

**RULES AND REGULATIONS  
OF THE  
CANADIAN COAST GUARD AUXILIARY (PACIFIC), INC.**

**1. INTERPRETATION**

For the purposes of this Manual:

- 1.1 "Auxiliary" shall mean the Canadian Coast Guard Auxiliary (Pacific), Inc.
- 1.2 "Auxiliarist" means a member of the Auxiliary.
- 1.3 "Authorized" means authorized by the Director, Search and Rescue, Canadian Coast Guard, or their authorized representative.
- 1.4 "Auxiliary Tasking" means the tasking of Auxiliarists for non-emergency situations, which tasking may be authorized by the RSMS, by his/her delegate, or by Directors delegated by the President, and which is an authorized activity.
- 1.5 "Authorized Activity" means an activity of the Auxiliary and its members authorized by the Director, Search and Rescue, Canadian Coast Guard, or his/her authorized representative and shall include activities authorized by a Rescue Coordination Centre (RCC)/Marine Rescue Sub Centre (MRSC) and Auxiliary Taskings.
- 1.6 "Agreement" means the contribution agreement made between Her Majesty the Queen in Right of Canada represented by the Minister of Fisheries and Oceans and the Canadian Coast Guard Auxiliary (P).
- 1.7 "Auxiliary President" means the Chief Executive Officer of the Auxiliary.
- 1.8 "Auxiliary Vessel" means a vessel meeting the requirements for authorized activities enrolled by Canadian Coast Guard Auxiliary (P) and under the command of an Auxiliarist.
- 1.9 "Auxiliary Coordinator" (RCAP) is on the staff of the Regional Manager Search and Rescue CCG, and is the Regional Coast Guard designate possessing responsibility for providing support services to CCGA and providing liaison with Canadian Coast Guard Auxiliary (Pacific).
- 1.10 "CCGA" means Canadian Coast Guard Auxiliary National, and CCGA (P) means Canadian Coast Guard Auxiliary (Pacific), Inc.
- 1.11 "CCG" means Canadian Coast Guard of the Ministry of Fisheries and Oceans.
- 1.12 "CSVE" means Courtesy Small Vessel Examination (or Examiner).
- 1.13 "DRV" means dedicated response vessel.
- 1.14 "DCGR/M" means Director, Search and Rescue, CCG Ottawa.
- 1.15 "DND" means Department of National Defence.
- 1.16 "DOC" means Department of Communications.

- 1.17 “DFO” means Department of Fisheries and Oceans.
- 1.18 “On Scene Commander” is the person designated by RCC to take local command at the scene of a Search and Rescue incident, when more than one vessel is involved.
- 1.19 “IC” means Industry Canada.
- 1.20 “OIC/RCC” means the officer in charge of the Rescue Coordination Centres in Halifax, N.S., Trenton, Ont., Edmonton, Alta., Victoria, B.C., or their authorized representatives.
- 1.21 “Owner/operator” means the principal owner/operator of an Auxiliary vessel.
- 1.22 “RCAP” means Regional Auxiliary Coordinator, Canadian Coast Guard.
- 1.23 “RCC” means the Rescue Coordination Centres at Halifax, N.S.; Trenton, ON.; Edmonton, AB.; Victoria, B.C.; or their authorized representative.
- 1.24 “RSMS” means Regional Supervisor Marine Search and Rescue, being the official responsible for rescue activities in the region.
- 1.25 “SAR” means Marine Search and Rescue as defined in National SAR Plan.
- 1.26 “SAR Prevention” means prevention of accidents which may otherwise result in search and rescue.
- 1.27 “Zone”: for administration purposes CCGA(P) is divided into areas, which shall be called Zones. Each Zone shall be comprised of all members within the area.

