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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*** |
| ***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)