

Daily

Bilge Pump (manual) Pump Empty + 20 Dry Strokes
 Before any electrical power changes
 Batteries Isolators - 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
 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 (3) Available
 Halyards / Lazy jacks Secured for sailing

Pre- Departure

Briefing Safety
 (More Guidance Overleaf) Housekeeping
 Passage Plan
 Grab Bag Prepare as Required
 Hatches Closed, Not Locked
 Vent (Fwd Cabin) Closed
 Lifejackets On, as Required
 Harnesses As Required
 Gas Cocks As Required
 Sea Cocks As Required
 Engine Seawater Cock - Check Open – Flag Stowed

Portsmouth Harbour Procedures

Radio C/S **VQJG5** 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 / Backstay tension All Eased
 Deck Equipment Stowed
 Winch Handles (3) 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
 Cupboards Remove personal stores/Rubbish -Clean
 Galley /Oven / Fridge Clean, leave fridge door open
 Floors / heads Clean throughout Leave Dry
 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:
 Cushions Lifted as Required
 Forward Cabin Hatch Locked / Vent open
 Heads Sea Cocks (3) Closed / Vent open
 Saloon Hatch Locked
 Galley Gas / Sea Cock (1) Closed
 Engine Seawater Cock Leave Open - red flag stowed
 Aft Cabin Hatch Locked / Vent open
 Shore Power Electrics Code in Ships Log
 Check Connected / Immersion OFF /Battery Charger ON
 12V panel Set switches as Required
 Tube Heater / Dehumidifier (Approx Oct- March) On
 Batteries All Isolators OFF

Ashore at end of Trip

- Return keys to Marina Office or Lock Keeper
- 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 in Phone

- 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
 - Radio Ray 230e– DSC + Emergency call
Undesignated – PRESS Distress for 5 Seconds
Designated -
First Press - Type of Emergency – select
Second Press – HOLD for 3 Seconds to Send
 - Fire fighting – 4 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 etc	Set as Required
Beware	“Help” from shore

Useful Phone Nos.

Bosun (Guy Partington)	07810301542
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	0239 2210765

Reference Data

Lifejackets + harnesses	7 People
Hull Length	11.31 m / 37' 1
Waterline Length (Resting)	9.35 m / 30' 8
Beam	3.55 m / 11' 8"
Draught	1.7m / 5' 7
Safe Air Draft (Inc. Aerials)	17 m / 55' 9"
Sails	
Main Slab (3) - Reefing cringles at mast	28m ² /302 ft ²
Furling Jib	110%- 37m ² /398 ft ²
Furling Genoa	140%- 43m ² /462 ft ²
Gennaker (Bow sprit)	160%- 55m ² /592 ft ²
Engine	
	Volvo Penta D2-55
kW / HP	41 kW / 55H
Maximum Rpm	2,700 Rpm
Cruising Rpm	1,700-2,200 Rpm
Prop Walk in Reverse	
Diesel Capacity	345 Lts / 77 Gallons
Upper Tank	180 Lts/ 40 Gallons
Lower Tank (gauged)	165 Lts / 37 Gallons
Consumption	4 Lts /Hr
Diesel Fill Point	Port Side by Centre Cleat
Water Capacity	355 Lts / 80 Gallons
Upper Tank	105 Lts / 24 gallons
Lower Tank (gauged)	250 Lts / 56 gallons
Water Fill Point	Starboard Side by Shrouds
Holding Tank Capacity	60 Lts Lts / 13 Imp. Gallons
Waste Vacuum Point	Port Side Deck
Bow Anchor: 20kg CQR	40 m Chain + 20 m Warp.
Marking	every 5 m
Kedge 16 kg	6m Chain + 34m 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 3 o'clock
(not in gear - Cold Start –pedestal marked)
Warm Starts – select Neutral - pedestal marked
- 3) Fuel shut-off handle fully IN
- 4) Insert Key
- 5) Turn clockwise one click. (The alarm lights illuminate)
- 6) Check alarm & warning lights.
- 7) **Cold start only** Turn further clockwise against a light spring pressure. This activates the glow plugs – the voltage will drop & the Glow icon will illuminate.
(Hold for 15 seconds)
- 8) Turn further clockwise against a higher spring pressure to run the starter. release when engine starts
(Max 15 secs - then wait 5 mins)
- 9) Set sufficient RPM to set battery charging
- 10) **Check water from exhaust**
- 11) Run at low power for 5 mins before increasing revs

BEWARE; NEUTRAL IS AT THE 2 O'CLOCK POSITION

Engine Stopping - Reminder

1. Idle for 1 Minute
2. Pull Stop Handle – wait for the engine to stop
3. Turn Key fully anticlockwise against a light spring pressure.
(Completes Electrical disconnect)
4. Release (allows it to spring back), then Remove key if required.
5. Select Gear lever to reverse if sailing. (Pedestal marked)