



On-Water Incident Reporting

Useful Phone Numbers:

- Harbour Master Patrol Boat Direct Cell: 250.812.6511
- Harbour Master Patrol Boat Direct Radio Channel: 18 Alpha
- Victoria Police Department Report Line: 250.995.7654

In the case that you are required to file an incident report due to an incident that occurred on the water, please follow these steps:

If you, a program participant or a member of the general public is in grave danger on the water:

1. Turn your Radio to 18 Alpha to request immediate assistance from the Harbour Master Patrol Boat;
2. Call 9-1-1 immediately or Radio the on-shore staff to call 9-1-1 for you.

If an incident has occurred or is currently occurring on the water with a third party you are required to follow these steps:

1. While on the water, contact the Harbour Master Patrol Boat to report your situation;
 - a. Via radio use 18 Alpha;
 - b. Via cell phone call 250.812.6511.
2. After returning to shore, call the Victoria Police Department Report-Line if a law has been broken at 250.995.7654 to file a police report. *Remain on-site in case the police deem it necessary to attend.*
3. After filing your police report, email an incident report to the Harbour Master (david.featherby@tc.gc.ca), and cc the SMUS RC Facility Manager (david.calder@smus.ca). This report can be brief, but should include your name, contact information, the police file number, the user group program name (ie Masters, SMUS etc.), date, time of day the incident occurred and a brief description of the events that transpired.

If you have any questions, please call David Calder, SMUS RC Facility Manager, at 778-677-5633.