

# OPERATING PROCEDURES FOR CK 11

( rev. Dec. 2022)

## BEFORE WE START SOME BASIC SAFETY RULES.

- IF YOU DO NOT HAVE A CURRENT VALID MARINE LICENCE IT IS ILLEGAL FOR YOU TO OPERATE THIS VESSEL.
- IF RECOVERING SOMEONE FROM WATER VIA THE TRANSOM, SHUT THE MOTOR DOWN ONCE THE PERSON IS WITHIN 3 METERS OF TRANSOM. NO EXCEPTIONS !!!
  - This includes when picking up crew from beach after launch or returning crew to beach pre recovery of boat.
- When recovering someone from the water ensure a safety line is thrown to the individual and this line is manned at all times until recovery is complete. This gives better control for both swimmer and recovery crew.

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## THE BOAT AND THE CONTROLS

Batteries and isolation switches. These are located under the transom. (Refer figure 1)

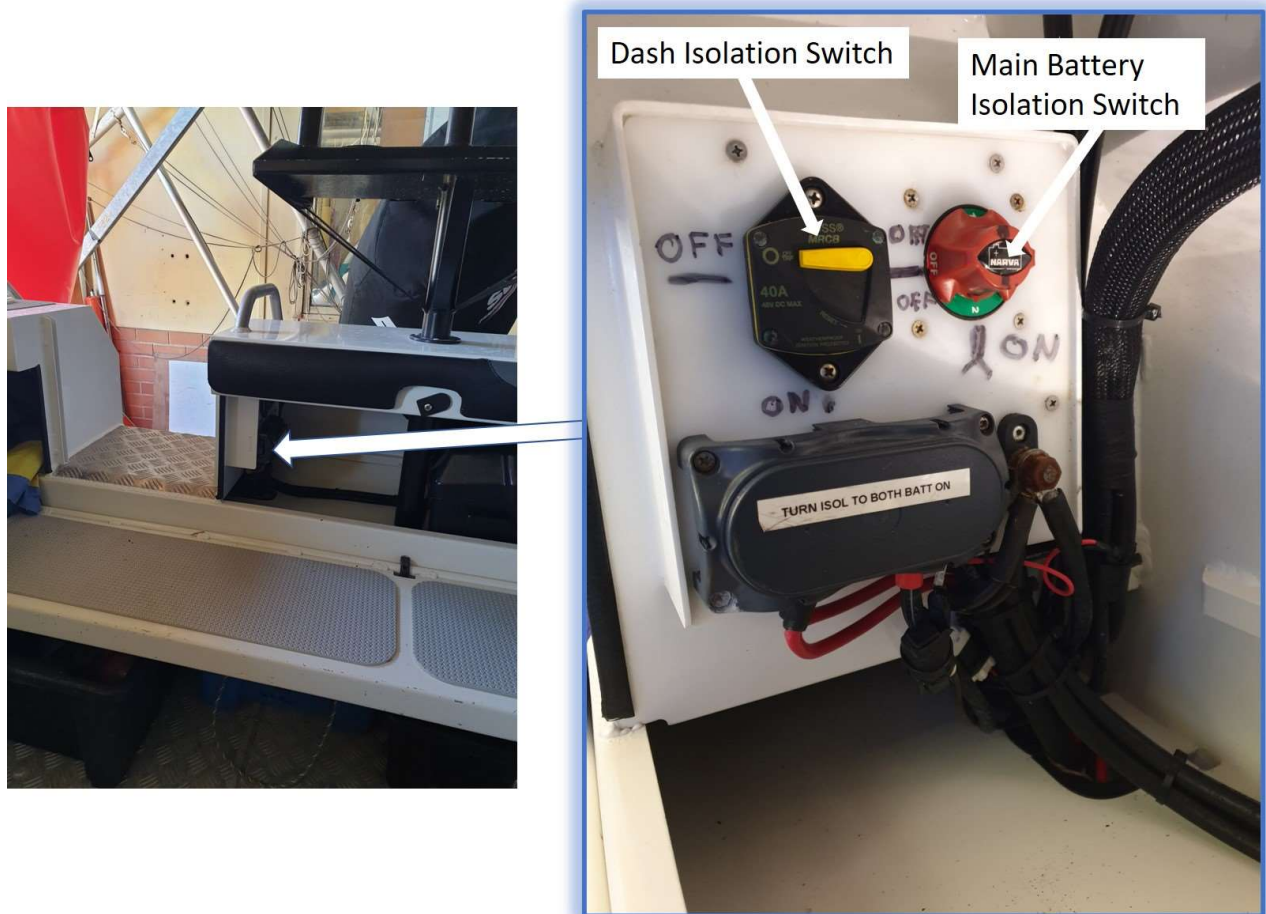


Figure 1 – Isolation switches at rear of boat

Main battery isolation switch is the red switch mounted at the back of the side bulkhead.

Align the black mark to the “ON” position to run the motor. This switch must be turned “OFF” at days end after boat is cleaned and packed away.

**Dash isolation switch** This switch is located forward of the main battery isolation switch under the transom and must be “ON” (as marked) to operate any of the controls listed below. If the Radio or Anchor winch does not work, check this switch. This switch must be turned “OFF” after boat is cleaned and packed away.

**CK 11 anchor winch controls (see figure 2)**

Mounted mid dash and includes raise and lower switch and an isolation switch. This isolation switch must be in “ON” position for winch to operate. This switch must be turned “OFF” at days end and boat is packed away.



Figure 2 – Dash Switches

**Dash switches** (located on right side of dash)

- Navigation lights - Required to be on after sunset.
- CTEK - Required for direct charging of batteries.
- Anchor light - only required if anchored after sunset.
- Interior light - Illumination inside cabin fwd. of dash.
- Strip lights (Work lamps) - LED's mounted under gunnel.

- Accessory Switch - Must be “ON” if using air horns via cig. lighter plug.
- Bilge pump - For draining bilge if boat has taken on water. Do “**NOT**” leave turned on continuously.
- Accessories plug (cig. Lighter) - Used for electric Air Horns.

**Engine management system (see figure 2)** Located mid dash behind helm. Key must be in on position for instrument to function. Shows all necessary detail of engine operation required to correctly operate the vessel. Gives appropriate warnings if problems arise such as, low oil pressure or excessive water temperature. During normal operation shows engine revs, water temperature and engine trim position and engine hours etc.

**Please do not fiddle with this instrument !!**

**Race buoy recovery winch (see figure 3)** - Located Port side, mid work area. Includes winch drum on

gunnel, rope guide frame and hinge (for storage when not in use), winch isolation switch and knee operated control switch located below winch drum. For winch to operate isolation switch must be in “ON” position.

