

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

Hudson River Rowing Standard Operating Procedures

Part 1. Operational Definitions and Descriptions of Responsibilities

Part 2. Boathouse Operations Manual

Part 3. HRRRA Safety Manual

PART 3. SAFETY MANUAL

1. GENERAL

A) Purpose

This manual will outline procedures to:

- i. Conduct safe operations at HRRRA Boathouse and water. Address critical procedures necessary to operate equipment safely and identify potential hazards in the boathouse as well as on the water.
- ii. Address procedures to open, operate and close the boathouse to maximize security and minimize adverse effects on rowing operations.
- iii. Coordinate multiple rowing organizations and programs. The boathouse is congested, and rowing facilities are extensively used. The actions of one group affect all other rowers using the boathouse. This Safety Manual encourages everyone to operate in a predictable and coordinated manner thus maximizing rowing opportunities and minimizing inconvenience.
- iv. Reduce losses due to negligence and ignorance.

B) Authority

The chain of authority in executing procedures described in this document is outlined in Section 3 of the HRRRA SOP Part 1.

C) Scope

This Safety Manual governs the conduct of HRRRA boathouse users and coaches and is binding upon all persons using the HRRRA equipment, property and facilities.

Compliance with this HRRRA Safety Manual is mandatory. Exceptions may only be made with prior approval of the HRRRA Board of Directors (HRRRA BODs). A copy of all parts of the HRRRA SOP are available online on HRRRA website

(www.hudsonriverrowing.org).

- i. Users of HRRRA equipment, property and facilities shall be:
 - a) Members in good standing of an HRRRA tenant organization; or

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

- b) HRRRA program participant; or
 - c) An invited guest of either of the above.
- ii. Failure to comply with all Parts of the HRRRA SOP may result in complete or partial loss of privileges for participants or member organizations without refund of fees, dues, assessments or the like or in the restriction or suspension of use of HRRRA property, facilities, or equipment for non-participants, without refund of fees, membership, assessments or the like.
- iii. HRRRA tenant organizations may adopt additional rules for their programs. In the event of a conflict, HRRRA SOP shall prevail, except that HRRRA Tenant organizations may set more stringent standards for their members.
- iv. HRRRA will not accept responsibility for any consequences arising from anyone acting in disregard of this Safety Manual.

D) Definition

- i. “**Shall**” and “**Must**” are mandatory actions; “**Should**” and “**May**” imply recommended actions.
- ii. “**Junior**” is a person less than 18 years of age or a full-time high school student or both.
- iii. “**Organization**” and “**Tenant Organization**” refer to the constituent organizations that are considered tenants of the HRRRA Boathouse.
- iv. “**Member**” or “**Members**” refers to individuals belonging to one of the HRRRA Tenant Organizations and to participants in an HRRRA operated program.
- v. “**Crew**” refers to all individuals in a shell, rowers and coxswains (Cox).
- vi. “**Program**” may refer to a program of one of the member organizations or to a program of HRRRA.
- vii. “**Coaching Launch**” or “**Safety Launch**” is a launch that is being used by a coach or certified launch driver.

E) Abbreviations

- i. Cox: Coxswain
- ii. PFD: Personal Flotation Device

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

F) Dock Closure

The dock may be closed at any time in the interest of safety. When at the boathouse, members shall assess conditions that affect safety of operations at all times. Two senior head coaches on site are responsible for making the decision to close the docks. When the docks are closed, no shells may be launched by any user or organization member. All efforts should be made to recover boats that are already on the water.

G) Breach of This Safety Manual

Breaches of this Safety Manual related to safety shall be dealt with according to APPENDIX C in HRRRA SOP Part 1.

2. SAFETY REQUIREMENTS

i. Waiver Forms.