## **2. MEMBERSHIP**

- 2.1 Application for membership in the CCGA (P) shall be made upon the appropriate form provided by the Auxiliary.
- 2.2 Deliberate misrepresentation upon the application form may render it, and the resultant membership, null and void.
- 2.3 Membership is conditional upon agreement to abide by the rules, regulations and bylaws of the Auxiliary and upon the Coast Guard’s approval, in accordance with requirements identified in the National SAR Plan and/or other official planning documents.
- 2.4 It is the duty of members to familiarize themselves with the rules, regulations and bylaws of the Auxiliary.
- 2.5 Members will be provided with insignia to denote their membership.
- 2.6 Upon acceptance, new members will be issued with a wallet-sized identification card. This card should be produced on demand for CCGA (P) purposes.
- 2.7 Membership, based upon continuous eligibility and participation, will be subject to periodic renewal as determined by the Board of Directors (refer to Bylaws Article 12 for more details).

- 2.8 Members shall be expected to participate voluntarily in instruction courses in Search and Rescue techniques and safety afloat when opportunity permits. Continuous disregard of such opportunity reflected by an inability to carry out SAR missions proficiently may result in disenrolment.
- 2.9 It is required that owner/operators and coxswains of Auxiliary rescue vessels shall possess a DOT Restricted Radio Operators' License (RROC), shall be conversant with the current Small Vessel Regulations of the Canada Shipping Act, and shall have completed the basic SAR course and a recognized First Aid course.
- 2.10 Members who crew Auxiliary vessels are encouraged to gain knowledge and qualifications similar to that of owner/operators.
- 2.11 As of 1 January 2001, all members of the Auxiliary must have a valid Pleasure Craft Operator Competency (PCOC) card.
- 2.12 Irrespective of the status of the crew, the owner/operator of an Auxiliary vessel on an Authorized Activity must be a registered Auxiliarist in order for the mission to qualify for Auxiliary status.
- 2.13 Members of the Auxiliary, including the President, Directors and Officers, receive no personal remuneration for their services as Auxiliarists.
- 2.14 Unit Leaders are responsible for ensuring that the Secretary or President of CCGA (P) is promptly informed of membership changes.
- 2.15 Units may, at their discretion, submit an application for associate membership for Juniors who meet the following requirements, and who have parental approval:
  - (a) Are between the ages of 13 and 18 inclusive.
  - (b) Are judged to be mature for their age.
  - (c) Appear to have both the appropriate interest and experience, having spent time on a parent's or guardian's vessel or other vessel.
  - (d) Shall be insured under the CCGA (P)'s Group Accident Policy, the same as nonmembers and only when on an authorized activity on board a CCGA (P) vessel operated by a current Auxiliary member.
  - (e) May be suspended or disenrolled for the same reasons as other members as specified in the current By-Laws.
  - (f) Shall make application on a form provided by the Board of Directors, which must be signed by the applicant, the Unit Leader and the parent. Parental or guardian approval must be given with the understanding that their child is not insured while going to and from CCGA (P) functions, and that insurance shall only apply as described and listed above.
  - (g) Shall be required to take the SAR course at the earliest opportunity, to obtain their RROC, and to take the First Aid Course offered at their Unit.
  - (h) May be permitted to wear special Junior shoulder tabs and crests only after participation in the SAR course, and may wear such other forms of recognition as the Board may from time to time provide.

