



Hobson's Bay Yacht Club Inc.

Established 1888

268 Nelson Place Williamstown, 3016

Telephone 9397 6393

Facsimile 9397 1045

www.hbyc.asn.au

SAILING INSTRUCTIONS

October 2009

THESE SAILING INSTRUCTIONS WILL NOT BE ISSUED FOR EACH RACE. PLEASE KEEP THIS SET OF INSTRUCTIONS FOR FUTURE REFERENCE. IF DAMAGED OR LOST AN ADDITIONAL COPY MAY BE PURCHASED FROM THE H.B.Y.C. OFFICE.



SAILING INSTRUCTIONS

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PART A

INSTRUCTIONS WHICH APPLY TO ALL RACES RUN BY HOBSON'S BAY YACHT CLUB

SAILING INSTRUCTIONS

SPECIAL NOTES

ENTRY DISCLAIMER

It is the competitor's decision to enter an event or to start and continue in any race. Competitors shall accept that their participation in an event is at their exclusive risk, in every respect.

Hobson's Bay Yacht Club, its officers, members, servants and agents accept no liability in respect of loss of life, personal injury or loss or damage to property which may be sustained by reason of a competitor's participation or intended participation in an event or howsoever arising in connection with an event.

INSURANCE

All boats competing in any event organized by Hobson's Bay Yacht Club shall have racing and third party insurance cover of not less than **AUD\$10,000,000**.

All owners/competitors who sign the entry form are deemed to have made a declaration that they hold such cover.

Competitors may be required to produce evidence of such insurance and any competitor not holding this cover shall withdraw their entry.

PART A

SPORTSMANSHIP & THE RULES

A body of rules governs competitors in the sport of sailing that they are expected to follow and enforce. A fundamental principal of sportsmanship is that when they break a rule they will promptly take a penalty or retire.

A.1 RULES

A1.1 All races shall be governed by the ISAF 2009-2012 Racing Rules of Sailing (RRS), as amended, the Prescriptions and Safety Regulations of Yachting Australia (YA), Yachting Victoria (YV), the YV Handicapping Rules, the Australian Measurement System, (AMS) Handicapping Rules, all as modified by these instructions.

A1.2 The International Regulations for Preventing Collisions at Sea (IRPCS) between sunset and sunrise.

A1.3 Individual class and rating rules as appropriate.

A1.4 Supplementary instructions issued separately including the *Notice of Race, Schedule of Races, Racing Programme & Entrants List and these Sailing Instructions.*

A1.5 Requirements of the Port of Melbourne Corporation (PoMC) Regulations.

A1.6 HBYC reserves the right to refuse an entry.

A.2 RESPONSIBILITY

A2.1 All boats taking part in races conducted by HBYC do so at their own risk and responsibility. Unless otherwise stated, races shall be conducted under Category 6 of Part 1 of the 2009-2012 YA Special Regulations. HBYC is not responsible for the seaworthiness of a yacht whose entry is accepted or the sufficiency or adequacy of its equipment. Attention is drawn to ISAF Rule 4, which states ***“The responsibility for a boat’s decision to participate in a race or to continue racing is hers alone.”***

A2.2 A HBYC yacht racing in a HBYC event whose owner/part owner or a HBYC skipper/crew with a HBYC account more than 90 days in arrears may be disqualified or prohibited from racing.

A.3 SAFETY EQUIPMENT COMPLIANCE

A3.1 Boats shall have a valid Declaration of Compliance and Safety Equipment Checklist (DCSEC) form lodged with the Club Office at least two hours prior to the Start of a Race. Boats not having a valid DCSEC lodged shall be scored "DSQ". This alters the RRS No. 60,61,62 & 89.3 and Appendix A: Scoring.

A3.2 Keelboats shall comply with the YA Special Regulations Part 1 Sections 1 to 6 as follows or as prescribed in the *Notice of Race*:

(a) Daylight hours: Category 6, **HBYC strongly recommend that a working VHF transceiver as per YA Special Regulations 2009-2012 , Part 1 Section 3- 3.25 also be carried, this may be a hand held radio.**

(b) Between sunset and sunrise: **Category 4.**

A3.3 No bow anchors shall be carried on deck forward of the stem or with any part outboard.

A.4 ADVERTISING

Unless otherwise notified in the Notice of Race all events conducted by the HBYC shall be sailed under Appendix 1 of Racing Rules, Category "C" event in accordance with RRS 80 and ISAF Regulation 20.

A.5 NOTICES TO COMPETITORS

Notices to competitors will be posted on the notice board located in the lower foyer, or affixed to the race office and/or back door window, posted on the HBYC web site and/or faxed to other competing clubs.

A.6 CHANGES TO SAILING INSTRUCTIONS

A6.1 Any changes to Sailing Instructions will be posted at least two (2) hours before the start of the race on the day it will take effect, except that any change to the schedule of race will be posted 2 days before it takes effect.

A6.2 Printed addenda may occasionally be made to these sailing instructions and are deemed to come into effect from the issue date.

A6.3 Signals made ashore.
Signals will be displayed from the flagstaff either adjacent to the clubhouse or from the flagstaff on the roof of the work/dinghy shed.

A.7 POSTPONEMENT & ABANDONMENT

All signals shall be in accordance with the racing signals of the Racing Rules of Sailing. The Race Committee may, at its discretion, display these signals from the HBYC Club Mast, and the signal masts of other clubs as appropriate.

A.8 GROUP K CLASS

HBYC Race Committee shall designate as Group K boats entries that are limited by Class Rules or their design to lighter weather conditions under which they can sail than is normally the case for other keelboats.

Group "K" boats shall sail and be scored as a part of their appropriate Division and their Division flag will be that of the Division in which they are entered.

A list of K Class entries will be posted on the HBYC Notice Board and may be on the HBYC website.

Group K Class boats may be excluded from racing at the Race Officer's discretion and will be signaled by flying the "K" over "N" over "A" flags, however, abandonment will occur when a current Strong Wind warning has been issued by the Bureau of Meteorology for the waters of Port Phillip.

Skippers of all boats must recognize the limitations of their vessel and withdraw from the race if weather conditions exceed Class Rules or design safety.

A.9 LIFE JACKET & SAFETY HARNESS RULE

A9.1 Rule 40, (Flag “Y”) when displayed by the Race Committee, will only apply to boats without lifelines. It is strongly recommended that all crew without lifelines wear a PFD type 1 or 2 whilst on deck.

A9.2 It is strongly recommended that all crews of boats wear a PFD type 1 or 2 whilst on deck when conditions are such to warrant it. Such conditions would include:

- When sailing with reefed sails.
- Where there is significant wind effect on the water or wave heights that might jeopardize the safety of the vessel or its occupants
- At night
- When crossing a bar or entering or exiting a harbour or bay entrance.
- Sailing short handed.

A9.3 HBYC strongly recommends that suitable safety harnesses and PFD’s (as per YA Special Regulations Section 5.02) be worn when:

- (a) Sailing in rough weather
- (b) When sails are reefed
- (c) Inexperienced persons are on board
- (d) Sailing short handed and / or
- (e) When sailing at night

A9.4 Competitors who enter a two-handed race, or a two-handed division shall wear a PFD type 1 or 2 whilst sailing in that event.

However it is strongly recommended that competitors wear a PFD type 1 or 2 whilst competing two-handed in other events.