All users of HRRRA facilities or equipment must sign a US Rowing waiver where HRRRA is identified as the organization they are participating under, prior to using the HRRRA facilities.

ii. Swim Test

All rowers, coaches and coxswains must pass a swimming test run by an HRRRA representative or scholastic crew team or provide a signed waiver that they are able to tread water for 10 minutes, swim 50 meters and put a life jacket on while treading water. Each tenant team will provide a dated roster showing which athletes have passed a swim test or signed the swim waiver. All swim records will be scanned and stored online in HRRRA Google docs and shared with the HRRRA Executive Board and Director of Rowing.

iii. Launch Operation

- a) Launch Operators must be at least 18 years of age, know how to swim and be familiar with emergency procedures as outlined herein.
- b) NYS Boating and Safety Certification is recommended within one year of motor boat training.
- c) Each launch driver will acquire at least 4 hours of supervised launch driving by an approved HRRRA coach.
- d) Lists of approved coaches are available upon request.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

iv. Unsupervised Rower Qualification Levels:

- a) Recreational Sculling shells
- b) Singles
- c) Doubles
- d) Quads

3. ROWING OPERATIONS

i. Unsupervised Sculling

- a) Each member organization will annually notify the HRRA Director of Rowing of every person their organization has certified as an unsupervised sculler and who is an approved sculling instructor for their organization.
- b) Certification requirements and testing. In order to become a certified sculler, you must demonstrate your ability to safely handle the boat on land and water, steer the boat, successfully pass a flip test, and generally scull safely without risk to yourself or other rowers and boats on the water. Only the approved sculling instructor can certify an unsupervised sculler.

1. HRRA requires scullers to have completed at least one session of sweep rowing at the Learn-to-Row level and to take a minimum of one lesson (depending on previous rowing experiences – some rowers may require more or fewer lessons before the coach recommends you to take the certification test) before attempting to get sculling certification for recreational doubles and at least 5 lessons or all recreational singles and racing doubles. Athletes who have not completed at least 36 hours of novice instruction in a recognized Learn-to-Row or Learn-to-Scull program must complete a minimum of 5 sculling lessons before becoming certified.

c) Restrictions

Unsupervised rowers must be at least 18 years of age. Guests are not allowed to launch a shell without a certified host and buddy.

d) Buddy System

Unsupervised scullers with less than one year of sculling experience will row with a buddy. All unsupervised scullers shall use the buddy system when the river temperature is below 60 degrees Fahrenheit.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

e) Safety Equipment

Unsupervised scullers are required to bring a noisemaker, like a whistle, on all outings. A cell phone in a waterproof case and PFD are recommended.

f) Log Books

All unsupervised scullers must sign in and out of the log book with their time of arrival to the boathouse and departure.

ii. **Coached Crews**

- a) A certified unsupervised sculler does not require an accompanying coaching launch.
- b) All fours and eights must be accompanied by a coach in a launch.
- c) All junior and high school rowers require a coaching launch, unless the junior is accompanied in the shell by his or her parent or legal guardian or when the junior is rowing a single and is accompanied on the water by his or her parent or legal guardian in another single, unless the water temperature is below 60 degrees Fahrenheit.
- d) All eights accompanied by a coaching launch may go out with either eight or six rowers, but in all cases the bow and stern pairs must be filled.
- e) Coaching launches shall be manned by a certified launch driver.
- f) A launch shall be available at the dock when singles, doubles, or pairs are being coached from the dock. The launch engine must be started and running.

iii. **Launch Requirements**

- a) One launch is required per eight or four of novices with less than twenty (20) hours of water experience.
- b) A coach may take out a maximum of three (3) shells of experienced rowers
- c) Each launch must have PFDs for all rowers the coaches launch is supervising on the water.
- d) Each launch must have at least one (1) paddle, a fifty (50) foot length rope, a first aid kit, and a fire extinguisher.
- e) All juniors must wear PFDs when they are in the launch. Adults must wear PFDs between November 1 and May 1, which is the NYS Navigation Law

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

Requirement, though HRRRA recommends coaches wear them at all times.

f) Passengers in the coaches launch are restricted to one (1) per launch when the water temperature is below 50 degrees Fahrenheit.

iv. **Rowing in the Dark**

Shells without lights will not launch more than thirty (30) minutes prior to actual sunrise or land after 30 minutes of actual sunset (Civil Twilight). Shells accompanied by a coach's launch may launch one hour prior to sunrise or land one hour after sunset (Nautical Twilight) provided they are equipped with bow lights and navigation lights (NYS Navigation Law Requirement). Unsupervised scullers are not permitted to row during non-daylight hours.