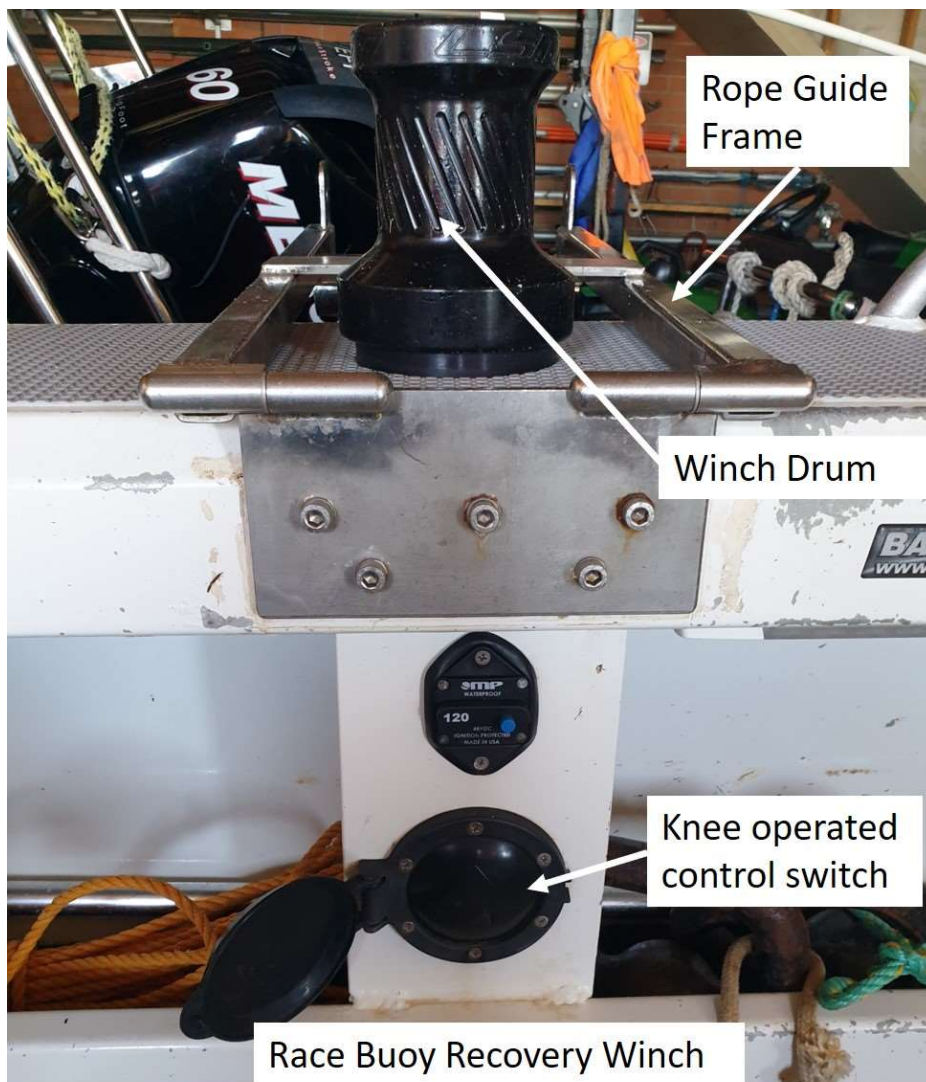


Figure 3 – Race buoy recovery winch



## **PRE LAUNCH**

- CHECK FUEL LEVEL. Bung in floor between seats. Spanner / dipstick on dash.
- CHECK HULL BUNGS ARE TIGHT. (3 in Transom see Figure 4).



Figure 4 – Three hull bungs must be inserted

- ENSURE YELLOW GRAB BAG IS UNDER PASSENGER SEAT. (Contains safety gear).



- TURN ON BATTERY ISOLATION SWITCH. Small pointer to 6 o'clock position (as marked).
- TURN ON DASH CIRCUIT BREAKER. Yellow toggle **UP**. Both switches under transom, Starboard side.

