



## Standard Operating Guideline No. 7

# Storing and Retrieving Rigs and Boats on the Racks

### 7.1 Storing and Retrieving Boats

1. There should be a minimum of 4 people involved for each boat weighing 50kg and over (including trolley/dolly where applicable), and 3 people where the combined weight is less than 50kg.
2. To evenly distribute the boat's weight, 2 people should always be located on either side of the boat towards the back and 2 at the front.
3. Taller people are better located at the front to ensure boats are held clear of other racked boats when storing and retrieving.
4. Whenever boats are to be turned over on removal, or placing on racks, the same number of people are required and located equally on either side of the hull.
5. *If problems arise or damage occurs to any boat during boat storage or retrieval, report it to the Duty Officer or Club House Officer.*

### 7.2 Storing and Retrieving Sail Rigs Suspended under the Ceiling

***Extreme care should be exercised in securing rigs in the correct manner as they are a potential danger to other club users if they are incorrectly installed. Incorrectly securing them could lead to their being dislodged and falling from their hanging brackets.***

1. A Minimum of 2, preferably 3, people should be involved in removing and replacing rigs
2. All rigs are to be located using the 3 bracket location poles stored on the wall pegs in each sail storage area.
3. When placing rigs on their brackets, firstly the top and bottom of the rigs are to be located at the same time and the boom located afterwards. The masts and boom on their brackets are to be correctly positioned to avoid them slipping out. *When retrieving the rigs, the boom is to be removed first and the top and bottom of the rig next.*
4. All control ropes attached to the rig are to be tied off into the smallest possible shape so they are not hanging down inconveniencing others using the club.
5. The mainsheet is to be coiled and tied off and then placed on the sail.
6. All bracket location poles are to be returned to their wall pegs after use.
7. *If brackets work loose this needs to be recorded on the repairs and replacement notice board and to the Club House Officer.*