

Paphos International Sailing Club

PISC



Safety Boat Operating Procedures

Introduction

The following procedures are for safety boat crews and club members' information and use. The Owner(s) of this document are to keep it updated as necessary and distributed to members. Valid excerpts and passages are to be reproduced and displayed in the RHIB Sheds

Safety Boat Details

PISC currently owns two outboard driven Rigid Hull Inflatable Boats (RHIB); "Safety Sinka" a 5.2m ex-dive boat and "Safety Koula" a 5.6m Avon RHIB. Both boats are kept in sheds at Agios Georgios, Mandoulis beach.

RHIB Sheds

Two large sheds, owned by the Landlords of Agios Georgios Car Park, will be the normal park for the RHIB's. A RHIB might be taken to a private villa for deep cleaning etc. provided the RHIB Manager /RCS or his deputy are informed of its whereabouts and it is kept locked and under cover.

Responsibility

A RHIB Manager will be nominated annually by the Committee to manage the use, maintenance, servicing and repair of the RHIBs. He will hold boat paperwork on behalf of the Honorary Secretary and each RHIB will carry its own relevant documentation. Further, he will keep a set of spare keys for each RHIB and trailer locks. A second set of RHIB keys are also kept on the Officer of The Day (OOD) Key ring. Utmost care must be given to the safety of the ignition key(s) and trailer key(s) for the club boats. The RHIB Manager will work with the Club Bosun to keep the RHIBs in good condition. He is to report immediately if a RHIB is unserviceable in order that the Sailing team can forecast the Safety cover for the dinghy fleet. At the termination of each day's sailing the RHIB Keys must be returned to the RHIB shed safe.

Licenses and Flags

Cypriot registered boats are allocated LL numbers which must be visible to Marine Police on side and rear of the boats. The license lasts for 5 years and re-inspection by the Department

of Shipping agent is required if the 5 year license expires. The RHIB Manager, through Hon Secretary, will license the RHIB's as they are required. Members will receive assistance from the Training officer to gain a Cyprus HSSVOL license.

Only PISC Club members may helm a PISC Safety or PISC Support Boat, they must be in possession of a valid High Speed Surface Vehicle Operators Licence (HSSVOL), they must be on the approved list of Safety Coxswains issued by the Training Offer and listed in the RHIB Shed and ideally they should have passed the PISC Safety Coxswains course

HSSVOL. It is essential that all coxswains carry their HSSVOL on them whilst driving the boats. Marine Police regularly ask to see the license. A member holding a provisional HSSVOL may helm under supervision of a full HSSVOL qualified member.

UK Red ensign flagged RHIB's and support boats. UK qualifications such as RYA level 2 Powerboat or a powerboat International Certificate of Confidence should be held. All PISC RHIB's will transfer to Cypriot flag as soon as possible once they are prepared for the Department of Shipping inspection it will then require the Cypriot HSSVOL Licensed coxswains. The Cypriot flag must be flown at all times when on the water.

Annual VHF Licenses. The RHIB Manager through the Hon Sec will ensure the radio licenses are purchased before they expire each year from the Department of Shipping, Limassol. Failure to do so before the license is due to expire will incur extra cost for license renewal

Insurance

RHIB insurance. PISC RHIB's are currently insured on a UK policy covering third party liability. The Policy is to be kept up to date by the RHIB Manager/RCS through the Hon Secretary. The current policies will be copied for members to view and will be exhibited in the RHIB Shed.

Purchases

All purchases for the RHIB's are to be sanctioned by RCS who in turn is subject to a financial limit after which he will seek the prior approval of the committee. Small items can be purchased at the behest of RHIB Manager/RCS or his deputy from the RCS monthly € float. All receipts are required to be handed to RCS and subsequently passed to the Hon. Treasurer monthly.

Equipment and Maintenance

RHIB Maintenance will be carried out by members or sub-contractors who have a full understanding of the maintenance schedules. No member is to carry out changes or maintenance unless the RHIB Manager, or RCS or his deputy, give permission and have knowledge of what is to be done. A commercial outboard dealer is normally to be used for annual servicing and repairs. Receipts for servicing and spares are required in order to claim funds from the Club. All paperwork will be kept in the appropriate boat file by the RHIB Manager.

Page BreakGlobal Positioning Systems (GPS) Units are fitted to each RHIB which can be used to provide waypoints of the buoys that are laid. The harbour entrance at Agios Georgios is

also on one of the waypoints. For Safety Sinka, switch on by pressing the red button and to switch off hold the red button for 2-3 seconds. Safety Koula's GPS is an integral part of the VHF IMM radio. The RHIB Manager holds the operating handbook and Coxswains should read them as soon as they can.