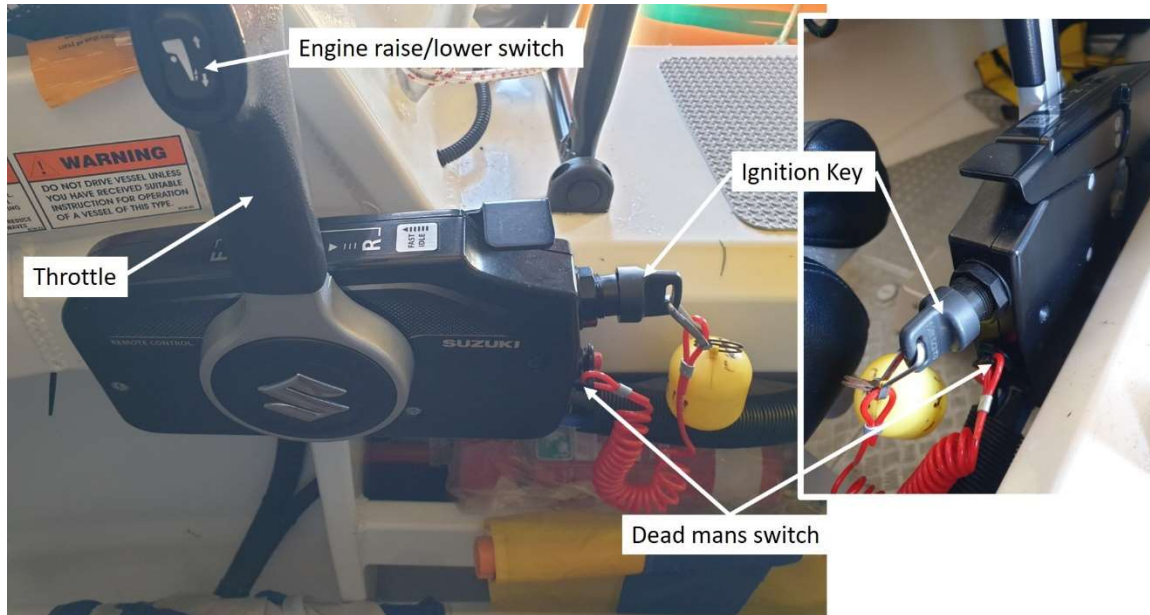


Figure 4 – Throttle and engine raise/lower

- INSERT IGNITION KEY AND DEAD MAN'S SWITCH (see figure 4). Dead mans switch located under key in control box.
- ENSURE MOTOR IS IN RAISED POSITION.
- HOOK UP TRACTOR. Ensure coupling catch engaged and chains hooked up, jockey wheel rotated and lifted up.

- PULL CK 11 OUT OF GARAGE. Keep tractor A frame low to avoid boat hitting roof.
- INSTALL EAR MUFFS TO MOTOR. Hook up water, turn on water and start motor to warm motor.

**SAFETY FIRST. Ensure verbal warning issued pre start.**

**- Ensure water tell tale is present.**

- SHUT DOWN MOTOR, Turn off water, disconnect hose and remove ear muffs.
- RAISE RADIO ANTENNA AND PERFORM RADIO CHECK WITH VJ3CK (CH 73).
- OBTAIN OOD INSTRUCTION FOR COURSE, BUOYS.

## **LAUNCHING**

**REMEMBER SAFETY FIRST**

- ENSURE MOTOR IS IN RAISED POSITION.
- HOOK UP TRACTOR AND CK II TRAILER. Ensure coupling catch engaged and safety chains connected, jockey wheel rotated and lifted up.

- BACK CK11 DOWN RAMP. **SAFETY FIRST.**

**Ensure there is a lookout for pedestrians on ramp !**

- TRACTOR OPERATOR STOPS PRIOR TO CK11 ENTERING WATER, LOWERS 3 POINT LINKAGE TO MIN. HEIGHT. **Do not disconnect winch or safety chain at this point**

- SKIPPER BOARDS CK11.

- TRACTOR OPERATOR BACKS CK11 INTO WATER DEEP ENOUGH TO LOWER MOTOR- CREW HOLDS PAINTER AND CONTROLS CK 11 AS SHE ENTERS WATER.

- WHEN IN SUFFICIENT DEPTH OF WATER SKIPPER LOWERS AND STARTS MOTOR.

- WHEN SKIPPER SIGNALS HE HAS CONTROL OF THE BOAT, CREW UNHOOKS SAFETY CHAIN AND WINCH CABLE. Crew runs painter to cabin on Port side. Ties off.

- TRACTOR OPERATOR RAISES 3 POINT LINKAGE ALLOWING BOAT TO SLIDE OFF TRAILOR. TRACTOR OPERATOR RECOVERS TRAILER TO YARD, HOSES

TRAILER DOWN TO NEUTRALISE SALT WATER,  
ROLLS OUT WINCH CABLE IN PREPARATION FOR  
LATER BOAT RECOVERY.