A.10 PROTESTS

A10.1 Protests shall be notified to the Secretary or an Official of the Hobson's Bay Yacht Club within two hours of the last boat in the race finishing time and lodged in writing, on the prescribed form, by 1200 hours on the Monday following the race. For midweek races this shall be by 1200 hours on the following day.

A10.2 All Protests shall be strictly in accordance with Racing Rule 61 and will be heard at the Clubhouse, 268 Nelson Place, Williamstown, at 2000 hours on the Thursday following the race, unless otherwise notified. Notice of protests will be posted on the Race Noticeboard located in the HBYC lower foyer.

A.11 RACE RESULTS

Provisional results shall be posted as soon as possible after an event on the Regatta Noticeboard in the lower foyer of the Hobson's Bay Yacht Club. Results may also be posted on the Internet at www.hbyc.asn.au.

A.12 HANDICAPS

The Race Committee reserves the right to alter or adjust the handicap of any boat in a race it is conducting up to two (2) hours prior to the start of the event.

Any changes of nominated skipper/helmsperson/tactician or any changes made to the sails, rig or hull measurements shall be communicated to the Race Committee at least three (3) hours prior to the start of the race. Failure to comply may result in disqualification, subject to protest.

A.13 SHIPPING

A13.1 Skippers shall at all times abide by the PoMC Regulations covering the navigation of small craft and boats in confined areas. They shall also abide by the directions of race officials patrolling shipping channels. Skippers failing to abide by the Port of Melbourne Regulations and the directions of the race officials shall be disqualified. The extent of this rule includes transiting to and from the

club/moorings to the race area. This alters RRS No.60, 61 & 62.

A13.2 All boats must give way to and keep well clear of shipping. If any shipping is in the vicinity, boats shall keep clear of shipping channels.

A boat which is in danger of interfering with the passage of commercial shipping may use its engine for propulsion providing the engine is used only for as long as is necessary, full details for the incident are reported to the Race Committee, and the boat is not advantaged in any way by the use of the engine.

A13.3 Any Skipper subject to a complaint by a Ship's master, Port Authority, Pilot or Police relating to adherence to Port of Melbourne Regulations on the day of a race shall be disqualified from that race unless they are able to show reasonable cause as to why they should not be so disqualified. (This rule applies in particular to yachts transiting to the start area from the club/moorings and from the finish area to the club/moorings.). This alters RRS No. 60, 61 and 62.

A13.4 All skippers should keep a listening watch on Channel 12, PoMC radio channel for shipping notices before, during and after racing.

A.14 PRIZES AND STARTERS

There must be three starters or the race shall be deemed a no race. Where there are insufficient entries in a division of a divisional race the Race Committee at its discretion may conduct the race as a combined event.

Three starters	1 st prize only
Four starters	1 st and 2 nd prizes
Five or more starters	1 st , 2 nd and 3 rd prizes

PART B

INSTRUCTIONS WHICH APPLY TO ALL CLUB COURSES AND LAID COURSES

B.1 COMMITTEE VESSEL

Visual signals shall be displayed on the Committee Vessel as described by these instructions.

B.2 MARKS AND COURSES

Courses and diagrams are outlined at the end of Part B. The course to be sailed shall be indicated by the Course Flag. The bearing to the first mark may be displayed.

B.3 STARTING LINE

The starting line shall be between a staff displaying an orange flag or shape on the Committee Vessel at the starboard end and an orange inflatable cylinder bearing the mark "X" at the port end. A Crowding Buoy may be laid nearby the Committee Vessel.

B3.1 STARTING LINE LOCATIONS

LAID COURSES

B 3.1.1 South, SE, SW, east and westerly wind direction:
in an area between Gellibrand Cardinal Mark and the P3 Pile.

B 3.1.2 North, NE and NW wind direction:
in the vicinity of P2 buoy, unless otherwise notified.

CLUB COURSES

In the vicinity approx 500 meters southwest or southeast of Station Pier.

B.4 STARTING TIME

Unless otherwise advised, the starting time for the first event shall be 1400 hours.

B.5 THE START

Races will be started in accordance with RRS 26.

Times shall be taken from the visual signals; the failure of a sound signal shall be disregarded.

Boats shall pass between the Starting Mark and the Crowding Buoy (when laid) to Start.

Boats failing to start within 10 minutes of the starting signal shall be scored "DNS"

After the Preparatory Signal and before Correctly Starting -.

- (a) Any boat passing from the pre-start side of the Starting Line to the course side of the Starting Line between the Crowding Buoy and the Committee Vessel shall return to the pre-start side of the Starting Line by passing on the course side of and round the Committee Vessel.
- (b) Any boat touching the Crowding Buoy shall correct her error in accordance with Rule 31.
- (c) Any boat passing from the course side to the pre-start side of the starting line between the Crowding Buoy and Committee Vessel shall be disqualified.

B.6 RECALLS

- (a) Individual: Shall be signalled in accordance with RRS 29.1
- (b) General Recall: Shall be signalled in accordance with RRS 29.2

B.7 SHORTEN COURSE

- (a) The shortening of course shall be signalled in accordance with the Race Signals and Racing Rule 32.
- (b) When displayed alone, the signal means -
“ALL CLASSES FINISH AT THIS POINT”.

When displayed over a Class Flag, it means -
“THIS CLASS ONLY FINISHES AT THIS POINT”.

B.8 CHANGE OF COURSE AFTER THE START

- B8.1** When changing the course after the start, the Race Committee will lay a new mark, designated “D”, and will lift the original mark as soon as practicable. Any mark to be rounded after rounding the new mark may be relocated to maintain the original course configuration.
- B8.2** A change of course will be signalled near the mark beginning the leg being changed, by a Race Committee boat that will display Code Flag “C” and may display an approximate compass bearing to the new mark and make repeated sound signals. The change will be signalled before the leading boat has begun the leg, although the new mark may not yet be in position.
- B8.3** When in a subsequent change of course a new mark is replaced, it will be replaced by an original mark.

B.9 THE FINISH

The finishing line shall be between a staff displaying a blue flag or shape on the Committee Vessel and Mark X to port.

B.10 TIME LIMIT

- B10.1** The time limit for all races shall be four (4) hours, unless otherwise notified.
- B10.2** Times will cease to be taken forty (40) minutes after the finish of the first boat in a non-divisional start or at the

expiration of the time limit, whichever is later, and forty (40) minutes after the finish of the first boat in each division, if the race was started divisionally, or at the expiration of the time limit for each division, whichever is the later. Boats that have not finished shall be scored "did not finish". This changes RRS35.

- B10.3** Any boat that has not crossed the finishing line by the published time of sunset of the race day shall be scored "DNF". This instruction shall over-ride the provisions of B10.1 and B10.2.

B.11 SCORING SYSTEM

- B11.1** The Low-Point Scoring System, Rule A4, shall apply.
- B11.2** The scoring system for the series shall be stated in the Notice of Race for the series.
- B11.3** The number of races scheduled and the number required to constitute a series shall be stated in the Notice of Race and/or the Block Entry Form.

B.12 DISTINGUISHING FLAGS

Boats competing in a divisional race shall display a distinguishing flag on their backstays as follows:

1st Division	Blue
2nd Division	Green
3rd Division	Yellow
2-handed Division	White

Boats failing to display such flags may be deemed to have not started.

