

## Power Boat Training – General Rules

### Foreword

1. It must be noted that the RYA produce a comprehensive safety system embedded in their course material. These rules and checklists are to supplement, not replace that and the risk assessment takes the RYA system into account.

### Command & Control

2. When being used for training purposes, the safety of the Club's Power Boats, their Helms and Crew is entirely the responsibility of the RYA Power Boat Instructor taking the course. When an Officer of the Day is not present for Courses, the senior instructor present is to assume the safety duties associated with that position.

### Operating Area

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 to 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.

8. 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.

## Qualifications

9. Only RYA Instructors and competent assistants approved by the Club Principal are to conduct Power Boat training.

## Buoyancy Aids

10. 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

11. Club power boats must be booked out using the booking out folder and consulting the Officer of the Day if present during courses. 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

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

## Kill-Cords

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

## Guidelines on Launch and Recovery

13. 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.

14. 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.

## Power Boat Training – 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

### Before Launching

- Read These Orders!
- Weather Forecast Checked
- Communications checked between Rescue Boat and Shore
- 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 cleared in the up position
- Carry out any Specific Pre-Use checks ordered by the Safety Boat Officer in the Boats Log (Committee Room)
- 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

## **Power Boat Training – 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.**

# Power Boat Training – 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	Power 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	Power Boat Operations	Hypothermia (Winter)	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. Briefed by Principal Instructor			
4	Power 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	Power Boat Operations	Launching and recovery of boats.	1. Supervised by Helm. 2. Briefed by Instructor.	No Residual		N/A
6	Power Boat Operations	Cut Feet	1. Footwear recommended.	No Residual		N/A
7	Power 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		
8	Power 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 as required.	Yes	Instructor to carry out recovery of any man over board.	No Residual
9	Power Boat Operations	Fire	1. Fire Extinguishers carried on board. 2. Standing Instructions on Fuel Handling.	Yes	Instructor to take charge of emergencies.	No Residual
10	Power Boat Operations	Collision with other Water Users	1. RYA Instructor onboard or L2 Helm. 2. Exceptional Courtesy. 3. Lookout Kept. 4. Communications with Shore.	No Residual		

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<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
11	Power Boat Operations	Grounding	1. Familiarisation with local area. 2. Handling guidelines on the berthing area. 3. Lookout kept.	No Residual		
12	Power 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		
13	Power Boat Operations	Man Overboard during 'Power up'	1. Instructor to brief before first occasion.	No Residual		

	<b>Name</b>	<b>Post</b>	<b>Date</b>	<b>Signature</b>
<b>Existing and Additional Controls Agreed</b>	<b>ON MASTER COPY</b>			
<b>Additional Controls Implemented</b>	<b>ON MASTER COPY</b>			