- SKIPPER MANOUEVERS CK 11 AND PICKS UP CREW.

**NOTE. DO NOT THROW PAINTER INTO ANCHOR  
WINCH WELL!!!** IT MAY BECOME TANGLED IN  
ANCHOR WINCH.

- CREW ENTER BOAT, RAISES TRANSUM LADDER.

- SKIPPER / CREW PERFORMS RADIO CHECK WITH  
VJ3CK

- PROCEED TO LAY RACE BUOYS AS PER OOD  
INSTRUCTION.

## **RECOVERY OF BOAT TO TRAILER**

**NOTE.** **UNDER NO CIRCUMSTANCES DO YOU  
ATTEMPT TO DRIVE CK11 ONTO THE TRAILER.**

- APPROACH BEACH SLOWLY ON LEE SIDE OF RAMP.

- ENSURE AREA IS CLEAR OF SWIMMERS.

- PARTIALLY LIFT MOTOR AS YOU APPROACH BEACH. **IF MOTOR EXHAUST GOES LOUD, SHUT MOTOR DOWN IMMEDIATELY. INSUFFICIENT WATER.**
- AFTER SHUTDOWN, CREW EXITS BOAT, STABILIZES BOAT AS SKIPPER FULLY RAISES MOTOR AND EXITS BOAT.
- BOAT IS MANHANDLED TO TRAILER USING PAINTER, WINCH HOOKED UP AND BOAT RECOVERED. SAFETY CHAIN HOOKED UP.
- BOAT RECOVERED TO STORAGE AREA.

## **BEFORE BOAT IS STORED AWAY**

- BOAT AND TRAILER TO BE WASHED DOWN INSIDE AND OUTSIDE, ALL 3 BUNGS REMOVED FROM TRANSOM, HULL DRAINED.
- LOWER MOTOR.
- INSTALL EAR MUFFS. HOOK UP AND TURN ON WATER (see Figure 5).
- **PRESTART, VERBAL WARNING TO BE GIVEN.**



Figure 5 – Location for ‘earmuffs’ and hose

- START MOTOR. FLUSH UNTILL FRESH COOL WATER EXITS TELL TALE (see Figure 6).





Figure 6 – Ensure water exits motor as shown

- SHUT DOWN MOTOR AND RAISE MOTOR, TURN OFF WATER, REMOVE EAR MUFFS.
- TURN OFF ALL ACCESSORIES, TURN OFF MAIN ISOLATION SWITCH AND CIRCUIT BREAKER, LOWER RADIO ANTENNA.
- LOWER TRAILER A FRAME, BACK BOAT AND TRAILER INTO GARAGE, RAISE A FRAME IN PREPERATION FOR DISCONNECTING TRACTOR.

- ENSURE JOCKY WHEEL IS TURNED DOWN AND IN LOWEST **POSITION**. LOWER A FRAME UNHOOK TRACTOR.

## **OPERATION OF CK 11 ELECTRIC ANCHOR WINCH.**

### **REMEMBER SAFETY FIRST**

### **DEPLOYMENT OF ANCHOR**

- SWITCH ANCHOR ISOLATION SWITCH TO **ON** POSITION, (located on dash) SELECT WHERE YOU WANT THE BOAT TO END UP AT ANCHOR. Take into account tide and wind direction. POSITION BOAT ACCORDINGLY.
- RELEASE ANCHOR USING DASH MOUNTED SWITCH. Inch the anchor down in 2 to 3 second bursts. Wait same period before continuing anchor deployment. This allows the anchor to catch the chain on way down to sea bed. Anchor tends to float down, whereas chain sinks quickly. This prevents anchor trailing chain and settling on chain and preventing anchor embedding into sea bed.

- CONTINUE THIS SEQUENCE TILL ANCHOR SITS ON SEA BED (chain will go slack) AND BOAT SETTLES AGAINST TIDE AND PULLS ANCHOR LINE TIGHT.

