

18. TRANSFER OF PERSONNEL

18.1 TRANSFER BY PERSONNEL BASKET

- 18.1.1 When using a 'personnel basket' to transfer personnel between installation and vessel, regard should be given to the experience of the personnel with the use of this device. All personnel should be briefed on the correct means of boarding, riding and disembarking the basket with particular attention being paid to those who may not have used it previously. An experienced person should accompany novices.
- 18.1.2 Personnel baskets should not be used for cargo except for small items of luggage that are being carried by the passengers.
- 18.1.3 The maximum number of four passengers should never be exceeded.
- 18.1.4 See Appendix D for guidelines on procedures for transfer by basket that are used in the North Sea.

18.2 TRANSFER BY BOAT

- 18.2.1 When transferring personnel by boat the principles set out in Chapter 24.9 of the ILO *Code of Practice on Accident Prevention on Board Ship at Sea and in Port* should always be applied.
- 18.2.2 On all occasions lifejackets and any other necessary safety equipment shall be worn by all persons in the boat.
- 18.2.3 It is the responsibility of the vessel master to decide whether such transfer is safe in the prevailing conditions. In making that decision he should take into account the following considerations:-
- Wind and sea state
 - Movement of the vessel from which the boat is to be launched
 - Movement at the access point on the installation
 - Performance characteristics of the boat and launching/recovery equipment
 - Boat crew and transferee training and experience
 - Any other prevailing circumstance that may affect the safety of the transfer.

18.3 TRANSFER BY HELICOPTER

Transfers by helicopter should conform to the *Australian Code of Safe Practice for Ship - Helicopter Transfers*.