

Rescue Boat Operations – General Rules

Rescue Boat Ratios

1. The following ratios of Rescue Boats to sailing craft at sea to be adhered to at all times, during all activities:

Wind Strength	Rescue Boat Ratio
0 – 17 Knots	1 Rescue Boat per 12 Sailing Craft
18 – 21 Knots	1 Safety Boat per 10 Sailing Craft
21 – 27 Knots	1 Safety Boat per 8 Sailing Craft

Operating Area

2. The normal operating area will be within the following bounds and **always within sight of the Club**. Special permission must be obtained from a Flag Officer to sail outside the Club limits. See diagram.
- The easterly limit is the power plant
 - The westerly limit is Dhekelia jetty.
 - The southerly limit is 2 miles offshore.
 - Power boating is not permitted in the area of Dhekelia jetty and the jetty pier heads when flag A (white/blue swallow tail) is flying from the jetty mast. Flag A indicates diving activity.
 - Power boating is not permitted in marked bathing areas.
3. Emergencies excepted, Club Powerboats are not to be operated outside of SBA Waters. And always within speed restrictions.
4. RYA standards of helmsman ship and the International Rules for the Prevention of Collisions at Seas are to be adhered to at all times. As a flag carrier of the Club and representative vessel of a British Military Garrison, exceptional courtesy to other water users is expected.

Purpose & Use Restrictions

5. The purpose of the club powerboats are to act as safety, training and/or committee vessels for DSC Activities, or in support of other similar Garrison activities if approved by a Flag Officer. They are not to be used for any other recreational activity, for example joy rides, water skiing or towing inflatable toys; it may however be necessary to use the craft for familiarisation training as part of an open day or similar event, with a Flag Officer's permission and with extra safety steps and weather restrictions.

6. Children below the age of 16 are not be carried onboard club power boats unless as part of a rescue or recovery.
7. The Officer of the Day gives final approval for all powerboat operations and must be kept informed at all times of their use and whereabouts.

Qualifications

8. Minimum qualifications required to operate Club Powerboats are:
 - a. Helm: RYA Level 2 Powerboat endorsed by the Principal, although a Safety Boat Award is preferred.
 - b. Crew: RYA Level 2 Powerboat, or Level 2 Sailing if no other crew is available.
9. In addition one of either the Helm or Crew must hold a recognised First Aid qualification if performing rescue boat duties.
10. The power boats may not be taken to sea without a second crew member on board, except in the following circumstances:
 - a. In an emergency and no crew is immediately available.
 - b. On the specific authority of a Flag Officer or the Club Principal.
 - c. When transferring crew/instructors between boats.
 - d. When instructing a sailing course.
 - e. When carrying out manoeuvres whilst under instruction.
 - f. For Engine and post-maintenance testing.

Buoyancy Aids

11. An approved Personal Buoyancy aid is to be worn at all times. It is the responsibility of the user to check this aid for tears, rips or breakages which may affect its performance.

Booking Out and Booking In

12. Club power boats must be booked out using the booking out folder and consulting the Officer of the Day. On returning the boat must be fully stowed, refuelled, washed, put away with cover rigged, then signed back in with any defects reported.

Fuel Handling

13. The Standing Instructions on Fuel Handling, contained later in this leaflet are to be followed at all times.

Duties of the Rescue Boat Helm

14. The primary role of the DSC power boats is to provide rescue and safety cover during sailing and racing periods. **The duty rescue helm is responsible for ensuring the availability of a power boat at all times when sailing boats are at sea.**

15. In particular the duty rescue helms duties include:

a. Getting the boat ready for immediate use (ie launching) and checking sea worthiness.

b. Ensuring that the full rescue kit is on board, (see separate checklist). That the fuel tank is full & secured on board and its fuel-lines are connected (also see fuel handling instructions).

c. Maintaining with the OOD a watch over all craft at sea.

d. Assisting all boats and persons in difficulty.

16. The power boats have “dead-man” switches fitted. These must be selected to, “On” or “Run” to enable engine starting and its associated kill-cord **must** be securely attached to the driver’s leg. Repeat:

THE KILLCORD IS TO BE FIRMLY ATTACHED TO THE DRIVERS LEG AT ALL TIMES WHEN AT SEA

Guidelines on Launch and Recovery

17. Rescue Boat helms are trained on safe launching and recovery of Power Boats. In most circumstances it will be quite safe to launch a RHIB with just the Helm and Crew, however all available persons should be enlisted during recovery (with the Helm taking charge).

