



## 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.

|  |   |                      |
|--|---|----------------------|
| <b>RESCUE RIB</b>  | Implementation date 01/07/06  | Review date 01/07/07 |
| <b>PRE-DEPARTURES SAFETY CHECKLIST</b>   |   |                      |
| <b>IN ADVANCE OF EVERY OUTING:</b>   |   |                      |
| 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.  |   |                      |
| <b>CREWS DUTIES</b>  |   |                      |
| 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) |                      |
| <b>SKIPPER'S DUTIES</b>  |   |                      |
| 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.       |                      |
| <p style="color: red; font-weight: bold; margin: 0;">A decision to proceed to sea must meet the requirements of NSW SRB SOP 9.</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center; width: 45%;">  <p style="color: blue; font-weight: bold; margin-top: 10px;">The slip is clear of obstructions and the public access is secure and safe.</p> </div> <div style="text-align: center; width: 45%;">  <p style="color: blue; font-weight: bold; margin-top: 10px;">The vessel is safely manned, trimmed &amp; equipped and the crew are briefed for an achievable operational plan.</p> </div> </div> |   |                      |

**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.