### **3. VESSELS**

- 3.1 The owner or operator of a vessel who is applying to offer it for use by the Auxiliary shall provide information about such vessel by completing the appropriate form provided by the Auxiliary.
- 3.2 Applications should be accompanied by a recent photograph of the vessel.
- 3.3 Any application offering a vessel for use by the Auxiliary shall be subject to approval by the Board of Directors and, if required, the Regional Supervisor, Marine Search and Rescue.
- 3.4 Vessels offered for use by the Auxiliary may not necessarily be accepted if it is determined that there are sufficient resources in the area concerned.
- 3.5 Auxiliary vessels shall be placed in one of the following two categories:
  - a) DRV – Dedicated Response Vessel. This is a vessel that is used solely for SAR or authorized activities only, and is crewed only by CCGA members.
  - b) O/O – Owner Operator. This is a private or commercial vessel that is offered for use as a SAR resource when required, but is normally used for other non-Auxiliary purposes.
- 3.6 In order to be acceptable for use by the Auxiliary, vessels shall meet the established requirement criteria jointly agreed upon by the Coast Guard and the CCGA (P) by being:
  - (a) Well found and seaworthy;
  - (b) Equipped with a VHF radio;
  - (c) Of a design suitable for local SAR activities;
  - (d) In the case of power driven vessels, not less than 5.5 metres (18 feet) in length and powered by (an) engine(s) of not less than 37.5 kW (50 HP);
  - (e) In the case of sailing vessels, not less than 8 metres (26 feet) in length and equipped with (an) engine(s) of not less than 15 kW (20 HP);
  - (f) Located in a place of strategic SAR need and readily available on a year-round basis to respond to distress incidents;
  - (g) Inspected by the President or a person delegated by the President, and possibly subject to verification by an authorized Coast Guard Officer, and pass such inspection (refer to Inspection Requirements for details);
  - (h) Sufficient endurance for the area of assignment; and
  - (i) Commanded by eligible Auxiliarists.
- 3.7 The number of sailing vessels allowed in the CCGA (P) is limited to ten percent (10%) of the total number of vessels in the CCGA (P).
- 3.8 Variations to 3.6(d), (e), (f), and to 3.7, may be allowed at the discretion of the Board of Directors of the CCGA (P) in consultation with the Regional Manager, Search and Rescue.

- 3.9 All vessels shall be subject to periodic re-examination by the CCGA (P) or CCG to ensure maintenance of requisite standards. Such examinations shall be not more than twenty-four (24) months apart.
- 3.10 If a vessel falls below the acceptable standards, it may be removed from the Auxiliary active list until the deficiency is rectified, or if a minor deficiency which will not jeopardize safety of life or the ability to operate, the President may at his/her discretion permit a limited period of time (not exceeding 30 days) to bring the vessel to the required standards.
- 3.11 It is essential that owners selling their Auxiliary vessel or taking her out of service for any cause, must promptly inform the RMSAR/Auxiliary Coordinator, who will immediately notify the RCC and the President.

(Additionally, but not instead of, Auxiliary owners may notify their local CCG radio station of their status).

#### **4. OPERATIONS GUIDELINES**

- 4.1 Auxiliary Vessels may be tasked for SAR incidents by:
  - (a) RCC;
  - (b) CCG Regional Director or a person delegated by them;
  - (c) Instant response when circumstances dictate, provided RCC is notified while responding and approves the response;
  - (d) Requests from police or other local authorities which may be deemed appropriate.
- 4.2 Owner/operators of CCGA (P) craft should not respond to an incident if, in the opinion of the skipper or the coxswain, the assignment is beyond the safe capability of their vessel and crew. RCC must be so notified.
- 4.3 In all SAR operations priority will be given to the saving of life. Towing should only be carried out if it is the most appropriate way to deal with the situation.
- 4.4 An owner/operator may, at his or her discretion, tow a disabled vessel for humanitarian reasons, without charge or reward, to the nearest suitable port of refuge, on condition that no commercial tug is readily available and provided that the towing will not jeopardize the integrity of the Auxiliary vessel Towing Policy.
- 4.5 On arrival at the scene, if the task is found to be beyond the capabilities of the Auxiliary vessel, the owner/operator coxswain must notify RCC and stand by on scene if practicable.
- 4.6 A commercial tug may be summoned only at the specific request of the master of the disabled vessel.
- 4.7 Salvage is not a function of the Auxiliary.
- 4.8 Members of the Auxiliary waive any salvage rights which may arise from an Authorized Activity, and will not accept any remuneration from a rescued party.