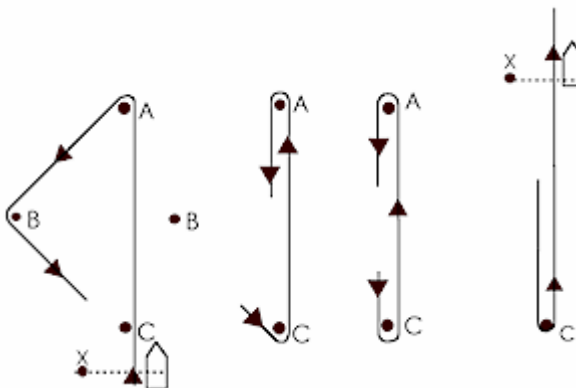
SECTION 1 - LAID COURSES

The following diagrams show the courses, including the approximate angles between legs, the order in which marks are to be rounded or passed and the side on which each mark is to be rounded.

The approximate compass bearing from the starting line to Mark A may be displayed from the Committee Vessel.

COURSES 1, 2 AND 3 - (Course 2 is indicated)

Mark A shall be located approximately 1.5 nautical miles from Mark C.

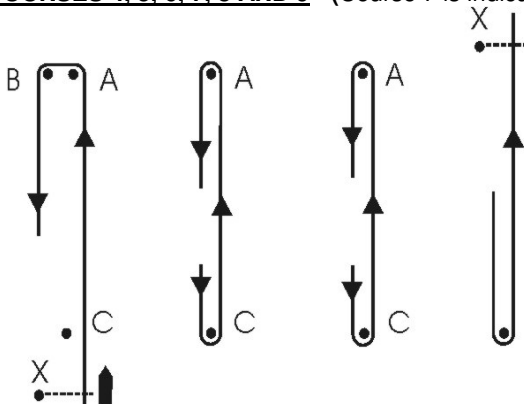


COURSE 1 **Start - A - B - C - A - C - A - C - A - C - Finish**
 Marks to be rounded to port

COURSE 2 **Start - A - B - C - A - C - A - C - Finish**
 Marks to be rounded to port

COURSE 3 **Start - A - B - C - A - C - Finish**
 Marks to be rounded to port

COURSES 4, 5, 6, 7, 8 AND 9 - (Course 7 is indicated)



Mark A shall be approximately 1.5 nautical miles from Mark C. A hitch mark, designated "B", may be laid approximately 100 metres to port of Mark A.

COURSE 4 Start - A - C - A - C - A - C - A - C - Finish

Marks to be rounded to port

COURSE 5 Start - A - B(hitch) - C - A - C - A - C - A - C - A - C - Finish

Marks to be rounded to port

COURSE 6 Start - A - C - A - C - A - C - Finish

Marks to be rounded to port

COURSE 7 Start - A - B(hitch) - C - A - C - A - C - Finish

Marks to be rounded to port

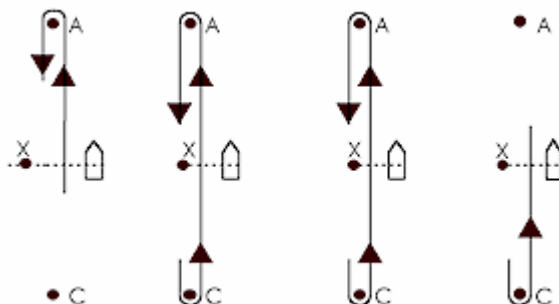
COURSE 8 Start - A - C - A - C - Finish

Marks to be rounded to port

COURSE 9 Start - A - B(hitch) - C - A - C - Finish

Marks to be rounded to port

COURSES 10, 11 AND 12 - (Course 11 is indicated)



Mark A shall be approximately 1.5 nautical miles from Mark C. Boats shall pass **through** the gate on legs from A to C and pass **outside** the gate (to either side) on legs from C to A.

COURSE 10 **Start - A - outside gate - C –through gate**
 - A- outside gate - C - through gate
 - A- outside gate - C - through gate
 - A- outside gate - C- Finish
 Marks A and C to be rounded to port

COURSE 11 **Start - A - outside gate - C –through gate**
 - A- outside gate - C - through gate
 - A- outside gate - C- Finish
 Marks A and C to be rounded to port

COURSE 12 **Start - A - outside gate - C –through gate**
 - A- outside gate - C- Finish
 Marks A and C to be rounded to port

SECTION 2 - CLUB COURSES

The following are descriptions of Club Courses that may be used.

Course 1 Southerly - approximately 10.1 nautical miles.

Start/Finish - 200 meters S.W. of channel 74.

Start in a southerly direction, pass Channel 71 to starboard, round R2 to Port, round RMYS **B** to port, round RMYS **C** to port, pass Channel 11 and 9 to starboard, round RMYS **F** to port, round RMYS **C** to port, round 74 to port, then finish.

Course 2 Southerly – approximately 7.8 nautical miles.

Start/Finish - 200 meters S.W. of channel 74.

Start in a southerly direction, pass channel 71 and R3 to starboard, round RMYS **F** to Port, round RMYS **A** to starboard, round RMYS **B** to starboard, round channel 74 to port, then finish.

Course 3 Southerly short – approximately 7.6 nautical miles.

Start/Finish – 200 meters S.W. of channel 74.

Start in a southerly direction, pass channel 71 to starboard, round R3 to port, round RMYS **A** to starboard, round RMYS **B** to starboard, round channel 74 to port, then finish.

Course 4 South Easterly – approximately 8.2 nautical miles.

Start/Finish – 200 meters S.W. of channel 74.

Start in a south easterly direction, pass Channel 73 to starboard, round RMYS **B** to port, round RMYS **A** to port, round RMYS **F** to starboard, round RMYS **C** to port, round 74 to port, then finish.

Course 5 South Easterly – approximately 9.8 nautical miles.

Start/Finish - 200 meters S.W. of channel 74.

Start in a south easterly direction, pass channel 73 to starboard, round RMYS **B** to port, round RMYS **A** to port, round channel 74 to port, pass channel 73 to starboard, round RMYS **B** to port, round channel 74

to port, then finish.

Course 6 South Easterly short – approximately 7.2 nautical miles.
Start/Finish – 200 meters S.W. of channel 74.
Start in a south easterly direction, pass channel 73 to starboard, round RMYS **B** to port, round 74 to port, round RMYS **C** to port, round channel 74 to port, then finish.

Course 7 Northerly approximately 10.8 nautical miles.
Start/Finish – 200 meters S.S.W. of channel 74.
Start in a northerly direction, round channel 74 to starboard, round RMYS **B** to starboard, round R2 to starboard, pass R3 to port, round RMYS **C** to starboard, round RMYS **B** to starboard, round RMYS **F** to starboard, pass Channel 71 to port, then finish.

Course 8 Northerly approximately 5.5 nautical miles.
Start/Finish – 200 meters S.S.W. of channel 74.
Start in a northerly direction, round channel 74 to starboard, round RMYS **B** to port, round RMYS **F** to starboard, pass R3 and channel 71 to port, then finish.

Course 9 Northerly short approximately 6.8 nautical miles.
Start/Finish – 200 meters S of R4 mark.
Start in a northerly direction, round R4 to starboard, round RMYS **A** to starboard, round RMYS **F** to starboard, pass channel 11, 9 and 71 to port, then finish.

