

Merrymeeting Community Rowing Association Safety Guidelines

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MCRA Safety Guidelines are derived or copied from the following resources with permission:

USRowing
British Rowing
Rowing Canada Aviron
Alexandria Community Rowing
Amoskeag Rowing Club
Genesee Waterways
Lake Casitas Rowing
Milwaukee Rowing
Union Boat Club
CRI

We gratefully acknowledge their help and willingness to share the products of their work and expertise in order to promote safe rowing.

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Overview

Rowing carries with it some inherent risks. Each person is responsible for her or his own safety and rowing is ALWAYS at one's own risk; no set of Safety Guidelines or Rules can be created to address all hazardous situations, and neither MCRA nor its Board of Directors can completely assure the safety of individual rowers. MCRA assumes no responsibility, either express or implied, for the personal safety or welfare of any person. These guidelines and rules are made to teach and guide participants and their guests as they take responsibility for their own safety.

Each participant has an obligation to assess her or his ability to row safely under the existing weather, river, and vessel traffic conditions when participating in MCRA activities. Each is also responsible for knowing her or his own health status and, if appropriate, seeking medical assessment and following medical advice. Safe behavior, good manners and sportsmanship are expected on the water, at the ramp, and in and around the boat storage area at all times. Unsafe or inappropriate behavior may result in a participant being expelled from MCRA and its programs without refund and refused further participation in MCRA.

As with any policy, all conceivable situations cannot be anticipated. These guidelines merely provide the minimum rowing safety standards for participants with MCRA.

In order to participate in MCRA activities or use MCRA equipment all participants must:

- Pay fees
- Sign and have on file a USRowing Liability Waiver for the current year
- Complete and sign an MCRA Required Information form
- Disclose any medical concerns that could affect or be affected by participating in MCRA activities and obtain clearance to participate by a medical professional if deemed appropriate by a coach or board member.
- All youths (age 13-17) and all new participants (starting in 2015) who are participating in MCRA activities other than Learn to Row classes must complete a swim test under the supervision of a lifeguard.
 - The test must include:
 - Swimming at least 50 meters wearing light clothing
 - Treading water for at least two minutes
 - Swimming underwater (fully submerged) for at least five meters
 - Putting on a life jacket in the water
 - Instead of the swim test, participants may furnish evidence of passing supervised testing that has demonstrated swimming ability such as:
 - SCUBA certification
 - Red Cross swimming certifications
 - Documentation of having passed a swim test at another rowing club
 - For Learn to Row classes only, which are always fully supervised by a coach, participants can attest to their swimming ability on the MCRA Required Information Form. However, if they wish to continue participation beyond a Learn to Row class they must complete a swim test.
 - Anyone who does not meet MCRA swimming requirements must wear a life preserver at all times when in a boat or on the water.
- New participants must complete a safety and equipment care orientation with a coach and watch the USRowing Safety Video
- All participants (except those who are only taking classes and, therefore, are always under the direct supervision of a coach) must read the MCRA Safety Guidelines and pass the Safety Exam.

BOAT AND OAR CARE

Rowing equipment is extremely expensive and most boats and oars are extremely fragile. A new racing single may cost over \$12,000, and one oar typically costs over \$300. MCRA is not a wealthy organization, so showing appropriate care when carrying boats and when on the water is essential.

Boat Care:

- When taking a boat out of the racks all care should be taken to avoid contact with other boats or hitting obstacles
- Move slowly and carefully when moving a boat in the boatyard
- Except for the Alden, boats should NEVER be put hull down on the ground.
- Always wipe down boats after use
- Always check for damage or wear and note needed repairs in the Repair Log
 - i. Always tie down boats after putting them back in the racks
 - a. Never allow the buckle of a tie down strap to rest next to the hull of a boat when you secure it to the racks

Oar Care (Thanks to Concept 2 for oar care information):

- Store oars and sculls in racks with the handles up, when possible. Avoid scratching blades in gravel, on concrete, and against docks and other hard surfaces. Blade damage most often occurs at the edge of the blade due to scuffing or hitting against something.
- Do not store your oars long-term in continuous sunlight. Ultraviolet light will eventually degrade the surface and shorten the life of the oar.
- Keep an eye out for signs of wear on the sleeves. A worn sleeve will affect feathering, your roll-up, and pitch. Sleeves should be replaced as needed, but a clean and well-cared for sleeve will last a long time.
- Transporting oars on unprotected metal roof racks can cause serious damage. Tie on oars with adequate padding.
- On docks, lay oars and sculls with tips up to avoid wearing. Keep oars out of the way of being stepped on.
- When carrying oars to and from the dock, do not bundle them. This often leads to blades knocking against one another in transit, and oars are often dropped carelessly.
- Do not push away from the dock with your oars. Practice pushing away as a crew or walking down the dock.

MCRA requires members to have appropriate experience and skills in order to use different types of boats. (Information on the different skill levels for Sweep Rowers and Scullers is provided below in the *MCRA Rowing and Sculling Categories* section):

MCRA Rowing and Sculling Categories, Privileges, and Responsibilities

For safety reasons, MCRA has set categories for sweep rowers and scullers based on factors such as payment, experience level, safety awareness, and age. Each categorization corresponds to different levels of privileges and responsibilities.

There are three ways in which each participant is categorized, each of which has a role in determining which boats and under what conditions a participant can row. The three categories are:

1. Payment Category/Program Type (determined by what programs a participant has signed up and paid for)
2. Sweep Rowing Category (determined by skill and judgment)
3. Sculling Category (determined by skill and judgment)

Payment Category/Program Type

- 1) Learn to Row (LtR) or Learn to Scull (LtS)
 - a) Participants with no sweep rowing/sculling experience who may row only in the context of a coached Learn to Row/Scull class
- 2) Coached Classes (e.g., Coached Sweeps, Sculls, Recreational Rowing, or Competitive Rowing)
 - a) Participants with rowing/sculling experience who may row only in the context of the coached class or program for which they have paid
 - b) A coach must be present at all times when they are rowing
- 3) Member
 - a) Participants who may use MCRA boats outside of the context of coached classes. They must be aware of their experience category (e.g., novice, captain, etc. See below.) and only use equipment allowed for participants in their category (e.g., an experienced sweep rower may not take out a sculling boat without first having completed a flip test and having been approved by a coach who has assessed their sculling ability)

Sweep Rowing Skill/Experience Categories

Any participant not meeting the responsibilities of their skill/experience level, violating Safety Guidelines, or using privileges beyond their skill/experience level may be moved to a lower skill level or, for serious violations, may be refused further participation in MCRA rowing or use of MCRA equipment. No refunds will be provided in such instances.

Before rowing in a Pair all participants must complete a supervised flip test

Except for coached classes and lessons, participants must be MCRA Members to use any MCRA equipment.

- 1) **Learn to Row Sweep**
 - a) Experience level:
 - i) Participants who have no experience rowing or sculling.
 - b) Privileges:
 - i) Learn to Row participants **can only row in the context of classes designed to teach the fundamentals of rowing**, water safety, equipment orientation, and basic land training.

- ii) Learn to Row participants are not allowed to row in a pair
- c) Responsibilities:
 - i) Learn to Row participants must have a coach immediately with them all the time they are on the water.
 - ii) Learn to Row boats should use the most conservative safety criteria in considering possible hazards.
 - iii) Learn to Row boats may not row further than the power lines.
 - iv) Before getting into a shell on the water, a learn to row participant must understand the following terminology:

Bow	Stern	Port	Starboard
Catch	Drive	Finish/Release	Recovery
Stroke rate	Weigh 'nough	Hold water	Ready to row
Back	Tie in	Untie	Stroke, bow person, 2 seat, etc.
Hands on	Ready? Lift!	To shoulders/waist, etc	

- v) They also should receive basic instruction on safety (especially, if a boat swamps or flips **STAY WITH THE BOAT**) and on careful handling of equipment before using a boat.
- vi) A coach or appropriate MCRA official determines if and when a participant of a Learn to Row program can be designated as a Novice, or if further practice, training or education is needed.

2) Novice Sweep

- a. Experience level:
 - i. A Novice is a participant who has minimal experience sweep rowing. Novices are considered to be early in their development and in and in gaining comfort with boat handling skills, equipment care, rowing technique, and fitness levels. Bear in mind that an experienced sweep rower with minimal experience sculling is considered to be a Novice sculler (and vice versa).
 - ii. A coach or MCRA officer may designate a participant as a Novice if she or he has successfully mastered skills and information taught in a Learn to Row program or if s/he has equivalent previous rowing experience.
- b. Boat Use Privileges:
 - i. Rowers should refer to the "Who Can Use This Boat" charts to determine which boats and under what conditions they can row (see **Appendix C**)
 - ii. Novices may participate in programs and rowing beyond Learn to Row programs but must be either (1) under the supervision of a coach or (2) in a four that has a Captains rowing in the Bow Seat and 2 Seat. Novice rowers may not use a pair.
- c. Responsibilities:
 - i. Novices should use conservative safety criteria in considering possible hazards. For example, they may not row in very cold weather or difficult conditions, even with a coach or Captain present. They may not row farther than the power lines.
 - ii. They are responsible for further developing good judgment and safety awareness and seeking consultation with Captains or coaches as needed.