Fish Finder/Depth Sounder. Each RHIB is also fitted a fish finder/depth which gives an accurate depth measurement in feet or metres. The fish finder can be switched on manually using the "On" power button. It has to be switched off manually. Do not disconnect these units from their power cables. They are to remain on the boats when ashore. The fish finder has a transducer fitted at the stern. The underside of the transducer is to be wiped periodically with a tissue to ensure it is clean. Ensure the transducer is tight and the head parallel to the sea to facilitate continued and accurate use.

VHF Radios. Each RHIB is fitted with VHF IMM Radio with hand microphone and antennae. Ensure the antennas are locked in the raised position and are always lowered when putting the boats in the sheds. Check that it is set for International channelisation and not U.S. Channels. A small icon [int or I] is visible when selected for International use. The club normally use channel 68. Whilst on patrol regular radio checks are to be made with the Beachmaster.

Outboard Safety Alarms. The outboards have two audible alarms with green/red lamps are on the control box. These are oil pressure and engine over heat alarm. If the alarms go off, deal with them immediately. The oil pressure alarm will also go off if the outboard is still tilted and not fully lowered into the water. If the overheat alarm activates check the water tell-tale is running well. A plastic bag or other item could be around the propeller or blocking the water inlets.

DO NOT CONTINUE TO RUN ENGINES WITH THE ALARMS ACTIVATED

If you have a problem with the outboard anchor, immediately or secure to a buoy or moored boat and inform Club Officers by radio of the problem you have encountered. If you are close to the rocks or shallow water ensure the engine is lifted enough to avoid it being hit

RHIB Trailers. Trailers are to be greased with waterproof grease. Members are invited to grease the rollers and hitch with waterproof grease, as available. The RHIB's equipment is to be slowly updated and defects and deficiencies noted. Safety Koula has a dedicated trailer with brake system, the brake pads are removed for beach launching operations and should the trailer be required to travel long distance the brakes are to be re-instated along with their cables. Wheel bearings should be replaced annually or at the very least on noticing that the bearings are becoming noisy.

Safety Sinka's Trailer. This trailer has a special three way locking facility. A high security key is needed to unlock the tow hitch. To hitch/unhitch to a vehicle, the key must be turned 90 degrees (3 o'clock to 12 o'clock) then pull out. Then hold the key mechanism, open the rear retaining clip and lift handle. They keys are held in the RHIB shed safe.

Safety Koula's Trailer. This trailer has a cable brake system. The handbrake works both road wheels. Safety Koula's trailer also has a wheel clamp which **MUST** be fitted when not stored in shed.

Safety Sinka Fuelling. Safety Sinka is fuelled by opening the door on the front of the console and removing fuel cap. A long funnel is required to fill the tank. There is a dip stick available to check the level. No Smoking or Naked lights are allowed whilst fuelling is taking place. Members are to check that there is no one smoking in the vicinity of fuelling. A red plastic auxiliary fuel tank should be kept with at least half a tank of fuel as a reserve supply and for emergencies.

Safety Koula Fuelling. Safety Koula is fuelled by via the main tank fuel cap on top in front of seat. A dipstick is contained in the locker. A large spouted funnel contained in the storage box is to be used for filling. A red plastic auxiliary fuel tank should be kept with at least half a tank of fuel as a reserve supply and for emergencies.

Auxiliary Fuel Tanks. All Portable auxiliary fuel tanks should be taken from the boats and locked up when boats are left out of the RHIB sheds. Ensure that the air cap is released on fuel tanks before use.

Battery Connections. Both RHIBs' batteries are in the onboard compartments under the consoles. Both batteries have isolating switches which must be switched off when the boat is stored in the Shed. Do not leave power onto the electronics when the boat is not in use.

RHIB and Towing Vehicle Cleaning. The RHIB's and their trailers are to be washed down and cleaned out on their return to the beach car park. The engine is to be flushed through, using the muffs and hose, with fresh water after every launch. The RHIB team is to ensure that the RHIB is returned to its shed and secured on completion. Keys are kept on hooks in the RHIB Shed. Likewise the towing vehicle is to be thoroughly washed down paying particular attention to the tow bar and rear wheel assemblies.

RHIB Covers. When not on the water the RHIB's **MUST** be kept under cover, normally in its shed. A cover is available for each RHIB and **MUST** be used when the boats are not stored out of the sun. The boats will give long service if protected from ultra violet rays and high temperatures.