A red light or a white blinking light shall be mounted (Bow Light). A white light shall be mounted on the stern (Stern Light) or on coxie of all shells larger than a single scull and all launches. Single sculls must have a red and green or a blinking white light mounted on the bow. The stern light on launches should be elevated to ensure that it is visible from all angles.

v. **Thunderstorms**

Rowing is prohibited in thunderstorms. New York State Public High School Athletic Association (NYSPHSAA) Thunder and Lightning policy should be followed.

a) Do not launch until 30 minutes after the last audible thunder or visible lighting (NYSPHSAA policy).

b) If you are caught in a thunderstorm, seek shelter from lightning under a bridge or as close to shore as safely possible until the thunderstorm has passed. If the storm is severe, locate a safety area, as described in Appendix A herein, or seek any dock.

vi. **Rowing in Cold Weather**

Because of the danger of hypothermia, rowing is restricted during periods when the water temperature is determined to be too cold. NYSPHSAA Wind Chill Procedures should be followed.

a) Only sweep rowing with a safety launch will be allowed when water temperature is 50 degrees Fahrenheit or lower.

b) Unsupervised scullers must use the buddy system of rowing when water temperatures are between 50-60 degrees Fahrenheit.

c) All junior/scholastic shells must be accompanied by a coached launch at all

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

times.

d) General rules for cold water rowing.

1. All launches must have aboard a working cell phone which is to be used as needed for emergency calls after any immediate rescue action has been taken.
2. All rowers going on the water between December 1 and April 30 are encouraged to have an accompanying vessel, either launch or shell even when they are not required to do so.
3. Accompanying vessels, whether launches or shells, must always stay sufficiently close to one another to maintain audible and visible contact.
4. Any person or persons who wish to row outside the cold water restrictions of this manual may apply to the HRRRA BOD for special permission. If such permission is granted, rowers will be restricted to specifically designated rows.
5. For every offense of the cold water rowing rules, HRRRA Director of Rowing will submit a full report of the violation to HRRRA Board of Directors. In addition, the following penalties will be imposed:
 - (a) First Offense: Suspension of the coach, rower(s) and/or program for two (2) days.
 - (b) Second Offense: any violation within 12 calendar months of previous violation results in a suspension of the coach, rower(s) and/or program for seven (7) days.
 - (c) Third Offense: Any violation that occurs within twelve (12) months of a second violation will be brought to the HRRRA Board of Directors for review. A third offense is evidence of blatant disregard for the safety of crews and shall result in the coach, rower(s) and/or program being suspended for a period of ninety (90) days. After those ninety (90) days have passed, the coach, rowers(s) and/or program must, before resuming activities under HRRRA, apply to the HRRRA Executive Board to be re-instated.

vii. **Fog**

Do not leave the dock if you cannot see the Poughkeepsie Walkway Bridge and the Marist Dock, and other side of the river clearly. It is recommended that you have on hand a whistle or other noise maker to warn other vessels of your location, and have functioning bow and stern lights on the coach's launch and rowing shells during potential fog conditions.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

viii. Winds

No rowing should occur in a wind velocity producing visible white caps (est. 10 miles or greater).

ix. River Debris

River debris is the chief cause of damage to shells on the water and frequently interferes with launch motor propellers. It is greatest after heavy rains. Scullers, coxswains, and coaches should especially be aware of floating logs.

x. Communication: Whistle, Horn and Visuals

a) Whistle and Horn Communication Meanings:

- 1) 1 short blast: Vessel is going to turn to its right (starboard) direction
- 2) 2 short blasts: Vessel is going to turn to its left (Port) direction
- 3) 3 short blasts: Vessel is backing up
- 4) 5 or more short blasts: Danger signal

b) If you observe a dangerous situation developing, you can:

- 1) Make a cell phone call to other coaches at HRRA boathouse
- 2) Give 5 short blasts on your emergency horn
- 3) Visual Communications:

(a) Signals from the coaching launch:

- To have shell(s) “weigh enough”, hold megaphone vertically in the air.
- To have shell(s) turn around, hold megaphone vertically and wave from side to side.
- To have shell(s) return to the dock, hold megaphone vertically and pump it straight up and down.

