

JACK B is one of the clubs most expensive and intensively used assets. To ensure safe use with maximum availability and minimum maintenance and repair costs, operators are asked to read and observe the following user instructions and code of practice.

JACK B - AUTHORISED USER

Jack B is to be used only by authorised drivers. See latest issue of document MSCP51.

The minimum age for support boat drivers is 18 years (MSC insurance requirements) and for crews is 16 years. The driver should have a minimum of 2 years' experience of manning support boats. (See Race Officers Guide MSCP13.)

Towing the mooring barge safely with Jack B requires particular care and experience and is restricted to drivers authorised by the Moorings Sub-committee.

JACK B - USER INSTRUCTIONS

EQUIPMENT

The following major items of equipment are carried on Jack B.

Anchor and warp	stern locker
Towing lines	forepeak
Boarding ladder	forepeak
Mop	forepeak
<i>CREW SAFE</i> buoy	forepeak
Throwing line	forepeak
Ensign and staff	wheelhouse – starboard side
Daymark mast (Used during mooring activity only)	forepeak
First Aid kit (including survival blankets)	forepeak
Radio	dash board
Binoculars	under wheel
Bolt (rigging) cutter	under wheel
Echo sounder	wheelhouse
Compass	wheelhouse
Spare fuses	wheelhouse (locker below wheel)
Fire extinguisher	wheelhouse
Boathook (small)	wheelhouse roof
Lifebuoy	engine cover
Fenders	tied to rails
Bucket	aft locker
Fresh water (for engine)	aft locker
Engine oil container	aft locker
10 litre diesel cans	diesel fuel locker (outside tractor barn)

START OF DUTY

(Please will all Jack B drivers check the Workboat for rainwater before boarding Jack B and use the on-board pump to pump out if necessary.)

Ashore: The 10 litre diesel fuel cans for Jack B are stored in the brick diesel locker outside the tractor barn. The padlock on the diesel locker uses the same key as the engine cover on Jack B. Collect full diesel cans from the diesel fuel locker and take out to Jack B. On completion of duty return the cans (full or empty) to the diesel locker. They will be refilled during the week.

If Jack B is to be taken off the mooring other than at normally expected times, if possible, first obtain clearance from the OOD or another club official. Enter details in logbook inside clubhouse.

Check your crew is suitably dressed to enter the water if required (optional).

On board: Open up wheelhouse, unlock forepeak and engine cover (remove padlock) and carry out following checks:

1. Radio: Switch on radio on main panel and on set. Tune to the club working channel (P2). Set to LOW POWER.
2. Fuel: Check fuel level gauge and top up fuel tank as necessary. Keep tank at least half full. Engine must not be run with low fuel level as this may lead to water, dirt and air entering the system. There is a special red painted key to remove the fuel cover in aft footlocker.
3. Oil: Check engine oil level on dipstick. Top up as required from container in aft locker. Excessive need for oil should be reported.
4. Water: PRESSURISED SYSTEM - DO NOT REMOVE PRESSURE CAP WHEN ENGINE IS HOT. Check fresh water level in header tank. Correct water level is 2.5cm (1 inch) below level of filler. Top up from fresh water container - sea water must not be used.
5. Sea water filter: The heat exchanger is cooled by sea water which is drawn through a sea-cock and filter next to the gearbox. Remove top of filter tube, extract and clean filter element and replace. Open seacock.
6. Stern tube greaser: Turn down greaser until resistance is felt. Do not over tighten as the pressure of the grease can push the shaft seal apart and flood the boat.
7. Engine cover: Replace engine cover. DO NOT RUN ENGINE WITHOUT ENGINE COVER IN PLACE - DANGER FROM EXPOSED DRIVE BELTS.

Start up procedure: Depress red button on single lever control to disengage gearbox, and open throttle approximately 1/2 way. Start engine. Ensure that warning lights go out and that the alternator has cut in (rev counter will register engine speed when alternator is operating correctly - it may be necessary to 'blip' throttle). Return throttle lever to neutral position to re-engage gearbox control.

Check over stern that cooling water is being pumped from exhaust.

DURING USE

Periodically check that water is being pumped from exhaust. If water flow is restricted stop engine and clean filter.

If audible alarm sounds during normal running. Check alarm lamp panel for cause (oil pressure, alternator or overheating) and STOP engine. Check oil level/alternator belt/water filter. (Note that some of the very fine floating weed will block the water intake without reaching the filter. Always check water flow and clean out water intake if necessary.)

Pump out bilges.

Ropes around propeller/shaft. The propeller shaft is fitted with a cutter that will sever small ropes. If propeller becomes entangled and cutter does not cut rope do not attempt to free shaft by engaging forward and reverse gears. This has led in the past to failure of the shaft bearings which are very difficult and expensive to replace.

Adjustments or repairs are to be made to Jack B only by authorised personnel (hull and equipment - Jack B bosun; engine - Mick Richardson). If faults or damage occur return boat to mooring and report as soon as possible.