Course 10 South westerly approximately 11.3 nautical miles.
Start - 200 meters N.E. of Channel 73. Finish - 200 meters S of R4.
Start in a south westerly direction, round channel 73 to port, round RMYS **A** to starboard, round R2 to port, round RMYS **B** to port, round RMYS **F** to starboard, pass channel 11, 9 and 71 to port, round R4 to port,

then finish.

Course 11 South Westerly approximately 10.2 nautical miles.

This course requires no shipping movements.

Start/Finish – 200 meters S.E. of Channel 74.

Start in a south westerly direction, pass Gellibrand to starboard, round P2 to port, round RMYS **C** to port, round Channel 74 to port, then finish.

Course 12 Easterly approximately 9.2 nautical miles.

Start/Finish - 200 meters W. of channel 74.

Start in an Easterly direction, round RMYS **A** to starboard, round RMYS **C** to starboard, round channel 74 to starboard, round RMYS **A** to starboard, round R3 to starboard, round channel 74 to port, then finish.

Course 13 Easterly approximately 11.0 nautical miles.

This course requires no shipping movements.

Start/Finish - 200 meters W of 74.

Start in an easterly direction, round RMYS **A** to starboard, round RMYS **F** to starboard, round P3 to starboard, round R3 to port, round channel 75 to starboard, then finish.

Course 14 Westerly approximately 8.0 nautical miles.

Start/Finish – 200 meters W of 74.

Start in a westerly direction, round channel 74 to port, round RMYS **C** to port, round RMYS **A** to port, round channel 74 to port, round R3 to port, round RMYS **A** to port, then finish.

Course 15 Westerly approximately 10.5 nautical miles.

This course requires no shipping movements

Start/Finish – 200 meters E of 74.

Start in a westerly direction, round channel 75 to port, round R3 to starboard, round P3 to port, round RMYS **F** to port, round RMYS **A** to port, then finish.

Course 16 Southerly length 13.6nm

Start/Finish 100 metres West of Channel 74.

Channel 71 pass to Starboard, R3 pass to Starboard, R2 round to Port, RMYS C round to Port, R4 round to Port, Channel 71 pass to starboard, R3 round to Port, R4 Round to Port, Finish

Course 17 South Easterly length 14nm

Start/Finish 100 metres East of 74, Channel 71, pass to Starboard, R3 pass to Starboard, R2 round to Port, RMYS C round to Port, R4 round to Port, pass channel 71 to starboard, RMYS B round to Port, R4 round to Port, Finish

Course 18 Northerly length 13.8nm

Start/Finish 200 metres west of Channel 74.

R4 round to Starboard, RMYS B round to starboard, R2 round to Starboard, Channel 9 pass to Port, RMYS C round to Starboard, RMYS B round to starboard, R2 round to Starboard, Channel 9 pass to Port, Channel 71 pass to Port, Finish.

SECTION 3 - CLUB MARKS

Description of Marks That May Be Used For Club Courses, Twilight Courses Two-Handed Courses and Pursuit Courses.

<u>STARTING MARK</u>	Orange Cylindrical Buoy (X) Orange Cylindrical Buoy (A) for Brass Monkey series only.
<u>CROWDING BUOY</u>	Black Banded Orange Cylindrical Buoy
<u>FINISH MARK</u>	Orange Cylindrical Buoy (X)
<u>GELLIBRAND</u>	An East Cardinal Mark with Light Frame Marked "Gellibrand" located approximately: 37°52. 60'S, 144°54' 90E.
<u>R2</u>	A Yellow Light Buoy marked R2 located approximately: 37°54.54'S, 144°56' 30E.
<u>R3</u>	A Buoy marked R3 located approximately 37°52.26'S, 144°56' 30E.
<u>R4</u>	A Yellow Light Buoy marked R4 located approximately: 37°50.70'S, 144°55.36'E
<u>CHANNEL 71</u>	Port of Melbourne Channel. Pile approximately . 37°52.01'S, 144°55.77'E
<u>CHANNEL 74</u>	Port of Melbourne Channel. Pile approximately . 37°51.39'S, 144°55.61'E
<u>P2 PIPELINE BUOY</u>	A Yellow Buoy with Light Frame approximately: 37°55. 42'S, 144°53' 20E.
<u>P3 PIPELINE PILE</u>	A Pile with light frame located approximately: 37°53. 38'S, 144°52' 83E.

OA PILE Outer Anchorage, sometimes referred to as “Explosives Anchorage”. A Pile with light frame located approximately: 37°56. 54’S, 144°51’ 30E.

SPG “Spoil Ground”. A Buoy located approximately: 37°59. 07’S, 144°52.98E.

Positions of RMYS moored marks are listed below. They are orange or yellow truncated pyramids, and may carry sponsor markings. They are designated A, B, C, D, E, F. Latitude and longitude are approximate, and no guarantee of accuracy may be presumed.

RMYS A Located at approximately: 37°51. 88’S, 144°57.36E.

RMYS B Located at approximately: 37°53. 12’S, 144°57.20E.

RMYS C Located at approximately: 37°52. 09’S, 144°56.32E.

RMYS D Moored approximately 500 metres north of the starting box on St. Kilda Breakwater. Located approximately: 37°51. 50’S, 144°57’ 50E.

RMYS F Located at approximately: 37°53. 36’S, 144°56.18E.

The above information is provided as a guideline only and must not be used for navigational purposes.

The locations of marks and features within Port Phillip Bay are depicted on the relevant Charts AUS143, AUS154 and AUS155, as modified by Notices to Mariners.

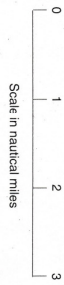
Participants are reminded of the requirements of the Prescriptions and Safety Regulations of the AYF and Yachting Victoria and the Regulations of the Port of Melbourne Corporation and Marine Safety Victoria. Information is available at www.portofmelbourne.com or

www.marinesafety.vic.gov.au

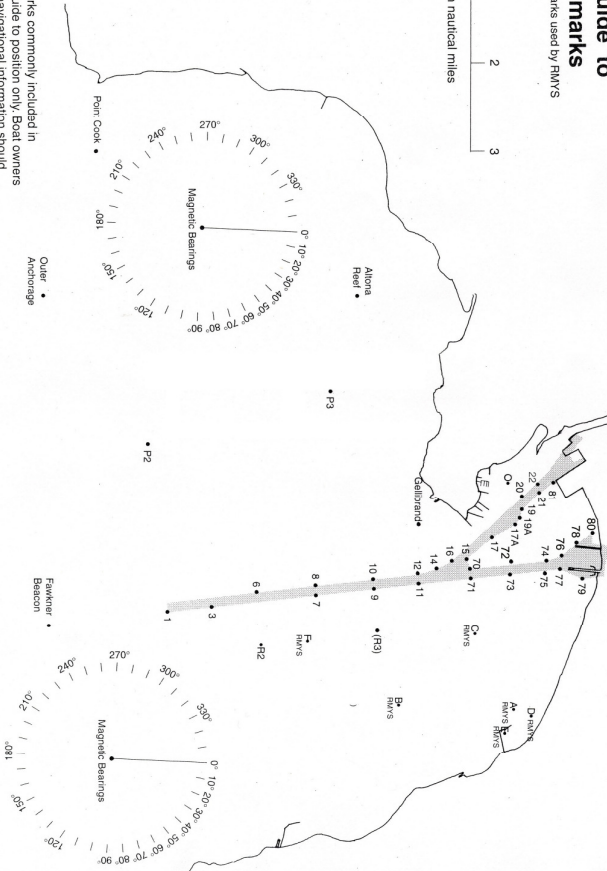
MAP OF MARKS

Location guide to HBYC race marks

Including permanent marks used by FMYS



Shipping channel



This chart of race marks commonly included in HBYC courses is a guide only. Boat owners and race officials should refer to charts published by the Hydrographic Service, R.A.N. Chart Nos. AUS 143, 154, & 155

MAP OF MARKS

PART C

Instructions which apply to Twilight Races

Presently twilight racing is being conducted with RYCV using joint Sailing Instructions. These sailing instructions are available from the club or the HBYC web site.

