

### Part 3 : Competence of the Hiring Skipper

#### Either

A. A practical manoeuvring exercise has been completed to establish ability of the nominated skipper in the following competencies:

- Leaving & returning to landing stage or mooring
- Entering locks & instruction/supervision of crew during lock operation
- Winding
- Straight line steering & coping with bends etc.
- Appropriate use of power & speed including use of power in 'astern'
- Coping with wind & flow (may be discussed if no wind!)
- Running aground
- Overboard drill and safety

#### Or

B. The skipper certifies that he/she has previously skippered this boat.

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# Canal Boat Familiarisation & Handover

Canal Boat Project Copy

**To familiarisation skipper:** complete parts 1 to 3, fill in two copies of the handover certificate and detach the centre pages and give to the hirer, retain the rest of the booklet.

### Part 1 : Details from booking form

**Boat** Stort Challenger / Red Watch

**Hire period** Start date ..... time .....

End date ..... time .....

**Name of Hirer / Group leader** .....

**Contact telephone number (mobile)** .....

**Name of Nominated Skipper** .....

- Skipper's Previous experience (delete as necessary)**
- previously skippered this boat
  - holds qualification (e.g.CCBM)
  - experienced boater
  - novice

**If novice; - has attended pre trip training** Yes / No

**Name of Familiarisation Skipper** .....

**Contact telephone number (mobile)**.....

## Part 2 : Handover information

The following have been satisfactorily explained to the hirer

- Arrival/return procedures, key functions & locations on board
- Turning gas on and changing bottles, gas isolators, safety & emergencies
- Galley equipment & facilities, including refrigerator
- Heating, hot water system, shower etc.
- Fresh water storage and re-filling
- Use of toilets and pump out options
- Tables & bunks, storage, safety rails etc.
- Safe use of ramps, lifts, hoists, boarding plank etc.
- Safety equipment: buoyancy aids, lifebuoy, fire extinguishers/blanket etc.
- Use of barge poles and/or bow thrusters
- Safety procedures: fire, crew overboard etc.
- Electrical power generation, distribution & emergency isolators
- Engine access and controls, daily checks etc.
- Inspecting/clearing propeller
- Storage/use of mooring pins, hammer, windlasses etc.
- Security when leaving the vessel un-attended
- Rules of the River & Codes of Practice
- Mooring & casting off
- Breakdown procedure
- End of trip cleaning
- Itinerary & log book



## Handover Certificate

Canal Boat Project Copy

The boat is in an acceptable condition and I understand its facilities and equipment \*

Hirer's Name (Print) .....

Signed .....

1<sup>st</sup> Skipper's Name (Print) .....

Signed .....

2<sup>nd</sup> Skipper's Name (Print) .....

Signed .....

The nominated skipper and deputy have shown the competence to safely operate the boat \*

Name .....

Signed .....

(Qualified Familiarisation Skipper )

Date .....

\* Any notes or qualifications should be recorded overleaf especially comments about the boat condition or where competence of the hiring skipper was insufficient to complete handover



# Handover Certificate

Hirers Copy

The boat is in an acceptable condition and I understand its facilities and equipment \*

Hirer's Name (Print) .....

Signed .....

1<sup>st</sup> Skipper's Name (Print) .....

Signed .....

2<sup>nd</sup> Skipper's Name (Print) .....

Signed .....

The nominated skipper and deputy have shown the competence to safely operate the boat \*

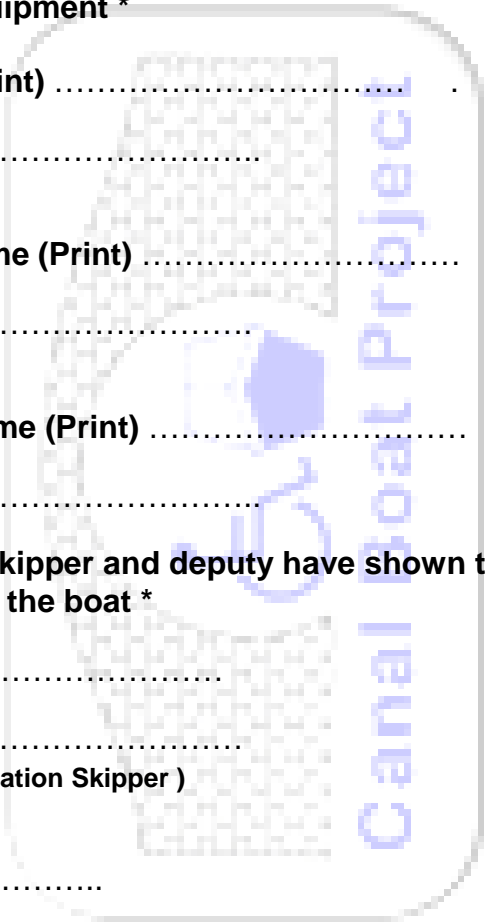
Name .....

