

# Mordialloc Sailing Club

## Race Management Induction

### Version DRAFT 5

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## Rescue and Race Committee Boats

### RHIB Equipment:

- All RHIBs use unleaded fuel.
- All have a battery isolator and a RED console light (Volunteer has a console voltmeter) to indicate that the isolator is turned on.
- All have a bilge pump.
- All have full Maritime Safety Victoria required safety equipment. This includes the following items:
  - boat anchor
  - chain and rope
  - flares (**no longer required if a 25 watt VHF on board**)
  - torch
  - fire extinguisher
- All have a second smaller anchor, chain, rope and clip with red/white safety tape attached. This anchor to be used to anchor a dinghy when the crew have been removed to be taken ashore.
- All have a towing bridle with a float.
- All have a regatta grab bag that contains at a minimum the following items.
  - a small selection of hand tools
  - bolt cutters
  - air horn
  - red/white safety tape,
- All have a knife within easy reach in case of entrapment.

### Mordi Duck and Wright Duck:

- The grab bag also contains a flag roll containing any required flags used in a regatta. Ensure at least one flagpole (staff) is on board.
- Both have hydraulic steering.
- Both flushed with muffs – motor running

### Volunteer:

- The switch panel has 5 switches. Note that only 2 used. There are:
    - Switch # 4 (RHS) – fuel gauge – leave switched on at all times.
    - Switch # 5 - bilge pump
  - The boat has a metal bung. The spanner for the bung is kept in the crane box.
  - The boat has a dedicated pump for inflating the tubes; it is specific to its tube type. The hose connector needs to open a valve in the tube to inflate it. The pump and the grab bag are both in the hatch in the driver's console seat.
- IMPORTANT:**
- After fuelling, ensure the fuel cap is done up tight to avoid getting water in the fuel tank when the boat is being hosed.
  - Flush the motor using the flushing fitting on the RHS under the cowl cover.
  - **Has cable steering. Leave motor on full starboard lock to avoid the cable jamming**

### RedSam:

- **Has cable steering. Leave motor on full starboard lock to avoid the cable jamming**
- Flush the motor using muffs – Motor running

### Dom 2:

- Minimum of two on board while performing race management duties,
- Hand held VHF to be carried on board,
- Always raise radio aerial before departing/lower before retrieval.
- The fuse isolator switches are located behind the bulkhead. These control the GPS, the radio, and Furuno.
- GPS operation:

- Turn on cabin fuse panel switch
- Press power button to turn on/hold power to turn off
- Menu key = back button
- Do not delete any waypoints until all marks, pins and gear is retrieved. Delete current waypoints ashore
- NOTE: The onboard Garmin GPS is not operational
- The motor is flushed using an inbuilt hose fitting on RHS of motor housing. The motor does not need to be running.

### **Escort:**

- Minimum of two on board while performing race management duties,
- Hand held VHF to be carried on board,
- Always raise radio aerial before departing/lower before retrieval.
- Has an oil bottle under the hood and has its own oil. Normally only requires top up on the annual service
- Flush the motor using the side hose fitting (hangs in the engine well) - Motor off

### **Sounds Good:**

- Uses premium fuel. Kept in black jerry cans in the fuel shed with CD's attached labelled "Sounds Good"

## General considerations:

All skippers should hold a current Victoria Marine License. This must be with the skipper.

Alcohol is not permitted on any boat.

Safety is the responsibility of all crew. The boat, trailer, engine, fuel, drain plugs and safety equipment must all be checked before launching. Know where the safety equipment is; it is not necessarily in the same spot on all boats. The skipper is to communicate with crews, conduct a review of safety gear, show where it is stored and how it will be used if necessary.

Rescue RHIBs should always have at least 2 people on board.

**The driver must always have the kill cord attached to their body, e.g. life jacket belt, around the leg or around the wrist.**

If around the wrist ensure it does not get tangled around the throttle or steering. The cord should only be removed from the body if the engine is off. There have been instances where the cord has been removed by the driver before the engine is off, the throttle has been knocked resulting in a skipper overboard and an out-of-control unmanned vessel.

For **Escort and Dom 2** there must be a minimum of two crew onboard while performing race management duties. The driver is to wear kill switch cord whilst under way.

After starting the motor, the fast idle lever can be lifted to increase the motor revs to warm the motor before departing the Creek. All Mordialloc Sailing Club boat motors are EFI and do not use a choke. There is no need to depress the key when starting.

If the motor will not start, check the following:

1. Is the isolating switch turned on?
2. Is the boat in gear?
3. Check the kill cord has not pulled out.
4. If forward or reverse gear cannot be selected, check that the fast idle lever is all the way down.

