



Standard Operating Procedure

Access to Lower Estuary Moorings

Ownership & Applicability

Person responsible for update of this procedure:	Cruising Class Captain
Responsible for Activity:	Skippers of Boats on Moorings, Approved Malahide Sea Scouts.
Applicable to:	Skippers & Crew & Malahide Sea Scouts accessing boats and moorings in Lower Estuary

Approval

Drafted / Revised	Approved	Revision	Effective from
		Rev 2	Oct 2019
Paul Fay	Ciaran O'Reilly	Rev 3	June 2021
Paul Fay	Ciaran O'Reilly	Rev 4	July 2023

SOP Owner: _____ Date: _____

Flag Officer: _____ Date: _____

1.0 Access to Moorings

This procedure relates to the various means of accessing member owned and club owned boats on moorings in the Lower Estuary. The intent is to ensure safe operation and cooperation where club facilities are used. There are two means of club approved access to moored boats. (Club member boats berthed in the marina are asked not to ferry members to moored boats unless expressly agreed with marina management).

1.1 Individually owned tenders

- Most boat owners on moorings have inflatable tenders for access to their boats.
- It is up to the skipper / owner to use these in a safe and responsible manner.
- Access is primarily from the public slipway near SJT.

1.2 Club Launch on Mooring (“Pulley Launch”)

- This is a club owned Whalley boat with an outboard, moored close to the slipway adjacent to SJT.
- A pulley system is used to bring the boat to the slipway.
- Club members & MSS (Malahide Sea Scouts) members intending to use this method need to be familiarised with safe operation and included on the sign off list (APPENDIX 2).
- A WhatsApp group exists to coordinate usage and maintenance of this facility.

2.0 Use of Club Launch on Mooring (“Pulley Launch”)

This launch is primarily intended to be the sole means provided by MYC / MSS for members to access boats on moorings.

2.1 Users

Only approved users may pilot the Tender and must have completed the familiarization session.

- Approved users must be Members of Malahide Yacht Club or Malahide Sea Scouts.
- Pilots must hold a power boat licence, or Yachtmaster certificate, or ISA Sailing Instructor qualification, or ICC certificate or equivalent qualification.
- Users must sign a copy of this procedure to say they understand and agree to the procedures as set out.
- Approved members of the Malahide Sea Scouts have access to and use of the ‘Pulley Launch’ by arrangement / agreement of the MYC Committee.

- Malahide Sea Scouts will use the launch for access to boats and moorings in the estuary that are owned by the MSS and will keep a record of non-MYC users.
- MYC has first call on the 'Pulley Launch' , MSS will only use the launch when it is not in use by MYC and in accordance with the SOP for the launch.
- MSS will use the Launch 'Whatsapp' to communicate their intention to use the launch and comply with all other expectations in this procedure.
- As with all launch users MSS will keep the launch empty of rain water and inform through the 'Whatsapp' when the fuel level is low or other maintenance issues arise.

2.2 Restrictions

- Malahide Marina and its breakwaters are out of bounds for the tender. It may NOT come alongside, tie up or transfer goods or passengers to or from the marina. Shore access to the tender is only from Malahide village slipway.

2.3 Safety

The designated skipper on board should ensure: -

- That all on board are wearing a suitable buoyancy aid or life jacket.
- The instruction of the launch helm are paramount and the launch helm is treated as ' Skipper ' for the duration of the trip.
- Skippers are obliged to advise their crew to comply with instructions of the launch helm.
- That the Tender does not have more than 6 passengers including the launch helm which is the rated capacity on board.
- That it is not operated in the dark (one hr after sunset)
- That the fuel tank holds enough fuel for the trip.
- That an anchor and paddle are on board the tender.
- That the 4 knot speed limit in the channel is respected.

2.4 Outboard engine use

- Open vent cap on the top of the fuel fill cap.
- Attach kill cord to engine. (User must supply their own Kill cord for security reasons)
- Lower the engine to the drive position
- Ensure the engine is in neutral
- Pull choke out fully and squeeze the ball on the fuel line until it is hard.
- Pull the cord, the engine should start with one or two pulls of the cord. If it doesn't push the choke in and leave it for a minute or two before trying again. Do not exert too much force when using the pull cord as this will lock the mechanism and may break the return spring.

- When the engine starts push the choke in half way and then all the way when you are happy the engine is running.
- Check to ensure there is a steady flow of cooling water coming from the cooling port on the rear of the engine.

When leaving the launch;

1. Remove the kill cord.
2. Leave the engine in the raised position.
3. Close the fuel tank vent.

2.5 Non-member guests

- Occasional non-member guests crew will be accommodated on the understanding that skippers have advised guests of safety and associated risks in transferring to boats.
- Skippers who have regular guests using the club launch (i.e. more than 3 times in a season) are required to advise non-member guests that they need to contribute to the costs associated with this launch by joining the club.

2.6 Pulley system mooring.

- The loop mooring is used to bring the mooring buoy, to which the tender is attached, from the slipway to the mooring block.
- When the buoy is left at the mooring block, the large ring should be hooked to the shackle on the pier. The ring should be locked to the shackle using the 6mm Allen key locking device.
- When taking the tender on the water, do not leave the mooring buoy on the pier for long periods. You may have problems with rising or falling tide and it may inconvenience other users. Return it to the mooring block and lock in place.
- Leave both lines off the slipway and in the water to minimise inconvenience and trip hazards for other users of the slipway.
- The launch is attached to the top ring on the mooring buoy by clicking the caribeenner on the mooring bridle to the top ring.

2.7 Communications

- All approved users must be a member of the MYC Launch WhatsApp group.
- The tender should be booked using the 'LAUNCH WhatsApp ' i.e. let other users know you are going to use the tender and at what time. Ask if anybody will be going out at the same time. **This must be done in advance of using tender.**
- The tender is to be left on the pulley system available to other users. Users cannot go out sailing and leave the tender on their own mooring while out.
- Make sure your phone is on and you are contactable on your WhatsApp number if you are using the tender to ensure users can contact you if they require access to the tender.

2.8 Maintenance

- Provision of this tender is through the volunteer efforts of club members. All skippers and members using the tender are expected to volunteer time and effort to maintain the system.
- Maintenance of the pulley mechanism and mooring is the collective responsibility of boat owners using the launch. When there are problems it is up to users to collaborate to maintain and repair the pulley/mooring.
- Collaboration is also required from users to ensure ongoing maintenance of the launch during the season and antifouling in preparation of next season.
- The launch and engine are both important assets of the club. The user group will coordinate with the Commodore/Committee to arrange servicing or repair of the engine as required.

3.0 Review on Access to the Launch

The provision of this Club launch is a discretionary facility to club members at no additional cost to users. However it does require resources to provide this service, including fuel, boat and engine servicing. It also depends on members agreeing to cooperate and collaborate using the procedures in this document. As usage increases, the committee reserves the right to suspend or restrict the service totally or to individuals who are deemed not complying to the expectations laid out in this document.

Appendix 1

List of Skippers/Club members confirming understanding of this procedure, completion of familiarization session and agreement to adhere to expectations set out.

Club Member & Boat	Signature	Date	Sign Off <small>(Cruiser Sec, Cruiser Class Captain, Flag Officer)</small>
