

Marblehead Racing Emergency Response Manual

When in doubt in an emergency situation, call VHF 16 or 9-1-1

This manual is for Race Committee RO (office and signal vessel as reference), racers, Harbor Masters, YC Waterfronts, USCG, Police, Ambulance and Fire. And will be posted on BYC, CYC, EYC, Mass Bay and MRA web sites.

EMERGENCY

Emergencies are extraordinary events occurring before, during, or after any on-water racing/sailing event being held in and around Marblehead Harbor, whether weather-related or not, which puts the safety of individuals at risk and require responses and assistance of a number of Race Committee, YC Waterfront and non-Race Committee first responders (Harbor Master, Police, Fire, ambulance and USCG).

The line/Command RO with assistance of the Host YC/Event Organizer should always consider abandoning, cancelling or postponing when an emergency interferes with the ability to conduct the event and/or where continuing to conduct the event would interfere with proper attention to the emergency. The line RO with assistance of the Host YC/Event Organizer should use their best judgment.

1.0 COMMAND AND COMMUNICATIONS

- 1.1 In all Emergencies, the Line RO will be in command
 - A. MRA – Midway line is lead
 - B. Notify Harbor Master, via VHF #16 of emergency (MOB/disabled vessel/etc)
 - C. Ask other line for assets as needed (extra patrol to assist in rescue)
 - D. For regattas with Event Organizer (EO), the EO will be in command
 - E. Host YC will be support as able

- 1.2 All RC vessels must stay on VHF line channel and private radio
 - A. Patrol boats need to be able to respond to Signal Boat immediately
 - B. Command and response transmissions should be minimal and related solely to the emergency condition (s)
 - C. The RO may use cell phone as needed to increase communications/reception
 - D. Line Signal Boat will communicate with emergency personnel and contact patrol boat with updates

- 1.3 Patrol Boat will communicate the following to the Signal Boat :
 - A. Kind of assistance needed
 - B. Number of people on board the distressed boat(s)
 - C. Injuries
 - D. description of boat, type, hull color
 - E. Location (identify location – i.e. near leeward mark, geographical reference, GPS coordinates if available)

Communicate to the RO and racer, transport sailor if needed, assist getting sailor out of the water if needed, continue to communicate to RO

2.0 SAFETY BASE (Major Regattas/Events Only)

- 2.1 The Event Organizer/ Host Yacht Club is the safety base of operation and coordination, see SIs for further information
- 2.2 At the request of the Command RO, the Event Host YC/EO shall assume both coordination and command responsibility
 - A. Notification of this change will be communicated to all YC vessels in a timely manner

3.0 HARBOR ASSETS

- 3.1 Coordination and dispatch of all harbor assets shall be the responsibility of the Harbor Master
 - A. For Major Regattas/Events, the Event Organizer may assist

4.0 LANDING POINT FOR RESCUED AND INJURED PARTIES

- 4.1 The victim needing medical attention should be taken immediately to the Marblehead Town Landing dock on State Street for first responder support at the dock- unless otherwise directed by the Marblehead Harbor Master

5.0 BASIC REQUIREMENTS

- 5.1 All RC vessels must carry the following
 - A. Cell phone/smart phone/etc, power turned on
 - B. Cell phone contact list for BYC, CYC and EYC Signal Boats
 - i. YC Patrol Boats
 - ii. Event Organizer
 - iii. Event judge
- 5.2 All Race Committee (RC) vessels must continuously monitor their Line VHF Channel from the time they leave their YC dock to the time the RC vessels return
 - A. MRA channels are Midway Line VHF Channel 78 and Tinkers Line VHF Channel 71
 - B. For all other racing events, please refer to the Event Sailing Instructions (SI)
 - C. RC vessels will discuss private radio channel at the pre-race meeting at YC dock

6.0 LIST OF COMPETITORS

- 6.1 The Signal Boat must maintain a complete list of all boats and souls on board participating in the race
 - A. Check in, as required by the Event Sailing Instructions
 - B. The Event Organizer/Host YC shall provide vessel registration material to include
 - i. MRA - owner contact information, boat class, sail number and harbor location or mooring number or dry storage location
 - ii. For non-MRA events, the appropriate registration information will be provided

7.0 RC VESSEL SAFETY EQUIPMENT

- 7.1 Every RC vessel must have the following equipment on-board and in good working condition:
 - A. One Hard-wired GPS system

- B. Complete tool kit
- C. Current standard First Aid kit
- D. Current standard Hypothermia Kit
- E. 1 throw rings with 50' of line attached
- F. Minimum 2 life jackets with whistles
- G. Two Falcon horns and multiple spare cans
- H. 1 boat hooks
- I. Boat ladder
- J. RC tow line 60' long

7.2 BYC, CYC and EYC RCs have an AED on their signal boats. When an AED (defibrillator device) is carried aboard an RC signal boat, there should be personnel trained to use it. The waterfront staff at BYC, CYC and EYC are trained to use a defibrillator.

8.0 IMPLEMENTATION AND TRAINING

- 8.1 The following training is **recommended** for all RC personnel.
- 8.2 Provide RC access to local YC RC training, US Sailing courses, on line and other materials
 - A. Man Overboard Drill Training
 - B. Hypothermia Training Course
 - C. CPR/AED Training Course
 - D. First-Aid Training Course

RC RESCUE RESPONSE: NON WEATHER RELATED

Non-weather related emergencies include collisions, capsizing with individuals in the water, on-board accidents/injuries and illness, engine fire, sinking, and other similar events.

