EMERGENCY RESPONSE PLAN

Occurring of an Emergency incident during activity

Assess situation of incident by staff or coach on site

**Minor incident with non-life threatening implications**
1. Render first aid to casualty by the respective coach or boat captain (inside of boat)
2. Monitor status of casualty, look for signs of deterioration
3. Evacuate to KWSH, if necessary or condition deteriorating
4. Reassess situation and call for SCDF ambulance (call no 995), if necessary

**Major incident with life threatening implications**
and requires a course of action for
1. First aid given by the respective person present at site, either coach or boat captain
2. Monitor status of casualty, look for signs of deterioration
3. Evacuate to KSEC or nearest designated evacuation point:
   - 3.1 Evacuation Point 1: Water Sports Centre
   - 3.2 Evacuation Point 2: Marina Barrage
   - 3.3 Evacuation Point 3: PA Passion Wave
   - 3.4 Evacuation Point 4: Marina City Gallery Jetty
4. During evacuation, call for SCDF ambulance at call no 995. Boat Captain or at least 1 team member with mobile phone will follow casualty to hospital
5. Contact SDBA Management Staff immediately after ambulance depart for hospital

**Organization In-charge (OrgIC) Role**
- Contact for assistance from KWSC or any other sources depending on the incident site
- Power boat escort, if have, will assist to evacuate the casualty to the evacuation point, if necessary
- SDBA Staff at KWSC will assist to call and direct ambulance, if necessary
- Coach or Boat Captain shall be the designated Emergency Contact Person until stood down by SDBA Management
- SDBA Management is required to contact casualty’s next of kin as soon as possible.
- Emergency Contact Person shall collect casualty’s document & items, and pass over SDBA Management Staff.
- Essential Contact Nos. SDBA: 64409693 / 644909763

Record incident in the daily record log book for SDBA Management Committee review.
Inform the relevant party involves i.e. SDBA, PUB, etc.