18. Safety boats, when launched, are to be paddled to Flag-staff Point and tied up prior to starting. Use of the concrete quay or wooden jetties should be restricted to loading or unloading buoys etc. only. Great care must be exercised to avoid rocks in the shallows whilst the engine is down. Boats should be paddled, with the engine raised, when inshore of Flag-staff point.

19. To avoid damage to the hull or sponsons from the rocks at Flag-staff point, Operators should ensure the boat is laid off and secured to the inshore, (west side), of the Flag-Staff mooring point, within the shelter of the bay.

Rescue Boat Operations – Safe Operation Checklists

Inventory Checklist

- Boat Hook Stowed
- Anchor and Warp Secured
- Two Paddles on Board and Stowed
- Towline, Towing Bridle and Buoy on Board and Stowed
- First Aid Kit (DK101 & DK165 only)
- Fuel Tank Secured, Fuel-Lines Connected
- VHF Radio Charged, Tested and Secured
- Emergency Knife Stowed
- Fire Extinguisher Fitted
- 2 Spare Buoyancy Aids Stowed
- Bailer on Board

Additional items to be carried for cruise cover and night sailing:

- Torch
- 2 Large Bottles of Fresh Water
- Sun Cream or Sun Block
- Spare Petrol Tank
- 1 extra long towing line and bridle for herring bone tows

Before Launching

- Read These Orders!
- Weather Forecast Checked
- Communications checked between Rescue Boat and Shore on VHF Ch 10.
- Ensure power boat is booked out correctly
- Check fuel tank is full and has correct type of fuel
- Check operation of all controls

- Check boat inventory
- Test sponsons for air hardness: Inflate if necessary, deflate if overhard, especially if air temperature is rising.
- Visually check for damage, drain bungs fitted and the drain tube cleated in the up position
- Carry out any Specific Pre-Use checks ordered by the Safety Boat Officer in the Boats Log (Committee Room)
- Check Helm and Crew qualified for the conditions and wearing buoyancy aids and appropriate clothing
- Ensure you have enough people to carry out a safe launch

During Operations

- Regularly review Wind Strength and Wave State
- Maintain a watch and ensure boats remain within Sailing Area
- Check Communications regularly between Rescue Boat and Shore
- Watch for boats in difficulty, assist as required
- Regularly Check Fuel Level
- Ensure enough safety boats for number of craft sailing

Recovery

- Ensure all crew return!
- Flush Engine
- Wash Down Hull
- Refuel
- Replace VHF Radio on Charge
- Recheck Inventory
- Report any critical faults to the OOD or SBO
- Ensure all boats are put away and covers rigged
- Ensure all equipment is put away correctly
- Record the following in the Power Boat Log (Committee Room):
 - 1. Total Engine Hours Run
 - 2. Sea Conditions
 - 3. Any Damage to boat, engine , fuel tank or equipment
 - 4. Fuel Shortages or Contamination
 - 5. Any Performance or Handling Problems

Rescue Boat Operations – Standing Instructions on Fuel Handling

- 1 There is to be NO SMOKING in the vicinity of the fuel store, near fuel cans, or whilst onboard the power boats.**
- 2 Clean fuel must be used: Always use a funnel with a strainer in its base, with a clean chamois, or filter cloth draped over it, (a clean rag will suffice). If a spillage occurs, thoroughly flush the area with clean water.**
- 3 Always ensure that there are no naked flames or spark producing apparatus in the vicinity, especially downwind of the fuel being handled.**
- 4 For the 2-stroke engine fitted to DK7, there is no need for Operators to mix fuel, as the person who refills the jerry cans from bulk supply, adds oil at 50-1 as necessary. The 4-stroke engines on DK101 & DK165, use unleaded, 4-stroke engines use unleaded, “Green Petrol”, (minimum 95 octane).**
- 5 Before powerboats are used, drivers must ensure that the fuel tank is full. A full days course laying and safety cover is likely to use a full tank of fuel. Therefore operators should check & replenish if necessary, (about every 4 hours - better safe than sorry!).**
- 6 On completion of the day’s running, the fuel tank must be topped up to full from a jerry can and the fuel tank replaced in the boat. This must also be completed after any emergency launch, to maintain the boat on standby, for any further emergency.**
- 7 Drivers should report any damage to the boat, engine or fuel tank, (also any fuel shortages or problems); in a written report, entered in the main log, for the Safety Boat Officer’s attention.**

