



Lisbon International Sailing Club

Byelaw 1/2015: AUTHORIZATION OF CLUB SKIPPERS

LisbonISC has a system of authorization that must be completed before a person may skipper *Nova Lola*. The aim is to ensure that skippers are familiar with our club, our boat and our particular sailing area. It should be appreciated that our crew members have a variety of experience from novice to expert, and often have to communicate during sailing in a language that is not their native language. This means that our skippers have to pay particular attention to communication on board, and this is an important part of becoming familiar with sailing *Nova Lola*.

1. Skipper authorization process

To be eligible for authorization to skipper *Nova Lola*, candidates must have an appropriate skipper's licence or certificate that meets the requirements of the relevant Portuguese legislation¹ (e.g. equivalent to Patrão Local).

Anyone wishing to be authorized to skipper *Nova Lola* should make a request to the Administrative Board.

Candidates will be asked to:

- A. Undertake at least two familiarization sailings of *Nova Lola* with an authorised skipper on board;
- B. Be able to demonstrate his/her competence and knowledge on our particular boat and in our particular sailing area of the Tejo River and adjacent waters.

The decision to authorize a skipper will be taken by the LisbonISC Commodore after considering recommendations from at least two different authorised skippers who were present on the familiarization sailings.

¹ Refer to [Regulamento da Náutica de Recreio \(Decreto-Lei n.º 124/2004 de 25 de Maio\)](#), Anexo, in particular Artigo 31.º and Artigo 34.º

2. Competences and knowledge

The following is a check-list of competences and knowledge that candidates should have and be able to demonstrate in *Nova Lola* and in our sailing area. Candidates should review this list and ask for guidance on any aspects if they are unsure.

Routine:

- Prepare boat for sailing: routine checks, selection of sail configuration, engine preparation and start;
- Things to consider before leaving the berth, manoeuvre the boat in port;
- Things to consider when coming back to berth, prepare the boat to moor;
- Clean, re-stow on-board equipment and sail care.

Before departure, decision to sail:

- Weather and tidal information and assessment;
- Assess crew experience and limitations;
- Sailing plan;
- Last check.

Crew Management:

- Brief crew in advance on appropriate clothing, meeting time, etc.
- Crew safety briefing;
- Crew role assignment;
- Give clear instructions;
- Briefing in good time before manoeuvres;
- Take charge!

Sailing under normal conditions:

- Hoisting mainsail and using the genoa furler;
- Manoeuvring under sail;
- Rules of the road, lights and shapes, buoyage system;
- Gybe under mainsail and genoa;
- Heave-to;
- Anchoring.

Sailing and manoeuvring in strong winds (>20 kts): what to do and what not to do:

- Check for signs of sudden change in weather conditions;
- Reducing sail area, reefing the mainsail, sail and rig adjustments;
- Sailing tactics;
- Managing crew;
- Limiting boat and rigging stress;
- Under engine in very strong winds (>28 kts).

Sailing area:

- Local hazards;
- Shallow areas;
- Areas where high and breaking waves may occur;
- Local strong wind effects;
- Strength of tides;
- Contacting emergency services.

Spinnaker (only required if the spinnaker is to be used):

- Spinnaker set up, gybing and dousing;
- Helming with the spinnaker;
- Action if spinnaker gets entangled in the forestay, spinnaker goes overboard while dousing it.

“What if” situations (guidance on these subjects can be obtained from the authorized skippers):

- Engine does not start for returning to berth;
- Shroud break;
- Mast break;
- Rudder break;
- Man overboard;
- Injured crew member;
- Use of safety and survival equipment;
- Use of VHF radio in emergency situations;
- Sudden deterioration of weather conditions;
- Running aground;
- Lightning storm.

3. Skipper's authorization

The skipper is the sole person responsible for the safety of the people on board and must take into account his/her own limitations and those of the crew and the boat, before deciding to sail.

The club's skipper authorization has no formal standing in terms of qualification or recognition of a sailing or boat licence. These are matters for the appropriate authorities. Support and guidance can only be offered by LisbonISC in familiarization with *Nova Lola* and our sailing area.

All authorized skippers shall accept LisbonISC rules and procedures including this byelaw, and understand that, as skipper of *Nova Lola*, he/she must use the boat under their own responsibility and according to the principles of good seamanship.

Lisbon, 12 June 2015.
The Administrative Board.