PART D

Instructions which apply to Pursuit Races

D.1 SCHEDULE OF RACES

A. Brass Monkey Series Races

Races shall be sailed as a pursuit start in two divisions; Division A with spinnakers and Division B without spinnakers. The winter races shall be sailed approximately fortnightly commencing on the first Saturday in May and finishing on the last Saturday in August. The nominal start time for lowest handicapped boats shall be 1330 hours. Refer to the Notice of Race for race dates.

B. Hot Pursuit Series Races

Races shall be sailed as a pursuit start in one division without spinnakers. The Hot Pursuit races shall be sailed approximately fortnightly commencing on the third Sunday in October and finishing on the last Sunday in March. The nominal start time for lowest handicapped boats shall be 1330 hours. Refer to the Notice of Race for race dates.

D.2 RESAILS

There shall be no resails.

D.3 MARKS AND COURSES

Brass Monkey Division A (Spinnaker Division)

Course No. 1

Start line to X to port to No. 74 Channel Mark to port to R4 to port to X to port to No. 74 Channel Mark to port to R4 to port to X to port to R4 to port then to finish line.

Course No. 2

Start line to R4 to starboard to No. 74 Channel Mark to starboard to X to starboard R4 to starboard to No. 74 Channel Mark to starboard to X to starboard to R4 to starboard to X to starboard then to finish line.

Brass Monkey Division B (Non Spinnaker Division)

Course No. 1

Start line to X to port to No. 74 Channel Mark to port to R4 to port to X to port to No. 74 Channel Mark to port to R4 to port then to finish line.

Course No. 2

Start line to R4 to starboard to No. 74 Channel Mark to starboard to X to starboard to R4 to starboard to No. 74 Channel Mark to starboard to X to starboard then to finish line.

Hot Pursuit Race(Non Spinnaker Division)

Course No. 1. Southerly/South Easterly– approx 6.9 nautical miles.
Start/Finish - 100 meters from channel 74.
Start in a Southerly direction, pass Channel 71 to starboard, round RMYS **F** to port, round RMYS **A** to port, round H to port, then to Finish Line.

Course No. 2. South Westerly – approximately 7.2 nautical miles.
Start/Finish - 100 meters N.E. of channel 74.
Start in a S.W. direction, round 74 to Port, round RMYS **A** to starboard, round R3 to starboard, pass channel 9, 11 and 71 to port, round H to starboard, then finish.

Course No 3. Northerly – approximately 7.1 nautical miles.
Start/Finish - 100 meters west of channel 74.
Start in a Northerly direction, round H to starboard, round RMYS **A** to starboard, round RMYS **F** to starboard, pass Channel 9, 11 and 71 to port, then finish.

Course No. 4 Easterly – approximately 7.0 nautical miles.

Start/Finish - 100 meters east of channel 74.

Start in an Easterly direction, round RMYS **A** to starboard, round RMYS **F** to starboard, pass channel 9, 11 and 71 to Port, round Channel H to starboard, then finish.

Course No.5 Westerly – approximately 7.1 nautical miles.

Start/Finish - 100 meters east of channel 74.

Start in a westerly direction, round H to Port, pass channel 71, 11 and 9 to starboard, round RMYS **F** to Port, round RMYS **A** to port, then finish.

For a description of marks, see Section 3: Club Marks

D.4 STARTING LINE

Brass Monkey Series and Hot Pursuit Series

- (a) The Starting Line shall be an imaginary line between the Signal Mast of the Committee Vessel and the Starting Mark. A Crowding Buoy (orange cylindrical buoy with black band) may be laid between the Committee Vessel and the Starting Mark.
- (b) The starting line shall be located approximately 400m south of Webb Dock.

D.5 FINISHING LINE

The Finishing Line shall be an imaginary line between the Signal Mast of the Committee Vessel and the Finishing Mark.

D.6 THE START

There shall be a succession of starts for groups of boats at TWO-MINUTE INTERVALS depending on handicap as indicated on the list of entrants issued prior to each race. The group number shall indicate the number of two-minute delays to the boat's start, from Group Zero, which shall start at the Starting Signal. This changes

RRS No. 26.

A boat shall not start more than ten (10) minutes after its starting signal.

6.1 STARTING SIGNALS

- (a.) **Warning Signal** - Five (5) minutes before the Group Zero start the Club Burgee shall be raised and a sound signal may be made, together with the numeral Zero ("0") shall be displayed on a board, along with the Course indicated by Numeral Pennant 1 or 2.
- (b.) **Preparatory Signal** - Four (4) minutes before the Group Zero start the Code Flag "P" and a sound signal may be made.
- (c.) **Preparatory Signal Removed** – at one (1) minute before the start, Code Flag "P" will be lowered and a sound signal may be made.
- (d.) **Starting Signal** - Numeral Zero ("0") shall be lowered and a sound signal may be made. Shortly afterwards numeral One ("1") shall be displayed.
- (d.) **Subsequent Starts** - The appropriate numeral for each group shall be displayed at approximately two-minute intervals. The start for the group indicated by the numeral is signalled by the lowering of the numeral. A sound signal may be made. A boat's preparatory signal shall be deemed to have been made five (5) minutes before its starting signal.
- (e.) Times shall be taken from the visual signs.

D.7 RECALLS

There shall be no recalls. When any part of a boat's hull, crew or equipment is on the course side of the starting line at her starting signal, it shall return to the pre-start side of the line to start correctly. Failure to do so shall result in the boat being penalised ten (10) places. If any boat starts more than 1 minute before her allocated start time, then she shall be scored "On Course Side" (OCS).

D.8 TIME LIMIT

A. Brass Monkey Series Races

The time limit for all boats shall be 1710 hours, or the published time for Sunset, whichever is earlier. If less than three (3) boats finish in a division the race for that division shall be abandoned. This changes Rule 35.

B. Hot Pursuit Series Races

The time limit is three (3) hours. If at least one boat finishes within the time limit, times will continue to be recorded for one (1) hour from the time of the first boat. This changes Rule 35.

D.9 DIVISION FLAGS

Boats in Division A shall fly a blue flag on the backstay. Boats in Division B shall fly a yellow flag on the backstay. Boats failing to comply with this rule may be disqualified, subject to protest.

D.10 SCORING SYSTEM FOR SERIES

The Low-Point Scoring System, Rule A4, shall apply.

The scoring system for the series shall be stated in the Notice of Race for the series.

The number of races scheduled and the number required to constitute a series shall be stated in the Notice of Race and/or the Block Entry Form.