(b) Distress signal from a shell: wave shirt over head, or raise one oar vertically in the air.

xi. Sign Out/In Procedure

- a) All boats (shells and launches) shall be signed out in the log before launching and signed in after recovering, except for the following:

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

- 1) Crews need not sign in and out, if and only if, all of the following are true:
 - They are high school, college, or HRRA Program crews; and
 - They are having a regularly scheduled practice; and
 - The practices are filed in the sign-out log or posted on a board above the sign-out log; and
 - The crew is accompanied by a launch with a coach.

xii. Dock and Launching Procedures

a) Before Launching:

- 1) Check the weather using several weather apps as a comparison
- 2) Have a cell phone onboard, if required.
- 3) If a crew requires a launch, the launch must be in the water, with the engine running to perform a rescue immediately if needed, except as otherwise provided herein.

b) On the dock, shell procedures are:

- 1) Crews shall expedite launches and recoveries to free the dock for the next crew. When necessary, tie in on the water. Recovering, get the shell out of the water and off the dock as quickly as possible.
- 2) Traffic pattern shall launch north, and land from the south heading north to the docks. When launching, place your boat as far north on the dock as possible to keep the south end of the dock free for landing boats.
- 3) Shells shall normally be launched and recovered as stated in number 2 in On the dock, shell procedure, unless weather conditions or an emergency require otherwise.
- 4) When freighter or barge traffic is approaching, recovering crews have the right of way over launching crews.
- 5) When a large wake is approaching the docks while shells are in the water at the docks, two persons per shell may stay on the dock to hold the shell in place. All other persons should leave the dock. Those individuals holding the shells should crouch to lower their center of gravity but remain on their feet to be ready to reach safety should the wake prove to be too dangerous to stay on the dock. Rowers should hold the boat away from the dock by its riggers.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

c) On the dock, launching procedures are:

- 1) Launches should normally be parked at the ends and on the interior section of the dock to allow maximum space for shells.
- 2) To avoid dock wear and tear, do not run the launches up onto dock or drag them across the surface.
- 3) After launching, coached crews may not proceed up or down river more than 250 meters (not past the Vassar Docks or the Walkway Bridge) until the launch has left the dock.

xiii. Rowing on the River

a) River Traffic Patterns and General Navigation Rules:

Shells shall keep to the east side (Poughkeepsie side) of the river and follow a counter clockwise pattern: shells going north shall keep within lanes 1, 2 and 3 closest to shore and shells going south will stay in lanes 4, 5, and 6. Unsupervised scullers shall travel north in lane 1 and south in lane 3. In case of choppy water or other unsafe rowing conditions, shells going north will stay in lane 1 and allow lanes going south in lane 2, as specified in this document (HRRR SOP Part 3). A shell may travel on the west side of the river if accompanied by a launch whose driver has looked to ensure that the shipping lane north and south is clear of boat and/or commercial traffic and if the crew is experienced provided the water temperature is at least 50 degrees Fahrenheit. No novice crews shall row on the west side of the river.

