

# Collisions and Accidents Investigation Procedure

Updated August 28, 2011

## A. Definitions

1. **Club Rules** are posted on the ARC Website in section 1.1 of the Rules, Policies and Safety Section.
2. The **Penalties and Infractions Policy** is posted on the ARC Website in section 1.2 of the Rules, Policies and Safety section. It applies to infractions of the Club Rules, Safety Rules and Code of Conduct. Infractions of the Rules and Code result in penalties as set out in that Policy.
3. A **Collision and Accidents Investigation Committee** will be formed in the event of a collision or accident involving Club equipment resulting in damage. The Committee will comprise the Head Coach and two other members of the Rowing Committee not involved with the accident, or who might be called as witnesses to the accident.

## B. Principles: Collisions and Accidents

1. It is a member's responsibility not to hit another boat on the water, or to get hit by another boat or to hit a stationary object.
2. When assessing responsibility for damage to equipment, fairness is an overriding principle.
3. By levying a fine for equipment damage, a sense of responsibility in members may be instilled.
4. A fine for equipment damage will help to raise funds to offset the cost of equipment repair which may not necessarily include the equipment that was damaged.

## C. Procedure

When an accident occurs that results in damage to Club or privately owned equipment, the following steps will be followed:

1. The Head Coach, in consultation with the Rowing Committee will form a Collision or Accident Investigation Committee. The Collision or Accident Investigation Committee will consist of the Head Coach and two members of the Rowing Committee (not to include committee members representing the crews involved in the accident) or the Safety Representative.

2. The Collision or Accident Investigation Committee will investigate the event by questioning representatives of all the boats involved in the incident. Their task will be to determine answers to the following questions:
  - i. Was the incident avoidable?
  - ii. Was someone responsible? If so, who?
3. A determination will be made as to the cost of repairs, based on estimates submitted by qualified individuals for the repair that will clearly outline the work to be undertaken as well as the total cost.
4. Once responsibility for the damage has been determined, and the cost assessed, a fine of up to \$200.00 per member of the responsible crew (including coxswain and coach if applicable) may be levied by the Collision or Accident Investigation Committee. This is consistent with a policy which has been in place in the Club since 1994. The factors used to determine the amount of the fine will include the nature of the incidence; regard or disregard of Club Rules; was damage the result of a boat colliding with a stationary object; and the cost of the repair. It is not necessary for repair costs to be incurred, for a fine to be levied.
5. In the case of impecunious members, arrangements may be made with the Head Coach, at his/her discretion, for fines to be paid over a number of months, but the absolute dollar amount must always be paid. This arrangement must be reported to the Club Treasurer and the Director responsible for Membership for tracking purposes. Alternatively, members may be allowed to "work off" the fine by assisting the Head Coach at a rate of \$10 of the fine per hour of service.
6. The Collision or Accident Investigation Committee's decision about a penalty or fine will be conveyed to the affected members in writing and copied to the members of the Rowing Committee, the Treasurer and the Director responsible for Membership within four weeks of the accident having been reported to the Head Coach.
7. Members who do not make arrangements (as in C-5 above) or who do not pay their fines within 3 days of having received notice that the fine is due will face a variety of penalties that may include not being allowed to row at the next regatta, suspension of rowing privileges, re-assignment of equipment, or other penalties to be decided by the Head Coach.