

UAF SFOS Fisheries Division

***Small Boat
Use Policy &
Guidelines***

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TABLE OF CONTENTS

Section	Page
1.0 <i>ISHKEEN</i> BOAT USE POLICY	3
1.1 <i>ISHKEEN</i> RESERVATION	3
1.2 <i>ISHKEEN</i> USE CHARGES	3
1.3 BOAT USE GUIDELINES AND BOAT CHECKOUT	3
1.4 <i>ISHKEEN</i> MAINTENANCE	3
2.0 FAIRBANKS BOAT USE POLICY	3
2.1 BOAT USE AND RESERVATIONS	3
2.2 RIVER BOAT USE CHARGES	4
2.3 BOAT USE GUIDELINES AND BOAT CHECKOUT	4
2.4 RIVER BOAT MAINTENANCE	4
APPENDIX I. <i>ISHKEEN</i> CHECKLIST	

ISHKEEN BOAT USE POLICY

1.1 ISHKEEN RESERVATION

The boat operator shall reserve the vessel by sending a request to the Fisheries Division Director. At the time of the request, the boat operator shall have completed or have scheduled the required training (see Section 3.3), including providing evidence of training to the Manager.

Reservation requests will be filled in the following order of priority:

1. Fisheries Division faculty, staff, and students will always have highest priority
2. University of Alaska Fairbanks faculty, staff, and students will have next highest priority.
3. University of Alaska faculty, staff and students will have next highest priority.
4. Requests from outside the University of Alaska must be reviewed by the Boat Use & Safety Committee.

1.2 ISHKEEN USE CHARGES

The vessel user (PI) will be responsible for providing an org/fund for use and fuel charges. The rental fee is \$120 per day or \$60 per half-day plus fuel expenses. This rate will be re-evaluated to include costs of regular maintenance and future repairs and to evaluate if a separate rate is needed for users outside the School of Fisheries and Ocean Sciences. The user will also be responsible for filling fuel tank at trip completion, except for multi-day use by the same user. To pay vessel fees and fuel charges, the operator shall give the Fisheries Staff a requisition with a fund/org. When the vessel is checked out, the operator will be given a credit card to use for fuel purchases. Please note a receipt must be given to the admin office upon return. The vessel user will also be responsible for replacement any lost/damaged safety gear.

1.3 BOAT USE GUIDELINES AND BOAT CHECKOUT

IMPORTANT: See Boat Operator Training in Section 3.3, Safety Checks and General Boat Use Guidelines in Section 3.9, and Trailing and Launching Guidelines in Section 3.10 of the Small Boat Use & Safety Manual

Prior to using the *Ishkeen*, you must complete a boat orientation about the use and operations of this vessel. This orientation will include an overview of vessel-specific procedures, including trailering and launching, starting the motor, fueling, and troubleshooting.

An *Ishkeen*-specific checklist is provided in Appendix I of this manual.

1.4 ISHKEEN MAINTENANCE

Facility support services personnel will keep records of usage and engine-hours and ensure that the trailer, outboards, and boat components are regularly maintained according to manufacturer-recommended maintenance intervals. Boat and boat supply maintenance includes winterizing, spring procedures, regularly scheduled maintenance, and any necessary repairs. Regularly scheduled maintenance should be anticipated in advance and scheduled outside the busy field season whenever possible. Winterization will include servicing of motors as well as dry storage of all removable boat items during any prolonged period of no use.

2.0 FAIRBANKS BOAT USE POLICY

2.1 BOAT USE AND RESERVATIONS

The 16 ft, river boat is available only to Fisheries Division personnel on a first-come, first-served basis. The boat operator shall reserve the river boat by sending a request to the Fairbanks-based representative of the Vessel Use and Safety Committee. At the time of the request, the boat operator shall have completed or have scheduled the required training (see Section 3.3), including providing evidence of training to the Fairbanks-based representative of the Vessel Use and Safety Committee.

In some instances that will be reviewed by the on a case-by-case basis Fairbanks-based representative of the Vessel Use and Safety Committee, the 16 ft river boat may be available for use by non-Fisheries Division University of Alaska Fairbanks personnel.

The use of the 18 ft. and 20 ft. river boats and the Zodiac lies solely at the discretion of the PI who coordinated the purchase of each vessel. These vessels are typically dedicated to summer fieldwork and usually are not available to other personnel. However, in some cases, these vessels are available to other Fisheries Division and University of Alaska Fairbanks personnel, which must be arranged solely through the PI who coordinated the purchase of each vessel.

2.2 RIVER BOAT USE CHARGES

There is no daily fee for using the river boats. However, the vessel user (PI) will be responsible for purchasing his/her own fuel and oil. Also, the boat operator will be responsible for repairing and/or replacing any loss/damage to the boat hull, motor, boat components and/or safety gear incurred during the use of the river boat.