- 1) Adherence to the rowing traffic pattern is mandatory. All rowers, coaches, coxies, and boat operators must be familiar with the traffic pattern as well as situations that may alter the traffic patter, (ie. Weather conditions).
- 2) NYS Navigation Rules state due regard shall be taken to avoid all dangers of navigation and collision and any other special circumstances. All rowers, coaches, coxies, and boat operators must be familiar with passing rules and use sound and visual signals to make other boaters aware of their presence and actions.
- 3) All rowers, coaches, coxies, and boat operators must not assume that other vessels will know or follow the navigation rules or the established rowing traffic pattern and will take all measures to eliminate or reduce the risk of collision.
 - The river pattern is dynamic and coaches, coxswains and unsupervised

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

scullers should maintain alertness to water conditions and heavy shell and motorboat traffic that may alter the recommended traffic pattern.

b) Cross Winds

Coxies should point shells into a cross wind. Cross winds can blow shells to the wrong side of the river, into oncoming traffic and into the bulkhead. Once a shell is pinned to a bulkhead by the wind, it is difficult to get off.

c) Turning around

Before turning a shell around, consider the position of the shell relative to the nearest bulkhead, wind direction, and position and direction of traffic on the river. Pick a spot where one can see oncoming traffic and other traffic can see you. In general:

- When in lane 1, turn the shell away from the nearest shore or bulkhead. The shell moves forward while turning.
- Do not turn in front of traffic. Large vessels may not see you or cannot stop. Shells may be in the middle of a competitive piece.

d) Dealing with Large Wakes

1) Such boats produce large bow and stern waves, which have a wavelength approximately $\frac{3}{4}$ the length of a shell and may be higher than the height of a shell. The danger is that the shell will be over stressed or flounder because the hull is not supported uniformly by the water while the wave is passing.

2) Typical boats that produce dangerous wakes for shells on the Hudson River are unloaded tugboats, ocean liners and barges as well as large semi-planning hull recreation boats. You are most likely to encounter such boats in the shipping lane although encounters can happen anywhere and their wakes travel the full width of the river.

3) If you encounter a large wake, take it broadside to avoid damage or floundering.

- Turn the shell parallel to the wake to avoid having parts of the shell unsupported by water when the waves pass.
- Ensure ample distance from the shore to avoid being blown in or knocked onto rocks or land.
- Once turned parallel to the wake:

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

- Weigh enough
- Coxswains should use bow pair to line up with the wake.
- Hold oar blades flat on the water with both hands on the oar and set up the boat.
- As the wave approaches, rowers should lean into the wake as they rise up and lean away as they descend. Oar blades should be flat on the water and held firmly on the surfaced of the water the entire time. Avoid extreme movements of hand or body.
- If the wake includes a roller or break, the coach should distribute life jackets, if possible.

e) Shells competing on straight stretches have right of way over shells entering the straight stretch.

f) Coach's launches should avoid making wakes when passing other crews.

g) Blind Turns

Blind turns are river bends where there are few cues other than the radio, to alert us of oncoming traffic. Roger's Point is the main one within our stretch, along with the point just north of Hyde Park Marina (previously known as Brass Anchor Marina).

h) Coaches in a launch should visually check blind turns by swinging to the outside of the turn and driving ahead of the crew to see around the turn before the crew gets there.

i) Marinas

Motorboats enter and leave perpendicular to the shore at Hyde Park Marina and at Waryas Park. Caution should be taken when passing in these areas.

4. RECOMMENDED PRACTICES FOR EMERGENCIES

i. HRRA Safety Zones

Safety zones are areas in which shells can wait or beach when conditions warrant. Visual locations of such safety zones is located in Appendix A, herein.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

ii. Freighter / Motorboat Wake Procedures

While a freighter is passing, point the bow or stern at the bow of the freighter and set up the boat to become parallel to the wake.

WARNING: Be aware of other boats around you so as not to drift towards them or into the bulkhead or docks when setting up for the wake.

Follow procedures outlined in Section 3.xiii.d “Dealing With Large Wakes”.

iii. Weigh Enough and Hold Water!