Communicate to the RO and racer, transport sailor if needed, assist getting sailor out of the water if needed, continue to communicate to RO

1. The RC patrol closest to the scene of the event shall immediately inform the Line RO of the situation with the vessel
2. In all Emergencies, the Line RO will be in command
 - A. MRA – Midway line is lead
 - B. Notify Harbor Master, via VHF #16 of emergency (MOB/disabled vessel/etc)
 - C. Ask other line for assets as needed (extra patrol to assist)
 - D. For regattas with Event Organizer (EO), the EO will be in command
 - E. Host YC will be support as able
3. All RC vessels must stay on VHF line channel and private radio
 - A. Patrol boats need to be able to respond to Signal immediately
 - B. Command and response transmissions should be minimal and related solely to the emergency condition (s)
 - C. The RO may use cell phone as needed to increase communications/reception
 - D. Line Signal Boat will communicate with emergency personnel and contact patrol boat with updates
4. Patrol Boat will communicate the following to the Signal Boat :
 - A. Nature of the call
 - B. Number of people on board the distressed boat(s)
 - C. Injuries
 - D. description of boat, type, hull color
 - E. Location (identify location – i.e. near leeward mark, geographical reference, GPS coordinates if available)
 - A. Man over board – assist getting person out of water as needed

Hypothermia is always a likely threat in Marblehead, regardless of season

- B. Check for obvious injuries, stabilize to the extent practical, and immediately call the RO with concise report of the condition of the person, your GPS location/description on race course and any request of appropriate assistance needed.

RC RESCUE RESPONSE: SEVERE WEATHER

When severe weather has been forecasted, RC Signal Boat, the waterfront of the Event Host YC and supporting RC patrol boats shall monitor appropriate weather information sources to include but not be limited to, US Government and/or private weather broadcasts, and/or internet sites.

Whenever severe weather seems possible, weather radar should also be monitored aboard all Signal Boats – RO to assign a person on the signal boat

If a racing event is abandoned for severe weather, and declared by the RO using radio, sounds and signal flags, the RC patrol boats shall make every effort to notify the racers by displaying the appropriate signal flag and safely maneuvering near the racing fleet(s) and advising all racers to put on life jackets. Await further instructions from RO/Event Organizer.

Personal safety is paramount. Attention shall be directed toward rescue and recovery of racers (primary duty) and other individuals and NOT be directed toward preventing property or vessel loss. It shall be the duty of the boat owner to attempt vessel recovery at a time he/she deems appropriate.

The below procedures shall be followed:

1. Patrol boat (s) to a rescue scene shall, notify RO of emergency – line, fleet, boat (sail Number) injury, location (lat/long or description on course):
2. All Patrol Boat (s) and Signal Boat shall monitor Line VHF transmission, including vessel type and sail number, vessel location (GPS if possible) and other details and to record every vessel sighted and **maintain that visual sighting** until told by RO that it is no longer necessary or threat is over.
3. If missing individuals and/or boats, RO to call Harbor Master/USCG for immediately assistance.
4. All RC boats shall scan the area for capsized and/or vessels in distress and shall notify RO of location of abandoned vessel(s).
5. The RO shall assign a patrol/signal vessel, if available, to station itself at the mouth of Marblehead Harbor to record the sail number(s) of all sailing vessel(s) entering the harbor.
6. As soon as possible, every RC line needs to confirm the status of every vessel on its starting area scratch sheets. Notify all RC boats and Host YC waterfront of any unaccounted for vessels, including the best possible description. If there is no immediate location confirmation, the RO should ask YC dock staff coordinator to check the vessel's mooring or dry storage location provided by the event organizer. **A mooring check by the appropriate Harbor or Yacht Club personnel is usually the most efficient manner to conduct such a check.**
7. The RO shall designate a RC member to keep careful records of all information concerning each individual boat and crew, so that all RC personnel and the Host YC dock staff coordinator are completely confident that all boats are safely in the harbor before declaring the emergency ended.

RC VESSEL PREPARATION: SEVERE WEATHER

The following procedures shall be followed:

1. Line RO is in command
 - a. . Notify Harbor Master, via VHF #16 of emergency (MOB/disabled vessel/etc)
2. Notify all RC/racers
 - a. Put on life preservers (everyone aboard) – fly appropriate flag
3. Turn VHF to the Line channel AND private radio – turn volume up
 - a. RO to assign a person to man the radio until relieved by RO
3. Turn on all navigation lights
4. If abandoned race - haul anchor and be prepared to be underway as soon as possible.
 - a. It is understood that in times of severe weather conditions, patrol vessels may be temporarily unable to do more than hold position and protect their own personnel.
 - b. However, the RC Signal Boats should not be anchored unless the RO feels conditions warrant otherwise.

RC RESCUE RESPONSE: DENSE FOG

Fog is a serious threat. Dense and dangerous fog requires special rules after an Emergency Condition declaration.

The below procedures shall be followed:

1. RC Signal Boats must stay anchored on station where competitors last started.
2. Usage of all sounds and navigation lights including radar if available is mandatory. The on-station bell must be sounded.
3. A careful checklist of sail numbers is vital. Racers should be instructed to stay within hailing distance the RC Signal Boat and await further instructions.
 - A. Refrain from giving a compass course to the harbor
 - B. Patrol Boat to escort fleet into the harbor when conditions warrant

**EYES ARE ALWAYS ON THE BOATS AND PEOPLE UNTIL DESIGNATED RO
RELIEVES YOU**

DATED: April 14, 2015