon as practicable
- confirm trip leaders and guides hold appropriate qualifications for the rivers rafted and that they have the required training, experience and skills to operate on those rivers safely
- ensure that all personnel involved with the rafting operation have an adequate knowledge of the safe operational plan
- ensure that the Certificate of Compliance is available
- provide well maintained and fit for purpose rafts and equipment.

Under the Health and Safety in Employment Act 1992 the operator must:

- provide a systematic process for hazard management
- ensure significant hazards are identified, assessed then eliminated, if elimination is not possible, isolate or minimise.
- provide a safe working environment
- develop processes for emergency response and practice these processes
- provide training and supervision appropriate for the operation, and maintain training records.
- provide opportunities for employee participation in safety management
- ensure availability and accessibility of protective clothing and equipment
- ensure reviews are carried out regularly with a view towards managing all identified hazards, providing appropriate training and supervision and providing adequate and appropriate emergency response.

Guide responsibilities

Guides must:

- comply with Maritime Rules for rafting
- operate in accordance with the requirements of the safe operational plan
- participate in ongoing training opportunities to ensure currency of skills
- participate in the rafting operations safety management system

Under the Health and Safety in Employment Act 1992 guides must:

- ensure that no action or inaction while at work causes harm to any other person
- be aware that they may refuse to perform work likely to cause serious harm
- participate in safety management systems with good faith as per requirements of Section 19C of Health and Safety in Employment Act 1992
- participate in the process for identifying and managing hazards
- ensure that protective clothing and equipment is worn, used properly and as required.

More information

The **Maritime New Zealand** website has more information that includes:

- [Maritime Rules Part 80](#)

- Sample Safe Operating Plan
- Health and Safety: A guide
- Fatigue management resources.

Go to: www.maritimenz.govt.nz or ring (freephone): 0508 22 55 22

The **Department of Labour** website provides a useful overview of the Health and Safety in Employment Act 1992. Go to: www.osh.dol.govt.nz/law/hse.shtml