

**Daily**

Bilge Pump (manual) Pump Empty + 20 Dry Strokes  
 Before any electrical power changes and motoring in  
 Batteries Isolators / CBs - Check on / Volts  
 Smoke / LPG / CO detectors Check / Observe Function  
 Engine Check **Water, Oil, Battery, Belts, Leaks**  
 Hull, Deck & Fittings Check for Damage  
 Ensign / Flags Fly as etiquette requires

**Interior Preparation & Admin**

Tech Log Defects / Changes  
 Ships Log Full Log Reading/ Engine Hours / Baro  
 Fuel Gauge & Calculation / Sufficient  
 Water Gauge / Sufficient  
 Charts / Chips Adequate for passage  
 Membership Temp. Member's forms sent  
 Lifejackets Assigned for each member  
 Cabins & Galley All kit stowed securely  
 Navigation Lights Check Operational as Required  
 12V Panel Set switches as Required

**Exterior Preparation**

Fenders All (8) attached  
 Lockers Unlocked  
 Gas Bottle Bubble Check  
 Covers Removed & Stowed as Required  
 Liferaft Check & unlocked  
 MOB Kit Horseshoe / Danbuoy & Lifesling  
 Winch Handles Available  
 Halyards / Lazy jacks Secured for sailing

**Pre-Departure**

Briefing Safety  
 (More Guidance Overleaf) Housekeeping  
 Passage Plan  
 Grab Bag Prepare as Required  
 Windows Locked  
 Hatches Closed, Not Locked  
 Galley & Toilet vents As Required  
 Lifejackets On, as Required  
 Harnesses As Required  
 Gas Cocks As Required  
 Sea Cocks As Required  
 Engine Seawater Cock Check Open - Red flag stowed

**Destination - Arrival**

Holding Tank Selector Sea? / Pumped Out?  
 Local Procedures Discussed  
 Preparation Crew & Yacht ready

**Portsmouth Harbour Procedures**

Radio **C/S 2DBF8** Call Port Solent Ch 80 / Low Power  
*Outbound Before leaving pontoon*  
*Inbound By Portchester Castle*  
 Radio **MMSI 235008762** Monitor QHM CH11  
*Engine must be used in Small Boat channel between*  
*#4 Bar Buoy & Ballast Beacon*

**End of Day**

Reefing Lines All Eased  
 Deck Equipment Stowed  
 Winch Handles Stowed  
 Halyards / Lazy jacks Secured away from mast  
 Headsail Sheets Secured at winches  
 Helm Locked amidships  
 Covers Fitted as Required  
 Ships Log Completed as Required  
 Tech Log Defects & action taken  
 Fuel / Gas / Water Required?

**Leaving the Yacht - Cleaning**

Food Remove any perishables / Empty bin  
 Cupboards Remove personal stores, Clean  
 Galley / Oven / Fridge Clean, leave fridge door open  
 Floors / heads Clean throughout Leave Dry/Freshwater Flush  
 Decks Clean / Hose down  
 Teak Brush (across grain) has soft yellow bristles.  
 Clean Seawater Rinse for Teak areas when possible

**Leaving the Yacht - Exterior**

Lockers Padlocked  
 Covers Fitted  
 Liferaft Padlocked  
 MOB Kit Secured  
 Gas Bottle Cock Closed  
 Water Fill in summer, Leave in winter  
 Hull, Deck & Fittings Check for Damage

**Leaving the Yacht - Below**

*Working Forward to Aft:* Secure all doors Open  
 Forward Cabin Hatch Locked  
 Saloon Hatches Locked  
 Galley Gas Cock Closed / Vent Open  
 Heads Vent Open  
 Aft Cabin Toilet Inlet & Outlet Cock Closed  
 Engine Seawater Cock, Check – Leave Open Red flag Stowed  
 Windows Closed  
 Shore Power Check Connected / Immersion OFF  
 Battery Charger ON  
 Electrics Code in Ships Log  
 Electrics panel Set switches as Required  
 Air Heater (Eberspacher) No programme set / CB Pulled  
 Tube Heater / Dehumidifier (Approx Oct- March) ON  
 Batteries All Isolators / Air Heater CB OFF

**Ashore at end of Trip**

- Return keys to Marina Office or Lock Keeper (Port Solent)
- Contact next skipper / bookings director with details of yacht's condition that might affect the next booking(s).
- Contact Bosun with relevant technical issues
- Complete Sailing Return within 7 days listing any First Aid items used.

## Crew Briefing: (Relevant Items only)

### Crew

- Crew Experience / Competencies
- Non swimmers
- Illness / Medication issues
- ICE (In Case of Emergency) numbers shared.