Signed .....

(Qualified Familiarisation Skipper )

Date .....

\* Any notes or qualifications should be recorded overleaf especially comments about the boat condition or where competence of the hiring skipper was insufficient to complete handover



# Canal Boat Familiarisation & Handover

Hirers Copy

Dear Friend,

Welcome to the Canal Boat Project, and congratulations on achieving the required standard to hire one of boats. We take your safety seriously and hope that you have enjoyed and found the handover procedure useful.

We hope you have an enjoyable trip and will wish to book with us again.

Happy holiday,

Chair of trustees

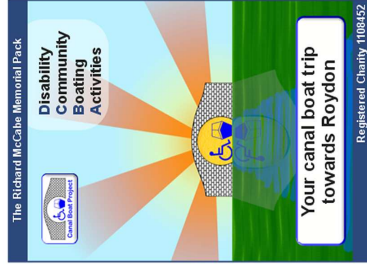
You may find the following contact information useful on your holiday:

River Rescue Service: tel Number

Canal Boat Project (office hours): tel Number

Non-emergencies: tel Number

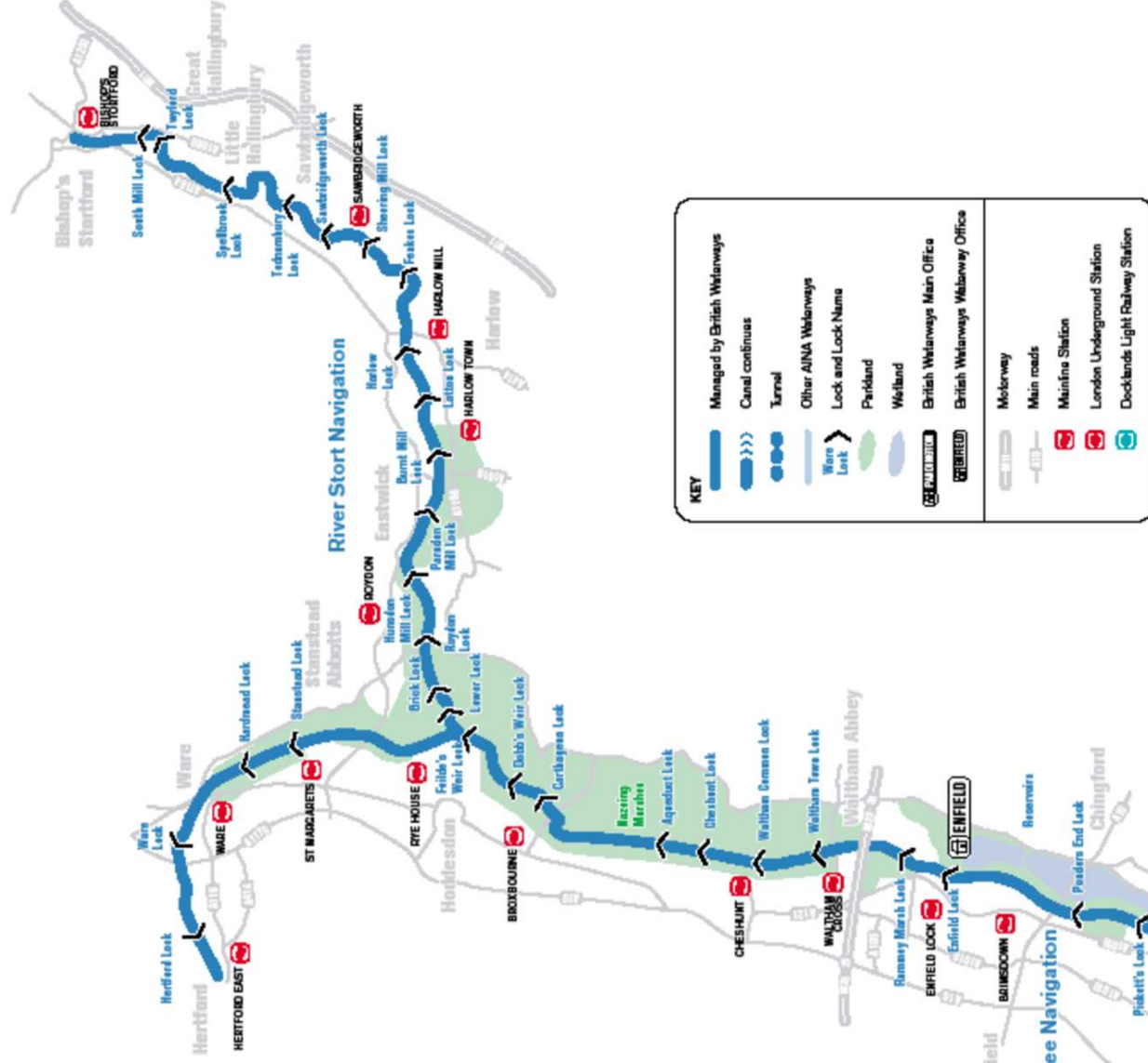
