

Regular rowing sessions are scheduled and managed using the club website Rowing Calendar system. Instructions for using the Rowing Calendar system are to be found on the website.

Additionally, the boats can be booked outside of these times by contacting the Rowing Secretary for permission. These sessions must be added to the Rowing Calendar.

Gig Rowing is a very visible activity in Devoran, Mylor and Carrick Roads. Nothing we do under our Rowing procedures should compromise DPGC reputation, and our conduct should always be respectful of each and every one of our members, other water users and members of the general public with whom we come into contact.

Every Crew Member has equal responsibility in the Gig and during our Sessions and should act with care at all times in accordance with these procedures.

## PRE-REQUISITES TO BEING PERMITTED TO ROW

1. Every rower and Cox must be logged in the boat using the Rowing Calendar.
2. No-one with Covid-19, Influenza or heavy cold symptoms is allowed to participate in Gig rowing.
3. DPGC members must always be mindful of the other water users and the general public.
4. All DPGC activities must be self-contained, unless in an emergency.

## GENERAL – LAUNCHING, ROWING, RECOVERY

1. The Cox is responsible for ensuring all requirements and activities are carried out safely and correctly.
2. Nominated Cox to agree seating in the boat PRIOR to loading.
3. Personal belongings in the Gig should be MINIMAL and only contain the essentials for rowing safely. Do not leave any personal items in the boat after the session.
4. Oars must be positioned correctly to minimise handling in the boat when being prepared for launch with blades aft, stowed below the gunwales on the side the oar is deployed.
5. Once nominated a seat, each rower is responsible for preparation of that area of the boat including securing the cushion and checking of oar (having greased the leather), stretcher and pins (including spares).
6. Note that each First Aid Kit contains disposable CPR masks to prevent cross infection in the unlikely event of CPR being required whilst out rowing.
7. Whenever possible a towing vehicle should be used for all trailer movements on the slipway at Mylor, in particular when only minimal crew are available and especially at low water.

8. Launching and recovery at Mylor during very low tides (below the end of the slipway) can be particularly difficult. Use of timber rollers (NOT fenders) has been found to greatly facilitate this operation and avoids the need for the trailer to be moved onto the rough ground below the slipway. Several rollers are required and it is necessary to “piggy-back” their location as the gig moves along with care being taken to ensure the gig is supported upright and doesn’t ground during the operation.
9. While manoeuvring the trailer with vehicle assistance the cox will appoint an experienced banksman who is solely responsible for giving clear signals and advice to the driver, must remain in clear line of sight and hearing of the driver during the operation and be able to clearly see the area of operations. The vehicle driver must personally supervise and check the hitching operation and ensure the gig is secure on the trailer. The cox must ensure everyone in the vicinity is both aware of the manoeuvring activity and is keeping well clear of the area behind the trailer.
10. Launching and recovery of the gig from the trailer must be carried out under the close supervision of the cox. The Cox is responsible for controlling the operation. Slipway etiquette must be followed at all times having regard for other users.
11. The rudder must always be unshipped during any launch and recovery activity.
12. During launch, care must be taken to ensure that the forward end of the keel remains on the rollers until clear of the trailer due to the risk of “jumping” off the side of the aft roller which can cause serious damage to the gig. This can be done by ensuring that the gig remains in line with the trailer until in the water – wind and tide can affect this alignment unless care is taken throughout the launch.
13. During recovery, it is essential that the keel is kept in alignment with the trailer rollers at all times, taking account of wind and tide, until secure on the trailer.
14. To minimise risk from manual handling, the launch and recovery ramp should be used unless multiple crews are available to assist each other. When used, the ramp must be securely lashed in place to prevent dislocation using the attached lanyards around the trailer frame.
  - a. For launching, the bow should be guided onto the centre of the ramp as it clears the aft roller and then slid slowly down the ramp into the water, ensuring that the crew support the gig upright at all times.
  - b. For recovery, the ramp should be used as necessary unless there are multiple crews available to assist with a straight lift of the bow onto the trailer rollers.
15. A “gun tackle” purchase is provided to assist hauling gigs onto their trailers using the ramp. This arrangement is to assist less powerful crews but is available for use by any crews as necessary. The cox must closely supervise this operation. To use the gun tackle:
  - a. Attach the hauling block carabiner to the external bow towing ring on Frayed Knot or to the twin eyes of the double lanyard which is attached to the internal towing ring on the wooden gigs. Fully extend the purchase and loop the long pendant eye onto the front trailer stanchion handle.
  - b. At least 2 of the crew are required to haul on the purchase with the remaining crew guiding the bow onto the centre of the ramp and onto the trailer rollers. The crew must ensure the gig is kept upright and the keel aligned with the rollers at all times as it is hauled onto the trailer.
  - c. When the gig has been hauled onto the trailer as far as possible (which will be just before fully tipping onto the rollers) the purchase must be fully extended again and the short pendant eye looped onto the front trailer stanchion handle. The hauling process is then repeated to bring the gig fully onto the trailer rollers with final positioning on the trailer being done manually.

16. The empty trailer must be parked safely in its designated parking space when not in use.
17. Embarkation of the Gig should be done as efficiently as possible, either over the bow from the slipway (in sequence Cox, No.6, No.5, No.4, No.3, No.2, No.1) or from the pontoon (in sequence Cox, No.1, No.6, No.2, No.5, No.3, No.4). Disembarkation at the end of the session will be in the reverse order. You must follow the Cox's instructions with only one person moving at a time as you move to your position.
18. If the gig is found to be unbalanced with the original crew disposition, any necessary reassignment of rowing positions must be carried out before departing from the slip/pontoon. Once on the water, any changing of position within the crew (including the cox) should only be carried out in sheltered/calm conditions and one by one to minimise risk of MOB.
19. Prior to launching, the cox must ensure that the crew are all aware of the conditions that are expected during the session (tidal conditions, visibility, wind strength and direction, sea-state, light levels, etc) that they are well within the ability of the crew and that the crew understand, are suitably dressed and are content to launch.
20. If the cox deems conditions are such as to warrant wearing of lifejackets at any stage of the session, they must insist that the crew don lifejackets before setting out as conditions on the water can change rapidly with insufficient time to don lifejackets when required. Lifejackets may however be removed briefly during the session to enable excess clothing to be removed. If such conditions are expected, the cox, in conjunction with the crew should reassess if launching is prudent or if the session should be postponed or cancelled.
21. If any crew member wishes to don a lifejacket at any time during a session when this has not been deemed necessary by the cox, then the session must be paused to facilitate this. In such circumstances, the cox must reassess whether the entire crew should don lifejackets prior to resuming the session, or if necessary and conditions dictate whether to terminate the session.
22. At any time, if the Cox or any Rower feels uncomfortable about conduct in the boat during any part of the session, they are entitled to cancel the session or request to be returned to shore.
23. The Cox is responsible for ensuring there is a working VHF radio in the boat and that it is handed on to the next Cox going out. If the boat is being put away the radio must be turned off and placed in the charging box which is mounted on the Mylor Sailing School wall adjacent to the trailer parking area. Before switching off, check the battery charge status and if only 1 bar, place the radio in the charger to recharge **ENSURING THE RADIO IS SWITCHED OFF, CORRECTLY INSERTED AND THE CHARGER SWITCHED ON (SEE GUIDANCE FOR COXES – ENTEL VHF RADIOS)**. Any faults or problems with the radios must be immediately reported to the Bosun.