

RIB EX 1 – RIB SKIPPER SUPERVISES LAUNCH AND RETRIEVE:

Task & purpose: To perform the launch & retrieve checklist (SOP) below that maintains standard procedures of response readiness and controlled departures.

RESCUE RIB	Implementation date 01/07/06	Review date 01/07/07
PRE-DEPARTURES SAFETY CHECKLIST		
IN ADVANCE OF EVERY OUTING:		
The skipper’s function is to ensure that the crew’s duties below are delegated while he analyses the requirement of the job in hand - gathering the task information & determining the operational information in order to develop the achievable operational plan.		
CREWS DUTIES		
Yes	Check rails, in launch procedure ensure RIB crew and the public’s safety.	
Yes	Bungs are replaced, earmuffs off and fuel reserves are adequate for task.	
Yes	Turn on battery, lower & start motors/navigational electronics, confirm telltale.	
Yes	Raise aerials, set radios to channel, volume and squelch.	
Yes	Don lifejackets	
Yes	Radio sign on and confirm crew list & task instructions. (Police call sign VRA 322)	
SKIPPER'S DUTIES		
Yes	Gather task info.- SARCC fax & job card, direct radio with casualty, PM card.	
Yes	Gather oper. info.- Weather, tide/current, bar, route nav., equipment, hazard I.D.	
Yes	Oversee & check launch procedures are completed and vessel is trimmed safely.	
Yes	Brief crew on the operational plan.	
Yes	Stress test steering (hard over to hard over) and propulsion before bar exits.	
Yes	Maintain a running record of half hourly (on jobs) sitreps with OSC or SARCC.	

A decision to proceed to sea must meet the requirements of NSW SRB SOP 9.



The slip is clear of obstructions and the public access is secure and safe.



The vessel is safely manned, trimmed & equipped and the crew are briefed for an achievable operational plan.

ON RETURN FROM EVERY USAGE:

The skipper’s function is to ensure that the crew’s duties below are delegated while he supervises and organises the retrieval of used equipment, replenishment of used consumables and repair of non serviceable items. Removal of damaged equipment should be tagged and notified as per SOP’s. See workbook “Prepare, maintain & test response equipment”.

SKIPPER & CREWS DUTIES

Yes	Hose down.
Yes	Remove transom bungs, drain interior, drain water ballast, replace bungs.
Yes	Flush motor and remove earmuffs.
Yes	Record engine hours.
Yes	Turn off battery master switch.
Yes	Refuel, inspect fuel lines, water separator and prop. (Use refuelling SOP - CC Ex 2)
Yes	Inspect, dry and re-stow equipment as necessary.
Yes	Re-inflate as required.
Yes	Radio sign off and complete logbook. (VRA 322)

SKIPPER TO SUPERVISE DE-BRIEFING

An informal debriefing should refer to any logged notes & records. A formal debriefing must present logs & records. See workbook “Conduct briefings & De-briefings”.



The Rib is left ready to go. Non serviceable items are reported as per SOP’s.

The RIB is cleaned, consumables are replenished & damage is repaired.



LEAVING BOAT SHED

Yes	All doors /windows locked, lights out and alarm on.	
Approving officer	Ranger Hope	Signed
		Date 01/07/06

Training resources:

Workbook- “Prepare, maintain & test response equipment”.
 “Conduct briefings & De-briefings”.

Presentation - CD Index>Rib Lessons> Prep, maint, test response equip. > “Response equip”

Presentation - CD Index>Rib Lessons> Cond. briefings & De-briefings “>Brief & De-brief.”

Regulations - NSW SRB SOP’s. 2001.