When the motor does start, check that there is a 'telltale' of water coming out of the rear of the motor.

Powerboat drivers have a legal responsibility towards other water users. They are responsible for all passengers. A proper lookout must be maintained at all times.

Never go afloat without a working VHF radio. Speak clearly into the microphone ensuring the back of the microphone is pointing into the wind. Alternatively, it is recommended using the zip lock bag as the plastic is thick and does not "rattle" in the wind. Use 2 rubber bands secure the bag. Speak clearly and slowly. Always acknowledge transmissions to the caller when requested to perform a task, e.g. "moving the weather mark by 200m."

Log in and out of the creek with Mordi Beach or Mordi Tower as appropriate

Trim the motor up when operating in the shallows, **especially when inside the yellow poles**. Wright Duck is susceptible to ingesting sand into the cooling system.

Allow assistant Instructors to drive and be 'skipper responsible' when possible. This will improve their skills.

Skipper to adopt the 10 o'clock – 2 o'clock hand position on steering wheel to prevent hands crossing over. "Steer then gear": don't accelerate before steering in the preferred direction. Right hand should

be on top of the gear T bar and hear the click when going from forward-neutral- reverse. Throttle action when engaging a gear should be quick and firm to avoid grinding the gears.

Practice trimming the engine not only for shallow water but also for use running with waves and heading into waves (motor up slightly so the bow will rise) keep trim adjustments small. Best Practice is to “quarter” the waves, i.e. traverse into big waves at an angle, not head on.

Boats moored along the jetty should always be tied up with long mooring lines to cleats or ladders. Have at least 3 metres of bow and stern mooring lines deployed. (allows for rising or falling tides). The 3 easy knots (select one) to use when tying to a rail are: clove hitch, bowline, round turn & 2 half hitches. A clove hitch can be used to secure a fender to Sounds Good. Recommended viewing on UTUBE “A Perfect Cleat Hitch” if not sure how to do these knots.

Keep to the RHS of the creek, passing other boats port to port.

Morning crew; please clean out any of your gear and rubbish from that session, time permitting.

Afternoon crew: please ensure all unwanted gear is removed including rubbish from the morning session.

When transporting an injured sailor/person ashore (having notified the tower to organise an ambulance or other transport), bring that person to the pontoon in the Creek (opposite the Club) to be taken by ambulance or private car.

## Towing another boat:

Understand the precautions to be taken prior to and during a tow. The tow rope is to be tested by coiling to one hand and laying in bucket or floor ready for use. Do not assume that crews are familiar with towing procedures.

Procedure for towing a yacht ashore:

1. Position the Rescue Boat to weather of the disabled yacht.
2. Ready the tow line and then throw the end to the yacht crew.
3. Instruct the yacht crew to do the following:
  - a. Pass the rope through the towing ring (where fitted)
  - b. Place one wrap around the mast and hold the end of the rope
  - c. Raise centreboard ½ way
  - d. Sit to the back of the yacht
  - e. Steer the yacht as per normal. If the rudder is not useable, the skipper is to position themselves in the centre of the boat and shift weight from side to side to steer.
4. Slowly motor to the extension of the rope, take up the tension and commence the tow.
5. Tow speed should be approximately 2500rpm, possibly less in heavy weather.
6. Smaller boats like Open Skiffs can be brought into the shallows alongside the RHIB, not towed.

When towing, **NEVER**:

- Allow the yacht crew to tie off the tow line.
- Wrap the tow line around the thwart or similar fixed structure.

Both may result in further damage to the yacht.

The tow speed should be reduce if the mast is down and the yacht crew is holding the tow line.

In light winds multiple boats may be towed by the dinghy skipper holding on to the tow rope without wrapping it around the mast of the vessel.

## Dealing with entrapment.

**Recommended viewing:**

- Swanage Sailing Club Safety Training 2010  
<https://www.youtube.com/watch?v=OuMJ2ExA79k>
- RYA: Entrapment Prevention and Recovery  
<https://www.youtube.com/watch?v=Qo1JMpKQ78A>

## Righting a capsized dinghy, where the crew are unable to do so by themselves:

1. Approach the capsized boat slowly, making sure the crew is visible and away from your RHIB.
2. If the crew is still in the water
  - a. For a single handed boat, ask the skipper to hold onto the bow
  - b. For a double handed boat, one crew can hold onto the bow, the second crew can hold onto the centreboard to assist the righting of the boat
3. Approach the top of the mast and ask your RHIB crew to grab the top of the mast. Lift the mast out of the water, and walk your hands down the mast, and then down the side stay, until the boat is upright.
4. If the dinghy is in the turtle position (mast pointing downwards), approach the bow of the dinghy. Ask your RHIB crew to reach under the bow and grab onto the forestay. Gradually work your hands along the forestay towards the mast, whilst trying to lift the forestay/mast up (this may require both RHIB crews to lift the mast up and get the boat into the normal capsized position). Once the mast is level with the water, lift the mast out of the water, walk your hands down the mast, and down the side stay until the boat is upright.



