



Standard Operating Procedure

Lower Estuary Support Boat

Ownership & Applicability

Person responsible for updating this procedure:	Lead Bosun
Responsible for Activity:	Bosun Team
Applicable to:	Approved driver list

Approval

Drafted / Revised	Approved	Revision	Effective from
Brian Stewart	Ciaran O'Reilly	Rev1	June 2021
Brian Stewart	Ciaran O'Reilly	Rev 2	May 2022
Brian Stewart	Ciaran O'Reilly	Rev 3	July 2023

SOP Owner: _____ Date: _____

Flag Officer: _____ Date: _____

1.0 Scope

This procedure outlines the roles and responsibilities of those authorized to use the lower estuary support RIB ("Le RIB"). The primary purpose of the boat is to support cruiser racing and sailing activities as a committee boat and for laying course marks. It can also be used for keel boat coaching and supporting other club activities. The purpose of the LE RIB is to provide more senior club members the opportunity to participate in on the water activities, The LE RIB is not considered as part of the safety boat fleet.

The procedure is designed to outline actions and responsibilities to :

- Protect this valuable club asset
- Ensure safe and competent use of the RIB
- Define how the RIB will be managed and operated.

2.0 Responsibilities

Lead Bosun

- Oversees the use of the LE Support Boat
- oversees the issue of the ignition key
- monitors the LE Support Boat usage Log
- manages the authorized list of boat skippers (See Appendix 1)
- coordinates maintenance and upkeep of the boat

Authorized Skippers / Drivers

- Decision to take the LE Support Boat to sea is at the discretion of the authorized skipper on the day
- The crew carried on the day is at the sole discretion of the skipper of the day
- Ensure they are familiar with this procedure and safe operation of the RIB
- Ensure that RIB is in safe condition with sufficient fuel to go to sea
- Ensure all appropriate safety and support equipment is aboard
- Comply with the restrictions on weather and range of usage
- Ensure that a minimum of two are on board when in use, with clearly defined agreement as to who is skipper with ultimate responsibility and decision making.
- Ensures that the kill cord is used and securely attached to the leg of the driver. (A design feature of the engine is that it can be started without a kill cord – this is only for exceptional situations.) **Kill cord usage is obligatory by all drivers.**
- Ensure familiarization with boat systems and potential issues by completing a familiarization session with Bosun.

3.0 Authorization of Skippers/ Drivers

- Only members who have satisfied the chief power boat instructor and the Lead Bosun that they have the skills and competency to take charge of the vessel.
- Demonstrate that they have attained a level of knowledge of the Collision Regs and boat handling skills by having one or more of the following:
 - **ICC certificate**
 - **Day Skipper certificate,**
 - **Power Boat level 2**
- That they have the required competency and experience to take charge of the vessel, in a range of conditions including maneuvering within restricted space, and in difficult open sea states.
- That they have demonstrated the level of maturity to skipper with due consideration to safety and comfort of crew for the range of sea conditions.
- That they have been trained on how to safely berth the RIB on the dry dock pontoon in Malahide Marina, with due consideration of tidal flow and wind.
- Ordinary family and senior sailing members having attained the skills to drive the LE Support Boat will be entitled to do so.
- A list of authorized skippers/ drivers will be kept by the Bosun, where a sign off says that they have reviewed and will comply with the policies and procedures in this SOP.
- Power Boat drivers who are under 21 may drive provided they are accompanied by an authorized skipper (over 21)

4.0 Restrictions on use

Wind strength & sea conditions

Wind strength	Direction	Driver Category	Comments
Over 20 knots	001-190 Deg	None	RIB not to go to sea
Up to 15 knots	001-190 Deg	Adult (over 21)	Rib can go to sea
Up to 10 knots	001-190 Deg	Adult (over 21)	Rib can go to sea
Over 20 knots	190 - 360 Deg	Adult (over 21)	Rib can go to sea
Up to 15 knots	190 - 360 Deg	Adult (over 21)	Rib can go to sea

The Met Eireann Marine Forecast will be the primary forecaster

5.0 Operational area

- A line transit Baily light house to Rockabill Light house .5 nm east of Ireland's Eye – Lambay island.
- Permission to be sought to take the RIB outside area from the Bosun or Flag Officer.
- Mitigation for safety or response to a May Day situation outside the operational area