3) Experienced Sweep

- a. Experience level:
 - i. An Experienced sweep rower is a participant who can row competently in a sweep boat even under challenging conditions. Experienced sweep rowers are expected to show mature judgment and demonstrate skills that are adequate to manage difficult conditions.
 - ii. A coach or MCRA officer may designate a participant as Experienced if she or he meets all of the following criteria:
 - 1. The person has logged at least 100km (per log book records)
 - 2. Nominated by a coach or captain who has observed them after they completed 100km. Nomination is based on person demonstrating:
 - a. strong rowing skills in different conditions and at different ratings and pressure
 - b. good judgment and awareness of safety practices
 - c. meeting standards of equipment care
 - 3. Passed Sweep Rowing Test at the “Experienced” level (see **Appendix A**)
- b. Boat Use Privileges:
 - i. Rowers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
 - ii. Experienced sweep rowers may use any MCRA sweep boats, but must complete a flip test before using a pair.
 - iii. Experienced sweep rowers may participate in any sweep programs.
 - iv. Boats with Experience Rowers in them may not go beyond the power lines.
 - v. Experienced rowers must have a coach present or a Captain in the Bow Seat of the boat whenever they row
- c. Responsibilities:
 - i. Experienced sweep rowers must complete a flip test before rowing in a pair
 - ii. Experienced sweep rowers are expected to use mature judgment in applying safety criteria in considering possible hazards.
 - iii. Experienced rowers are expected to always demonstrate a high standard of equipment care

4) Captain (Sweep)

- a. Experience level:
 - i. A coach or MCRA officer may designate a participant as Experienced if she or he meets all of the following criteria:
 - 1. The person has logged at least 175km (per log book records) since passing “experienced” level Sweep Test
 - ii. A coach or MCRA officer may designate a participant as Experienced if she or he meets all of the following criteria:
 - 1. The person has logged at least 175km (per log book records) since passing their “Experienced” rowing test (see **Appendix A**)
 - 2. Nominated by a coach or captain who has observed them after they completed 175km. Nomination is based on person demonstrating:
 - a. strong rowing skills in different conditions and at different ratings and pressure
 - b. good judgment and awareness of safety practices
 - c. meeting standards of equipment care
 - d. familiarity with the river, the launch area, and relevant hazards
 - e. awareness of appropriate and considerate management of interactions with the community and with other MCRA participants

- f. Willingness and ability to take responsibility for others whenever rowing with non-Captains
- g. Willingness and ability to teach and guide others whenever safety or equipment care standards are not being met

3. Passed Sweep Rowing Test at the “Captain” level

b. Boat Use Privileges:

- Rowers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
- Unless hazards warrant additional precaution, Captains may row without a safety/coaching launch or other Captain present. However, Captains still are encouraged to have a “buddy” on the water with them rather than rowing alone.
- Captains may go downstream of the power lines unless they are in a boat with rowers who are non-Captains

c. Responsibilities:

- i. When rowing without a coach present, the Captain assumes responsibility for safety procedures and good judgment being followed. The Captain is responsible for determinations regarding safety, making sure log books are completed, etc.
- ii. If a Captain notices other participants not adhering to the Safety Guidelines or equipment care standards they are required to help educate those participants or to intervene immediately if there is a situation that could be dangerous

Sculling Skill/Experience Categories

Before using any sculling boat all participants must complete a supervised Flip test.

Except for coached classes and lessons, participants must be MCRA Members to use any MCRA equipment.

1) Learn to Scull

a. Experience level:

- i. Participants who have no significant experience sculling

b. Boat Use Privileges:

- i. Scullers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
- ii. Learn to Row participants **can only row in the context of classes designed to teach the fundamentals of rowing**, water safety, equipment orientation, and basic land training.

b. Responsibilities:

- i. Learn to Scull participants must have a coach immediately with them all the time they are on the water.
- ii. Learn to Scull participants should use the most conservative safety criteria in considering possible hazards.
- iii. Learn to Scull boats may must stay upstream of the bridges
- iv. Before getting into a shell on the water, a learn to scull participant must understand the following terminology:

Bow	Stern	Port	Starboard
Catch	Drive	Finish/Release	Recovery
Stroke rate	Weight ‘nough	Hold water	Ready to row
Back	Tie in	Untie	Stroke, bow person, 2 seat, etc.
Hands on	Ready? Lift!	To shoulders/ waist, etc	

- i. They also should receive basic instruction on safety (especially, if a boat swamps or flips **STAY WITH THE BOAT**) and on careful handling of equipment before using a boat.
- ii. A coach or appropriate MCRA official determines if and when a participant of a Learn to Scull program can be designated as a Novice, or if further practice, training or education is needed.

2) Novice Sculler

a. Experience level:

- i. A Novice is a participant who has minimal experience sculling. Novices are considered to be learning and gaining comfort with more advanced boat handling skills, equipment care, rowing technique, and improving fitness levels. A coach or MCRA officer may designate a participant as a Novice if she or he (1) has successfully mastered skills and information expected of a Learn to Scull participant, (2) can scull competently in an Alden, and (3) can safely learn in a Maas.

b. Boat Use Privileges:

- i. Scullers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
- ii. Novices may participate in programs and sculling beyond Learn to Scull programs.

c. Responsibilities:

- i. When first using a Maas the participant must be observed by a coach and must row with a coach or safety launch present until gaining moderate proficiency.
- ii. When learning to scull in a Maas a Novice is expected to stay upstream from the bridge until reasonably comfortable rowing in that boat type. With experience, demonstrated competence, and safety awareness a Novice may row below the bridges, but not below the power lines.
- iii. Novices should use conservative safety criteria in considering possible hazards. For example, they may not row in very cold weather or difficult conditions, even with a coach or Captain present. They may not row farther than the power lines. They are responsible for developing good judgment and safety awareness and seeking consultation with Captains or coaches as needed.

3) Experienced Sculler

a. Experience level:

- A coach or MCRA officer may designate a participant as Experienced if she or he meets all of the following criteria:
 - The person has logged at least 100km in a Maas(per log book records)
 - Nominated by a coach or captain who has observed them after they completed 100km. Nomination is based on person demonstrating:
 - strong rowing skills in different conditions and at different ratings and pressure
 - good judgment and awareness of safety practices
 - meeting standards of equipment care
 - Passed Sculling Test at the “Experienced” level (see **Appendix B**)

b. Boat Use Privileges:

- i. Scullers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
- ii. Experienced scullers may participate in any sculling programs and in Novice sweep programs.

c. Responsibilities:

- When first using a training or racing single the participant must be observed by a coach and must row with a coach or safety launch present until gaining moderate proficiency.
- When learning to scull in a racing single an experienced sculler is expected to stay upstream from the bridge until reasonably comfortable rowing in that boat type.
- Experienced scullers are expected to use mature judgment in applying safety criteria and considering possible hazards.
- Experienced rowers are expected to always demonstrate a high standard of equipment care

4) Captain (Sculling)

a. Experience level:

- i. A coach or MCRA officer may designate a participant as Experienced if she or he meets all of the following criteria:
 1. The person has logged at least 175km (per log book records) in training or racing singles since passing their “Experienced” rowing test

2. Nominated by a coach or captain who has observed them after they completed 175km. Nomination is based on person demonstrating:
 - a. strong rowing skills in different conditions and at different ratings and pressure
 - b. good judgment and awareness of safety practices
 - c. meeting standards of equipment care
 - d. familiarity with the river, the launch area, and relevant hazards
 - e. awareness of appropriate and considerate management of interactions with the community and with other MCRA participants
 - f. Willingness and ability to take responsibility for others whenever rowing with non-Captains
 - g. Willingness and ability to teach and guide others whenever safety or equipment care standards are not being met
3. Passed Sculling Test at the “Captain” level (see **Appendix B**)
 - b. Boat Use Privileges:
 - Scullers should refer to the “Who Can Use This Boat” charts to determine which boats and under what conditions they can row (see **Appendix C**)
 - i. Unless hazards warrant additional precaution, Captains may row without a safety/coaching launch or other Captain present. However, Captains still are encouraged to have a “buddy” on the water with them rather than rowing alone.
 - ii. Captains may go downstream of the power lines
 - c. Responsibilities:
 - i. When rowing without a coach present, the Captain assumes responsibility for safety procedures and good judgment being followed. The Captain is responsible for determinations regarding safety, making sure log books are completed, etc.
 - ii. If a Captain notices other participants not adhering to the Safety Guidelines or equipment care standards they are required to help educate those participants or to intervene immediately if there is a situation that could be dangerous

MCRA Launching and Landing Procedures

Whenever an MCRA boat is on the water a designated Captain must be directly involved in the evolutions as a coach, coxswain, launch driver, or rower.

Traffic pattern:

**Downstream on the Brunswick side of a river channel,
upstream on the Topsham side of a river channel.**

Launching and Landing the Boat

The equipment storage area ("boathouse") gate must be locked when no MCRA member is present in or near the boathouse. On the water is not considered near the boathouse.

Boats in slings outside the equipment storage area must be kept off the river walk and should be attended.

Before getting hands on a boat, please be sure you have already:

- **If you are rowing unaccompanied it is strongly recommended that you have a life preserver and cell phone with you. You can find life preservers and water resistant cell phone cases in the brown Log Book box.**
- Checked the weather and river flow; be aware of special precautions that may be needed when it is cold (see *Risk and Hazard Guidelines*, below)
- checked the repair log to make sure you are not taking out a shell that has damage or needs to be repaired before being used.
- checked the incident log to see if there are any factors such as new snags, dangerous alligators, etc. that you should be aware of.
- signed your shell out in the log book
- checked the shell, oars, and their hardware before taking oars down to the boat ramp or getting "hands on" to take the shell to the water.
 - Each person is 100% responsible for the whole boat and 100% accountable for their own oar, rigging, foot stretchers, seat and slide. Check to make sure that all equipment is functioning properly before leaving the dock. If you aren't sure, ASK! Check the following:
 - That nuts on the rigging are tight, position of your foot stretchers and the smoothness of your slide are acceptable.
 - That the forward end of the slide is blunt and will not gouge your calves.
 - That the persons in front and behind you have sufficient room for their complete stroke.
 - That the heel ties on your shoes are tied and in good condition.
 - That your seat fits your body.
 - That your oar handle is properly sized.
 - That your oarlock height is proper.
 - That your clothing cannot become tangled in your seat or oar handle.
 - That you have proper safety devices on board your rowing shell.
 - Rowers are encouraged take a boat out of the racks and put it hull down in slings before going down to the ramp. Each rower can then adjust footstretchers and make sure all bolts are snug and everything appears to be in working order.
- Are aware of whether you need to be accompanied by a safety/coaching launch or Captain (See Rowing and Sculling Categories above)

When handling boats and oars, members must be aware of the length of the boats and oars and avoid striking people and objects.

