

RIBBLE CRUISING CLUB

A Guide to Officer Of the Day Duties (OOD) 2022

1 Summary

OOD oversees the day's sailing.

If racing, converse with the race officer for courses and weather.

To be an ambassador for the club by engaging with the public and to promote sailing in general at RCC

Be ultimately responsible for alerting emergency services, organising first aid if required.

All sailing members are expected to take their turn at being OOD.

2 Responsibilities

The OOD should be first to arrive and at least 2 hours before high water, and not leave until all sailors are safely ashore and all club boats and associated equipment are stored away correctly.

Only then can the OOD discharge their responsibilities and appoint another responsible person to secure the club's premises.

The skipper of the Safety boat is by default the OOD if no other OOD has been appointed by the sailing committee or is present.

Keep written record of all those on the water that day.

Fly club burgee from clubhouse mast to advertise there is safety boat cover.

An assessment will be made by the OOD in light winds with opposing tides, to determine if dinghies are to be launched from the leeward side of the jetty.

The OOD will assess if dinghies should return by sailing directly onto the jetty or the adjacent grass.

Record all incidents and "near misses" in Accident book kept in galley.

At Fairhaven ensure a charged phone is available ashore for emergency use.

OOD will indicate when all boats need to be off the water.

3 Safety Boat

Responsible to ensure there is adequate safety boat cover based on the prevailing conditions.

Maximum ratio of 1 safety boat to 12 experienced and competent racing competitors in average weather over short courses.

Reduce to 1 safety boat to 6 competitors for inexperienced helm or crew, juniors, stronger winds (>15kn gusts), larger courses or poor visibility.

4 Club sailing dinghies

Collect fees for hire of club boats.

Check club dinghies for completeness prior to use. Any issues to be corrected or noted on "Repairs" whiteboard in garage.

Ensure mast head floats are used on club dinghies with winds gusting over 12 kn.

5 Final Checks

Only when all boats are landed on the jetty can the safety boats be taken off the water.

Ensure safety boat fuel tanks are removed and placed in external fuel store.

Ensure everything is left ready for the next sailing session.

Use whiteboard to detail any faults or request action.

Officer of the Month 2022

April John Gallagher

August

Angela Begley

May Don Flannery

September

Jeanette Richardson

June Julia Laing

October

Andy Jones

July Richard Elsdon

November

Richard Blackburn