Stop in any unsafe, unknown or doubtful situation unless you have to get out of the way of another vessel.

iv. Emergency Assistance

- a) If the situation is critical, call 911.
- b) If the situation is not critical, use standard procedure outlined in Section 3.x, “Communication”.

v. Flotation

The shell and oar(s) have been designed to provide flotation. They are not personal flotation devices (PFDs). They are emergency flotation devices. Under no circumstances should a rower in the water leave his or her floating boat. Even if a swamped boat is within possible swimming distance from the shore, the rower should not strike out for the shore. Instead, swim the boat to the shore. Do not leave your flotation even if you consider yourself a strong swimmer.

vi. Man Overboard or Shell – Shell Action

- a) Weigh enough and hold water.
- b) In an eight or four, the appropriate rower removes his or her oar from the oarlock and slides it to the person in the water.
 - If a starboard rower is overboard, the rear port rower (stroke) slides the oar.
 - If a port rower is overboard, the rear starboard rower (seat 7 or 3) slides the oar.
- c) The swimmer lies across the oar and remains close to the shell.
- d) Another rower may, if necessary, enter the water to assist the swimmer.
- e) If there is no launch immediately available, the swimmer can climb back into the

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

shell or be escorted or towed to shore.

f) If the swimmer cannot get into the shell, he/she should hang onto a rigger or gunwale, or lay on top of the stern section and be towed to shore or to a dock.

g) When anyone goes into the water, an incident report should be filed which can be found in HRRA SOP Part 2 Appendix A.

vii. To Climb Back into the Shell

a) Shells with rowers still in shells (typically sweep shells)

- All remaining rowers in the shell set up the shell by using the oars. Oar of person in water should be held out of the way by adjacent rower. Rowers may lean a little away from the swimmer as he/she moves to get in.

- The person in the water begins entry of shell from side opposite his or her oar to help balance the shell. Grasp only the gunwales; don't let your body touch the skin of the shell or the riggers.

- Initial by just your hands will be transferring your weight to the gunwales. As you come aboard, your body, legs and feet will transfer your weight to the gunwales.

- Kick with the legs to propel body over the shell while keeping body low.

- When the body is across the shell, twist to sit in the shell and then bring legs aboard.

b) Sculls with single rower or all rowers in the water

- One rower at a time should board shell, beginning with stern-most rower and proceeding toward bow, the other rowers hold shell stable by placing an equal number of individuals on each side of the shell holding the gunwales steady.

- The person in the water should first position the oars by holding both oars together over center of shell with hand closest to stern.

- While holding the oars with one hand, the person in the water should be facing the shell and with the other hand grasping the gunwales furthest away from you closest to the bow. Try not to push down on the gunwale so as not to get too much water into the boat or flipping it.

- While continuing to hold the oars with your stern-most hand, kick your feet to drive your body up and onto the shell. As the body comes over the shell, stay low and make sure your shoulders are past the opposite side of the gunwales. This

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

will move our weight forward, centering yourself on the shell.

- When the boat is balanced with your body across the shell, bring your bow-most leg across the shell behind you and straddle the shell. Then get your rear on the seat or seat platform. Once the shell is balanced with your legs on either side of the shell, bring your legs up in front of you into the shell.
- Now you are ready to take one oar with each hand and steady the shell with the oars.
- If another sculler is in the water, you should use your oars to keep shell steady while person remaining in the water repeats the above steps.

viii. Man Overboard from Shell

To avoid launches becoming wayward and running without an operator coaches should remain tethered to the engine's kill switch in the event of involuntary ejection.

(1) Launch Action

- a) Upon coming to the swimmer, stop and launch and secure (stop) the engine
- b) If possible, pull the swimmer out of the water into the launch. Then put him/her back in the shell, if desired.
- c) If many rowers are in the water, first distribute PFD's as required, rescue the rowers, and shuttle them to the nearest shore. Avoid overloading the launch..

(2) Shell Action

In the event personnel from a launch are involuntarily outside the safety of their launch and in the water, the shell may assist in the rescue of that personnel.