Rescue Boat Operations – Risk Assessment

Unit/Formation: Dhekelia Sailing Club
 Activity/Exercise: Rescue Boat Operations
 Relevant Publications/Pamphlets/Procedures: AGAI Chap 18, SOP 225a, HQ BFC WSC Minutes
 Steps relate to the Risk Assessment Process

Assessor: Rear Commodore
 Date Assessment: 8 Nov 06
 Review Date: 8 Nov 07
 Generic Risk Assessment: Yes/No

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Existing Controls (Step 3)	Residual Risk (Step 4)	Additional Controls Required (Step 5)	Residual Risk(Step 6)
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Rescue Boat Operations	Drowning	1. At least one of the Staff trained in First Aid 2. Safety Boat available 3. Buoyancy Aids worn 4. 50m or Service Swim Test Conducted	No Residual		N/A
2	Rescue Boat Operations	Hypothermia (Winter Sailing)	1. At least one of the Staff trained in First Aid. 2. Wetsuits recommended. 3. Safety Boat available. 4. Wind strength limitations on sailing.	No Residual		N/A
3	Towing	Trapped Fingers / Entanglement	1. Knives carried on safety boats. 2. Trained on RYA L2 and Briefed by Principal			
4	Rescue Boat Operations	Injury from safety boat prop.	1. Prop guards fitted. 2. Kill cords used. 3. Engine stopped when pulling in swimmers.	No Residual		N/A
5	Rescue Boat Operations	Launching and recovery of boats.	1. Supervised by Helm. 2. Trained RYA L2.	No Residual		N/A
6	Dinghy Sailing & Racing	Multi Craft Capsize / Incidents	1. Safety helms instructed to aid swimmers in distress before recovery of craft. 2. Sailing area and therefore spread of craft limited. 3. Communication with Shore	No Residual		N/A
7	Rescue Boat Operations	Cut Feet	1. Footwear recommended.	No Residual		N/A
8	Dinghy Sailing & Racing	Entanglement / Entrapment after capsize.	1. Knives carried on safety boats. 2. Trained RYA L2.	No Residual		N/A
9	Rescue Boat Operations	Back Injury from lifting anchors, buoys, fuel cans etc	1. Trained on Safe Use during RYA Level 2 Course. 2. Seek assistance from Crew/Helm as required.	No Residual		
10	Rescue Boat Operations	Back Injury from lifting swimmers from the water	1. Trained on Safe Recovery during RYA Level 2 Course. 2. Seek assistance from Crew/Helm as required.	Yes	Regular Practice and briefing from Principal	No Residual

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Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Existing Controls (Step 3)	Residual Risk (Step 4)	Additional Controls Required (Step 5)	Residual Risk(Step 6)
(a)	(b)	(c)	(d)	(e)	(f)	(g)
11	Rescue Boat Operations	Fire	1. Fire Extinguishers carried on board. 2. Standing Instructions on Fuel Handling.	Yes	Ensure all Helms and Crews know how to use Extinguishers	No Residual
12	Rescue Boat Operations	Collision with other Water Users	1. RYA Level 2 Training. 2. Exceptional Courtesy. 3. Lookout Kept. 4. Communications with Shore.	No Residual		
13	Rescue Boat Operations	Grounding	1. Familiarisation with local area. 2. Handling guidelines on the berthing area. 3. Lookout kept.	No Residual		
14	Rescue Boat Operations	Engine Failure	1. Two paddles kept onboard. 2. Communications to launch backup rib (OOD to arrange) 3. Regular maintenance and testing of engines.	No Residual		

	Name	Post	Date	Signature
Existing and Additional Controls Agreed	ON MASTER COPY			
Additional Controls Implemented	ON MASTER COPY			