

SURF LIFE SAVING SYDNEY STANDARD OPERATING PROCEDURE RESCUE SERVICES GROUP



NUMBER: 2.0
TITLE: LIFESAVING VEHICLE USAGE, SYDNEY BRANCH
DATE: 08 August 2018

Purpose

To provide a Standard Operating Procedure that applies to authorised personnel who drive any Lifesaving Vehicle in Sydney Branch.

This Policy will work in conjunction with SLNSW Public Safety Standard Operating Procedures **PSS 5.1 LIFESAVING VEHICLES (4WD)**.

Lifesaving vehicles are defined as motor vehicles (excluding SSV) that are used for lifesaving operations (patrolling/emergency response).

Requirements to operate:

- Appropriate vehicle induction conducted by the Duty Officer Coordinator (DOC), or a person delegated by the DOC.
 - NSW Drivers Licence & a copy of the licence provided to SLSS for compliance.
 - Must be an approved, trained and inducted Surf Life Saving member to operate.
 - Must have a SAFE365 account and complete all required checklists pre and post use.
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Usage

The Duty Officer Coordinator (DOC) will determine the allocation of the lifesaving vehicles allocated to the Duty Officer Team to the most appropriate geographical location for use by authorised personnel.

The lifesaving vehicles are to be used only for patrolling and responding to incidents within Sydney Branch, unless authorised by the DOC.

When a lifesaving vehicle is allocated to a driver, the driver must check all equipment and the vehicle to ensure that it is in safe working order. The driver must complete the electronic SAFE365 checklist for 'Pre-Operational Checks' on receipt of the vehicle and 'Post-Operational Checks' on return/vacation of the vehicle. Any damage/issues must be reported immediately to the DOC and recorded accurately within the SAFE365 checklist.

Under no circumstances are vehicles permitted on the beach for non-patrolling purposes. Where there is an emergency at a location where vehicle access to the beach is the only solution for the most effective and rapid response, drivers shall maintain a safe speed, and activate appropriate warning lights and headlights. Beach access should only be undertaken with consultation from Council Lifeguards if applicable.

The vehicles are to be maintained and kept clean at all times. Maintenance and cleaning are the responsibility of the member to whom the vehicle is assigned.

Vehicles must be cleaned prior to vacating.

Animals and pets are NOT permitted inside the vehicles or are to transported in them (including the canopy area if applicable)

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Fuel containers are not to be transported or placed inside a vehicle (including the canopy area if applicable). Fuel must only be transported using a trailer.

Members who fail to maintain the vehicles to an acceptable standard or fail to complete a pre and post checklist on SAFE365, may have their driving privileges revoked by the DOC or Manager of Rescue Services.

If a Duty Officer's driver's licence becomes expired, cancelled, suspended, disqualified or refused, they are to notify the DOC immediately.

Duty Officers who renew their driver's licence are to notify the DOC of the new expiry date immediately and provide a copy to them as evidence.

Hours of Operation

When allocated, the lifesaving vehicle can be used 7 days a week, 365 days of the year.

Area of Operation

Vehicles are to be used within the bounds of the Branch.
Usage outside of this area requires approval from the Duty Officer Coordinator.

Warning Devices (Lights & Siren)

The emergency lights and siren are not to be used when responding to an incident under any circumstances and may (at the time of publication) be used only in accordance with the terms of SLSNSW Circular 3559.

Drivers found to be in contravention of this policy may face disciplinary action.

Road Rules

Vehicles shall abide at all times with speed limits and all relevant laws and regulations relating to vehicles (including but not limited to; speed, seatbelts, red traffic lights, and parking).

Lifesaving vehicles are not exempt from any fines and/or infringements, including during emergencies.

Fines and infringements incurred during the course of vehicle use are the responsibility of the driver.

Any driver acting in contravention of the NSW traffic legislation may face disciplinary action.

Refueling

The vehicle is to be fueled at the appropriate service station using the provided fuel card. The vehicles fuel level must always remain above half.

References

[SLSS By-Laws 2023](#)
[SLSNSW Public Safety Standard Operating Procedures – PSS 5.1 – Lifesaving Vehicles \(4WD\)](#)
[SLSNSW Circular 3599](#)

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History / Review

The LSRSC will review and amend this SOP as required.

Version Enforceable Date
Version 2 – 27 July 2020
Version 3 – 25 November 2023
Version 4 – 01 November 2024
Version 5 – 06 July 2025

As an SLSS Duty Officer, I agree to operating according to the procedure identified above.

Name

Signature

Date