- a) The coxswain in consultation with the stroke seat or bow seat must determine the safety of the rowers before bringing the shell in close proximity to the personnel in need of rescuing.
- b) It must be determined that the shell will not be struck by the empty but still running launch or other approaching shells.
- c) The shell may then be brought close enough to the personnel to use as safety craft until a manned launch arrives or if none appear forthcoming may row the personnel close enough to land to safely swim to shore.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

ix. Shell Swamped, Broken or Sinking

- a) If the shell is swamped, everyone must get out as soon as safety permits. If you stay in the shell, the flotation chambers at the ends combined with weight in the middle, may cause the shell to break.
- b) Unload the shell by pairs, starting from the middle of the boat (e.g. rowers 3 and 4, 5 and 6, 1 and 2, and finally 7 and 8. Coxie exits with the stern or bow pair as appropriate. Unless determined by the coach in the launch to remove the panicked rower first.
- c) If rescue by a launch is not imminent:
 - 1) If you can swim the shell to shore, keep the shell upright, trail the oars in the oarlocks and swim the shell and oars to shore or a bulkhead ladder. Get out of the water.
 - 2) If conditions do not permit you to swim the shell to shore, maximize your survival time by:
 - Removing the oars, but do not let them drift away.
 - Move to the ends of the shell.
 - Invert the shell, hull side up.
 - The hull traps air under it and thus forms a stable platform.
 - Survivors can lie partly on top of the hull, and buddies can hold onto each other across the hull.

WARNING: DO NOT SWIM AWAY FROM THE FLOATING BOAT

d) To Lift a Swamped Boat Out of the Water

- 1) Bail water out of the shell with launch bailers.
- 2) Get double the usual number of rowers to lift the boat.
- 3) Lift the gunwales closest to the dock and roll the shell away from the dock to pour the water out as you lift the shell.
- 4) Keep the shell from hitting the dock as you lift.

CAUTION:

- **A boat full of water is very heavy. If you attempt to lift a shell full of water, you can injure yourself and break the shell.**

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

- **If the shell bow and stern compartments have filled with water, they must be drained before the boat can be removed from the water.**

x. Hypothermia

a) As the water temperature drops, your time of effective mobility diminishes. Therefore,

- 1) At a water temperature of 50° F, you have about 20 minutes to get out of the water before you are incapacitated.
- 2) At 40° F, you have about 10 minutes.
- 3) at 32° F, you have about 4 minutes.

b) Heat loss is 25 times greater in water than in air. If you cannot get out of the water, get on top of your boat as described above.

5. INCIDENT REPORTS

For any incident, follow the procedures outlined in HRRA SOP Part 2 Section 11.

6. SECURITY

i. Thefts

Report all thefts as soon as possible to the Boathouse Manager. All members should endeavor to be cognizant of equipment stored in the boathouse and mentally note any changes that occur. For any noted thefts, please include the following information:

- a) Item(s) stolen
- b) Value
- c) Best estimate of date and time of theft. Review the boathouse rowing logs and consult other members to assist.

ii. Trespassers

The Greenway Trail is open to the public and runs behind the boathouse. However the bays and training facility are not and there is no public parking at HRRA.

a) Precautions

- 1) Do not compromise your personal safety when confronting probable trespassers. If uncomfortable, call police.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

- 2) Do not unnecessarily identify yourself to the trespassers as associated with the boathouse or a program within to preclude retaliation or vandalism.
- b)* Approaching Trespassers
- 1) Before approaching trespasser(s):
 - Record any likely auto license plates.
 - Use a cell phone to inform someone what you are doing.
 - 2) When approaching trespassers:
 - Have a companion to back you up if at all possible.
 - Be polite and diplomatic.
 - Ask for drivers licenses or other identification, write down names, addresses, driver license of all.
 - After the trespassers leave, be sure all doors and gates are locked.

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

APPENDIX A

Emergency Boat Landing Sites

EAST SIDE of The Hudson River

The **red** diamonds represent the emergency boat landing sites heading north from HRRA Boathouse (east side of the river).

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

The **red** flags represent the emergency boat landing sites heading south from HRRA Boathouse (east side of the river).

Hudson River Rowing Association

SOP – Part 3. Safety Manual

Revised March 23, 2022

WEST SIDE of The Hudson River

The **red** tacks represent the emergency boat landing sites on the west side of the Hudson River (across the river from HRRR Boathouse).