



# MANLY YACHT CLUB

## Start Boat (Carlisle) Operating Procedures 2006/2007

### Preparation

- Before arriving at the Club, the starter should check the weather forecasts and tide charts, set his watch to the correct time, and check the NOR/SI's for the days racing. Arrive around 2 hrs before the designated start time.
- Get the starting lists, loudhailer and Carlisle Key from the MYC Office, ensure the Carlisle bag from the Equipment Room is loaded into Robbie R, first checking that it holds the clock, compass, wind gauge, first aid kit, fire extinguisher, backup horn and PFD's. Set the clock to the correct time. If the Carlisle key is missing, a spare is held at Davis Marina on Hook 71. Flags are normally left on Carlisle but may be in the Equipment Room – if so, bring them. Ensure all gear is loaded into Robbie R and then get Robbie R to take the start boat crew to Carlisle at N Harbour.

### Start-Up Procedures

1. Remove and stow storm cover. Insert tiller in rudder. Pump bilge dry if needed (pump button on motor control panel), check fuel/oil levels and refuel if necessary, turn on coolant tap (on engine port side), and red battery switch (forward of engine). Turn on VHF radio: do radio checks (Ch 72) with the Clubhouse (callsign "Manly Clubhouse") and mark laying Boat (callsign "Robbie R"), using callsign "Manly Starter". Use 27MHz radio only in an emergency or per Sailing Instructions. (Manly Club House monitors the 27MHz on Ch 94, Davis Marina on Ch 96)
2. Set throttle/gear lever to neutral/fast idle. (Push in and hold circular black button at base of lever while squeezing red locking button at top of lever and pushing lever forward). To start engine first ensure the black round "Stop" knob is pushed in fully, insert key, turn to right, release when engine fires). Pull the throttle/gear lever back to idle/neutral. Check coolant water is flowing from the exhaust pipe at the stern.
3. Fit winch handle so anchor is ready to deploy quickly if needed. Cast off, squeeze red locking button & push throttle/gear lever forward, steering clear of the mooring. Adjust throttle/gear lever for desired speed. Go to area where wind is clear, check wind direction, decide probable course to be sailed then move to the start location and set the start line. Start the Horn compressor (above the start panel) and monitor gauge on gas cylinder. Turn off before pressure reaches 100psi. If multiple divisions are being started, periodically check cylinder pressure and recharge as needed. If the main horn fails, use a backup portable gas operated horn.
4. Conduct races and set the start/finish lines as per the SI's and Starters Guide Booklet. After the races are completed, ensure all buoys are recovered and return to the North Harbour mooring

### Closing-Down Procedures

1. Approach mooring directly into the wind, put throttle to neutral and drift to stop at mooring. Pick up buoy; pull up over bowsprit until you can drop the chain loop over the bollard. Lash buoy to forestay.
2. To turn off engine pull out "Stop" knob (to lower left of key); then push it in when engine stops. Turn key to "Off" and remove it for return to MYC Office key locker. Turn off coolant tap and red battery switch. Radio Robbie R to come and pick you up. Broadcast a "closing down" message then turn off radio if no further calls are requested.
3. Remove winch handle, tiller, sun cover and flags and stow in the cabin. Pump out bilge if necessary. Pack the Carlisle bag. Check no valuables left on the boat. Fit storm cover. Load gear into Robbie R and return to Clubhouse. Return Carlisle bag to Equipment Room and help Robbie R crew unload the boat and store the buoys and equipment. Return Loudhailer and keys to MYC Office and give completed race sheets to Duty Officer or Race Director.

### Electric Anchor Winch

1. Fit winch handle, unlock winch with the handle (1/2 turn anticlockwise) to lower the anchor. Pull chain to get it started.
2. Lock the winch (turn handle clockwise) when sufficient chain is out: 25m is OK at Manly, but in rough or windy weather let out all the chain. After dropping the anchor, keep rudder central and motor downwind in reverse long enough to stretch out chain and ensure anchor is correctly set. Then turn off the motor.
3. To raise anchor, first ensure that the engine is running in neutral (to reduce winch load on the battery); winch circuit breaker is on (up); and the winch is locked with the handle. Then step on the deck-mounted rubber switch next to the winch to raise the anchor, keeping your legs clear of the winch handle as the handle rotates, or remove the handle. A little forward throttle can help relieve the strain on the winch. Pause just before the anchor comes aboard to ensure it gets correctly oriented, then continue until the anchor is stowed and the chain is tight.

### Safety

The minimum safe boat crew is two persons. If, in an emergency, a boat has to be operated by one person, that person is to wear a PFD at all times while in the boat. Never exceed the maximum load as shown on the safety sticker. Never leave the wharf without an anchor and tow-rope, a working radio and if possible a mobile phone. Do radio checks every 15 minutes.