### Plan

- Overview of voyage
- Weather / Tide Factors
- Other Considerations
- Contingency plans
- Action in fog.
- Watch / meal system

### Personal Safety

- Location of equipment
- Use of lifejacket / harness
- Use of Danbuoy (Extend) / MORE / Lifesling / Hoist
- Grab bag – Prepare before departure  
Contents advice on website

### Housekeeping

- Use of gas
- Heads / Sea cocks
- Vents / Hatches, closed but not locked at sea
- Litter / hygiene
- Washboards
- Monitoring of Exhaust water

### Emergencies

- **MOB** / mark Position on GPS / Plotter – long press.
- **Radio IC-M423 – DSC + Emergency call**  
**Undesignated – PRESS DISTRESS for 3 Seconds [3 short + 1 Long Beep]**  
**Designated ->DSC>Menu>Distress Call -**  
**Type of Emergency – select**  
**PRESS DISTRESS for 3 Seconds [Beeps 3+1]**
- Fire fighting – 5 Fire Extinguishers/1 Gloves/Blanket
- Medical
- Flares, location & use

### Abandon ship (The very last resort)

- Allocation of duties  
(Grab bag / water / EPIRB / radio call/ Flares etc)
- Life raft- Deployment, boarding. Check all on board!
- **Cut** painter, **Stream** drogue, **Close** door, **Maintain**,  
liferaft, lookout, morale, warmth & hygiene.

## Manoeuvres

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| Brief                               | Allocate Crew according to plan |
| Contingency Plan                    | Discuss                         |
| Fenders / warps / lines / equipment | Set as Required                 |
| Beware                              | "Help" from shore               |

## Useful Phone Nos.

- |                                     |              |
|-------------------------------------|--------------|
| Bosun (Chris Williams)              | 07759036670  |
| Technical Director (Mike Harrison)  | 07718044946  |
| Bookings Director (Andrea White)    | 01798 343146 |
| Membership Secretary (Andrea White) | 01798 343146 |
| Sailing Returns (Maggie Baylis)     | 01189 781150 |
| Port Solent Lockhouse               | 02392 210765 |

## Reference Data

Lifejackets + harnesses	7 People
Hull length	10.82 m / 35' 6"
Waterline length	9.22 m / 30' 3"
Beam	3.57 m / 11' 10"
Draft (Keel UP)	0.72m / 2' 4"
Draft (Keel Down)	2.18 m / 7' 2"
Safe Air Draft (Inc. Aerials)	16 m / 52' 6"

### Sails

Main	27.0 sq m / 290 sq ft
Reefing	Single Line Reef 1 & 2 / 2 Lines – reef 3
Genoa	28.0 sq m / 302 sq ft
Jib	Not Purchased
Gennaker	52.00 sq m / 560 sq ft

### Engine

	Yanmar 3YM30
kW / HP	21.3 kW / 29HP
Maximum Rpm	3,300 Rpm
Cruising Rpm	2,300 – 2,800 Rpm
Prop Walk in Reverse	<b>Very Mild to Port</b>
Diesel Capacity	182 Lts / 40 imp Gallons
Consumption	3.5 Lts /Hr
Diesel Fill Point	Starboard Side Deck
Water Capacity	205 Lts / 45 Gallons
Water Fill Point	Port Side Deck
Holding Tank Capacity	78 Lts / 17 Imp. Gallons
Waste Pump-out Point	Starboard Side Deck
Bow Anchor: 15 kg Bruce	30m Chain + 30m warp
Marking	Every 5m
Kedge Anchor 16 kg Fortress	35m warp

## Engine Starting reminder: -

- 1) Engine Seawater Cock -Check Open – Flag Stowed
- 2) First Start - Throttle – centre button in, set sufficient to hold in Neutral / Idle –about 1 o'clock  
(not in gear - Cold Start –pedestal marked)  
Warm Starts – select Neutral - pedestal marked
- 3) Press ON Switch –( 2 Alarm lights on) / Note Hours
- 4) Press Start Switch (**Max 10 secs**)- see below)
- 5) Release after engine starts
- 6) Set sufficient RPM to set battery charging
- 7) **Check water from exhaust (Port side Aft)**
- 8) Run at low power for 5 mins before increasing revs

### Very Cold Starts Only –

Select **Glow** for 15 Secs. Before start sequence item 3.

**Beware: Neutral is at the 10 O'clock Position**

## Failure to Start

If the engine does not "Fire" at all after 10 secs:

- 1) Release Start Switch
- 2) Press OFF Switch.
- 3) Close Engine Cooling Seacock
- 4) Attempt further start –after obvious checks.  
(**Starter motor max 15 secs**)- then wait 5 mins)
- 5) After successful start – Open sea cock **IMMEDIATELY**
- 6) Return to Normal Operations

## Engine Stopping - Reminder

- 1) Idle for 1 Minute
- 2) Press Stop Button – wait for the engine to stop.
- 3) Note Engine Hours
- 4) Press OFF Switch.
- 5) Select Gear lever to Reverse if sailing - pedestal marked

See Engine manual for further information