2.3 BOAT USE GUIDELINES AND BOAT CHECKOUT

IMPORTANT: See Boat Operator Training in Section 3.3, Safety Checks and General Boat Use Guidelines in Section 3.9, and Trailing and Launching Guidelines in Section 3.10 of the Small Boat Use & Safety Manual

Prior to using a river boat, the operator must complete a boat orientation about the use and operations of the river boat. This checkout will include an overview of vessel-specific procedures, including trailering and launching, starting the motor, fueling, and troubleshooting.

2.4 RIVER BOAT MAINTENANCE

For the 16 ft river boat, the Fairbanks-based representative of the Vessel Use and Safety Committee will keep records of usage and engine-hours and ensure that the trailer, outboard, and boat components are regularly maintained according to manufacturer-recommended maintenance intervals. Boat and boat supply maintenance includes winterizing, spring procedures, regularly scheduled maintenance, and any necessary repairs. Regularly scheduled maintenance should be anticipated in advance and scheduled outside the busy field season whenever possible. Winterization will include servicing of motors as well as dry storage of all removable boat items during any prolonged period of no use.

Responsibility for maintenance of the 18 ft and 20 ft riverboats, and the Zodiac lies solely with the PIs who coordinated the purchase of each boat.

APPENDIX I.

***Ishkeen*-specific Use Guidelines & Gear Checklist**

Trailing

1. Check that the boat is properly secured to the trailer and that the motors are in the trailing position: motors up and resting on tilt support levers. If you are trailing the boat for long distances, you should use the heavier duty motor supports (Lawrence has them).
2. Check the fuel and oil levels and make sure that you have an extra quart of oil in the cabin. Check fuel level for cabin heater in the tank located under starboard bench in the aft cabin (DIESEL ONLY).
3. Make sure you have a PFD for every passenger and a throwable flotation device in the boat.
4. Secure lines in the boat so they won't get caught in a trailer wheel. Make sure the anchor is secure and the anchor safety line is cleated off at the bow.
5. After hooking up the trailer check the following:
 - a. The hitch is secure and the lock/pin is in place.
 - b. The trailer chains are crossed under the hitch and secured so that the end of the hook is facing the boat.
 - c. The emergency brake cable is secured to the vehicle with the end of the hook facing the boat.
 - d. All of the lights are functioning properly.
 - e. The tires are properly inflated (NOTE: recommended psi depends on the specific boat & trailer). Check for a spare tire and make sure it is inflated properly.
 - f. Antenna on cabin roof should be down.
 - g. Inflatable dinghy is secure and fully inflated.
6. A spotter standing outside of the University truck when a trailer with or without a vessel during backing is required. The spotter should always stay in the driver's sight.

Note: There is no drain plug in the *Ishkeen*.

Launching

Before backing the trailer into the water check the following items:

1. The securing straps on the back of the boat have been removed.
2. Dock lines and fenders are in place.
3. Antenna on cabin roof is up.
4. Disconnect the trailer light plug.
5. The following battery switches have been turned on: 2 engine, 1 house. Turn on the inverter battery switch if this feature is needed.
6. The tilt support lever is up and motors are ready to lower.
7. All of your gear has been loaded into the boat and you are ready to deploy.

Once the boat has been backed into the water to the point that boat is buoyant, lower outboard motors and start them, one at a time, before releasing the boat from the trailer. Once the motors are started, allow them to warm up briefly until you are confident that they will not stall.

Starting sequence

1. Turn on electronics (VHF radio, chart plotter/radar/depth sounder unit). Make sure backup handheld VHF radio is functional.
2. Record engine hours on engine hours log.
3. Pump the fuel bulbs until hard.
4. Make sure throttles are in neutral.
5. Turn on the motors, one at a time. If the outboard motors have trouble starting, you may need to activate the choke by pushing the key in.
6. Make sure that water is running through the outboards (i.e., they are "peeing")!

Retrieving

Retrieving the boat can be difficult if the conditions are not fair. Wind and currents need to be considered on your approach to the trailer. Once you have the boat on the trailer and secured by the winch and security chain pull out and into the prep area and do the following:

1. Secure the rear of the boat with the straps.
2. Raise the engine, lower the tilt support levers, and lower engine into the locked position.
3. Secure all loose lines and gear.
4. Turn off the battery switches. Shut off electronics.
5. Lower antenna.

Upon returning

1. Check in with shore contact person.
2. Use a fresh water hose to thoroughly rinse and scrub the boat and trailer. Be sure to remove all mud and debris. Pay close attention to the trailer brakes.
3. If you use the boat in salt water you **MUST** flush both motors for 2 minutes with freshwater using a motor flusher (“ear muffs”). Attach the hose to the ear muffs, secure the ear muffs around the water intake on the lower unit of the outboard, and turn on the water. Turn on the motor and make sure it is “peeing.” Do **NOT** use the hose attachment directly on the outboard.
4. Take all of your trash off the boat. Tidy up the cabin, remove dishes, food and clothing. Properly stow all items. Leave the boat cleaner than you found it!
5. Park the boat where you found it and place wheel chocks. Conduct a vessel “walk around.”
6. You are expected to return the vessel with full fuel levels.
7. Note any problems with the boat or equipment that occurred and inform facility support services personnel (Lawrence Powers) within 24-hours if possible.