D.11 HANDICAPS

Boats shall be allocated a group number based on past performances and that group number may alter in subsequent races depending on performance.

HOBSON'S BAY YACHT CLUB RESERVES THE RIGHT TO ALTER OR ADJUST ANY HANDICAP FOUND TO BE INCORRECTLY CALCULATED OR PRINTED. ALSO NOTE THAT THE HANDICAPS USED FOR THIS SERIES ARE INDEPENDENT OF THOSE USED IN OTHER RACES.

Entrants should be aware of their responsibilities under the YV Handicapping Rules, which are available from www.vic.yachting.org.au

PART E

Instructions which apply to Two-Handed Races

E.1 SAFETY

All competitors shall wear a PFD type 1 or 2 whilst competing in the race, and it is strongly recommended that they wear a PFD type 1 or 2 until safely returned to their home port.

It is strongly recommended that all competitors whilst competing in the race and until they return to their home port also wear approved harnesses when conditions warrant it, (ref A.8).

E.2 STARTING TIME

Unless otherwise advised, the starting time shall be 1100 hours.

E.3 STARTING LINE

- (a) The Starting Line shall be an imaginary line between the Signal Mast of the Committee Vessel and the Starting Mark. A Crowding Buoy may be laid between the Committee Vessel and the Starting Mark.
- (b) The starting line shall be located in Hobson's Bay, approximately 200m east of Webb Dock.

E.4 THE START

Races will be started in accordance with RRS 26.

Times shall be taken from the visual signals; the failure of a sound signal shall be disregarded.

Boats shall pass between the Starting Mark and the Crowding Buoy (when laid) to Start.

Boats failing to start within 10 minutes of the starting signal shall be scored "DNS"

After the Preparatory Signal and before Correctly Starting -.

- (a) Any boat passing from the pre-start side of the Starting Line to the course side of the Starting Line between the Crowding Buoy and the Committee Vessel shall return to the pre-start side of the Starting Line by passing on the course side of and round the Committee Vessel.
- (b) Any boat touching the Crowding Buoy shall correct her error in accordance with Rule 31.
- (c) Any boat passing from the course side to the pre-start side of the starting line between the Crowding Buoy and Committee Vessel shall be disqualified.

E.5 RECALLS

There shall be no recalls. If any part of the boat's hull, crew or equipment is on the course side of the starting line when the start is indicated it shall return and restart correctly or incur a 10% penalty added to its corrected time. This changes RRS Nos. 29 and 30.

E.6 COURSE

Start in a southerly direction leaving Gellibrand Cardinal Marker to starboard, then to Outer Anchorage Beacon to port, then to Spoil Ground Buoy to port, then to the finish line in a northerly direction.

Competitors are requested to notify the Race Officer as they approach Williamstown breakwater on VHF 73.

E.7 FINISHING LINE

The finish line shall be between the southern end of the HBYC Clubhouse balcony and the No 20 Channel Mark.

Finish times may be recorded from a Committee Vessel on station or from a position on shore.

E.8 TIME LIMIT

The time limit shall be, for the leading boat, eight hours (8) from the start time, or the published time of sunset, whichever is the earliest. When the leading boat finishes within the time limit, other boats shall be timed for three (3) further hours or until the published time of sunset, whichever is the earlier. Boats not completing the course prior to sunset or the expiration of the time limit shall be scored Did Not Finished (DNF). This changes Rule 35.

E.9 SCORING SYSTEM FOR SERIES

The Low-Point Scoring System, Rule A4, shall apply.

The scoring system for the series shall be stated in the Notice of Race for the series.

The number of races scheduled and the number required to constitute a series shall be stated in the Notice of Race and/or the Block Entry Form.

E.10 HANDICAPS

HOBSON'S BAY YACHT CLUB RESERVES THE RIGHT TO ALTER OR ADJUST ANY HANDICAP FOUND TO BE INCORRECTLY CALCULATED OR PRINTED. ALSO NOTE THAT THE HANDICAPS USED FOR THIS SERIES ARE INDEPENDENT OF THOSE USED IN OTHER RACES. Entrants should be aware of their responsibilities under the YV Handicapping Rules, which are available from www.yachtingvictoria.com.au.

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APPENDIX 1 - Emergency Contact List

EMERGENCY RESCUE PLAN

PART A GENERAL

A.1 OBJECTIVES

To Provide A Safe On-Water Environment For Competitors Having Due Regard For Both Expected And Unforeseen Conditions.

This document provide the following:

- A coordinated rescue plan for the Hobson's Bay Yacht Club
- A coordinated response by rescue boats and emergency service under the control of the **Person in Charge (PIC)**.

A.2 RESPONSIBILITY

Attention is drawn to ISAF Racing Rules of Sailing Fundamental Rule 4, which states:

“A boat is solely responsible for deciding whether or not to start or to continue racing.”

All boat skippers are to brief their crew on the location and use of all safety equipment carried on the vessel. This is to include the location of life jackets, life ring, Dan Buoy, torches, radio, flares, first aid kit, heaving line, man overboard sling etc. The crew needs to be instructed and practiced in Man Overboard drill, radio operation and procedure, location and operation of bilge pump/s. Procedures for heavy weather sailing should be practiced regularly including reefing, and setting of storm main and storm jib.

All race management boats are to be driven in such a manner that they will not cause any disturbance to competing yachts. All motor craft are to keep clear of competing yachts unless providing assistance.

It is important to assess whether or not a boat requires help.

Monitoring the fleet and observing the weather conditions are major tasks during the race. When a race requires on the water effective rescue capability, the patrol teams must be strategically placed to respond to emergencies.

In an emergency the priority is to save lives, not the boat.

Drifting or anchored boats can be picked up later. Safety of competitors will always override the preservation of yachts.

A.3 WHAT IS AN EMERGENCY?

HBYC will treat as an **Emergency** any circumstance that requires resources beyond those normally available during events conducted by the club and in the day-to-day management of the club's property. This will include instances of potential or actual serious injury or death to competitors, spectators or officials during the course of a club event and instances of potential or actual major loss of club or club member owned property.

Such emergencies could arise in relation to vessels engaged in a club organized event, to vessels using the club's facilities or to those facilities themselves.

Some examples of foreseeable emergency scenarios and appropriate response, personnel and facilities are included in Appendix 2.

A.4 WHAT IS HBYC's ROLE IN AN EMERGENCY?

HBYC has two distinct functions:

- It is the race organizer and administrator, but has limited search and rescue capabilities.
- It is the manager of premises which provide facilities for the storage and maintenance of vessels belonging to members of the club and which also caters for a range of social activities.

It is important that in the event of an emergency the circumstance are quickly made known to the relevant authorities.

Thereafter the function of HBYC is to assist the authorities by providing useful data, such as position information, boat description, equipment carried, crew details including next of kin, other boats descriptions and so on, and by making available to those authorities any relevant emergency facilities that it is in a position to provide.

HBYC is also to provide ready communications to interested parties such as friends and relatives and, with some necessary limitations, to the media.

A.5 WHAT ARE HBYC RESPONSIBILITIES IN AN EMERGENCY?

