



MEMBERSHIP RULES – MRC MEMBERS

These Membership Rules apply to ALL Members and Coaches who are required to acknowledge that they will uphold and respect them at all times. This will ensure enjoyable, safe rowing and racing and create a club we are all proud to be a part of.

Mosman rowing club has flourished for over 100 years on the generosity of members who have given their time towards the bettering of the club. We understand life can get in the way of rowing, and we are appreciative when you can give your time to contribute as your predecessors have, to the survival of this great club. Your contribution, whether public or behind the scenes, capable skill set or not, or a financial contribution, is much appreciated. From running the club to sweeping out the bays, it all counts. You will be supporting the club which in turn is supporting you.

ALL MEMBERS ARE EXPECTED TO CONTRIBUTE THEIR TIME IN THE RUNNING OF OUR CLUB. THIS WILL INCLUDE WORKING BEES, ADMINISTRATIVE DUTIES, COMMITTEE WORK, COACHING AND FUND RAISING.

1. RELEVANT CLUB OFFICERS

The main club officers are:

President:	Jim Battersby	president@mosmanrowing.com
Vice President:	Tim Sheridan	vicepresident@mosmanrowing.com
Captain:	Tiffany Hutcheson	captain@mosmanrowing.com
Treasurer:	Liz Burrows	treasurer@mosmanrowing.com
Secretary:	Marg Small	secretary@mosmanrowing.com
Public Officer	Suzi Lemlin	public.officer@mosmanrowing.com

2. INCLUDED IN MEMBERSHIP

All members get:

- access to boats and oars (limited by category as described in Sports Noticeboard),
- use of the gymnasium. This is for any rowing member or gym use only member. Members using the gym should be courteous and while it is fine for everyone to train at the same time, tertiary members or organised junior/school groups should be allowed priority access to equipment for scheduled sessions. If the whole gym has been booked for an event or session, the Club Captain will, wherever possible, advise the members in advance of the booking.
- coaching, for LTR, Juniors (winter fees may apply) and Tertiary members. Coaching for Rec and Masters rowers is currently by arrangement and some fees may apply
- access to social and kitchen facilities in the old boat shed
- bathroom and changing facilities in the old boat shed – separate facilities for Junior and adult members following renovations.
- access to some of the best rowing water in Sydney.
- Third party public liability and property insurance (covers members for damage they do to other people or the property of others) see note below

- the right to race and represent the Club in all local, state, and national regattas. To be permitted to compete, members must take out Rowing NSW membership.

IMPORTANT NOTE: Rowing NSW membership includes personal injury insurance. All members including Recreational and Learn to Row (LTR) should take out Rowing NSW membership if they wish to have personal injury insurance as the Club's insurance only covers third party property and public liability insurance.

3. BOAT SHED ACCESS AND LOCK UP PROCEDURE

- Rowing is permitted throughout the day, 7 days a week. The first to arrive will open the boatshed using their fob key. This is generally around 5am.
- All Full rowing members and coaches excluding juniors have fob keys issued by the club Secretary. Fob keys open the rear door of the old boat shed, upstairs entry to changing rooms, gym door in the new shed and access to the changing rooms adjacent to the gym. Lost Fob keys must be notified to the Secretary and can be replaced for a fee. On cessation of membership, fob keys must be returned to the Club Secretary.
- UPON LEAVING THE CLUB, YOU MUST CHECK THE "BOATS OUT" REGISTER TO SEE IF ANYONE IS STILL OUT. LAST TO LEAVE MUST ALWAYS CLOSE THE ROLLER DOORS, AFTER PUTTING AWAY THE MOBILE SCULLING RACKS, TINNIES, MOBILE RIGGER RACK AND OTHER EQUIPMENT, CLOSE AND LOCK WINDOWS, AND DOOR UPSTAIRS, TURN OFF LIGHTS AND CLOSE THE BACK DOOR. THE BACK DOOR MUST BE CHECKED TO ENSURE THE LOCK HAS LATCHED BEFORE LEAVING THE CLUB GROUNDS. THE SHED AND GYM AUTO ALARMS AT 10PM, SO JUST CLOSE THE DOOR. ALSO ENSURE THE COMPOUND BETWEEN THE TWO SHEDS IS LOCKED.
- The same applies to the new boathouse. IF YOU ARE LAST TO LEAVE THE GYM/CHANGE ROOMS MAKE SURE ALL LIGHTS ARE OFF, AND DOORS AND GATE ARE LOCKED. THE ALARM WILL BE AUTOMATICALLY SET FROM 10PM. If you activate the alarm without a code the club is charged a call out fee from the security company.
- Junior members are not to be left unattended in the Club buildings. It is the responsibility of adult members or coaches to ensure that the clubhouse is properly secured when all users leave.

