



Water Quality Monitoring Safety Protocol

For a successful day of water quality monitoring, make sure your team is together, accounted for, and safe. **In case of an emergency please refer to the [Accident Management Plan](#) in the [First Aid Kit Backpack](#)**

Team Member Protocol:

1. Only plan to sample and conduct sampling if there are at least 2 people present at all times.
2. Prior to sampling, if a Team Lead will not be present in the field, confirm with the Team Lead the point of contact for handing off equipment and establish a return time from sampling.
3. Convene at designated meeting place and time.
 - If any Team Members have a temperature above 99.6°F or feel unwell, they should not be sampling.
 - Wearing a face mask is optional as needed or desired.
4. **Sign-in** to the **Field Volunteer Log**.
5. Watch weather & ocean conditions. Use caution when entering the water. If you feel uncomfortable, don't go out.
6. Conduct sampling.
7. If you're done sampling and not going to the lab,
 - **Sign-out** on the **Field Volunteer Log**.
 - If a Team Lead is not present in the field, confirm with the Team Lead the point of contact for handing off equipment and samples.
 - i. If no contact within 60 minutes after established return time – Team Lead, call those monitoring.
 - ii. If no contact within 120 minutes after established return time – Team Lead, call local police/fire.
8. If you're going to the lab to drop samples off and/or assist with post-sampling duties,
 - Communicate your arrival time with the Team Lead and depart for the lab.
 - When leaving the lab, confirm your departure with the Team Lead.
 - **Sign-out** of the **Field Volunteer Log**.
 - When only participating in lab work, **sign-in/sign-out** of the **Lab Volunteer Log**.

Phone Numbers:

Program Manager: Liz Yannell (808) 281-5171

Program Coordinator: Christiane Keyhani (808) 868-1129

West Maui Team Lead: Jess Erwin (808) 670-4027

South Maui Team Lead: Ylenia St-Louis (808) 352-1740

Police/Fire/Lifeguards: 911

Hawai'i Poison Control: (800) 222-1222

Coast Guard Emergency: (808) 842-2600 or (800) 552-6458

National Weather Service – Maui: (808) 877-5111 www.prh.noaa.gov/hnl/

Maui County Civil Defense: (808) 270-7285 <http://www.co.maui.hi.us/index.aspx?nid=70>

Prevention:

- Every volunteer **signs a waiver** and **code of conduct** good for one year.
- **Be aware of weather conditions.** Be prepared for variable conditions on any given day.
- If you are the designated in-water sampler for the current sampling session, **wear water shoes/tabis** while in the water. Let your coordinator know if you don't have water shoes/tabis.
- Preferably, one person in your group is currently **CPR/First Aid certified**. Ideally, all volunteers would receive CPR/First Aid certification training every two years to stay on top of safety awareness/response.
- Please share any **medical information** your team should know about before monitoring.
- If you require an **EpiPen** for allergic reactions, please have it with you at all times during monitoring and let your team know where to find it and how to use it.
- **Familiarize yourself** with the Accident Management Plan, contents of the First Aid Kit, and useful contact numbers in case of an accident.
- Sign-up for Civil Defense Alerts. In case of a **natural disaster**, get to safety and contact the Program Manager.
- Always have a functioning **cell phone** within your team.



Water Quality Monitoring Safety Guidelines

One of the most critical considerations for a citizen monitoring program is the safety of its volunteers. All volunteers are trained in safety procedures and carry a first aid kit along with a set of safety instructions and the phone number of their monitoring Team Lead. Safety precautions cannot be overemphasized.

The following are some basic safety rules and guidelines:

- Always monitor with **at least one partner**. Always let your monitoring team leader know where you are, when you intend to return, and what to do if you do not come back at the appointed time. Do not rely on cell phones, as a site may lack adequate reception.
- Know any important medical conditions of team members (e.g., heart conditions or allergic reactions to bee stings). Keep the first aid kit and emergency contact information clipboard in your vehicle whenever you are conducting field sampling.
- Familiarize yourself with the contents of the First Aid Kit, Safety Protocol, and Accident Management Plan, which can be found in the folder inside the backpack.
 - If a non-life-threatening injury occurs, our First Aid Kit contains bandages, antibiotic ointments, gloves, etc. Resource the Accident Management Plan, make sure you fill out an incident report form, and give the report to your Team Lead. The Team lead will need to let the steering committee know about any injury incidents.
 - If there is an emergency, call 911 and the Program Manager or Team Lead.
- Listen to weather reports. Never compromise your safety if severe weather is predicted or if a storm occurs while at the site.
 - If it's raining too much, to the point that it is impossible to actually take measurements in the back of the vehicle without everything getting wet, you might need to skip that location. If you choose to sample the site despite the rain, be sure to use the white bucket cover when walking back to your vehicle to prevent rainwater from entering the sample. Rain conditions change rapidly, so you may want to wait and see, or skip the site altogether. Team Leads can always grab the sample the following day. Use your judgment and make a note about it on the data sheet.
- Use caution when entering the water. Never turn your back to the surf and waves. You should not be sampling in water greater than knee deep. If you are uncomfortable with the level of surf and are concerned for your safety do not go in the water! The most important thing is your safety. Data can be collected at another time.
 - Safety first! If you don't feel comfortable getting in the water, just DON'T! It doesn't matter if the surf is big or small, trust your gut, err on the side of caution and don't take the sample.
- If you drive, park in a safe location. Ensure your car does not pose a hazard to other drivers and do not block traffic.
- Never cross private property without the permission of the landowner. For sites requiring access via private property, Hui O Ka Wai Ola will obtain permission for our volunteers, but you may need to check-in before you monitor such a site. Use the Hui O Ka Wai Ola parking placard (located in the field bag) or car magnet when parking on private property so the property owner will know that you are collecting samples.