This usually requires anchor line to be 3 times as long as depth of water you are in. If in doubt let more anchor line out.

## **RECOVERING ANCHOR**

-ENSURE MOTOR IS DOWN, START MOTOR. While watching direction anchor line is laying, select “forward” gear. Slowly drive the boat in the anchor line direction. Simultaneously, use anchor winch to recover anchor line and anchor.

During this process occasionally go to neutral and allow the boat to drop back and pull the anchor line tight. This will ensure you do not over run the line and foul the propeller.

The last 3 meters of anchor chain is painted. Once you see this painted chain return to slow bursts of recovery using the switch. Once the stem of actual

anchor appears at the bow, stop the winch. Use short stabs at switch and the anchor will align itself and enter the recovery channel of the guide. Be gentle, only light tension is required to secure the anchor into place. **EXCESSIVE TENSION WILL SEIZE THE ANCHOR IN PLACE.**

Switch off anchor winch at dash isolation switch.

## **DEPLOYMENT OF RACING BUOYS, ANCHORS and WEIGHTS.**

### **REMEMBER SAFETY FIRST**

- DETERMINE REQUIRED POSITION OF ALL RACING BUOYS IN CONSULTATION WITH RACE “OFFICER OF THE DAY” (OOD). **Remember. No racing buoys to be laid inside PARKS 8 KNOT BUOYS.**

- PRE LAUNCH, SELECT REQUIRED BUOYS AND APPROPRIATE ANCHOR, LINE AND WEIGHTS. PACK INTO CK11.

(3 × Truncated Yellow buoys will fit in front of helm under bow).

## **PREPARATION TO DEPLOY**

- MANOUEVER CK11 INTO CORRECT POSITION TO LAY THE BUOY AS PER OOD INSTRUCTIONS. Take into account tidal flow and prevailing wind direction. Always start upwind or up tide of required position, which ever is strongest at time of deployment. The boat will drift during deployment in proportion to wind and/or tidal flow).
- SELECT CORRECT BUOY, WEIGHT AND ANCHOR.
- USING THE SNAP SHACKLE AT END OF ANCHOR LINE, CONNECT TO ROPE LOOP AT BOTTOM OF BUOY AND ALSO LOOP ON WEIGHT.
- EXTEND GUNNEL WINCH FRAME OUTBOARD OVER WINCH.
- HOLD BOAT IN POSITION (against tide or wind) USING MOTOR, LOWER BUOY INTO WATER, **GENTLY LOWER** WEIGHT INTO WATER.

- LAY ANCHOR ONTO WINCH FRAME AND LOWER ANCHOR INTO WATER SLOWLY, CONTROLLING DEPLOYMENT BY FEEDING OUT CHAIN.
- WHEN ALL CHAIN IS IN WATER LOWER ANCHOR ROPE IN SHORT RUNS OF ABOUT 5 SECONDS AND STOP. This allows anchor to catch chain which sinks faster than anchor. This prevents anchor from settling on top of chain (on seabed) and not digging into seabed.
- REPEAT THIS STEP UNTILL YOU FEEL ANCHOR STOP TAKING LINE WHEN IT SETTLES ON SEA BED.
- AT THIS POINT SELECT NEUTRAL TO ALLOW BOAT TO DRIFT DOWNWIND OR DOWN TIDE.
- HOLD ANCHOR ROPE, ALLOW BOAT TO DRAG LINE UNTIL ROPE IS STRAIGHT AND ANCHOR DIGS IN. YOU WILL STRUGGLE TO HOLD ANCHOR LINE ONCE ANCHOR HAS SET CORRECTLY. DEPLOY ALL REMAINING ANCHOR ROPE.

The usual rule is anchor line should be 3 x the depth of water you are anchoring in.



