

13. Auditing

An audit is a periodic, independent, documented, objective assessment of the extent to which an activity or process complies with the stated criteria. In other words it is a gap analysis that helps an organisation to identify opportunities for improvement.

In rowing we have an annual Safety Audit that each club is required to submit to show that it has complied with the requirements specified in the audit document. This is completed by each club and reviewed and approved by the Regional Rowing Safety Advisor (RRSA). Clubs are expected to work with their RRSA to ensure that they have made suitable and sufficient arrangements to keep people safe.

This chapter of RowSafe contains the following sections:

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13.1 Safety Inspections

Safety Inspections are relatively frequent checks to ensure that the provisions needed to maintain safe operation of a club continue to be effective. Many of these provisions will have been identified in the club's Risk Assessment; they include the barriers that reduce the probability of a hazardous event occurring and the controls that will reduce the severity of its consequences.

Expectations

Everyone

Everyone is expected to:

- Report any issues or concerns with the club's safety equipment or procedures.
- Assist with Safety Inspections as requested.

Club

Club Officers are expected to:

- Define the frequency and scope of Safety Inspections.
- Delegate one or several members to undertake the inspections.
- Receive reports on these inspections.
- Consider and act on these reports.

Coaches

Coaches are expected to:

- Report any issues or concerns with the club's safety equipment or procedures.
- Assist with Safety Inspections as requested.



Regional Rowing Councils

Regional Rowing Councils are expected to:

- Provide support and advice to clubs in their region on Safety Inspections.

British Rowing

British Rowing:

- Provides guidance to clubs through RowSafe.
- Provides an [Incident Reporting System](#).
- Provides [Safety Alerts](#) and other safety communications.
- Provides safety training material on its website.
- Provides courses that include safety.

Examples of items that could be in a monthly Safety Inspection

Including but not limited to:

- The condition of the boats and blades (see [RowSafe 7.1](#), [Safety Alert - Check your boat before you go afloat](#)).
- The condition of the coaching launch and its engine (see [RowSafe 7.4](#), [Safety Alert - Outboard motor safety checks](#)).
- The condition of gym equipment, (such as indoor rowing machines and weights) (see [RowSafe 11.1](#) & [11.2](#)).
- The condition of any boat trailers (see [RowSafe 7.2](#)).
- The condition of bikes, provided by the club, for use by coaches and others.
- The condition and availability of safety equipment (see [RowSafe 7.3](#) & [7.4.1](#)) such as:
 - Throw lines
 - Lifejackets (see [Safety Alert - Lifejackets](#) and [Safety Alert - Check your Lifejacket](#))
 - First Aid kits (see [RowSafe 8.3](#))
 - Lights used on boats (see [Safety Alert - Lights on rowing boats](#))
- The contents of Safety, and other, notice boards (see [RowSafe 2.1](#)).
- The general state of housekeeping and tidiness in the boathouse and other areas used by members.
- The condition of other club facilities such as the landing stage and parking area.
- The condition of gas and electrical equipment.

Further Information

- British Rowing Incident Reporting System - incidentreporting.britishrowing.org
- Safety Alert Archive - britishrowing.org/knowledge/safety/safety-alert-archive
- [RowSafe 7.1](#) - Boats and Blades
- [Safety Alert - Check your boat before you go afloat](#)
- [RowSafe 7.4](#) - Launches
- [Safety Alert - Outboard motor safety checks](#)

- [RowSafe 11.1](#) - Indoor Rowing
- [RowSafe 11.2](#) - Gym Training
- [RowSafe 7.2](#) - Transport and Trailers.
- [RowSafe 7.3](#) - Safety Aids
- [RowSafe 7.4.1](#) - Launch Safety Kits
- Safety Alert - Lifejackets, <https://www.britishrowing.org/wp-content/uploads/2015/09/Safety-Alert-February-2015-Lifejackets.pdf>
- Safety Alert - Check your lifejacket, <https://www.britishrowing.org/wp-content/uploads/2015/09/Safety-Alert-check-your-lifejacket.pdf>
- Safety Alert - Lights on rowing boats, <https://www.britishrowing.org/wp-content/uploads/2015/09/Safety-Alert-Lights-on-Rowing-Boats.pdf>
- [RowSafe 8.3](#) - First Aid
- [RowSafe 2.1](#) - Communication of Safety Information