- 4.9 Auxiliarists shall take direction from RCC, or from DND aircraft, primary Coast Guard SAR vessels, secondary Coast Guard vessels, or other government vessels. The most suitable CCGA (P) vessel may be designated “On Scene Commander” or “Commander Surface Search.”
- 4.10 When engaged in an Authorized Activity, Auxiliary vessels shall fly the Auxiliary pennant for identification, and should exhibit suitable Coast Guard Auxiliary identification.
- 4.11 Auxiliarists shall take direction from RCC, or from DND aircraft, primary Coast Guard SAR vessels, secondary Coast Guard vessels, or other government vessels. The most suitable CCGA (P) vessel may be designated “On Scene Commander.”
- 4.12 During daylight hours and when engaged in an Authorized Activity, Auxiliary vessels shall fly the Auxiliary pennant for identification, and should exhibit the Coast Guard Auxiliary signboards.
- 4.13 When engaged in Authorized Activities, Auxiliary vessels shall identify themselves during radio communications as “Coast Guard Auxiliary Vessel - (Name)-” and then, when identified, as “Auxiliary Vessel -(Name)-”, only.
- 4.14 Auxiliary members on Authorized Activities shall maintain a log book account of their activities, and shall also compile a VHF communications log in compliance with DOC regulations. Logs should be retained intact as they may be required for later investigation of the incident, or for courts of enquiry. All logs are the property of the CCGA(P).
- 4.15 When engaged on an incident, RCC must be notified as soon as possible, and an incident number must be obtained. This can be done by notifying the nearest Coast Guard Radio Station by VHF radio or collect call by landline. On completion of the incident, RCC must again be notified. In the course of the incident, situation reports shall be given to RCC periodically as directed.
- 4.16 On completion of a SAR incident, the owner/operator must, whether he/she requires compensation or not, complete an “Incident Report” form in duplicate and forward one to the RSMS/Auxiliary Coordinator. This form will form the basis of claims for expenses and insurance coverage and will provide important records for Coast Guard purposes (the skipper or coxswain should retain second copy for their own records).
- 4.17 When tasked for an Authorized Activity with non-Auxiliarists on board, they should be given an opportunity to disembark. A non-Auxiliarist may remain on board and volunteer his/her service for the task in absence of sufficient crew, and will qualify for insurance protection or other benefits of CCGA (P) membership. The name of any non-Auxiliarist on board during an Authorized Activity must be logged and must be written on the incident report.
- 4.18 When the Auxiliary vessel is under way carrying children on board under the age of 15 years, or handicapped persons, the owner/operator shall decline any tasking except in the most extreme circumstances where loss of life is deemed to be imminent, unless the children under 15 years of age are Junior Associate Members.
- 4.19 An Auxiliary vessel should not embark upon a mission of more than 45 miles from base, unless the saving of life depends on it. Confirmation to exceed such distance shall be specifically obtained from RCC if the vessel will be taken beyond its normal area of travel.
- 4.20 When an Auxiliary vessel is required to transport a peace officer upon an Authorized Activity, the Auxiliarists should not involve themselves in the law enforcement procedure unless called upon by the officer to assist them.

- 4.21 Whenever practicable, Auxiliary vessels should maintain a listening watch on VHF channel 16, whether at dock or underway. Vessels which are also equipped with CB radios should endeavour to listen on local marine emergency channels (i.e. normally CB9).
- 4.22 An Auxiliary vessel taken out of service for any cause must promptly be made known to the RSMS Auxiliary Coordinator (see 3.11). Failure to do so may place life in jeopardy whilst RCC wastes time seeking out a vessel which is unavailable for SAR.

## **5. SAR PREVENTION**

### **General**

- 5.1 The objective is to help reduce the number of and need for Search and Rescue taskings through educating mariners in small vessel safety.
- 5.2 One of the principal tasks of CCGA (P) is to provide Auxiliary support to the Coast Guard in communicating to recreational mariners the regulatory and recommended safety standards, and the proper use of life saving equipment; as well as to make them aware of the dangers of their leisure activity if they are inadequately prepared.
- 5.3 SAR Prevention activities may be Auxiliary tasked by the Board of Directors under the authority of the RSMS. The CCGA (P) Board of Directors and the RSMS shall jointly coordinate SAR Prevention activities which jointly involve Auxiliarists and CCG personnel.
- 5.4 Auxiliarists engaged in Authorized SAR Prevention activities and incurring unusual expenses for travel or meals may, depending upon the circumstances and subject to prior approval of the RSMS, claim specified reimbursement of paid expenses (see Reimbursement).

