

CMA Recreational Sailing Procedures

1. A qualification card is required to operate any sailing vessel from CMA. The Sailing Director will establish criteria and procedures for qualification and issue cards. A list of qualified individuals will be posted in the Sailing Office, the Boat House and the Quarterdeck. It will also be given to the Chief Mate and the Mar Ops Department Chair. The list will be maintained by the Sailing Director, who will make all additions or deletions.
2. The qualified Person In Charge (PIC) of the boat is the official “Coxswain” of the boat and is responsible for the vessel and the persons on board at all times. The PIC will, at all times, operate their craft within these policies, the practices of good seamanship, the COLREGS and those applicable section of the Rules & Regulations governing the Corp of Cadets.
3. Recreational keelboat sailing vessels shall always give right-of-way in ample time to large commercial traffic. The Carquinez Straits and adjacent areas are to be considered “narrow channels” under COLREGS.
4. Visiting craft may not be brought into the boat basin without the explicit permission of the Chief Mate, Waterfront Coordinator or the Cadet Night Mate.
5. All recreational sailing excursions require the filing of a Float Plan (sec V) either by local or regional operating areas (sec VI). These MUST be filled out accurately and completely. Failure to comply may result in the suspension or loss of sailing privileges.
6. Even with an approved Float Plan, the final approval lies in the judgment of the Cadet Night Mate. If the weather conditions or other circumstances are deemed to be excessively severe or dangerous, the Cadet Night Mate may deny permission to leave the boat basin.
7. Rescue- If the vessel becomes disabled, the PIC should hail for commercial vessel assist at his or her own expense. In the event of an emergency, the Coast Guard should be hailed on VHF channels 13,14 or 22.

Float Plan

1. A Float Plan is similar to aviation “Flight Plan”. It is a formal document describing the movement of a vessel from an initial departure point to an arrival terminus point. There may be intermediate stops between departure and arrival points or the arrival and departure points may be from to the same facility.
2. It must be emphasized that a Float Plan is a monitoring and oversight document and is “alive” from the time that it is filed or opened until the time

that it is formally closed. **IF YOU OPEN A FLOAT PLAN, YOU MUST CLOSE IT!**

3. If you fail to close a filed float plan, an investigation and search will commence once you are listed as overdue. This search could very well involve outside agencies. If you terminate your voyage other than that listed in the Float Plan, you must immediately contact the responsible person at the point of listed arrival. For example, if for some unforeseen reason requires you to return to Vallejo Marina instead of CMA's boat basin, you must contact the gangway watch or you will be listed as "overdue". **IT IS THE DESIGNATED COXSWAIN'S RESPONSIBILITY TO CLOSE AN OPEN FLOAT PLAN.**

4. Float Plans are available in the Sailing Office, the Boat House and the Quarterdeck. Care should be taken when completing the information. Incomplete or inaccurate information on a Float Plan is grounds for revoking sailing qualification. Every effort should be made to get the approval for a Float Plan from the Sailing Director, the Sailing Coach, the Chief Mate, the Waterfront Coordinator, or the Boat House Administrative Assistant. In their absence the TSGB Cadet Night Mate can approve the Float Plan if the coxswain presents a current qualification card and is on the Sailing Program Qualified Coxswain list. Completed Float Plans will be submitted to the TSGB Cadet Night Mate or the Waterfront Coordinator. **Upon return the coxswain shall have one of the above authorized individuals sign the Float plan to officially close it.** Closed Float plans will be reviewed by the Chief Mate and the Sailing Director and be stored in the Sailing Office.

Sailing Areas

1. Local Operating Area is the San Pablo Bay, the Carquinez strait to Suisun and the Mare Island strait to the Mare Island Causeway.
2. Regional Operating Area includes all of San Francisco Bay inshore of the Golden Gate Bridge and adjacent inland waterways as far east as Antioch city Dock.

PARTICIPATION AGREEMENT

I have read and understand the CMA Recreational Sailing Procedure. I understand my obligations as master of the vessel and my requirement to obey applicable sections of the Rules & Regulations Governing The Corp of Cadets (including the alcohol policy). I further agree to obey all navigation laws, practice sound navigation and good general seamanship. Upon return, I will ensure that the vessel is securely moored, completely cleaned and any rigging or mechanical deficiencies reported to the Sailing Director.

I understand that when I file a float plan and that I am responsible for properly closing it. I also understand that if my listed arrival time is delayed more than 45 minutes, I must contact the ship watch register a modified ETA. I acknowledge that failing to follow procedures may result in the suspension of my sailing privileges.

Submitted By: _____ Signature _____
(print)

Date: _____