- Members must be sure to look up and down the river walk before crossing the path and exercise care to assure that incidents with pedestrians or bicyclists do not occur.
- Taking equipment down to the water, put out the “Caution” sign.
- Before carrying equipment across the path, yell “Heads Up! Boat Crossing!” to alert people in the area.
- Yell to alert anyone who is approaching to make sure they see you and the equipment.

Launching:

- Please wear shoes or foot protection since there is broken glass around the launch area, on the ramp, and in the mud.
- Cox boxes and any other electronics should be tested and confirmed to be in good working order before embarking on a row;
- Crews and coxswains should remain vigilant and aware of any obstacles that might impede progress to or from the dock (riggers on boats on racks, lifts, slings, other crews waiting in line, fence posts, pedestrians, bicyclists, etc.)
- All crew members are required to help carry boats to and from the water:
 - 1) Take the safety/coaching launch to the river. Make sure it has all necessary equipment, is secured to the bank once it is in the water, and supervised by a crewmember.
 - 2) Take oars down to the water **before** carrying the boat down. Please treat the oars with care. Oars are fragile if mishandled. (Please see BOAT AND OAR CARE section, above)
 - Oars and sculls should be taken down to the water immediately before taking the boat down. Do not leave unattended blades where they will be in the way of other boats trying to launch.
 - 3) Finally, carry the rowing shell from the equipment storage area to the water.
- Etiquette calls for rowers to clear the launching area from the dock as quickly as possible. Be considerate of others, and PLAN to get the boat in the water and launched quickly.
 - If you discover breakage or missing equipment, take your boat out of the water and put it in slings.
 - Once the shell is in the water, immediately obtain oars.
 - At least one member of a crew should hold the boat while others collect oars.
 - Make sure all oars are in their oarlocks, oars are extended so the collars are in contact with the oarlocks, blades are flat on the water, and people are holding onto oar handles before anyone gets in the boat.
 - You may step **ONLY** on the foot plate. Never step on the tracks or let your feet touch the hull.
 - Count down as soon as everyone is in the boat. If there are others waiting to use the dock, push off the dock before tying in, adjusting footstretchers, etc. You can make adjustments and tie in on the water
 - Boats should head upstream from the launching area, keeping an eye out for other boats or river traffic. Move to the far side of the river as soon as possible to enter the counter clockwork traffic pattern.

Never, ever rest a boat (except an Alden) hull down on the ground. Ever. Really. Never.

On the Water:

- Please follow traffic patterns (upstream on the Topsham side of the river channels, downstream on the Brunswick side)
 - Right-of way rules have been developed by the USCG. Vessels with the least maneuverability have the right-of way, but always play it safe and take action to avoid all other types of boats. The maneuverability rule can be confusing. For example, a sailboat without wind has the right-of way, but a sailboat with wind must give right-of way to the shell.
 - If you have to move to the center of the river overtake another boat or avoid a snag:
 - Keep an eye out for boats going in the other direction
 - Move back to the correct side of the channel as soon as you can
- If you are being overtaken, the overtaking boat has the right of way. Move to the shore or out of the way of the boat overtaking you, depending on circumstances.
- If you see a boat in distress, do something unless it would put you in danger. Ask if they need help, call for help, etc.
- If there are “blind” boats on the water (boats without a coxswain) assume that they don’t see you. If they are near or if they are heading towards you yell to make sure they are aware of you (e.g., “Heads up, sculler!” “Take a look, sculler!”)
 - If you notice another shell approaching you, yell “Heads Up!” to them to make sure they see you.
 - Never, ever turn a boat around just upstream of a bridge or other obstacle if there is a significant current

Landing:

- Returning to the dock:
 - Approach the from downstream so you are rowing into the current. Be aware that you will be moving against the traffic pattern, keep an eye out for other boats, and warn them of your presence by yelling to them.
- Getting out of the boat:
 - The coxswain should be the first person out of the boat and then should coordinate exiting of the rowers.
 - Oars should not be pulled in until all rowers have exited the boat.
- Putting a boat away:
 - Wipe the boat down with a reasonably clean towel
 - Make sure the oars’ sleeves and collars are clean
 - Visually inspect the boat for signs of damage or wear which need repair. If you find any damage (regardless of who caused it or if its just built up wear and tear) write a note on the Repair Log
- Sign the boat back in on the Boat Logbook
 - Report any incidents, collisions, new hazards or dangerous alligator encounters you may have had in the Incident Log. Please also log any negative or problematic interactions with the public.
- Lock the equipment storage area gate.

MCRA Risk and Hazard Guidelines

Members are encouraged to carry charged cell phones in waterproof cases, whistles or air horns to summon help in an emergency.

- In the event rescue assistance is required: Use your cell phone to contact emergency personnel or the safety/coaching launch depending on severity and urgency.

General Health:

- Participants are advised to consult with a physician before participating in rowing or attempting to move or carry MCRA equipment.

Accompaniment by a safety/coaching launch:

- All Learn-to-Row boats must be accompanied by a safety/coaching launch.
- All boats must be with 100 yards of a safety/coaching launch if the water or air temperatures temperature is low or if conditions are marginal

WEATHER AND DARKNESS:

Cold Weather:

- A good guideline used by many rowing clubs is the "Rule of 100": if the water temperature is below 50 degrees or if the combined water and air temperature is below 100 degrees Fahrenheit, then
 - no inexperienced rowers or scullers are allowed on the water.
 - Experienced rowers and scullers must follow the "4 oar" rule (no boats on the water with fewer than 4 oars – e.g., no singles or pairs).
- If either the air or water temperature is below 40 degrees, extreme precautions such as drysuits, pontoons, and/or life preservers worn while rowing, and additional safety/coaching launch precautions are *strongly* urged.
 - Anyone who does go out must be within 100 yards of a safety/coaching launch.
 - Drysuits and/or auto-inflating life preservers are recommended for rowers, coxswains, and people in the safety/coaching launch.
- Rowing is not allowed if ice is present.

Wind/Whitecaps:

- No boats are allowed out when whitecaps are present. If there are winds over 12mph extreme caution is advised even if there are no whitecaps, since a change in the tide may result in water flowing against the wind and conditions worsening significantly.

Thunder and Lightning:

- NEVER launch a boat when there is a possibility of lightning or you hear thunder. Rowers must wait 30 minutes after thunder and lightning completely stops before launching a boat. If lightning is sighted while you are already on the water, you must return to the launching area IMMEDIATELY and wait for conditions to improve. Proceed as cautiously as possible to return quickly to the dock.
- In extreme conditions it may be necessary to go to the nearest accessible shoreline to safely wait out a storm.

Fog:

- If you can't see 100 yards or see to the opposite side of the river you are strongly advised not to go out.
- If you are caught out in fog during a practice proceed slowly, following the riverbank while making noise and looking out for boats and obstructions.

- All boats must use appropriate navigation lights in fog. In addition, safety launches must sound a long tone on a horn or whistle every two minutes when operating in fog.

Rain:

- Severe rain can result in strong, fast, unpredictable currents, and large amounts of dangerous debris in the water for several days after the rain has stopped.

Rowing before sunrise or after sunset:

- Rowing before sunrise and after sunset is strongly discouraged, particularly since there are other vessels using the waters at those times
- If a boat or safety/coaching launch will be out before sunrise, after sunset, or in limited visibility situations, Coast Guard compliant safety lights must be used at bow and stern. Rowers and safety/coaching launch drivers should follow applicable boating regulations.

OBSTACLES:

Broken Glass and Fish Hooks in the Launching Area:

- Be aware that there may be broken glass or fish hooks where we launch. So far, our experience has been that it is less likely for there to be broken glass on the ramp itself. However, it only takes one person breaking a bottle for that to change without notice.

Slippery footing:

- In early spring/late fall, even when the temperature is above freezing, frost/ice may be present on the ramp and dock, making them treacherous. Algae may also affix to the ramp and make the walking surface slippery. When on foot descending the ramp, slow down to anticipate a potentially slippery surface, especially when carrying a shell.

Floating Debris:

- Things like picnic tables, logs, and branches of varying size can cause considerable damage. They sometimes float just under the surface of the water, so coaches, scullers, rowers, and coxswains need to pay considerable attention to spotting them and steering clear. Debris tends to be more prevalent after rain and during and after high flows.

Snags and Deadheads:

- Deadheads are what happens when a free-floating log becomes mired in the riverbed, usually with one end pointing up toward (and sometimes through) the surface of the water. These can be very difficult to see and extremely damaging to boats. They can also occur almost anywhere in the river - near shore or in the middle of the channel. Coaches, scullers, rowers, and coxswains need to watch closely for them and remember that even if only a small branch protrudes above the water surface, larger structure may be just below the water surface and could cause boat damage and rower danger.
- Mark any new snags on the map of the river that is posted on the MCRA Bulletin Board in the equipment area

Bridges:

- Never turn a boat around just upstream of or under a bridge. The current can push a stopped or turning boat into a bridge piling. If you are upstream from a bridge make sure you are a safe distance from it and be sure to factor in the speed of the current and the experience of those rowing.

Going Through the Narrows:

- The Narrows tend to have strong, swirling currents and areas where there are rocks just under the surface.

- Learn to Row and Novice rowers, scullers, and coxswains are not allowed to take boats through the Narrows and must stay upstream of the power lines by the narrows. Participants must earn a “Captain” designation before taking a boat through the Narrows.
- Even Captains should not go through the Narrows if the current is more than moderately strong. Even under ideal conditions, be aware of hidden rocks, currents, and the possibility that the tides may change while you are on the far side of the Narrows.

Other Watercraft:

- Wakes from power boats:
 - If approaching wake is higher than the gunwale, the shell should be turned parallel to the wake to avoid having part of the shell unsupported by the water. It is possible to split a shell under these conditions. Rowers should stop rowing and lean away from the approaching wake, with oars on the wake side lifted slightly.
 - If the wakes are lower than the gunwale and widely spaced, continue to row without a course adjustment. Deep and closely spaced wakes that are lower than the gunwale may be taken at a 90 degree angle with the bow directly toward them.
- We share the river with motorboats, canoes, kayaks, etc. Keep an eye out to avoid running in the them; yell or signal with a whistle if they don't see you.
- Be friendly, even if someone isn't friendly to you. All incidents must be reported in the Incident Log.
- Please be considerate of others and leave fishermen in boats or on the shore plenty of room.

WATER CONDITIONS:

Awareness of Tide and Strong/Fast Current:

- Tide:
 - This stretch of the Androscoggin is affected both by river flow and the tide. Because of this combination it takes about 8 hours for the tide to go out and only 4 hours for it to come in
 - The water level can change 4-5 feet between low and high tide, affecting current and exposing rocks, snags, and sandbars
- Current:
 - During spring or after heavy rain, the river may have a deceptively fast current. Coaches, scullers, and coxswains should allow for additional stopping distance prior to any bridge or other hazards. Be particularly careful to go far upstream from hazards such as bridge abutments before turning.
 - If the current is moderately strong it is recommended that only Experienced Rowers with strong skills and confidence row without a safety/coaching launch present and that they not go near or through the narrows. It is also recommended that only shells with four or more oars (no singles or pairs) be rowed to reduce the chance of capsizing.
 - If the river level is high or the current is very strong rowing is not recommended. Even highly experienced rowers are urged to exercise extreme caution and reconsider plans to row.
 - Current and flow will vary with the tide, but the following guidelines should be considered in arriving at a decision on whether or not to launch:
 - People with considerable expertise are strongly urged not to row if flow rates are over 18,000cfs
 - People with moderate expertise are urged to exercise great caution and consider not rowing if the flow rate is above 15,000cfs
 - Learn to Row classes typically will not launch if the flow is above 10,000cfs

Low Water Levels:

- Our stretch of the Androscoggin is tidal. Always be alert to changing tides and the fact that as the tide goes out new hazards or snags may appear, currents may change or strengthen, and water conditions may deteriorate if the tide is flowing against the wind.
- At low water rocks, sandbars and mud flats appear in some areas and some channels, such as those on the Topsham side of Cow Island and some passages through the Narrows become too shallow for rowing.

Try to minimize equipment damage, but remember that you are more valuable than the boat.

MCRA Guidelines for Managing Emergencies

The risks during any particular rowing session can change unpredictably and can significantly increase by one or more hazardous conditions interacting. For example, the wind and waves that are merely a challenge on a warm summer day can add up to a significant danger if combined with cold weather and a broken oarlock. Other factors that affect the risk level include the physical conditioning of the rowers, their rowing skill, expertise in the shell type being rowed, and whether they are being supervised by a safety/coaching launch.

Each participant is responsible for considering the following policies and risk factors when deciding if rowing is reasonably prudent at any particular time and under the given circumstances. It is the responsibility of the each person to use responsible judgment, follow MCRA policies, and assess the current risk factors and make adjustments to rowing plans (including not going on the river) in order to manage the risks.

If the boat swamps, flips, or capsizes,

- STAY WITH THE BOAT
- If you're in a team boat, take a headcount.
- Signal nearby people for help (yell, wave both arms) if there are injuries or if you or others are in having difficulties (or, if there are significant injuries or danger call 911)
- If the water is cold, climb on the hull and straddle it as best you can, lying on your stomach. Then paddle it to shore. ("Straddle and paddle.")
- If it's warm water, you can either straddle and paddle or, staying with the boat, swim it to shore
- Once you get to the shore, empty the water from the boat and you're off!
- Did we mention how important it is to stay with the boat?

If caught unexpectedly in hazardous conditions,

- Row back to the dock if possible
- If you can't make it back to the dock, row to the shore and get out of the make your way back to the launch area. You can pull the boat up on the shore to secure it, but your safety takes priority over the equipment always

If someone is in the water and needs help:

- The best options are to (1) **reach** for them from the shore or from a boat or (2) **throw** them a buoy with a line, or a floating object.
- Be cautious if you decide to **row** to someone who is in distress/drowning. They may grab your oar or the boat, resulting in you flipping.
- Swimming out to someone can be very dangerous and can result in a double drowning.

Ask permission before rendering assistance or providing first aid. For first aid, provide care only within the limits of formal training you have completed.

Please always be courteous to others on the water
(even if someone isn't courteous to you).

No boat may be launched if the weather or water conditions are dangerous or threatening. MCRA officers, board members, or coaches may making a binding "No Rowing" decision any time they feel it is warranted. If no MCRA officer, board member, captain, or coach is present, then people considering rowing are responsible for assessing their abilities and experience, current conditions, and other risk factors before launching.

If in doubt about whether or not something is safe, it probably isn't.

Emergency Conditions

Under no circumstances should a rower in the water leave his/her shell. Even if a swamped boat is within a swimmable distance from the shore, the rower should swim the boat to the shore. Do not leave your flotation even if you consider yourself a strong swimmer.

If it is necessary to stop immediately, someone should give the command, "Weigh 'nough! Hold water"! Don't ask questions, just respond immediately by stopping all forward movement. Square the blades in the water and bring the boat to a halt.

Use these distress signals to communicate to other boats: wave the arms or a shirt above your head or raise one oar in the air.

- Man overboard - Immediate command "Weigh 'nough! Hold water!" If the safety/coaching launch can get to the victim first, allow the launch to rescue the victim. If the safety/coaching launch is not in the immediate vicinity, back the shell to the victim and have him/her hang onto the shell until the launch arrives. Another rower may have to enter the water to assist if the victim is injured.
- Rower injured - Immediate command "Weigh 'nough! Hold water!" Signal safety/coaching launch if first aid is needed.
- Shell damaged but afloat and not taking on water - Immediate command "Weigh 'nough! Hold water!" Make adjustments or signal safety/coaching launch for assistance.
- Shell swamped - Immediate command "Weigh 'nough! Hold water!" A shell is swamped when the interior water reaches the gunwales.
 - Coxswain directs rowers to untie. If conditions or stress on the hull put the boat at risk of breaking apart, the coxswain should call rowers by seat number and have them carefully, but quickly, slip overboard and hold on to the boat
 - If the boat is taking on excessive water, signal the safety/coaching launch and, once it arrives, unload rowers by pairs. Pairs should form "buddies" and keep watch of each other. The cox should buddy with the stern pair.
 - If rescue is not imminent and it is not possible to paddle the boat to shore, take the following steps:
 - Remove oars and place them parallel to the shell. All persons should move to the two ends of the shell. It is dangerous to roll a shell when near riggers.
 - Then roll the boat to form a more stable flotation platform so rowers can either lie on top of the hull or buddies can hold onto each other across the hull.
 - Remember that body heat loss occurs 25 times faster in the water.
 - Do not attempt to roll the boat if rescue is on the way.
 - A safety/coaching launch can shuttle rowers to the nearest shore. Be careful not to exceed the launch's capacity, especially in rough conditions.
 - When the boat has been brought to the shore, remove the oars. If the ends of the shell have filled with water, they must be drained before the boat can be removed from the water. Lift the shell carefully to avoid injury or damage. A boat full of water is very heavy, so try bailing first, then roll the boat slowly and lift it from the water.
 - Singles should be rowed with a buddy boat or safety/coaching launch whenever possible. Entering the shell directly from the water may cause splashboard damage so consider swimming the boat to shore or using the "straddle and paddle" approach (i.e., lie on the stern deck or the upturned hull and paddle the boat to shore with your hands). In very cold weather you may lie on the stern deck of your buddy's boat so that s/he can row you to shore. The loss of muscle control can

occur very quickly and dramatically in cold water. The stern deck rescue may be your only option.

- Shell capsized - Immediate command "untie!" This rarely happens except in small boats. Be sure that all rowers and, especially, the cox are accounted for. Stay with the boat until assistance arrives.
- Shell broken and sinking - Immediate command "untie!" Get out of the boat and follow the same procedures as for a swamped shell. Do not leave the boat if it is afloat, even if it is swamped. Swim the boat to shore if safety/coaching launch is not immediately available to rescue you.
- Another boat in distress - If a distress signal is seen and insufficient assistance is near that craft, maneuver your shell to the distressed shell. Ask if you can render assistance, so long as doing so does not jeopardize the lives in your shell.

If you wish to aid someone who is having medical difficulties:

- **you MUST ask the person for their permission first if they are conscious**
- **you MUST make sure that actions you take are within the limits of your training and ability**
- **Please protect yourself from others' blood or bodily fluids by wearing medical gloves or, if necessary, using a breathing barrier, safety glasses, and a mask**

Cold weather:

- **COLD SHOCK** is a significant risk when rowing on water colder than 60 degrees Fahrenheit. Recent research has shown that cold shock is more of a risk than hypothermia, can incapacitate even good swimmers, and can lead to drowning within 3 to 5 minutes. The cold shock reaction to sudden immersion in cold water is an involuntary response (a gasping inhalation followed by hyperventilation) that can make it difficult or impossible to hold one's breath under water, get into a life jacket or to get back into a boat.
- **HYPOTHERMIA** occurs when more heat escapes from your body than your body can produce. It is a serious condition that can be life threatening. Hypothermia in rowers is typically caused by a combination of moisture (from capsizing, swamping, backsplash, rain or sweat) combined with prolonged exposure to cold (either remaining immersed in cold water or wearing wet clothing in cold air, particularly if the air is moving over the body.) To avoid hypothermia, avoid becoming wet when the weather is cold by avoiding situations where there is a chance of capsizing or swamping (row a larger more stable boat or choose not to row), wearing multiple layers of synthetic clothing topped by a breathable but water resistant shell to repel rain and splashing, and keeping a warm hat available. Add or remove the hat and layers as necessary to remain warm but avoid excessive sweating. Clothing specifically designed to keep the user warm while immersed in cold water (wetsuits, dry suits, etc.) may enable rowers to more safely row in cold conditions.

There is potential danger for hypothermia when the water temperature is below 80 degrees and very dangerous when the water temperature is below 50 degrees. Symptoms include feeling cold, turning bluish and shivering, and followed by numbness, apathy, lethargy, disorientation and loss of mental capacity.

o Action if cold and shivering:

- Get out of the water quickly, even on top of the capsized boat. Heat loss is 25 times greater when in the water.
- Huddle with others
- Drown-proofing (dead man's float) is not an acceptable survival technique. Keep as much of the body out of the water as possible.

- Move to shelter quickly, remove wet clothing and re-warm body. In mild hypothermia conditions, re-warm in a shower, tub or with warm blankets.
- Do not give any liquids to drink, treat for shock.
- Continue to re-warm and always obtain medical assistance as soon as possible.
- **Action if cold and shivering has stopped:**
 - **Call 911**
 - Treat as above but DO NOT RE-WARM EXTREMITIES! If victim is no longer shivering, the torso must be re-warmed to avoid circulation of cold blood to the heart. This can kill. Wrap the victim in a warm blanket and apply heat to under arms and groin area; wrap again in a separate blanket. Wrap each arm and leg separately to prevent rapid re-circulation of blood to the heart. Hot packs should not be placed directly on the victim, a thin layer should be used to protect the victim from burning. If possible place the victim in a sleeping bag with a warm person.
 - Administer artificial respiration and CPR if necessary. Always obtain medical assistance as soon as possible.

Hot Weather:

- **HYPERTHERMIA** (heat exhaustion and heat stroke) occurs when there is an increase in body temperature. It occurs when sweat cannot evaporate (air is humid or rower is overdressed), the body is being heated by the environment (air temperatures usually over 75F and/or exposure to strong sun), and dehydration results from insufficient body fluid replenishment. Heat stroke, the more severe phase of hyperthermia, can be fatal. See the USRowing Safety Bulletin to learn about hyperthermia symptoms and first aid.
- Heat exhaustion - signs are throbbing headache, nausea, cool skin, chills, sweaty, and rapid pulse. Action - drink water, shade from sun, and treat for shock.
- Heat Stroke is **life threatening**. **Call 911**. -- signs are behavior changes, unconsciousness, hot but not sweaty, flushed warm skin and rapid pulse. Action- douse with cool water, shade from sun, fan, ensure the airway is open, always get medical assistance as soon as possible.

To avoid these problems in hot and humid weather:

- Maintain a high fluid level. Drink water in the hours leading to practice, before leaving the dock and frequently while on the water. Take an individual plastic water bottle for easy access.
- Avoid sunburn by using sunscreen, with a sweatband or breathable hat to keep lotion out of eyes.
- Wear light clothing.
- Remain in the shade when off the water.
- Plan activity level consistent with the degree of heat and humidity.

Non-Trivial Accident Response

- If you are competent to assist and it is appropriate to the situation, you can do so as long as it would not endanger you or those you are with
- Immediately call 911 to get a response team to the scene as soon as possible if:
 - Someone who is injured requires treatment beyond first aid.
 - Someone is at risk for hypothermia or hyperthermia during a practice session.
 - If a boat capsizes or is involved in a collision:
- Count heads.
 - Respond to any rower in distress.
 - Get rowers as far out of the water as possible either onto a safety/coaching launch or onto a shell.
 - Move the group to the river walk or shore (rarely more than 75 feet to the river side) and get them out of the water – coaches and rowers should know the river and know where exit points are.
- Follow procedures for righting a shell and getting back into the boat.
 - Damaged/unrowable shells: secure the shell by a rigger and return later to retrieve it.
- Do not overload the safety/coaching launch. Shuttle rowers to shore, if necessary
- In the event of a “non-trivial” accident (collision, damage to the boat, rower in the water, injury requiring treatment beyond first aid, EMT personnel called to the scene, etc.):
 - After the immediate danger is over, the accident must be reported as soon as possible to an MCRA board member or representative.
 - Within two hours, the coach (or in the event of an uncoached boat, the cox or designated rower) must submit a written report to the specified members of the MCRA Board and/or Safety Committee.
 - The Board and/or Safety Committee is to conduct an investigation of the accident, determine whether penalties should be recommended and assess whether policies and procedures should be revised.

MCRA Bulletin Board

MCRA will have a bulletin board within the equipment storage area that will include the following information:

USRA Safety Poster

Emergency phone numbers:

- 911
- Midcoast hospital

Important Association phone numbers and email addresses:

Map and traffic patterns

- A plan of the local water showing the traffic circulation pattern, local rules of river/water use, hazards and safe landing sites in the event of an emergency.

Website Address for USGS Androscoggin River Flow Rates (Auburn):

http://waterdata.usgs.gov/me/nwis/uv/?site_no=01059000&PARAMeter_cd=00065,00060

Any other announcements or reminders the association sees fit

MCRA Log Books

The Log Books and a copy of the MCRA Safety Guidelines shall be available at the MCRA equipment storage area.

Use of Log Books is mandatory. The log books will include:

Boat Sign Out/Sign In Log Book:

- All MCRA boats and all private boats launching from MCRA's boat area must be signed out and signed in using the Log Book. The log needs to be completed with the following information:
 - Prior to going out:
 - Participants Name(s)
 - Boat.

 - Time out.
 - Expected return.
 - For coxed boats, designate in the log book where the boat will be practicing.
 - After returning:
 - Return time.
 - Any "incident" (must also be entered in the Incident Log; see below)
 - Any boat damage, needed repairs or missing parts (must also be entered in the Repair Log; see below)

Remember, a logbook is only useful if someone checks the book to see if there is still a boat on the water before leaving the equipment storage area.

Incident Log:

- Any significant incident involving harm to a participant or coach or harm to equipment must be reported in the incident log.
- Any concerns about interactions with the public, including boaters, people using the river walk, etc., must also be entered.
- Any close calls or threats to safety must be entered in the log.

Repair Log:

- Whenever boat repairs are needed they must be reported in the repair log. Repeated failure to report needed repairs in the repair log by any participant may result in the participant being required to undergo additional, mandatory training in MCRA procedures before being allowed further use of MCRA equipment.

MCRA Rowing Equipment Guidelines

First Aid and Safety Equipment:

Safety and first aid equipment should be readily available in MCRA boat storage area. It should include:

- First aid chest (to be fully stocked and periodically checked)
- Thermal blankets/exposure bags
- Life rings/buoy and line
- Personal Flotation Devices (PFDs)
- A list of required equipment for the safety/coaching launch is listed in the “Launch Driving” section of the MCRA safety guidelines

MCRA coaches and officials should ensure that all equipment used for rowing and coaching is safe and maintained in good order.

Every rowing shell must have:

- White bow ball of not less than 4cm diameter made of rubber or material of similar consistency on its bow, unless the construction or nature of the boat is such that the bow is properly protected or its shape does not represent a hazard.
- Heel restraints to allow ‘hands-free’ release of feet. These restraints should not allow the heel to lift more than 5cm (2 inches).
- ‘Quick release’ mechanisms to “untie” footstretcher shoes that are in effective working order in all boats equipped with fitted shoes
- Bow and stern compartments must function as individual buoyancy compartments and must be checked annually to ensure that they will function as intended.
- When used in reduced light, there must be red/green bow and white stern lights that meet Coast Guard requirements:
 - Coast Guard approved navigational lighting includes a combination or separate bright red and green sidelights mounted at the bow of the boat and visible for at least one (1) nautical mile from the side of the boat, and a bright white light mounted at the stern and visible for at least one (1) nautical mile for 360° around the boat or at least from the sides or behind the boat.

All boats need to be tied down securely on the racks/slings prior to leaving the boat yard. The buckles for tie down straps should never rest against the hulls of the boats

Equipment

Participants may use MCRA equipment only as approved by coaches or by the board and after meeting appropriate experience criteria.

- At the beginning of the season equipment must be inspected for safety and breakage.
- Participants and coaches are responsible for noting damage or needed repairs and designating boats “Do Not Row” on an ongoing basis.
- Damaged or unsafe MCRA equipment may not be used. If you find damage or safety deficiencies, put the information in the Repair Log and a “Do Not Row” sign on the boat to

prevent accidental use and to assure that repairs are made.

Each person is 100% responsible for the whole boat and 100% accountable for their own oar, rigging, foot stretchers, seat and slide. Check to make sure that all equipment is functioning properly before leaving the dock. If you aren't sure, ASK!

MCRA Guidelines for Coaches, Leaders and Volunteers

Coaches are required or strongly encouraged to have:

- Required:
 - Familiarity and experience with safety/coaching launch operation (and checked out by an MCRA officer or experienced coach in launch use) or U.S. Boating certification which includes a test on safety
 - USRowing Level I coaching certification or comparable rowing experience.
 - Thorough familiarity with MCRA Safety Guidelines
 - Pass the **MCRA Safety Exam**, the **MCRA Coach's Exam**, and the **SafeSport Exam**
 - MCRA adheres to USRowing Safesport as a mandatory part of our Safety Guidelines (<http://www.usrowing.org/Safety/SafeSport.aspx>), and all coaches, leaders, and volunteers are expected to be thoroughly familiar with and meet all SafeSport Policies, standards, and requirements
 - All forms and paperwork (e.g., USRowing Release, MCRA Release, Swim Test, etc.) required for members
- Strongly Recommended:
 - USRA membership (since it provides individual liability coverage)
 - Completion of a recognized boating safety course
 - Training or certification in CPR and first aid
 - Possible resources for obtaining training:
 - American Red Cross Maine (<http://www.maineredcross.org/>)
 - Safety and Health Council of Northern New England (http://www.shcnne.org/first_aid_cpr_aed.html)
 - CPR FA Clearinghouse site (http://www.cprclasslocator.com/United_States_USA/_Maine_ME/)

It is the responsibility of the Program Director or the administrator/supervisor for coaches to document that coaches meet required criteria, have been checked out in the safety/coaching launch, are aware of safety procedures, are aware of their responsibilities, and are able to demonstrate knowledge and ability to apply safety guidelines and procedures.

Coaches are responsible for all rowers and scullers under their supervision. On the water, a coach should try to stay within 100 yards of any boat for which s/he is responsible, and must stay that close under marginal conditions and when the water or air temperatures are low.

Coaches are responsible for reading and having a thorough knowledge of MCRA policies and safety procedures and applying them.

A coach always should have a cell phone and signaling device (whistle, air horn) with her/him when coaching.

Among their other coaching responsibilities, coaches are responsible for:

- Communicating with the program director to make sure each participant has completed all necessary forms and tests and has paid in full. The Program Director will also advise the coach regarding any limitations a participant has due to health, etc.

- If a participant has not been cleared by the Program Director the coach may not allow that participant to row
 - If a coach is not sure if a participant has been cleared, she or he should contact the Program Director to check on the person's status.
- Making sure that all participants under their supervision are aware of basic emergency, equipment care, and launching/landing procedures.
- Making sure that all participants under their supervision have knowledge of commands used in rowing or for training them in such commands.
- **Coaches must ensure that everyone in the safety/coaching launch has signed a waiver and is wearing a life jacket at all times. There must also be one life jacket available for each person rowing under the coach's care.**

When present, a coach makes the final determination of whether conditions are safe for rowing and boats will be allowed out on the water. A coach may at her or his discretion prevent any participant from using MCRA equipment or participating in MCRA activities. Reasons may include (but are not limited to) safety, the welfare of participants, protecting equipment, and maintaining positive interactions with the community or other program participants.

Launch Driving Guidelines

Safety/coaching launches may be operated only by coaches or participants who have been approved by a coach or the MCRA board to operate launches. A coach or Captain must be in any safety/coaching launch that goes out. Launch drivers are subject to local laws & licensing requirements and are responsible for knowing and following Safety Guidelines and Emergency Procedures.

- **Everyone in the launch must wear a life jacket and must have signed a USRowing waiver**
- The **launch driver must wear the engine kill cord** that activates the safety/kill switch in accordance with the motor manufacturers literature.
- A **radio or cell phone in a waterproof case is required** to allow a quick direct link with rescue services and other coaches on the water in the event of an emergency.
 - There should be a list of emergency phone numbers in the launch
- The safety or coaching launch provides safety supervision when rowing and support assistance in and emergency.
 - The driver must have experience or be trained in the proper use and operation of the powerboat.
 - The launch driver must complete a “check out” ride with a coach/qualified board member and demonstrate an ability to safely operate the launch, use appropriate judgment, and respond to emergencies
 - The safety/coaching launch should never be out of sight of any shell for which it is responsible. If air or water temperatures are cold or if conditions are marginal then a launch must be within 100 yards of any shell for which it is responsible. Coxswains should be instructed to stop if they lose sight of the launch and return in the direction from which they came until visual contact can be re- established.
- Emergency supplies in the launch should include
 - Charged cell phone (supplied by launch driver/coach)
 - Waterproof cell phone case
 - List of emergency phone numbers
 - Enough life preservers for all participants who are under the coaches supervision
 - Two thermal/wool/emergency blankets
 - first aid kit
 - fire extinguisher
 - Night navigation lights
 - Horn or whistle
 - Paddle
 - Bailer or pump
 - Boarding ladder to help people get in the launch from the water
 - Throw rope and buoy
 - Tool kit (the tool kit should contain wrenches, appropriate nuts, tape, washers, and other materials needed to make small repairs. Only minor repairs should be done on the water)
- Review man overboard safety drills.
 - Know how to have rowers enter the coaching launch from the water.
 - Approach from the leeward side, keeping the outboard propeller away from any victims.
 - Turn off the engine as soon as contact is made. Avoid overloading.

Operating in shallow water:

- Much of the river is quite shallow, tides and river flow will cause variation in depth, and there are numerous snags, sand bars and rocks.

- Always operate the outboard engine in a position that allows it to pop up if it hits and obstacle
- If you run aground and the engine works but the boat is not moving, then assume that the propeller pin has sheared off. Paddle back to the ramp, inspect the lower part of the outboard engine and propeller, and make an entry in the repair log

Reminders on operation:

- Safety/coaching launch drivers should have 360 degrees of visibility of the water; if needed, the bow should be weighed down so that vision is not impaired.
- Launch capacities should not be exceeded. In an emergency, it may be necessary to ferry rowers to the shore to facilitate prompt rescue without overloading the launch.
- Launch personnel should always be ready to execute a rescue in the event of a shell capsizing.
- Launch drivers should be careful of boats in the opposing lane of river traffic.
- Please be aware that your wake will affect all rowers and scullers around you.

EVERYONE in the launch MUST wear a PFD and MUST have signed a USRowing Liability Waiver.

Appendix A

MCRA Sweep Rowing Exam

Check all items completed successfully. Mark failed items with an “F”

Requirements that must be met before taking a Sweep Rowing Exam:	
	<ul style="list-style-type: none"> • The person must be an MCRA Member, and the Program Director must verify that they have paid all fees, completed the USRA and MCRA Waivers, and completed their Swim Test
	<ul style="list-style-type: none"> • Novice Sweep Exam: <ul style="list-style-type: none"> ○ <u>The person has completed the Learn to Row program</u> ○ Nominated by their LtR coach at/after the end of the program
	<ul style="list-style-type: none"> • Experienced Sweep Exam: <ul style="list-style-type: none"> ○ <u>The person has logged at least 100km (per log book records)</u> ○ Nominated by a coach or captain who has observed them after they completed 100km
	<ul style="list-style-type: none"> • Sweep Captain’s Exam: <ul style="list-style-type: none"> ○ <u>The person has logged at least 175km (per log book records), 50k of which was bowing a 4- (including giving all commands for taking the boat down and putting it away) under the supervision of a coach or captain.</u> ○ Nominated by a coach or captain who has observed the person bow a boat them after having completed the 175km
EXAM	
<p>A coach must administer the exam and use her or his judgment to determine if a person shows competence commensurate with skill level they are seeking to attain. The coach may use discretion in determining if the participant is reasonably successful with the tasks listed below. If a person makes an error or fails a task the coach should provide them with <u>immediate feedback on how to correct the shortcoming.</u></p>	
Preparation:	
	<ul style="list-style-type: none"> • Signs boat out in log book
	<ul style="list-style-type: none"> • Aware of Sweep Level and associated restrictions on rowing, what boats they can use, and where they can/can’t go on the river
	<ul style="list-style-type: none"> • Checks Repair and Incident logs
	<ul style="list-style-type: none"> • Takes oars down to the dock before getting the boat
	<ul style="list-style-type: none"> • Carries no more than 1 oar per hand, with blades facing forward. Reminds others as needed
	<ul style="list-style-type: none"> • Carries blades down without hitting anything
	<ul style="list-style-type: none"> • Puts down blades with face of oar up; does not put sleeve or handle in the dirt. Reminds others as needed
Moving the Boat:	

	<ul style="list-style-type: none"> • <i>For Captain:</i> Uses appropriate commands and communication getting the boat out of the racks and taking it down to the water • <i>For Others:</i> Shows familiarity with all commands, is attentive, and acts in synch with boatmates
	<ul style="list-style-type: none"> • Quiet and focused from the moment of getting hands on the boat so that s/he can hear and follow commands
	<ul style="list-style-type: none"> • Acts to keep boat from making contact with other boats or objects and speaks up if there is a problem
	<ul style="list-style-type: none"> • Puts the boat in slings and checks footstretchers and rigging
	<ul style="list-style-type: none"> • Always lifts lowers boat in synch with boatmates and “splits” to correct side of boat when going from overhead to shoulders. • <i>Captains:</i> if the boat lifting is out of synch, has boatmates put boat down again and lift correctly.
	<ul style="list-style-type: none"> • Checks for traffic and yells, “Heads up! Boat Crossing!” before crossing the bike path
	<ul style="list-style-type: none"> • Knows to yell to alert someone if they are approaching on the bike path
	<ul style="list-style-type: none"> • Places boat in the water without hitting dock or shore
	<ul style="list-style-type: none"> • If others are waiting to use the dock, the person should facilitate the boat pushing off the dock in as short a time as possible (e.g., gets ready quickly, ties in on the water, not at the dock, etc.)
	<ul style="list-style-type: none"> • <i>Captain:</i> Designates 1-2 people to stay with the boat and others to get oars
	<ul style="list-style-type: none"> • Puts oar in oarlock correctly
	<ul style="list-style-type: none"> • Does not bring shoes in the boat or step in the boat while wearing shoes. Reminds others as needed
	<ul style="list-style-type: none"> • Steps only on footplate and does not step on the tracks when getting in the boat. Reminds others as needed
	<ul style="list-style-type: none"> • Feet never touch the hull (touch only footplate and footstretchers). Reminds others as needed
	<ul style="list-style-type: none"> • Pushes off the dock or uses hand to walk the boat off the end of the dock. Does not push off the dock with the tip of the blade. Reminds others as needed
On the Water:	
	<ul style="list-style-type: none"> • <i>Captain:</i> checks for traffic and moves out into the traffic pattern promptly.
	<ul style="list-style-type: none"> • <i>Captain:</i> Is responsible for giving commands, steering, and safety. Shows no deficiencies in any of these areas
	<ul style="list-style-type: none"> • Person responds promptly and appropriately to all commands.
	<ul style="list-style-type: none"> • If time is needed to tie in or make adjustments, person does it in a place where they are not obstructing traffic and are aware of drifting, oncoming boats, etc.
	<ul style="list-style-type: none"> • <i>Captain</i> stays on the correct side of the river
	<ul style="list-style-type: none"> • <i>Captain</i> checks over shoulder frequently enough for steering and to avoid hazards or other boats

	<ul style="list-style-type: none"> • <i>Captain</i> has a general awareness of shallow areas, sandbars, rocks, and snags when asked what is near them or what they might be approaching
	<ul style="list-style-type: none"> • <i>Captain</i> can keep the boat on the correct side of the river and negotiate any traffic or obstacles (making appropriate adjustments for curves in the river) looking over shoulder without having to stop
	<ul style="list-style-type: none"> • Spin the boat in place
	<ul style="list-style-type: none"> • Row through the bridges at ½ pressure without stopping
	<ul style="list-style-type: none"> • Person knows to alert another boat who is approaching them and may not see them
	<ul style="list-style-type: none"> • <i>Captain</i> knows that the passing boat has the right of way in rowing
	<ul style="list-style-type: none"> • Square and feather blades while rowing
	<ul style="list-style-type: none"> • Row 500 meters without crabbing, making sure blades are square before going in the water
	<ul style="list-style-type: none"> • Person shows level of rowing skill that is commensurate with Novice/Experienced/Captain ability
	<ul style="list-style-type: none"> • <i>Experienced and Captain</i>: Row 20 strokes with blades off the water (doesn't have to be perfect)
	<ul style="list-style-type: none"> • <i>Experienced and Captain</i>: Row 10 strokes with blades square (doesn't have to be perfect)
	<ul style="list-style-type: none"> • Back the boat to the corner of the dock from 10-20 strokes away
	<ul style="list-style-type: none"> • Approach the dock moving against the wind or current (whichever is appropriate to conditions)
	<ul style="list-style-type: none"> • <i>Captain</i>: Land at the dock without hitting the dock or missing it so badly that it can't be rectified • <i>Others</i>: Promptly and effectively follow commands for good landing
Putting the Boat Away:	
	<ul style="list-style-type: none"> • Take boat out of the water without hitting the dock with the hull or skeg
	<ul style="list-style-type: none"> • Hold boat or rests it on slings while one person goes to open boatyard gate
	<ul style="list-style-type: none"> • Carries boat to boatyard and puts it in slings without hitting the hull or riggers against anything
	<ul style="list-style-type: none"> • Wipes down boat
	<ul style="list-style-type: none"> • Returns the boat to the rack without hitting anything
	<ul style="list-style-type: none"> • Secures the boat with tie down straps
	<ul style="list-style-type: none"> • Makes sure the buckles of the tie down straps are not touching the boat's hull
	<ul style="list-style-type: none"> • Carries the blades up and puts them away, cleaning handle and collars if needed
	<ul style="list-style-type: none"> • Signs back in using the log book (and notes any repairs or incidents in the appropriate log)

If the coach determines that the person failed the exam the person should be informed why they failed and what they can do to learn the skills needed to succeed. A coach may require the person to get additional mileage on the water, show improved knowledge of safety or boat care, etc. before the person can retake the exam.

Appendix B

MCRA Sculling Exam

Check all items completed successfully. Mark failed items with an “F”

Requirements that must be met before taking a Sculling Exam:	
	<ul style="list-style-type: none"> • The person must be an MCRA Member, and the Program Director must verify that they have paid all fees, completed the USRA and MCRA Waivers, and completed their Swim Test and Flip Test
	<ul style="list-style-type: none"> • Novice Sculler Exam: <ul style="list-style-type: none"> ○ <u>The person has logged at least 16 km (total) in an Alden 1x (per log book records)</u> ○ Nominated by a coach who has observed them after the 16km ○ The person takes the exam rowing in an Alden ○ The person must have someone help them get the boat out of the racks and carry to boat to and from the water. However, the person taking the exam must give the commands
	<ul style="list-style-type: none"> • Experienced Sculler Exam: <ul style="list-style-type: none"> ○ <u>The person has logged at least 100km in a Maas (per log book records)</u> ○ Nominated by a coach who has observed them after the 100km ○ The person takes the exam rowing in a Maas ○ The person may have someone help them get the boat out of the racks and carry to boat to and from the water. However, the person taking the exam must give the commands
	<ul style="list-style-type: none"> • Sculling Captain’s Exam: <ul style="list-style-type: none"> ○ <u>The person has logged at least 175km in a Training and/or Racing 1x (per log book records)</u> ○ Nominated by a coach who has observed them after the 175km ○ The person takes the exam rowing in a racing shell
EXAM	
<p>A coach must administer the exam and use her or his judgment to determine if a person shows competence commensurate with skill level they are seeking to attain. The coach may use discretion in determining if the participant is reasonably successful with the tasks listed below. <u>If a person makes an error or fails a task the coach should provide them with immediate feedback on how to correct the shortcoming.</u></p>	
Preparation:	
	<ul style="list-style-type: none"> • Signs boat out in log book
	<ul style="list-style-type: none"> • Aware of Sculling Level and associated restrictions on rowing alone or with others, what boats they can use, and where they can/can’t go on the river
	<ul style="list-style-type: none"> • Checks Repair and Incident logs
	<ul style="list-style-type: none"> • Takes oars down to the dock before getting the boat
	<ul style="list-style-type: none"> • Carries no more than 2 sculls per hand, with blades facing forward
	<ul style="list-style-type: none"> • Carries blades down without hitting anything
	<ul style="list-style-type: none"> • Puts down blades with face of oar up; does not put sleeve or handle in the dirt

	<ul style="list-style-type: none"> • Can get boat out of the racks and in slings without making contact with another boat or object (for an Alden or a Maas, the person should have one person helping)
Moving the Boat:	
	<ul style="list-style-type: none"> • Uses appropriate commands and communication getting the boat out of the racks
	<ul style="list-style-type: none"> • Puts the boat in slings and checks footstretchers and rigging
	<ul style="list-style-type: none"> • Checks for traffic and yells, “Heads up! Boat Crossing!” before crossing the bike path
	<ul style="list-style-type: none"> • Knows to yell to alert someone if they are approaching on the bike path
	<ul style="list-style-type: none"> • Rests boat in slings or hull up on wooden railing and goes back to close boatyard gate
	<ul style="list-style-type: none"> • Places boat in the water without hitting dock or shore
	<ul style="list-style-type: none"> • If others are waiting to use the dock, the person should facilitate the boat pushing off the dock in as short a time as possible (e.g., gets ready quickly, ties in on the water, not at the dock, etc.)
	<ul style="list-style-type: none"> • Has sculls close enough to the boat so that the boat will not drift away while getting them
	<ul style="list-style-type: none"> • Puts sculls in oarlocks on the correct sides, facing the correct direction
	<ul style="list-style-type: none"> • Does not bring shoes in the boat or step in the boat while wearing shoes
	<ul style="list-style-type: none"> • Steps only on footplate and does not step on the tracks when getting in the boat
	<ul style="list-style-type: none"> • Feet never touch the hull (touch only footplate and footstretchers)
	<ul style="list-style-type: none"> • Pushes off the dock or uses hand to walk the boat off the end of the dock. Does not push off the dock with the tip of the blade
	<ul style="list-style-type: none"> • <i>person must have pushed off the dock within 90 seconds of the boat touching the water</i>
On the Water:	
	<ul style="list-style-type: none"> • Person checks for traffic and moves out into the traffic pattern promptly.
	<ul style="list-style-type: none"> • If time is needed to tie in or make adjustments, person does it in a place where they are not obstructing traffic and are aware of drifting, oncoming boats, etc.
	<ul style="list-style-type: none"> • Person stays on the correct side of the river while sculling
	<ul style="list-style-type: none"> • Person checks over shoulder frequently enough for steering and to avoid hazards or other boats
	<ul style="list-style-type: none"> • Person has a general awareness of shallow areas, sandbars, rocks, and snags when asked what is near them or what they might be approaching
	<ul style="list-style-type: none"> • Person is able to use a stern point to go in a straight line
	<ul style="list-style-type: none"> • Person can scull in a straight line (making appropriate adjustments for curves in the river) for 500 meters, looking over shoulder without having to stop
	<ul style="list-style-type: none"> • Spin a single in place
	<ul style="list-style-type: none"> • Row through the bridges at ½ pressure without stopping

	<ul style="list-style-type: none"> Person knows to alert another boat who is approaching them and may not see them
	<ul style="list-style-type: none"> Person knows that the passing boat has the right of way in rowing
	<ul style="list-style-type: none"> Square and feather blades while rowing
	<ul style="list-style-type: none"> Row 500 meters without crabbing, making sure blades are square before going in the water
	<ul style="list-style-type: none"> Row 20 strokes with blades off the water (doesn't have to be perfect)
	<ul style="list-style-type: none"> Row 10 strokes with blades square (doesn't have to be perfect)
	<ul style="list-style-type: none"> Back the boat to the corner of the dock from 10-20 strokes away
	<ul style="list-style-type: none"> Approach the dock moving against the wind or current (whichever is appropriate to conditions)
	<ul style="list-style-type: none"> Land at the dock without hitting the dock or missing it so badly that it can't be rectified
Putting the Boat Away:	
	<ul style="list-style-type: none"> Take boat out of the water (<u>with the help of another person, if an Alden or Maas</u>) without hitting the dock with the hull or skeg
	<ul style="list-style-type: none"> Secures boat or rest it on slings, hull up on wooden railing, etc. and goes to open boatyard gate
	<ul style="list-style-type: none"> Carries boat to boatyard and puts it in slings without hitting the hull against anything
	<ul style="list-style-type: none"> Wipes down boat
	<ul style="list-style-type: none"> Returns the boat to the rack without hitting anything
	<ul style="list-style-type: none"> Secures the boat with tie down straps
	<ul style="list-style-type: none"> Makes sure the buckles of the tie down straps are not touching the hull of the boat
	<ul style="list-style-type: none"> Carries the blades up and puts them away, cleaning handle and collars if needed
	<ul style="list-style-type: none"> Signs back in using the log book (and notes any repairs or incidents in the appropriate log)

If the coach determines that the person failed the exam the person should be informed why they failed and what they can do to learn the skills needed to succeed. A coach may require the person to get additional mileage on the water, show improved knowledge of safety or boat care, etc. before the person can retake the exam.