## For sale - A souvenir of your trip



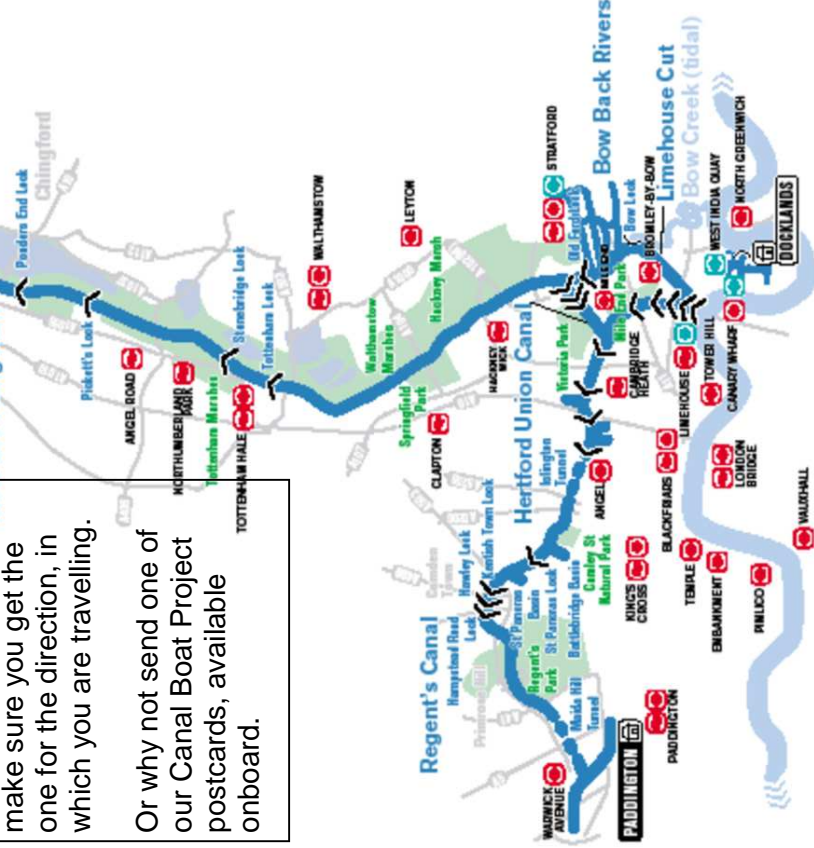
The Project has produced a 16-page souvenir pack for you to keep and use on your trip. Written for all ages, it explains how locks work and what wildlife and points of interest you will pass on the way. There are puzzles and games too.

The price is £2, which includes a Canal Boat Project badge. All the proceeds go to make your hire even better value. Ask your skipper, but make sure you get the one for the direction, in which you are travelling.

Or why not send one of our Canal Boat Project postcards, available onboard.



### River Lee Navigation



Lock View Canal Holidays is part of the Canal Boat Project a registered charity

For more information visit:

[www.canalboat.org.uk](http://www.canalboat.org.uk)  
[www.lockviewcanalholidays.org.uk](http://www.lockviewcanalholidays.org.uk)

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