**RAYC Club Safety Boat Operator Training**

This training is not intended as an official qualification. At the completion of this training it is intended that you will be signed off as a trained and competent volunteer safety boat driver at RAYC. It is highly recommended that you go on and complete an RYA Level 2 power boat course.

**Responsibilities of a safety boat operator**

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| Ensure your boat ready and all the correct safety equipment is on board.  It is the duty of the RIB driver to ensure the conditions are suitable for their abilities, if the driver is not confident with the conditions then the RIB should not go out. If the Head Coach, Principal Race Officer, Commodore/Vice Commodore or a Club Safety Officer make the decision that the conditions are unsuitable for RIB use then that decision is final. Conditions to take into account include: Wind direction and strength, tide, waves, ramp slipperiness.  Wear the correct gear for the predicted weather.  Talk with the officer of the day and the Race officer about what your role is.  On race days RIB should be on the water before the sailors leave the beach.  RIB skippers and crews need to keep watch over the whole fleet not just their sailors. In the event of a capsize, keep a continuous watch on those in the water – do not lose sight of anyone in the water - move in quickly.  In emergency situations assist in any way possible to assure the safety of the sailors. If the sailor/s are ok, offer assistance and stand by, do not help unless it is requested as this will be an instant disqualification from the race.  Always make sure your boat in in Neutral when approaching sailors in the water.  Keep eyes on marks, make sure they are not drifting.  Keep radio contact with shore and committee boat.  Safety boats should be the last boats ashore after all the sailors are on the beach. |  |

**Regulations and Rules**

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| Maritime safety laws explanation.   * Personal floatation devices: Worn at all times * Minimum driving age: 15 * Speed: 5knts within 50 meters of a person, vessel, shore or structure. * Moving Prohibited Zone: 500meters ahead, 100m either side and 100m astern of cruise/container ships |  |

**VHF Requirements**

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| It is RAYC requirements to always have a VHF on board. Take time to learn the procedures. Speak clearly, keep mike out of the wind. Always log on and off and give names of crew aboard. Legally you are required to have a VHF licence and RAYC recommends you complete the Maritime VHF Operator Certificate. If you do not hold a current VHF licence you are only permitted to use the VHF in emergencies. |  |

**Pre-Launch Checks / Launching**

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| Before doing anything, the conditions must be assessed for safety. Is it suitable to launch, retrieve, or operate a RIB. Weather conditions, ramp conditions, sea conditions, and tide are all factors to be considered. If in doubt, don’t go out.  Once the conditions are found to be favourable you should select an appropriate RIB. You may be designated a RIB by the Race Officer, Head Coach, Designated Person Ashore, or a Club Safety Officer for use on the day. |  |
| All RIB drivers must familiarise themselves with navigation hazards in the area they will be operating including reefs, isolated rocks and dangers, shipping channels and mooring areas. |  |
| Prior to use of a RIB the driver needs to ensure all the gear required is on board. Marks, anchors, spare line should all be ready to go. All RIBs are required to have a VHF, check your VHF is working before you leave RAYC, if it is not working report the fault and VHF number to the Head Coach or the Designated Person Ashore and get a working VHF. All persons aboard a RIB MUST wear a lifejacket, it is the responsibility of the driver to ensure that all persons are wearing a lifejacket. |  |
| Ensure you have a first aid kit on board at all times when on the water. |  |
| Keys for the RIBs are to be stored behind the office door, they are kept attached to the kill-cord for ease of use. The driver MUST wear the kill cord while operating the RIB. |  |
| Ensure the RIB you are driving has more than enough fuel for the activities, if you are unsure then take a spare tank. Spare fuel is located in the back of the container, make sure you have the right fuel and fuel tank for your RIB. Akarana 8 operates from single-pin tanks. |  |
| Make sure the inflatable pontoons on your boat are inflated correctly, under-inflation can cause damage to the pontoons and increases fuel consumption. Take a pump from the shed with you. |  |
| Put the **BUNG** in the back of the boat before launching. |  |
| Rib’s are launched with RAYC tractor. Only authorised drivers are trained to drive the tractor and launch the RIB’s. The RAYC tractor standard operating procedures must be adhered to at all times. |  |

**RIB Operation**

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| Ensure the kill-cord is attached and the motor has started BEFORE untying or launching the RIB. Tiller ribs may require the use of the choke to get started. If you are unsure if you are doing it correctly then ask a senior coach or volunteer or the Designated Person Ashore for assistance. |  |
| If boats are required to be left tied to the pontoons briefly they must have a person on standby to move them if the public wish to use the pontoon. |  |