Fuel and Oils. The fuel for the RHIB's will be paid for by contributions from sailors who sail under the watchful eye of the RHIB Safety crew. Before sailing commences a contributions are to be collected by the Beachmaster from both helm and crew of each dinghy that will sail as well as any club dinghy that is hired that day. All fees collected, together with the supporting Sailing Fees and Boat Hire Summary Sheet should be passed to the Officers of The Day (OODs) who in turn will hand the monies in to Rear Commodore Sailing (RCS). Designated members with "Eco Fuel Cards" will obtain fuel and oil as and when necessary throughout the month on account from a local garage. At the end of each month RCS will arrange for the local garage account to be paid in full and the month's aggregated sailing fees to be paid in to the Honorary Treasurer. Use of red portable fuel tanks is mandatory and non-suitable fuel receptacles are not to be used for carrying petrol.

Operation

RHIB Tow Vehicles. When the RHIBs are to be towed on the public roads the RHIB's must be towed by a vehicle that has insurance for towing in Cyprus. A light board must be fitted to

the rear of any RHIB that is transported away from the area of AG with a Cyprus CT plate fixed. The RHIB's are to be towed with the engine tilted up and the locking catch in place an orange bag should also cover the propeller on long trips. The RHIBs are currently registered to Paphos International Sailing Club.

Petrol Stations. When a RHIB is towed to a filling station great care is to be taken not to damage the boat trailer on the pump island as the trailer steps fitted to the mudguards stick out beyond the wheels

Safety Boat Checklist. Coxswains and crew are to complete the Safety Boat Checklist prior to launch. Both RHIB's have four stroke outboards and only use 95 unleaded fuel. They have oil tanks under the engine covers that require oil levels dipping prior to the boat being launched. In addition to the primary boat for that day the Coxswain and crew are to carry out minimal safety checks on the reserve RHIB (in accordance with the Safety Boat Checklist) in case it is required at short notice.

RHIB Launch Procedure. PISC possesses a towing vehicle specifically intended for use when launching and recovering the RHIBs. The rules and guidance for the use of this vehicle are contained in a separate PISC instruction. Members who drive the RHIBs to the slipway are asked to take every care when maneuvering at the slipway. The Beachmaster and his team are to ensure tow vehicles are clearly directed whilst reversing the vehicle down the slipway. Beachmaster will signal the driver clear instructions when to stop the vehicle once the RHIB on its trailer enters the water. Drivers must never drive off from the water with trailer attached unless clear signals are given that they may do so. The tow away from the slipway must be done at very slow speed. Members connecting the RHIB and trailer must be well clear before the tow car is allowed to move off. All feet must be clear of the trailer wheels.

Kill Chord. It is mandatory for all helmsmen to attach the kill switch cord securely to their leg or other part of their person or body when the engine is running. Crewmen are to check this happens whilst onboard.

Economy and Safe Running. A trim tab monitor on the dashboard of Safety Sinka gives the helmsman indication of the engine trim. For economical running on both RHIB's keep the trim level at all times using the tilt up and down button. Do not race around unnecessarily as fuel should be saved as much as possible. The exception to this is that if the RHIB is required to attend a casualty, go as fast as you can to approach into wind. Coxswains must always advise the crewmen that the boat is about to accelerate and they must be seen to hold on securely before doing so.

VHF Channel 16. Channel 16 is the International calling and Distress frequency. It is to be used to call a vessel that you wish to communicate with close by i.e. Paphos Marine Police boats. Once they answer you on Ch 16 ask them to move immediately to a working channel i.e. Vhf channel 68. Do not use VHF channel 16 or other channels for any prolonged conversation. If you are not confident in using the radio ask for advice and some training. If you are called on VHF 16 move back to an intership working channel as soon as you can.

ICOM Transportable Radios. Portable VHF IMM Radios are also available and should be used as backup to the built in boat radio.

Ideas and Suggestions

Club members are fortunate to have two RHIB's which are essential for our safety and they greatly enhance our sailing experience. We would, therefore, ask all members to treat this expensive equipment with the utmost care and respect as you would your own. Damage to propellers is to be avoided at all costs and coxswains operating in shallow water are required to frequently raise the engine to reduce the draft of the boat as necessary. Propellers must be checked on return to the beach. The whole boat and the PISC towing vehicle must be thoroughly washed out and outboards flushed with fresh water after each trip. All equipment is to be stowed in the RHIB Sheds.

Members with ideas and suggestions are welcome to tender them to the RCS or RCH in writing. They will be passed to the General Committee if it is believed that the Club would benefit from them in relation to the operating of the Safety boats