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| ***King’s Harbour Master Plymouth***  ***Water Event Information Document*** | | | | | | **Serial:****/24** | |
| ***Sections A, B, C, D & E[[1]](#footnote-1)***  ***To be completed by the event manager and sent back to:***  [***NAVY NBCD-KHM EVENTS***](mailto:NAVY%20NBCD-KHM%20EVENTS%20(MULTIUSER)%20%3cNAVYNBCD-KHMEVENTS@mod.gov.uk%3e) | | | | | | | |
| ***Part 1*** | | | | | | | |
| ***Section A: General -*** [***Using The Port For Recreation***](https://www.royalnavy.mod.uk/khm/plymouth/using-the-port-for-recreation) | | | | | | | |
| Organising Authority e.g., Club | |  | | | | | |
| Contact Number | |  | | | | | |
| Email Address | |  | | | | | |
| Event manager | |  | | | | | |
| Contact number Afloat | |  | | | | | |
| Number of participants | |  | | | | | |
| What is the event? | |  | | | | | |
| Date of the event(s) | | Date | | Start Time | | Finish Time | |
| Where will the event take place? | |  | | | | | |
| ***Section B: Local Navigation Rules & information***  *The event manager is to be aware of the following parts of* [***The Dockyard Port of Plymouth Order 2020***](https://www.legislation.gov.uk/uksi/2020/1261/contents/made) *and the need to comply with them. (Tick when read)* | | | | | | | |
| Schedule 1 Regulations 2 & 12 | | | | | |  | |
| Schedule 2 Rules 1, 2, & 6 | | | | | |  | |
| All current [**Plymouth Local Notice to Mariners**](https://www.royalnavy.mod.uk/khm/plymouth/local-notices) have been read and understood | | | | | |  | |
| The latest PLNTM sighted was - | | | | | | /24 | |
| [**Shipping Movements**](https://www.royalnavy.mod.uk/khm/plymouth/shipping-movements) have been sighted | | | | | |  | |
| ***Section C: Communications***  *A listening watch is to be maintained on Ch 14 throughout the event* | | | | | | | |
| Event Safety Coordinator C/S | | |  | | | | |
| Race Officer C/S | | |  | | | | |
| Safety Vessel C/S | | |  | | | | |
| Additional VHF channel(s) | | |  | | | | |
| ***Section D: Briefing*** | | | | | | | |
| All participants will be briefed regarding local rules | | | | | |  | |
| Safety staff will be fully briefed | | | | | |  | |
| ***Section E: Tides*** | | | | | | | |
| High water |  | | Low water | |  | | |
| Spring/Neaps |  | | Sunrise/Sunset | |  | | |
| The water events diary has been checked. Where necessary organisers of concurrent events have been informed of intentions and events deconflicted. | | | | | | |  |
| Additional Information | | | | | | | |

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| ***Part 2*** |
| ***Actions for KHM Longroom*** |
| Does the event require a meeting? Yes -  - No |
| Local Notice to Mariners – Yes  - No |
| Safety Plan received – Yes  - No |
| Risk Assessment received – Yes  - No |
| The Water Events Diary has been checked – Yes  - No |
| Comments |

1. The WEID should be completed by the event organiser and returned to KHM Events NLT 4 weeks prior to the event taking place. [↑](#footnote-ref-1)