6.0 Safety

- There is one seat for the driver. And two seats for crew.
- The RIB will be restricted to one driver and two crew seated on the seats provided.
- Where conditions permit sitting on the tubes is allowed to a maximum of 4 additional crew, at the judgement of the designated Skipper.
- The minimum crew to take the LE RIB out to sea is two crew.
- Life jackets are compulsory
- Buoyancy aids will not be a substitute for full life jackets
- The driver must use the kill cord tied around his/her left knee
- Strictly no smoking or naked flames on board
- The LE Support Boat driver must complete the LE Support Boat log i.e., sign in date and time and crew members names.
- Communicate at all times prior to any increase in speed or direction to all crew members.
- The Bosun, (or designate,) must be kept informed of plans to use the RIB and approximate return time.
- A handheld VHF radio should be carried as back up to the boat VHF.

7.0 Items stored on-board:

- Copy of this SOP
- Boat Log
- First Aid Kit
- Air horn
- Race Start Electric Horn
- Anchor & Chain
- Foot pump to inflate tubes

8.0 Prestart checks

- Fuel level should be 50% + of the tank
- Fuel tank holds 90 liters
- 2 stroke engine oil should be 50% + of the tank
- Battery isolator switch in the off position
- Trim – Tilt rest bracket in position
- Key available complete with Kill cord
- Tube chambers correctly inflated
- Vhf radio Check operation (ideally with Handheld Backup VHF)
- Nav lights in working order
- Bilge pump in working order
- Main Bilge drain outlet closed
- Sub bilge out lets closed, Anchor well - Main bilge well
- Steering functions correctly.
- Trim and Tilt operating correctly
- Anchor present c/w chain and warp
- Anchor secured to main bow ring
- General Hull check.
- All Warps in place including springs
- Ensure “painter” line attached to Bow D ring is secured on board.

9.0 Engine start

- Squeeze fuel bulb till hard
- Squeeze oil bulb till hard
- Check position of Gear handle
- Remove Trim & Tilt rest
- Crew to take up positions with the Bow and stern warps
- Lower engine into water
- Driver to sit on seat
- Insert key
- Fasten kill cord to driver's left knee
- Turn start key to position one
- Engine diagnostics indicate all ok
- Lift fast idle lever.
- Turnkey to position 2 - engines fires
- Check with crew all ok to leave pontoon
- Return fast idle lever to normal position
- Push into gear and move away from pontoon

10.0 Boat handling

- On leaving or returning to the marina, please note the 4kn speed limit in the marina area which is bound by the break waters.
- Fingal bye-law is 5Kn in the estuary, out to the safe water mark
- While in the estuary the ILAA Buoyage system must be used (all boats pass “port to port”)
- The boat is a fast-planing boat full power should only be applied while lifting the hull on to the plane and then immediately release power to a level to hold the boat on a plane.
- Fast cornering is forbidden - all turns on a plane should be large sweeping
- Look out and observation must always be observed for other craft.
- When in the vicinity of persons in the water the engine must be taken out of gear and the kill cord removed from its holder.
- Beware of a large wash created by the boat when coming down from planning this could affect other water users.
- Do not transfer from forward to reverse gear with engine in high revs this will put the engine in safe mode at 1200 revs (always allow 10 seconds before transferring to reverse or vice versa).You must return to safety of a port if the engine goes into safe mode .
- Normal cruising speed is at approx. 2500 to 3000 rpm which gives approx. 12-15 knots in calm conditions.
- High speed should be avoided and only in an emergency or urgent situations and where sea state is appropriate.
- Give due consideration to the age and physical ability of crew, especially in choppy waters.

11.0 Anchoring

- There will be a 6 kg anchor on board c/w suitable chain ward for the areas the boat is to be used in.
- The anchor is housed in the bow anchor compartment
- The anchor uses the main bow hook as its secure point
- Before deploying the anchor, water depth must be known
- The anchor will have a sub line for the recovery of the anchor
- When the boat is lying at anchor the GPS position must be checked for security re boat position.

12.0 Returning to the dock

- The boat will be berthed on a ride on pontoon
- The boat must be secured to the dock when positioned on the dock
- The engine must be left on the trim & tilt bracket.
- All rubbish removed.
- The log completed -- return time, fuel level oil level, any issues by what's app to LE RIB Driver group.
- The boat washed down with fresh water
- Internal bilge plugs opened to allow hull bilge to drain
- Bilge pump operated to empty the bilge
- Battery Isolator switch turned off (note this only isolates the instruments)
- Replace the cover

