

APPENDIX 19 APPROVED PROCEDURES WHEN CREWING ENDEAVOUR v2026.1

| Issue | Recommendation | Acceptable alternative(s) |
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| Wearing of Lifejackets (properly) | Risk of falling into water unconscious is mitigated by wearing automatic Lifejackets, therefore compulsory for crew to wear lifejackets (properly) when on the boat, mooring or operating bridges/locks etc. (CRT page 45 – it always safer to wear a lifejacket. You could be knocked unconscious). | None. All Skippers and Crew to wear lifejackets including crotch straps on all trips from the start of 2025, both on the boat and when carrying out crew duties ashore. They may only be removed if inside the cabin or if the boat is moored front and back for a passenger lunch break or at Snaygill. |
| Helming – use of tiller extension | All trainee helms and trainee skippers required to use tiller extension when mooring/passing bridges/locking to minimise the risk of accidents | Approved Helms and Qualified Skippers can choose whether to use the tiller extension or helm from the centre of the boat |
| Setting off from mooring | Ropes only to be released when Helm gives sign. Where assistance is required to regain the centre of the channel, Helm may request a reverse spring | OR Helm may request stern crew member to walk along towpath to push bow firmly out and return to boat via stern OR may ask crew to push out at bow and step onto bow using hand rails and maintaining three points of contact. |
| Mooring/centre line | Helms to approach slowly and stop boat with engine at the mooring Single friction turn around bollard to assist boat to finally stop if necessary, hand held at safe distance, Then, if required, double turn around bollard to lock, again hand held under tension | OR with rope trapped loosely beneath foot at a safe distance from bollard with rope fed up to hand. OR a double turn around a bollard can be locked by trapping the rope beneath foot at a |

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| | <p>“Lassoing” bollards and using hand held friction turn/locking saves stepping off - safer in wet/icy conditions</p> | <p>safe distance from bollard with rope fed up to hand.</p> |
| <p>Stepping off the bow (mooring at Hospital/MH/Snaygill)</p> | <p>Priority is crew safety. Therefore minimize what the crew member is holding when outside railing Bow line to be thrown to shore by crew member before stepping off Crew steps off holding only the mooring strop.</p> | <p>OR bow line passed/thrown to crew member after stepping off by another crew member. OR mooring strop passed to crew member after stepping off by another crew member. Experienced crew who can hold the bow mooring rope in one hand and maintain 3 points of contact when stepping off the boat may do so entirely at their own risk.</p> |
| <p>Locks</p> | <p>Communication is vital but difficult. One crew member allocated to communication link between helm and locking crew if no line of sight</p> <p>Centre line not required to steady the boat – bowman to use boat hook to keep boat in middle of lock</p> <p>MOB in lock – Helm switches engine off, locking crew close all paddles, boat crew deploys both life rings and boat hooks to be deployed front and back to protect MOB from being crushed</p> <p>MOB recovered to stern via boarding ladder in most cases</p> | <p>Centre line may be used at Skippers discretion going uphill only</p> <p>OR MOB recovered via lock ladder OR as a last resort by filling or emptying the chamber (RYA page 60, CRT page 21)</p> |
| <p>Man Overboard on open canal (MOB)</p> | <p>Slow boat under control (neutral past MOB) and moor up on towpath asap</p> | <p>Other options may be required in different circumstances, but reversing to a MOB is to be avoided if possible (risk of MOB being sucked under boat and/or into the propeller)</p> |

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| | Use throwlines and ladder to recover MOB to Towpath (preferred rescue option) (CRT page 44) | |
| Ropework | <p>Default knot Round Turn and two half hitches, often done on a bight.</p> <p>T-stud knot is Locking Hitch – Round Turn with figure 8 over the top with the last turn as a locking hitch (CRT Page 15).</p> <p>Crew to keep fingers well away from rope eyes and bollards and not to wrap ropes around wrists etc</p> | OR Canalman's hitch |
| Windy/roping through bridges | Always rope through bridges when Skipper requests - moored boats close to bridge may require rope man to step off before moored boats and have bow line thrown to him by bowman just before bridge | |
| Crewing | Bridges to be opened by single crew member unless agreed by Skipper (crew deciding to open bridges in pairs has left the boat short of crew (e.g. when roping through bridges) | |
| Mooring strop use | Skippers to instruct crew not to hold the strop with their fingers through the eye of the strop. They should either hold just the edges of the eye, or the standing part, to avoid the possibility of fingers being trapped between strop and bollard. | |

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| <p>Fenders</p> | <p>Fender rope not to be wrapped around hand to enable it to be released if fender becomes trapped.</p> <p>Crew to ready to deploy fender between boat and swing bridges when necessary.</p> <p>Fenders only to be used when instructed by Helm/Skipper (e.g. as necessary when winding at the basin, or only when asked when passing through the narrows) etc.</p> | |
| <p>Winding – stopping boat</p> | <p>Trainee Helms and Skippers to be initially taught to completely stop the boat mid channel with bow exactly opposite the winding hole. Full rudder and low throttle setting will achieve accurate position of bow against winding hole in low wind conditions.</p> | <p>In windier conditions with passengers on board, Skipper to take over and use a very slow continuous turn into the winding hole to lessen the impact of the wind and achieve a better winding.</p> |
| <p>Tiller – standing in front</p> | <p>All Helms and Skippers to stand forward of the tiller arc to minimize the risk of being struck should the rudder move violently due to underwater impact.</p> | |
| <p>Fire and Medical Emergencies etc</p> | <p>Alert crew, helm and Skipper.</p> <p>Helm to immediately move boat to towpath.</p> <p>Bowman to switch off gas.</p> <p>Skipper to assess the situation and probably instruct crew to deal with the emergency, prepare mooring pins and hammers, start moving passengers to front deck and lower the ramp to start evacuation asap.</p> | <p>Circumstances can vary and helms need to be able to take charge if necessary.</p> |