### **Courtesy Small Vessel Examinations**

- 5.5 Members may volunteer or be selected by the Board of Directors to be trained by the CCG or CCGA for qualification as Courtesy Small Vessel Examiners within the CCG SAR prevention program. Selection of candidates shall be based upon location, need, and suitability for the task. Qualification shall be by CCG or CCGA conducted tests of proficiency of the candidate following the instruction course.
- 5.6 Courtesy Small Vessel Examinations shall only be conducted by qualified examiners.
- 5.7 CSV Examinations entail the boarding of pleasure craft AT THE OWNER'S INVITATION, and accompanied by them, to examine and explain the requirements and use of safety equipment and safety practices, either required by regulation or recommended by safety standards. Upon completion, an examination report is given to the owner showing items in order, or recommendations regarding discrepancies. If all is in order, a CCG approved examination decal may be issued by the examiner.
- 5.8 The examinations under this program shall be limited to pleasure craft over 5.5 metres in length and not over 20 metres.
- 5.9 It is stressed that examinations have no standing legal status and are only an indication that on the date of examination, all required safety equipment was on board. For this reason the issuing of a decal does not exonerate the vessel from subsequent checks by law enforcement officers.

5.10 CSV Examiners must be aware that their standard of examination and their personal conduct reflects not only upon themselves, but also upon the Auxiliary as a whole and upon the CCG. CSVE's may have their qualification revoked if they disregard the standards of examination or behaviour or if they exhibit lack of interest.

5.11 CSVE's shall keep abreast of amendments and may be provided periodically with refresher courses.

### **Safety Demonstrations**

5.12 CCGA (P) members, selected by the Board of Directors, trained by the CCG, and authorized by the RSMS, may conduct safety demonstrations, lectures, presentations and displays in the promotion of SAR Prevention.

5.13 A function of the CCGA (P) is to participate with the CCG at boat shows and exhibitions to promote CCGA (P) and CCG activities. These duties are on a voluntary basis. Certain specified expenses may be recovered on such duties subject to prior approval by the RSMS.

5.14 Dress at all such functions should always represent CCGA (P) membership in a smart manner.

## **6. TRAINING**

6.1 CCG and CCGA will provide training to Auxiliarists on SAR and SAR prevention and related subjects.

6.2 Identification of training needs is a joint function of the CCGA (P) Board of Directors and the CCG. It is the responsibility of members to inform the Auxiliary of their training needs.

6.3 Various grades of training will be offered as need and circumstances dictate. All members must be provided with the basic SAR Level I course as soon as possible upon enrolment.

6.4 Basic courses will be conducted locally to reduce travel to specialized SAR courses. When available and authorized by the RSMS/Auxiliary Coordinator, attendance at Specialized SAR courses may require travel to a central location at CCG expense.

6.5 The CCG training program will include classroom instruction and on-the-water exercises.

6.6 CCG training staff may be assisted by qualified CCGA (P) instructors.

6.7 Auxiliarists are presumed to have knowledge of seamanship and navigation prior to enrolment. There is no remuneration for acquiring these skills. Upgrading in these skills is not a CCGA (P) function. Canadian Power Squadrons, Canadian Boating Federation and other organizations offer courses in these subjects.

6.8 Auxiliarists are encouraged to obtain qualifications in first aid, CPR, and similar subjects useful in SAR. Guidance and advice in these areas will be given by the CCGA (P)/CCG when possible.