**Practical boat handling and checks**

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| Brief the crew on the safety plan for the day and the requirements of the safety boat. Advise no one to sit in the front of the RIB while travelling at speed.  Once you are in deep water check steering lock to lock, check forward reverse, be firm with gear changes to look after gear box. Pause between changes. Check turning circles, forward and backwards on both locks, (Note which way has better turning circle). Check how much water comes over the transom in reverse. Try speeding up and pull the throttle back to see how quickly boat stops. In a clear area of water see what happens when you pull the kill cord at speed.  Check engine is pumping water.  Exercises; Drop mark practise coming up alongside, practise holding boat alongside mark, Practise coming up wind , down wind , across wind , try to gauge what boat is going to do. Does the bow get pushed off by the waves/tide/wind.  Anchoring and retrieval.  Rescue techniques: dinghy sailors, skiffs, other RAYC classes, paddlers. |  |

**Road Rules**

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| **Port and Starboard**  The port is the left side of the boat looking forward and the starboard is on the right side of the boat looking forward. You need to think of port and starboard in colours also. Port is red and Starboard is green. A good way to remember this is to use the saying…“Any port left in a storm” or to link port and left which are both four letter words.  **On water situations**  **When 2 boats meet**  When two boats meet, there is always a boat that should give way and a boat which has the right of way.  **Head on manoeuvring**  In a head on situation, each vessel must turn to starboard (right). When you do this, exaggerate your turn to starboard and show them the port side of your boat. This over exaggeration of your turn to starboard will let the other vessel know you have seen them.  Remember to show them the port side of your boat which is red; red means stop. Show them the red side as if to say, “Please turn to starboard.”  **Overtaking**  When you are overtaking, you must give way. You are overtaking if you are approaching another boat anywhere in a 135 degree sector at its stern.  **When power meets power**  You must give way to another boat on your starboard side. A good way to remember is, if you can see the port side (red side) of the boat, think of it as a red stop light and you must give way.  **When power meets sail, rowing, or paddling**  You must give way to all of the above when you’re in a power boat.  **Being the boat with right of way**  This is where there are the most mistakes on the water. If you have right of way you need to hold your course and speed, and let the other vessel give way to you. If you do not know the basic rules and you start turning when you shouldn’t, it creates confusion especially with the approaching vessel on who should give way.  Hold your speed and course, until it appears that the other vessel is not going to give way. In this situation, you should take action to avoid a collision which means a turn to starboard; do not turn to port.  **Approaching Boats and Sailors in the Water**  When approaching sailors in the water ensure that the motor is nowhere near the sailor and RIB is in neutral. When approaching another boat once close enough ensure the RIB is in neutral.  **Shipping channel**  You are not allowed to anchor, lay marks or fish.  Keep to the starboard (right side) of the channel.  Small craft must keep out of the way of larger vessels that are restricted by the size of the channel. |  |

**Retrieval**

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| All RIBs must come out of the water each night unless arrangements have been made with the marina or harbourmaster for overnight mooring. It is your responsibility as skipper of the vessel to ensure you have suitable help for hauling the RIB. |  |
| Options for hauling include using the Tractor, a private vehicle with a tow bar, or man power (only suitable for the tiller steer boats). Please make sure you have a trained tractor driver if you are using it. |  |
| If boats are required to be left tied to the pontoons briefly, they must be left with someone to attend them and move them if required. |  |
| Make sure you use the correct trailer for the RIB you are hauling out. |  |
| The driver MUST raise the motor before driving the RIB onto the trailer to prevent damage to the Propeller and Outboard Motor. |  |
| Ensure the safety chain is attached to the boat. If the safety chain is deemed unsuitable you can use the RIBs painter as a backup if the winch fails. |  |
| When the boat is on the flat surface at the front of the club, drain all water, remove all rubbish, and remove any gear that is not normally stored on the boat handheld VHFs in particular must be removed and put on charge. |  |
| The boat needs to be rinsed down, removing all sediment from the inside and any other dirt or grime that may have accumulated. Special attention should also be given to the trailer, focussing on the trailer winch, axle, and suspension. |  |
| The motor needs to be flushed using the “ear-muffs” which can be found in the shed. |  |
| Once the boat has been properly washed down it can be put away in the shed. Ensure they are left in a condition which you would like to find them when you return (ie in a better state than when you found it!) |  |
| Ensure the battery is turned off and the keys are returned to the back of the office door. |  |

De Brief: <https://www.youtube.com/watch?v=OuMJ2ExA79k>

Full Name: Signed:

Date: Inducted By: