

# Recreational Craft Directive RYA Compliance Guide

## Appendix 8



## Owner's Manual

### General

The builder is required to prepare an Owner's Manual which should be passed to new owners when a boat is sold. The Manual must include a Declaration of Conformity prepared and signed by the builder. The requirements of a Declaration are given in Appendix 3.

Annex I - 2.5 of the RCD states:-

Each boat shall be provided with an owner's manual in the official Community language or languages, which may be determined by the Member State in which it is marketed in accordance to the Treaty. This manual should draw particular attention to risks of fire and flooding and shall contain information listed in sections 2.2, 3.6 and 4 as well as the unladen weight of the boat in kilograms.

The Owner's Manual is provided as guidance to the owner of the boat, most particularly on safety issues and should cover risks applicable to the type of boat.

The requirements of the Owner's Manual Standard ISO 10240, completed before full implementation of the RCD, are difficult and expensive to fulfil. Accordingly this is one Essential Requirement that may be best satisfied by direct application and, in this respect, and the RSG has recently agreed specific guidance on the preparation of the Owner's Manual and its recommendations. The items to be included are in the RSG Guidelines and detailed on the next few pages.

There is no need to include any service information.

Many of the Standards supporting the RCD include requirements that data is included in the Owner's Manual e.g. ISO 15085 – Man Overboard Prevention and Recovery requires drawings of the rails, stanchions etc. to be included. Although this is a requirement of the Standard it is not a requirement of the RCD. Such information deals with a method of risk reduction and not the risk itself i.e. falling overboard. Until Standards are harmonised no clear guidance can be given on this point.

Section 4 of the RCD Essential Requirements [RSG Section E 4] specifically requires the maximum rated engine power to be included in the Owner's Manual.

# RSG Recommendations for RCD Requirements for Owner's Manual

The Owner's Manual shall list the boat manufacturer's recommendations to the owner for the safe operation of the boat and other information required by the Directive as follows, if appropriate:

## **c.1. General Information**

c.1.1 Name of craft manufacturer, as marked on Builder's Plate.

c.1.2 Boat Design Category/Categories, as marked on Builder's Plate.

c.1.3 Maximum Recommended Load (kg), as marked on the Builder's Plate.

c.1.4 Maximum recommended number of persons, as marked on the Builder's Plate. Where more than one Boat Design Category is given on the Builder's Plate the maximum recommended number of persons for each category shall be given.

c.1.5 Unladen weight of craft (kg), according to ISO 8666

c.1.6 Maximum rated engine power (kW) - see c.4.1.

c.1.7 Maximum capacity of fixed fuel tanks (Litres), type of fuel and position of fuel filling point.

c.1.8 Maximum capacity of fixed water tanks (Litres) and position of water tank filling point.

c.1.9 Minimum crew weight for capsized recoverable sailing boats - see c.2.5.

## **c.2. Risk of flooding**

c.2.1 Maximum recommended load

State that the total weight of provisions, miscellaneous equipment not supplied by the manufacturer and persons on board shall not exceed the Maximum Recommended Load (c.1.3) and shall be suitably distributed.

#### c.2.2 Openings in the hull

Recommendations to keep seacocks, cockpit drains, bungs and other opening/closing devices in the hull closed or open, as appropriate, to minimise the risk of flooding, and operating instructions for any such devices.

Recommendations to keep port lights, windows, washboards, doors, hatches or ventilation openings closed when appropriate, e.g. in rough weather or at planing speeds. If necessary, provide operating instructions.

#### c.2.3 Bilge pumps and bailing

Operating instructions and access details shall be provided for bilge pumps or other bailing systems.

#### c.2.4 Flooding Prevention

Information shall be provided outlining downflooding angle, capsize and inversion, as appropriate.

#### c.2.5 Capsize recovery

For capsize recoverable boats, recommended technique for recovery and subsequent action for bailing, if not covered by c.2.3.

### **c.3. Risk of fire**

#### c.3.1 Engines

Instructions for safe operation of engine, e.g.:

- run engine compartment fan for prescribed time

- ensure flow of cooling water
- ensure that ventilation openings are clear to prevent overheating
- precautions when refueling, e.g., no smoking and treatment of fuel spillage in boat
- prevention of damage to fuel lines
- avoidance of contact of flammable materials with hot engine parts.

### c.3.2 Electrical system

Instructions for safe operation of electrical system with descriptions as appropriate, e.g.:

- operation and position of isolator switches
- procedure for changing fuses and diagram indicating fuse position, type and capacity
- requirement for ventilation of battery
- precautions when recharging and disconnecting/reconnecting battery
- precautions when connecting/disconnecting shore supply.

### c.3.3 Gas system

Instructions for safe operation and inspection of gas system, e.g.:

- operating instructions for appliances
- instructions for inspection of system
- requirement that gas cylinders shall be stored only in specified lockers or housings
- location of gas lockers or housings
- procedure for changing gas cylinders
- precautions to avoid contact of materials with naked flames and other hot areas.

### c.3.4 Other fuel burning systems

Instructions for safe operation of other fuel burning systems, e.g.:

- operating instructions for appliances
- precautions when refueling appliances
- instructions for safe storage of fuel containers
- precautions to avoid contact of materials with naked flames and other hot areas.

### c.3.5 Fire-fighting equipment

Position and operation of fire-fighting equipment

For portable fire extinguishers, details of recommended type and capacity

### c.3.6 Means of fire escape

Identification and position of hatches, doors, and other openings intended to provide a means of escape from the interior in case of fire.

## **c.4. Boat Handling**

### c.4.1 Maximum engine power

State that the power of the engine, measured in accordance with ISO 8665, should not exceed the maximum rated engine power stated in 1.6.

### c.4.2 Handling under power

Instructions for safe operation when starting and manoeuvring under engine power

### c.4.3 Emergency steering

Location and operation of emergency steering device, if applicable

## **c.5. Safe operation - other recommendations and information**

c.5.1 Identification of areas of working deck with diagram if required, and identification of means of recovery of man overboard (e.g. location and deployment of ladder).

c.5.2 Liferaft stowage point.

c.5.3 Position and operation of escape hatch for sailing multihull in event of inversion.

c.5.4 Instruction to avoid moving parts of engine, propeller shafts etc.

c.5.5 Operation of navigation lights, if fitted.

c.5.6 Requirement to ensure adequate ventilation when operating gas or liquid fuel appliances and to ensure that flues for combustion fumes are always operating correctly when appliance is in use.

c.5.7 Recommendation to secure equipment safely when underway in rough weather.

c.5.8 Instructions for connecting holding tanks, emptying, etc. Note to observe local regulation on discharge.