## **7. ADMINISTRATION**

- 7.1 The Commissioner, Canadian Coast Guard, Ottawa, is responsible for the National direction of the Auxiliary.
- 7.2 The Regional Director of the Coast Guard is the regional representative of the Commissioner, Canadian Coast Guard.
- 7.3 The Regional Manager, Search and Rescue (RSMS) is the CCG official responsible for Coast Guard marine rescue activities in the region.
- 7.4 The President of the CCGA(P), Inc. is the Chief Executive Officer of the Auxiliary. He/she is charged with the general management and supervision of the affairs of the Auxiliary, and is responsible to the CCG for the conduct of the CCGA (P) within Canadian Coast Guard guidelines.
- 7.5 The Auxiliary Coordinator (RCAP) is on the staff of RSMS and is the Coast Guard designate responsible for providing support services to the CCGA (P) and liaison with CCG/CCGA (P).
- 7.6 The CCGA (P) Director of each Zone (hereafter called “Zone Director”) is elected by the Auxiliary members within the Zone to represent them upon the Board of Directors, in accordance with the Bylaws. The affairs of the CCGA (P) are directed by the Board of Directors.
- 7.7 The Directors elect the President and Vice-President (refer to By-laws Article 9 and Article 10.3).
- 7.8 The President and Board of Directors are responsible for enrolling or disenrolling members and facilities in accordance with the National SAR plan and the Bylaws.
- 7.9 For administrative purposes, the Pacific Region is divided into Zones which are divided into Units.
- 7.10 Members should contact their Unit Leader regarding CCGA (P) matters of local administration.
- 7.11 Auxiliary members are not authorized to commit the Auxiliary to any undertakings, nor represent the Auxiliary on matters of policy. All matters relating to commitments or policy must be referred to the Regional Coast Guard Auxiliary Coordinator or to the President of the CCGA(P).
- 7.12 Statements to the media or general public which include personal opinions or judgments must be made as an individual, and not as a representative of the Auxiliary. Before acting as a representative of the Auxiliary, members must seek authorization and direction from the President or the Board of Directors.

## **8. REIMBURSEMENTS AND FINANCE**

8.1 All funds allocated by the Federal Government for the operation of the Auxiliary remain under the control of the Canadian Coast Guard and are administered regionally by the RSMS through the Auxiliary Coordinator.

8.2 With the exception noted under Patrols, owners are reimbursed by the CCG through the CCGA (P) for Authorized SAR Activities as follows:

Length of vessel in metres, times period of authorized activity, times current approved rate of reimbursement.

(a) The length shall be the measurement between exterior of stem and stem excluding bowsprits, pulpits, swim platforms or other protrusions.

(b) Period shall be a minimum of one hour, and any part of the first hour shall be deemed one full hour for compensation. Thereafter, use in excess of one hour shall be calculated on a quarter hourly basis.

(c) The current rate of reimbursement shall be announced periodically.

8.3 Payment for Authorized SAR activities is dependent upon the Auxiliarist obtaining an incident number or authorization number from RCC and returning an Incident Report to CCG.

8.4 Payment for Authorized SAR activities shall be made by cheque payable to the CCGA (P) owner-operator or designated payee, and shall be signed by the duly authorized CCGA (P) signatories prior to dispatch.

8.5 For certain authorized activities, members may be entitled to reimbursement of specific expenses related to meals, travel, accommodation. Prior approval of these expenses must be obtained from the RSMS through the Auxiliary Coordinator. Failure to obtain prior approval may disqualify the claim.

When approved, reimbursement shall be at the current rate established by the Treasury Board, regardless of whether the member exceeds the rate.

When obtaining prior approval, the member should ascertain the current rates in order to remain within them.

8.6 The following restrictions apply:

Reimbursement of mileage rate for use of a personal vehicle only applies to journeys in excess of 16 kilometers each way, except in the case of SAR incidents.

Except in emergency situations, the most cost-effective mode of transportation must be used for travel.

Except for meals, all expenses must be accompanied by receipt (parking slips, carbon copy of airline or coach ticket, etc.). Failure to submit receipts will prevent reimbursement.