AT END OF DUTY

Mooring up: Hook loop of chain over foredeck cleat with end of shackle pin uppermost. Tie restraining cord across bow-roller. Secure chain on cleat with cord provided and wrap pick-up buoy rope round cleat.

Stop engine: Switch off engine and remove key. Close sea-cock. Clean filter. Tighten (but do not overtighten) shaft greaser.

Top up fuel: Do not leave boat with low fuel level as it may be needed in an emergency. DO NOT turn off fuel tap on tank outlet; this is for maintenance purposes only.

General: Secure wheel, tidy ropes and forepeak, pull all fenders inboard, turn off switches APART FROM BILGE PUMP*, and replace all covers and locks.

* Automatic bilge pump: Leave the automatic bilge pump switched on unless the pump is running continuously without pumping water. Report faults to Jack B bosun.

Solar Panel: Clean the surface of the solar panel. DO NOT USE ANYTHING WITH SHARP EDGES. There's a Bucket with an attached rope in the forepeak.

Take ashore: any additional race marks, etc. which may have been used during an event. (Note: during the club racing season two temporary racemarks are normally stored aboard Jack B.)

Ashore: Replace diesel cans in diesel locker. They will be refilled during the week from the main diesel tank.

Record details of duty, problems or damage in Jack B log (on shelf at end of saloon).

To ensure prompt attention please report any faults or damage directly to Jack B bosun (see current MSC yearbook).

JACK B - CODE OF PRACTICE

DO NOT SPEED IN THE MOORINGS OR NEAR OTHER ANCHORED/MOORED VESSELS. The limit is 8kts. Jack B has a semi-displacement hull which can create a lot of wash. Unexpected waves can cause accidents on board other vessels.

Jack B is a powerful boat. Drivers should ensure that crew/passengers are ready for sudden acceleration or deceleration.

Extreme care is needed when approaching people in the water. The preferred approach is to hold off by 2-3m and throw a rope or the lifebuoy. When a person is been rescued the Jack B should be held head to wind and where possible as the person is recovered the engine is cut. Practice, using a fender in different wind and tide conditions. If someone is in trouble in the water, the Jack B helm should put the crew in the water to provide assistance if this is acceptable to the crew and the crew is dressed to enter the water. All crews are encouraged to come dressed to enter the water for an emergency but no one is forced to do so.

Use the boarding ladder when recovering people from the water.

Helping capsized craft: The Jack B is NOT a highly manoeuvrable boat and therefore should NOT try to make close contact with any capsized boat unless under extreme emergency (life threatening conditions). The approach for capsized vessels or vessels in trouble is: (1) ensure the helms and crew do not need any assistance; (2) Hold off at a distance of 3-4m; (3) Provide assistance by putting the crew of the Jack B in the water if acceptable and the crew is dressed to do so or throw ropes. If more help than this is required one of the RIBs should be called on the radio and asked to assist.

The first duty of support boats is to ensure the safety of people. protecting and recovering property is secondary. However, except in an emergency, do not leave unattended boats drifting. This can create hazards to other vessels as well as leading to doubt about the safety of crews. If a boat is to be left drifting put a *CREW SAFE* buoy on the boat.

When towing dinghies ensure that the dinghy crew understands requirements, i.e. sails down (where possible), centreboard(s) up, crew weight aft, crew to steer (if possible), tow rope secured by an easily released knot. Experience has shown that many dinghy crews will sit back thinking that all the responsibility for a safe tow is in the hands of the support boat crew. However, if the requirements in this paragraph are not met boats under tow are easily capsized, particularly if waterlogged.

Shallow water As far as possible keep Jack B in deep water. Churning up stones with the propeller damages the blades.

Beaching If, in exceptional circumstances, Jack B has to be beached ensure that the ground is soft. NEVER ground Jack B on solid ground such as the club hard.

Wheelhouse is very useful in bad weather but increases windage. Boat will tend to turn and blow downwind when stopped.

When running at speed downwind concentration is needed to hold boat on course. Redistributing some crew weight aft may improve trim and control.

Use protected part of gunwale when laying or recovering temporary racemarks to prevent damage to the gunwales.

The davit is stowed on the floor at the stern. The davit can be locked in line with the gunwale to get ropes on and off the pulley or locked outboard for raising or lowering. The davit should only be rigged when required for raising or lowering. It should not be left rigged when not in use.

Do not leave unnecessary extra equipment on board It is usual, during the racing season, to leave two temporary racemarks on board Jack B for use during club racing. If additional race equipment is taken onboard (e.g. for use during an open meeting) it must be taken ashore at the end of the event and put back into storage.

Jack B must not be used for laying or recovering chain With the exception of the temporary racemarks, chain must only be laid and recovered using the mooring barge.

It is essential that ALL problems are reported Jack B is sometimes needed urgently. Leaving unreported faults can cause serious problems and possibly danger to other users.

END OF DOCUMENT

Reviewed on 8th March 2024 by the Jack B Bosun

To be reviewed after 4 years. Next review due March 2024