The key responsibilities for the HBYC are:

- Minimizing the risk of personal injury or loss of life by organizing the club's resources to affect a rescue.
- Ensuring the relevant authorities are promptly notified.
- Ensuring that useful data is readily available to authorities.
- Deploying available emergency facilities if requested by relevant authorities.
- Provide continuous around the clock contacts for authorities and interested parties.
- Logging events that may be of immediate assistance or may be useful for subsequent investigations.
- Confirming the safe return of all vessels not directly involved in the emergency.
- Post analyzing circumstances for benefit of future club administrations.

A.6 WHAT IS HBYC CHAIN OF COMMAND IN AN EMERGENCY?

The HBYC official initially responsible in an emergency, the **Person in Charge (PIC)** will depend on the nature and timing of the emergency.

- **During an HBYC Event:** The PIC will be the Race Director if present, otherwise the Officer of the Day (OOD).

It is up to the PIC to ensure, either directly or through delegation, that all relevant authorities are notified, that the data is made available, and that adequate communications resources are implemented and maintained.

As soon as possible after an emergency is identified at least two **HBYC Flag Officers** are to be contacted and advised of the relevant circumstances. Once these contacts have been made, the most senior Flag Officer available will assume control over the club's further management of the emergency and the PIC will thereafter operate under their instructions.

It may be that the Flag Officers are participating in the racing; attempts should therefore still be made to contact them, if unable to then the PIC remains in charge until a Flag Officer becomes available.

A.7 MEDIA COMMUNICATIONS.

In any emergency situation the media will quickly recognize the circumstances and pressure Club Officials for information and statements. No useful purpose is served by obstructing the media or by simply referring all contact to a senior person. HBYC officials should answer media enquires directly and should offer references to other sources of information where known with the following limitations:

- Provide only known facts. Do not offer any unqualified opinion or conjecture.
- Provide the name of the vessels involved and the number of crew aboard only. Do **NOT** provide the names of any crew to the media. Refer name enquiries to the Search and Rescue (SAR) authority so they can arrange first contact with the next of kin.
- Do not make statements on behalf of HBYC unless they have been issued in writing by a Flag Officer.

As soon as practical after the emergency is recognized the PIC must draft a written press statement and confirm it with a Flag Officer. This statement must then be circulated amongst HBYC officials involved and must be updated as circumstances change.

PART B – THE PLAN

B.1 BE PREPARED

The PIC must have readily available to them an up-to-date version of this Emergency Rescue Plan, as well as a copy of the Emergency Response Plan. The sections of the plan that must be regularly updated as required by changing circumstances include:

Appendix 1 – Emergency Contact List

- Emergency Services
This is a contact list covering contact details for the Emergency services.
- Club Emergency Contact List
Club Manager, Yard Manager and Flag Officer contact details are listed in the **Emergency Response Plan** manuals to enable them to be rapidly called upon in the case of an emergency:

Appendix 2 – Emergency Scenarios & Facilities

This is a tabulation of some foreseeable emergency scenarios and the appropriate response personnel and facilities.

Appendix 3 – Log Sheet

B.2 “LOG EVERYTHING”

Immediately it is identified that an emergency is in progress all HBYC officials involved must keep their own written log of all events. This action is critical for keeping track of events and for subsequent investigation and analysis. A log must be maintained by the radio operator (if applicable), the PIC, and by all communications persons present. The log should also include the time of all relevant events and communications and details of all persons contacted. A preferred log sheet is included in **Appendix 3** to this plan.

B.3 CONTACT AUTHORITIES

The correct emergency authorities to contact are detailed in **Appendix 1**:

Have on hand the following information when first calling for assistance:

- Exact details of the emergency.
- If the emergency involves a vessel at sea, details of all assisting information that can be made available such as vessel name, description, and equipment carried, persons on board, position of nearby vessels etc.
- Telephone numbers at which HBYC officials can be contacted and particularly a continuously available number at which assisting information can be obtained as required.

B.4 CONTACT HBYC FLAG OFFICERS

The **PIC** is to telephone **two HBYC Flag Officers** and advise them of the emergency details.

Arrangements are to be made to keep the Flag Officers informed of developments and to communicate with them prior to issuing any press statements.

B.5 SET UP A COMMUNICATIONS CENTRE

The **PIC** is to arrange that the publicised HBYC telephone number will be continuously manned for the duration of the emergency, that general information including all press statements are available at that number and that this information is promptly updated as circumstances change.

Where the emergency involves vessels at sea, the **PIC** is to arrange that a person within the Communications Center is responsible for **ascertaining the safe return** of all competitors other than those directly the subject of the emergency. When an emergency occurs during a race, this person must confirm that all competitors either finish the race or safely arrive at their homeport if they withdraw.

B.6 PREPARE PRESS STATEMENT

The **PIC** is to draft a Press Statement and confirm its contents with a **Flag Officer**. This statement is then to be available to all media through the **Communications Centre**.

B.7 CONCLUDE THE DECLARATION OF EMERGENCY

When the emergency services are finally withdrawn, the PIC is to inform all race officials and the Flag Officers that the emergency is concluded.

B.8 ARRANGE DEBRIEF, INVESTGATION and ANALYSIS

As soon as practical after the emergency declaration is concluded, but no more than three (3) days, the **PIC** is to arrange a debrief of all HBYC officials directly involved and prepare a written report. The PIC must collect separate written reports from any other HBYC officials that they believe may have important input. These reports are to be delivered "**in confidence**" to the **Commodore**.

EMERGENCY SERVICES

Organisation	Phone Number
Water Police Squad	9399 7500
Coast Guard Sandringham Tower	9598 7003
Emergency	000
Fire Brigade	000
Police	000
Ambulance	000
Police Williamstown	9393 9555
Williamstown Hospital	9393 0100
Hobson's Bay Yacht Club	9397 6393 9397 8070

APPENDIX 2

EMERGENCY SCENARIOS

The following are examples of foreseeable emergency scenarios and appropriate personnel and facilities:

Nature of Emergency	HBYC personnel & facilities available	Emergency Services to be involved
Vessel reported missing	Race Director, OOD, Yard Manager HBYC rescue vessel	Water Police
Vessel disabled and requiring assistance	Race Director, OOD, Yard Manager HBYC rescue vessel	Water Police
Man Overboard	Race Director, OOD, Yard Manager HBYC rescue vessel	Water Police
Serious injury or medical emergency aboard a vessel	Race Director, OOD, Yard Manager HBYC rescue vessel	Water Police

Rescue Vessels

As the rescue capability of the *Privateer* and *Shirley Freeman* is limited, in most cases contact the Water Police as they have both the capability and the expertise.

The club vessels that may be utilised in an emergency situation are:

- *Privateer*
- *Shirley Freeman*

Currently authorized operators of this vessel are Commodore, Vice Commodore, Yard Manager, Assistant Yard Manager and members of the General Committee and/or Sailing Committee who have been issued with keys to the vessel.

Communications Equipment

- The HBYC radio communication facilities are located at the top of the staircase on the first floor of the clubhouse (next to the door to the male toilets)
- Holders of the keys are Commodore, Vice-Commodore, Sailing Committee members and those listed in the **Emergency Response Plan**, Appendix 1 (This document is the Emergency RESCUE plan. The Emergency Response Plan is located in the box just inside the back door.)
- A VHF radio is installed. Call sign is VNF 999.

1. Vessel Adrift

The radioing vessel has lost power and is adrift. Ascertain the following:

- A. Exact location of vessel.
- B. Number of crew on board.
- C. Is the vessel in danger of running aground or drifting into commercial shipping lanes?