- 8.7 Claims for reimbursement will be submitted to the Auxiliary Coordinator, unless otherwise directed. The Coordinator will then process expenses in cooperation with the CCGA (P) Treasurer.
- 8.8 Claims for authorized expenses must be submitted upon the approved CCGA (P) expense claim form, which may be obtained from the CCGA (P) Secretary, or CCGA (P) Treasurer, or CCGA (P) Head Office.
- 8.9 Claims for authorized expenses must be submitted to the Head Office within sixty (60) days of the incident or event.
- 8.10 Vessels engaged in authorized SAR Exercises shall be entitled to reimbursement at the same rate as Authorized SAR Activities.
- 8.11 Members who use their vessels solely as transport to or from an authorized non-SAR activity may be reimbursed at a lower hourly rate, set in accordance with Treasury Board guidelines.
- 8.12 The CCGA (P) is registered as a non-profit organization for income tax purposes and has a Trust Account available in the event of receipt of public donations to the CCGA (P) for the purchase of equipment. However, this arrangement is not intended to conflict with special donations made specifically to local Units which rely upon such a source of funds for their operations.
- 8.13 SAR equipment surplus to CCG requirements is made available, through the Regional Director General Coast Guard, for lending to Auxiliary Units. CCG equipment released on loan to the CCGA (P) is distributed at the discretion of the CCGA (P) Board of Directors to active Auxiliary vessels in need of specialized SAR equipment.
- 8.14 Dependent upon availability and demand, personal items may be made available through the CCGA or CCGA (P) for purchase by members, i.e. shirts, crests, etc. Cheques for such items must be made payable to "Canadian Coast Guard Auxiliary (P), Inc.".
- 8.15 Unit Leaders, the Executive Officer, and the Directors and Officers of the CCGA (P) Board, are entitled to reimbursement of expenses in accordance with 9.5 incurred in attending the Annual General Meeting, or a Special General Meeting, called in compliance with the Bylaws.

Reimbursement entitlements are not transferable in normal circumstances. The President may give consideration to the exceptional nature of a request for substitution, subject to the approval of the RSMS.
- 8.16 All members are entitled to attend an Annual or Special General Meeting but are not entitled to reimbursement for expenses to attend.

## **9. INSURANCE AND CLAIMS**

Auxiliarists engaged on Authorized Activities are insured by the CCGA (P) as follows:

### **Hull and Machinery**

- 9.1 Commercial vessels and commercial fishing vessels (including nets onboard) to a maximum of \$3,000,000. All other vessels to a maximum of \$500,000. Protection and Indemnity to \$10,000,000. The deductible is 1% of declared value (3% ice damage), minimum of \$500 per fishing vessel, minimum of \$250 all others.
- 9.2 Personal effects and property are covered to a maximum of \$2500 per claim/maximum \$500 per any one item, and then only when there is a claim to the vessel insured.

Note: To be sure proper compensation is paid, the current resale value of the vessel, including tender (fishing vessel nets), etc. must be on record with the CCG prior to loss.

- 9.3 The deductible portion, or losses falling below the deductible, may be paid through the CCGA (P) subject to satisfactory proof of claim.

### **Comprehensive General Liability Including Umbrella Liability**

- 9.4 To a limit of \$5,000,000. Includes Primary Protection and Indemnity.

### **Group Accident**

- 9.5 May include volunteer crew who are not members.

Class 1: All members: principal sum of \$1,500,000. Weekly Accident Indemnity \$1000 per week up to a maximum of 75% of pre-accident income for a period of 104 weeks, if employed when injured.

Class 2: Dependent children of those insured under Class 1: principal sum of \$100,000.

### **Claims**

- 9.6 It is essential that all claims be reported immediately to the Auxiliary Coordinator. Except for emergency measures to stay afloat, no insured repairs may be commenced until approval has been obtained from the Coordinator and for Insurers. In some circumstances, work carried out prior to approval may remain charged to the Auxiliarists.
- 9.7 Claims should be reported in the first instance by telephone followed by the "Collision, Wreck and Injury" report.

9.8 The onus rests with the Auxiliarist to establish his or her claim:

- (a) That it occurred upon an Authorized Activity.
- (b) That it is a fortuitous loss.
- (c) That the amounts claimed are fair and accurate.
- (d) That receipts are submitted in support of costs or damages.

9.9 Auxiliary vessels engaged upon authorized SAR activities necessitating the deliberate expenditure of equipment may submit a claim to Regional Headquarters for the cost of the expended item. Some instances may be eligible for reimbursement.

9.10 Fishing vessels should note that nets and catch abandoned in the water while responding to a task are not recoverable under CCGA (P) insurance. If tasked in these circumstances, RCC should be notified regarding the nets and another vessel tasked if possible, or a report made to RCC of the unusual circumstances.