## Slewing Hoist Operating Procedure

### Powering the hoist:

1. Open the crane control box (level 3 key) and remove the control pendant.
2. Press the black power switch on the switch box in the upper right hand corner of the control box.
3. Ensure the red button in the base of the pendant is in the "Out" position by twisting the button clockwise. Note: the pendant will be disabled if this button is pressed in.

### Using the hoist:

1. Underneath of the crane arm the painted compass rose tells you which buttons move the mechanism and chain/hook assembly along the arm and which buttons move the arm to, and away from the creek.
2. The North and South buttons move the lifting mechanism and chain/hook assembly along the arm.
3. The West and East buttons move the arm towards the creek and away from it.

### Launching a boat:

1. Ensure the following:
  - a. The boat canopy (where fitted) is forward and resting on the windscreen.
  - b. The lifting straps are properly connected; long strap to the front, 2 shorts straps to the rear.
  - c. A bow and stern line are connected to the boat.
  - d. Bungs are in.
  - e. The bow is unhooked from the trailer winch and trailer safety chain removed.
2. Use the Up button to lift the boat clear of the trailer, ensuring that the chain hook is clear of the chain bucket.
3. Swing the arm west to the Creek, rotating the boat on the chain so that the bow is facing the creek entry. While going west, move the mechanism and chain/hook assembly along the arm to the full north position. The west movement should be completed in one continuous move.
4. Continue west so that when the boat is lowered it will be at least 300mm clear of the creek wall.

### Retrieving a boat:

1. With the straps connected, ensure that the boat is sitting at least 300mm clear of the creek wall when lifted. In this position the mechanism and chain/hook assembly should be in the full North position
2. When the boat is lifted high enough, use the east (and south if needed) buttons to bring the boat around and over its trailer. **While standing in line with the centre of the trailer**, stop the east rotation when the chain is in line with the centre of the trailer. The east movement should be completed in one continuous move.
3. When lowering the boat onto the trailer, the trailer should not be connected to a car. If the boat or trailer is not correctly positioned, move the trailer to achieve the correct position. **DO NOT** make a small adjustment to the boats position using the east or west controls.
4. Flush engines for at least 2 minutes.
5. **DOM II, Escort, Volunteer have hose connections that do not require the use of muffs to flush the motor. Their motors do not need to be running while flushing.**
6. Boats should be hosed down inside and outside, including the motor.

7. Always connect the trailer safety chain to the bow of the boat.

**IMPORTANT OPERATING NOTES:**

1. Do not make small adjustments of the position of the arm using the east/west buttons. These small adjustments risk stripping the drive gear at the base of the arm. If you stop the arm too soon, move the trailer to suit.
2. Ensure people remain clear of the boat at all times while the crane is in motion.
3. Don't allow random people to operate the crane.

## Sounds Good Open and Close Procedures

### Start of Month

Check Engine Oil and Gear Box Oil Levels

### Start of Day

1. Remove covers from the cockpit, flybridge and bimini.
2. Open bimini.
3. Secure gantry halyards to cleats.
4. Turn battery switch under engine cover to "ALL"
5. Run blower for 2 minutes.
6. Start engine and run for 5 minutes.
7. While engine running switch Air Compressor on – 3 minutes to pressurise (if using the air horns).
8. Engine off.
9. Open toilet sea cocks.
10. Switch horns on.
11. Test both the electric horn and the air horn.
12. Switch the compressor OFF until leaving the mooring.

### Prior to Departure

1. Stow fenders
2. Remove springers
3. Cast off remaining mooring lines.

### End of Day – Return to Pen

1. Secure mooring lines and springers.
2. Deploy fenders to the centre of grab rail on both sides.
3. Secure gantry halyards to gantry and sunroof supports.
4. Switch off engine batteries under engine cover.
5. Switch off the air compressor and horn switches.
6. Close toilet sea cocks.
7. Collapse the bimini and fit the cover to it.
8. Fit the fly bridge cover starting from the port side.
9. Fit rear cover, starting at the ladder and working to your left.
10. Take garbage bag ashore.

### While Driving

Monitor left hand gauge – ensure all 3 states read "OK".