- CHECK BUOY IS HOLDING POSITION (should see tidal flow around buoy) AND CALL VJ3CK AND ASK OOD TO MONITOR POSITION TO ENSURE IT IS NOT DRAGGING.
- CREW STOWS EMPTY ANCHOR CRATE UNDER TRANSOM AND CLEARS WORK AREA FOR NEXT DEPLOYMENT.

### **PREPARATION TO RECOVER BUOY**

**WARNING. SAFETY FIRST. WINCHES CAN BITE !!!**

**DO NOT - GET HANDS OR FINGERS ON LOAD SIDE OF WINCH WHEN WINCH IS IN OPERATION.**

- PREPARE BOAT FOR RECOVERY OF RACING BUOY. Place empty anchor tray on floor under winch to allow recovered anchor rope to be fed directly into the tray.

Extend winch frame, switch on winch circuit breaker located at knee switch. Clear the deck of any

obstructions or loose objects which may cause problems.

- SKIPPER APPROACHES BUOY FROM DOWN WIND OR DOWN TIDE (Which ever is greater) AND STEERS AT BUOY SLOWLY AIMING TO RUN BUOY ALONG PORT SIDE OF BOAT.

- WHEN BUOY REACHES CREWS POSITION ON PORT SIDE CREW ROLLS BUOY OVER AND GRABS THE LOWER ROPES OF BUOY. CREW THEN GRABS THE WEIGHT AND LIFTS WEIGHT INTO BOAT WITH BUOY FOLLOWING.

- **IMPORTANT** SKIPPER CONTINUES TO STEER BOAT UP LINE OF ANCHOR ROPE, TAKING THE WEIGHT OFF ANCHOR LINE. THIS ALLOWES CREW ENOUGH LOOSE LINE TO APPLY 3 TURNS OF ANCHOR LINE ONTO WINCH DRUM IN **CLOCKWISE** ROTATION.

**NOTE** : 3 TURNS ON WINCH DRUM GIVES ROPE RECOVERY WITH MINIMAL TAILING TENSION REQUIRED. ANY LESS THAN 3 TURNS WILL REQUIRE

MORE TENSION OR PULL TO PREVENT EXCESSIVE SLIP.

- CREW USES KNEE TO ENGAGE WINCH SWITCH AND RECOVER ANCHOR ROPE AND FEED STRAIGHT INTO EMPTY ANCHOR CONTAINER. DO NOT WORRY ABOUT TRYING TO COIL THE ROPE, SIMPLY FEED THE LINE STRAIGHT IN.

- SKIPPER CONTROLS SPEED AND DIRECTION OF BOAT TO ENSURE IT IS IN LINE WITH ANCHOR ROPE AND TAKES LOAD FROM THE ROPE AND ALLOWS WINCH AN EASY RECOVERY.

**DO NOT OVER RUN ANCHOR ROPE.**

- WHEN ALL ROPE IS RECOVERED AND CHAIN APPEARS AT WINCH, DISENGAGE WINCH AND MANUALLY LIFT CHAIN / ANCHOR INTO BOAT AND PLACE INTO CONTAINER ON TOP OF ROPE.

**ONLY THEN** DO YOU UNHOOK THE ANCHOR LINE FROM THE BUOY AND WEIGHT.

**FAILURE TO FOLLOW THIS SIMPLE STEP CAN  
RESULT IN TOTAL LOSS OF ANCHOR, CHAIN AND  
ROPE.**

- THE CONTAINER WITH ANCHOR, CHAIN AND ROPE IS STOWED UNDER TRANSOM SEAT. CLIP SNAP SHACKLE OVER EDGE OF CONTAINER.
- BUOY IS STOWED UNDER BOW IN FRONT OF CONTROL PANEL. WEIGHT IS STOWED IN ANCHOR CONTAINER.

**SAFETY COMES FIRST      ALWAYS !!!**

**IF RECOVERING SOMEONE FROM THE WATER,  
THROW A SAFETY LINE THEN SHUT THE MOTOR  
DOWN WHEN PERSON IN WATER IS WITHIN 3  
METERS OF THE BOAT. NO EXCEPTIONS !!!**

Anyone in the water within 3 meters of the boat, SHUT THE MOTOR DOWN. !!! This includes picking up crew at launch and recovery process.