Appendix C

Tables for Determining Who Can Use a Boat

Alden 1x

Weight Capacity: approximately 200 lbs

(It takes 2 people to move this boat)

	Must be supervised by Coach	Must stay upstream of bridges	Must be within 100m of coach or sculling captain	Must stay upstream of power lines
Learn to Row	Always	Always	N/A – must be with coach*	Always
Novice	Until approved by coach, then should be near a buddy	Can go through bridges after approved to do so by coach	Until approved by coach, then should be near a buddy	Always
Experienced	Not required	Not required	Not required	Always
Captain	Not required	Not required	Not required	Not required

**Under unusual circumstances, such as a highly experienced sweep rower who is learning to scull, this may be permissible. A coach must first observe the person and approve this measure.*

Alden 2x

Weight Capacity: approximately 200 lbs per person

	Must be supervised by Coach	Must stay upstream of bridges	Must have Sculling Captain in Bow Seat	Must stay upstream of power lines
Learn to Row	Always	Always	N/A – must be with coach	Always
Novice	Until approved by coach	Can go through bridges after approved to do so by coach	Yes, unless under supervision of a coach	Always, for any 2x with a novice in it
Experienced	Not required	Not required	Yes*	Not required
Captain	Not required	Not required	Not required	Not required

* Once familiar with rowing in a 2x, and experienced sculler may row in bow if she or he has a Sculling Captain in stroke. The Captain is ultimately responsible for steering, captaining, etc., while the experienced sculler learns to steer and captain a boat.

Maas 1x

Weight Capacity: approximately 240 lbs
(It usually takes two people to move this boat)

	Must be supervised by Coach	Must stay upstream of bridges	Allowed to row so long as within 100m of coach, sculling captain, or buddy	Must stay upstream of power lines
Learn to Row	Do Not Use*	Do Not Use*	N/A	N/A
Novice	Yes, until approved by coach as ready to scull without coaching supervision	Until approved by coach (can be before completing the first 50k in a Maas)	Yes. After completing 30k in a Maas and being approved by coach	Always
Experienced	Not required	Not required	Not required	Always
Captain	Not required	Not required	Not required	Not required

- Under unusual circumstances, such as a highly experienced sweep rower who is learning to scull, a coach may allow a learn to row sculler to use a Maas. The coach must always supervise the Learn to Row sculler when she or he is using the Maas.

Training 1x - Heavyweight FISA

Weight Capacity: approximately 150-200 lbs

Must be supervised by Coach

Allowed to row so long as within 100m of coach, sculling captain, or buddy

Must stay upstream of power lines

Learn to Row	Do Not Use	Do Not Use	Do Not Use
Novice	Do Not Use	Do Not Use	Do Not Use
Experienced	Yes, until approved by coach as ready to scull without coaching supervision	Yes. After completing 50k in a training 1x and being approved by coach	Always
Captain	Not required	Not required, but recommended to be near buddy	Not required

Racing 1x - Lightweight Vespoli:
Weight Capacity: approximately 115-145 lbs

	Must demonstrate safety and equipment care**	Must row under supervision of a coach	Allowed to row so long as within 100m of coach, sculling captain, or buddy	Must stay upstream of power lines
Learn to Row	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Novice	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Experienced	Yes	Yes, until 50k completed and approved by coach	Yes. After at least 50k and approved by coach	Always
Captain	Not required	Not required	Not required, but recommended to be near buddy	Not required

** Person must be approved by coach who has seen her/him single and get a 1x in and out of the racks without making contact with another boat*

Racing 1x – Old Peinert 26:
Weight Capacity: approximately 150-210 lbs

	Must demonstrate safety and equipment care**	Must row under supervision of a coach	Allowed to row so long as within 100m of coach, sculling captain, or buddy	Must stay upstream of power lines
Learn to Row	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Novice	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Experienced	Yes	Yes, until 50k completed and approved by coach	Yes. After at least 50k and approved by coach	Always
Captain	Not required	Not required	Not required, but recommended to be near buddy	Not required

** Person must be approved by coach who has seen her/him single and get a 1x in and out of the racks without making contact with another boat*

Racing 1x – Old Peinert 26:
Weight Capacity: approximately 150-210 lbs

	Must demonstrate safety and equipment care**	Must row under supervision of a coach	Allowed to row so long as within 100m of coach, sculling captain, or buddy	Must stay upstream of power lines
Learn to Row	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Novice	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Experienced	Yes	Yes, until 50k completed and approved by coach	Yes. After at least 50k and approved by coach	Always

Captain	Not required	Not required	Not required, but recommended to be near buddy	Not required
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** Person must be approved by coach who has seen her/him single and get a 1x in and out of the racks without making contact with another boat*

Racing 1x – New-ish Peinert 26:
Weight Capacity: approximately 150-210 lbs

	Must demonstrate safety and equipment care**	Must row under supervision of a coach	Allowed to row so long as within 100m of coach, sculling captain, or buddy	Must stay upstream of power lines
Learn to Row	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Novice	Do Not Use	Do Not Use	Do Not Use	Do Not Use
Experienced	Yes. Must first complete 50k in old Peinert or training 1x	Yes, until 50k completed and approved by coach	Yes. After at least 50k and approved by coach	Always
Captain	Not required	Not required	Not required, but recommended to be near buddy	Not required

** Person must be approved by coach who has seen her/him single and get a 1x in and out of the racks without making contact with another boat*

Wintech Racing 2x
Weight Capacity: approximately 165-190 lbs per person

	Must have Sculling Captain in Bow Seat	Must stay upstream of power lines
Learn to Row	Do Not Use	Do Not Use

Novice	Do Not Use	Do Not Use
Experienced	Yes**, unless under supervision of a coach	Always
Captain	Not required	Not required

** After completing at least 50k since passing the “Experienced Sculler” exam, an experienced sculler may row in bow if she or he has a Sculling Captain in stroke. The Captain is ultimately responsible for steering, captaining, etc., while the experienced sculler learns to steer and captain a boat in preparation for the Captain’s Exam.*

Lightweight 4+
Weight Capacity: approximately 125-170 lbs per person

	Must be supervised by Coach	Must stay upstream of bridges	May row without coach if Rowing Captain in Bow Seat	Must stay upstream of power lines
Learn to Row	Always	Coach's discretion, based on ability and conditions	N/A – must be with coach	Always
Novice	Until approved by coach	Can go through bridges after approved to do so by coach	Once approved by coach, must have Captain in Bow Seat and Experienced rower or Captain in 2 Seat	Always
Experienced	Not required	Not required	Yes*	Not required
Captain	Not required	Not required	Not required	Not required

** After developing good proficiency and rowing at least 50k since passing the "Experienced Rower" exam, an Experienced rower may row in Bow Seat if she or he has a Sweep Captain in 2 seat. The Captain is ultimately responsible for steering, captaining, etc., while the experienced sculler learns to steer and captain a boat in preparation for the Captain's Exam.*

Midweight 4+
Weight Capacity: approximately 165-190 lbs per person

	Must be supervised by Coach	Must stay upstream of bridges	May row without coach if Rowing Captain in Bow Seat	Must stay upstream of power lines
Learn to Row	Always	Coach's discretion, based on ability and conditions	N/A – must be with coach	Always
Novice	Until approved by coach	Can go through bridges after approved to do so by coach	Once approved by coach, must have Captain in Bow Seat and Experienced rower or Captain in 2 Seat	Always
Experienced	Not required	Not required	Yes*	Not required
Captain	Not required	Not required	Not required	Not required

** After developing good proficiency and rowing at least 50k since passing the "Experienced Rower" exam, an Experienced rower may row in Bow Seat if she or he has a Sweep Captain in 2 seat. The Captain is ultimately responsible for steering, captaining, etc., while the experienced sculler learns to steer and captain a boat in preparation for the Captain's Exam.*

Heavyweight 4+
Weight Capacity: approximately 175-220 lbs per person

	Must be supervised by Coach	Must stay upstream of bridges	Must have Sculling Captain in Bow Seat	Must stay upstream of power lines
Learn to Row	Always	Coach's discretion, based on ability and conditions	N/A – must be with coach	Always
Novice	Until approved by coach	Can go through bridges after approved to do so by coach	Unless under supervision of coach, must have Captain in Bow Seat and Experienced rower or Captain in 2 Seat	Always
Experienced	Not required	Not required	Yes*	Not required
Captain	Not required	Not required	Not required	Not required

** After developing good proficiency and rowing at least 50k since passing the "Experienced Rower" exam, an Experienced rower may row in Bow Seat if she or he has a Sweep Captain in 2 seat. The Captain is ultimately responsible for steering, captaining, etc., while the experienced sculler learns to steer and captain a boat in preparation for the Captain's Exam.*