Steps to undertake

- (i) Advise committee boat of the problem on VHF Channel 16 and/or 73.
- (ii) If Committee boat is unavailable contact Coast Guard on Channel 16 or Phone 9598 7003 for Sandringham Tower. (24 hours).
- (iii) If vessel is in severe danger contact Water Police on channel 16 or call 9399 7500 (24 hours).
- (iv) Launch club boat if vessel is within accessible distance. Contact club boat drivers via phone, phone numbers are listed in the "**Emergency Response Plan**" appendix 1 (This document is the EMERGENCY RESCUE Plan. The Emergency Response Plan is located in the box just inside the back door).

2. Vessel Demasted

Vessel has been demasted and requires assistance. Ascertain the following:

- a. Exact location of vessel.
- b. Number of crew on board.
- c. Is anyone injured and in need of medical assistance.
- d. Is the vessel in danger or running aground or drifting into commercial shipping lanes?

Steps to undertake

- (i) Advise committee boat of the problem on VHF Channel 16 and/or 73.
- (ii) If committee boat is unavailable contact Coast Guard on Channel 16 or Phone 9598 7003 for Sandringham Tower. (24 hours).
- (iii) If vessel is in severe danger contact Water Police on Channel 16 or call 9399 7500 (24 hours).
- (iv) Launch club boat if vessel is within accessible distance. Contact club boat drivers via phone, phone numbers are listed in the “**Emergency Response Plan**” Appendix 1 (This document is the EMERGENCY RESCUE Plan. The Emergency Response Plan is located in the box just inside the back door).

3. Crew Injured / Crew Overboard

HBYC Radio has been advised of a medical emergency or Crew Overboard

Medical Emergency

Ascertain the following:

- a. Exact location of the vessel.
- b. Name of injured crew.
- c. Age of injured crew.
- d. COMPLETE description of injury. (Use drawing to assist in locating injury area as per appendix 4).
- e. Are there trained First Aid personnel on board?
- f. What steps have been started to assist the injured crew?
- g. Do they require immediate Medical Assistance?

Steps to undertake.

- a. Advise the committee boat on Channel 16 & 73.
- b. Immediately advise the Ambulance of the emergency (000).
- c. Immediately contact Flag Officers.
- d. If required, request assistance from Coast Guard and/or Water Police.
- e. Stay in contact with the vessel.

Crew Overboard

Ascertain the following:

- a. Exact location of the vessel.
- b. Name of injured crew.
- c. Age of injured crew.
- d. Was the crew wearing a PFD?
- e. Is the crew in sight and can you complete a recovery?
- g. If crew recovered, do they require Medical Assistance?
- h. If required request assistance from Coast Guard and / or Water Police.

Steps to undertake

- A. If crew is not in sight and recovery cannot be completed, IMMEDIATELY BROADCAST information from (a), (b), (c) & (d) above TO ALL VESSELS ON CHANNEL 16.
- B. If crew requires Medical Assistance
 - (i) Advise the committee boat on Channel 16 & 73
 - (ii) Immediately advise the Ambulance of the emergency (000).
 - (iii) Immediately contact Flag Officers
- C. Stay in contact with the vessel.

General Notes

Regardless of the situation, it is imperative that the radio operator keeps complete notes. If telephone calls need to be made, get someone else to do it, the Race Officer's prime concern is to keep in contact with the vessel in distress and co-ordinate what steps need to be taken to render assistance.

Upon arrival of a Flag Officer, appraise them of the situation and what steps have been undertaken. When the situation changes, advise all parties, (Coast Guard, Water Police, committee and club boats)

Where an injury has occurred, it is preferable that an Ambulance attends if the injured party requires anything more than simple first aid.

IF THE INJURY IS TO THE HEAD OR CHEST, AN AMBULANCE MUST BE CALLED.

APPENDIX 3

SITUATION REPORT

Nature of Situation:

.....
.....
.....
.....
.....

Vessel

Name:.....

Location:.....

Crew on

Board:.....

.....
.....
.....
.....

Crew

Injuries:.....

.....
.....

Actions

taken:.....

.....
.....
.....
.....
.....

SITUATION LOG

Vessel Name.....

Date	Time	Action/Event

APPENDIX 4

INJURY LOCATION CHART

Most medical emergency facilities through the Water Police have this chart. When gathering information to be relayed to the authorities use this chart to identify the area of injury, and relay and/or give to the emergency authorities.

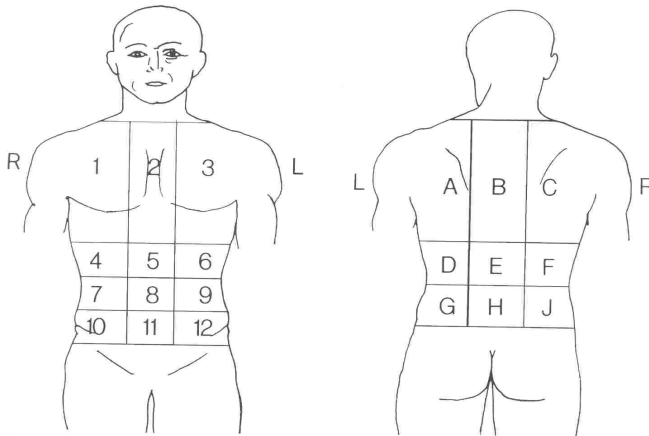


Chart by courtesy of the Royal Flying Doctor Service of Australia

When describing the region of pain, quote the corresponding number or letter on the chart. A detailed description of the injury or illness must be given to a doctor who cannot see the patient.

Tell the doctor:

- Where the pain starts
- Course of pain
- Final situation
- Severity of duration

State the type of pain – Sharp, Dull, Throbbing, Constant or Irregular.

Procedure once an alarm/emergency is raised

LOG EVERYTHING

Alarm Raised

Time:.....

- PIC takes charge (Race Director or OOD)
Name:.....
- Start situation Log
- Verify the situation details
 - * Injuries
 - * Date
 - * Time
 - * Who
 - * Location
 - * Specific nature of emergency
 - Personal injury
 - Sinking boat
 - Man overboard sighted or lost
 - Fire/explosion
 - Demasted
 - other

- **Contact Authorities**

Time.....

- * Have all details ready
 - Specific nature of emergency
 - Vessel name
 - Description
 - Persons on board
 - Position of vessel
 - Other vessels close by
 - Phone number where PIC can be contacted
 - other relevant information

- **Advise authorities** HBYC's limited ability to respond to the emergency, and request they take charge over the emergency.

- * Place HBYC resources and personnel under their control.
- * Continue to log data and monitor situation. DO NOT stop logging information until emergency is declared over.

Time.....

- **Contact Flag Officers**

- * Contact two Flag Officers.
- * Name of Flag Officer.....

* Time.....

- **Set up Communications Center**

- * Phone to be continuously manned, maintain log of calls.

- * Radio's to be continuously manned, maintain log of radio communication.

- * Designate someone in the Communications Center who is responsible for ascertaining safe return of all competitors, other than those involved in emergency.

- Prepare press statement.
- Conclude declaration of emergency; inform all race officials and Flag Officers.
- Arrange de-brief.

Notes:
(Intentionally blank)

Notes:
(Intentionally blank)