Keep hands and fingers CLEAR from loaded winch.

Keep working area clear and uncluttered.

Skipper MUST keep load off anchor line during process of buoy recovery.

Important that skipper and crew communicate during recovery process.

Do not unclip anchor line or weight until all components (including anchor) are safely on board.

## **TOWING**

WHEN PREPARING TO TOW ANOTHER BOAT  
PREPARATION AND COMMUNICATION BETWEEN  
CK 11 SKIPPER AND CREW IS CRITICAL.

**IT IS ALSO CRITICAL YOU ADVISE VJ3CK OF ALL  
RELAVENT DETAILS OF BOAT AND CREW TO BE  
TOWED, ANY INJURIES, DAMAGE AND  
DESTINATION OF THE TOW.**

### **SAFETY FIRST.**

- ENSURE WORK AREA IS CLEAR OF ALL CLUTTER  
TO ALLOW CREW TO MOVE FREELY WITHOUT  
FEAR OF OBSTRUCTIONS.
- BASED ON BOAT TO BE TOWED, SELECT AN  
APPROPRIATE TOW ROPE OF SUITABLE SIZE  
AND LENGTH.
- BOAT UNDER TOW SHOULD SIT IN FLAT WATER  
WELL BEHIND CK 11. NOT IN THE CK 11 WAKE.



- WHEN APPROACHING BOAT TO BE TOWED DO NOT GET TOO CLOSE. ALWAYS APPROACH FROM DOWN WIND OR TIDE, WHICH EVER IS THE STRONGER.
- SECURE CK 11 END OF TOW LINE TEMPORARILY TO PORT WINCH DRUM.
- PASS / THROW TOW ROPE TO BOAT THAT IS TO BE TOWED.
- ENSURE CREW OF BOAT TO BE TOWED PASSES TOW ROPE AROUND FRONT OF BOAT CLEAR OF ALL SAILS AND RIGGING. **IF POSSIBLE SAILS SHOULD BE LOWERED PRE TOWING.**
- ROPE SHOULD PASS THROUGH TOWING EYE AT BOW.
- THE CREW OF TOWED BOAT SHOULD WRAP THE TOW ROPE AROUND THE MAST OR FRONT BEAM SEVERAL TIMES (TO EASE THE LOAD). THE ROPE SHOULD THEN BE HAND HELD BY CREW AS SKIPPER STEERS. TOWED BOAT SHOULD BE CONSTANTLY BALANCED TO FACILITATE TOWING.

- CK 11 CREW THEN REPOSITIONS TOW ROPE FROM WINCH AND TAKES 2 OR 3 WRAPS AROUND REAR HAND RAIL AS IT RISES FROM LANDING TO GUNNAL. THERE SHOULD BE MINIMAL STRAIN TO THE TOWLINE (HELD BY
- CK 11 CREW) CREW SHOULD BE ABLE TO RELEASE TOW LINE QUICKLY IF REQUIRED.
- CK 11 MOVES FORWARD (SLOWLY) AND TAKES UP SLACK IN TOW LINE.
- SLOWLY INCREASE CK 11 SPEED TO SUIT PREVAILING CONDITIONS. ADJUST ROPE LENGTH (IF NECESSARY) TO POSITION BOAT UNDER TOW INTO FLAT WATER BEHIND CK 11.
- CONSTANTLY MONITOR BOAT UNDER TOW AND RESPOND TO REQUESTS FOR ADJUSTMENTS BY THE CREW.
- DO NOT TOW DIRECTLY INTO WAVES. CUT AT AN ANGLE TO MINIMISE ROUGH RIDE.
- **ALWAYS OPERATE TO THE PREVAILING CONDITIONS.**

**KEEP VJ3CK UPDATED REGARDING PROGRESS.**