4. BOAT BOOKING AND SIGN-OUT PROCEDURES

Boat Booking System

- MRC boats fall into four categories: Elite, Squad, General and Private. MRC's online boat booking system enables members to reserve boats and tinnies, from the category that applies to them. The boats are listed by category within the system. Note: Private boats are not on the boat booking system and private boats and oars may only be used by the owner unless express permission is given to another user.
- A boat can only be reserved **5 DAYS** in advance by full rowing members. Club coaches and the Club Captain may book boats up to 10 days in advance to facilitate squad, camp, or regatta bookings.
- Boat Bookings must be made using the online system before taking out a Club boat. This will ensure that two crews do not arrive expecting to use the same boat.
- In the event that a booked boat is found to be unserviceable on arrival, another boat may be used, but only after having checked that it is not already booked by others.
- Members may only book ONE BOAT. If a boat is booked and then cannot be used, the booking must be cancelled as soon as it is apparent that the booking is no longer required irrespective of the reason. Users who repeatedly book boats and then do not use them will have their booking entitlement withdrawn.

- Users who systematically book boats and do not release their bookings two or more days prior to the booking will have their booking entitlement withdrawn.
- A valid booking is evidenced by a booking in the Club's online booking system. Any other conflict or dispute regarding the reservation or use of boats is to be resolved by consulting the Club Captain.
- If boats are required for regattas or camps, they must be booked for the period well in advance, ideally more than 5 days prior to the event to avoid clashes with the regular booking system. The booking should include additional time to allow for boat trailer loading and de-rigging. The additional time for loading and de-rigging shall not exceed one day. Boats should not be de-rigged and/or loaded onto trailers when pre-existing bookings will be impacted.
- If a regatta or camp boat is already booked and another member wishes to use it, provided the request is reasonable, use of the boat can be negotiated with the person who has booked the boat. In the event of a failure to reach an acceptable compromise, the Club Captain is to be contacted to resolve the issue. The Club Captain's decision overrides any pre-existing bookings.

Boat Log

- NO RECREATIONAL, PRIVATE, OR CLUB BOAT, OR CLUB TINNIE MAY BE USED UNLESS IT IS SIGNED OUT IN THE BOAT LOG (located in the middle bay on the South side of the roller door) AND SIGNED BACK IN ON RETURN.
- THE ENTRY IN THE LOG MUST NOTE THE NAME OF THE USER OR STROKE OF THE BOAT AND THE TIMES THE BOAT IS TAKEN OUT AND RETURNED, ALONG WITH ANY DAMAGE SUSTAINED OR IDENTIFIED DURING THE OUTING. THIS INFORMATION IS ESSENTIAL FOR MAINTAINING OUR FLEET AND IS AN INSURANCE REQUIREMENT OF THE CLUB.
- Failure to sign out a boat, may result in rowers getting locked out of the boathouse as nobody will know they are still out on the water.
- Failure to sign back in on return may result in crews assuming there are still rowers out on the water, and they may inadvertently leave without locking up.

5. SAFETY AND COURTESY ON THE WATER

- It is recommended that rowers always train with someone else or tell someone they are going out and advise their estimated time of return. Rowing in the dark unaccompanied carries significant risk. Members should think twice about the necessity to go out alone in the dark.
- Junior Members and LTR rowers may only row while accompanied by a Club authorised coach or in crews containing adult full members of the Club. These coached crews must not leave the Pontoon until their Coach is at the pontoon and preparing to depart.
- Coached Junior crews who have left the pontoon in advance of their coach are not to proceed beyond the safety waiting area as indicated on the Clubs Safety Map (see page 8). They should wait no further than the last moored boat to bridge side of the channel, keeping clear of the fishing boat channels heading toward the bridge.
- If the Junior crew's coach has not arrived at the safety waiting area within approximately ten minutes of them leaving the pontoon, they are to make their way safely over to the return side of the pontoon channel and return to the pontoon, returning their boats back into the shed if the coach fails to arrive.

- Junior crews must be accompanied by a coach while on the water. The total number of junior crews being supervised by a coach is at the discretion of the Head Coach and based on competency, but as a guideline, should not exceed 4 crew boats. Consideration should be given to the make-up of the group and the relative speeds and abilities of the crews, ie 4 rowers in singles are more manageable for 1 coach than 4 crews in quads or 8's but it is important that all crews training together are able to row at their optimum pace.
- Coaches of Junior crews must maintain visual and audio contact with crews under their charge while on the water. If more than one coach is attending a group, at least one of the coaches must have visual and audio contact with each of the crews at all times.
- All Coaches must carry a phone with them while on the water to make assistance or emergency calls if required.
- All Coaches must carry the club safety equipment bucket with them in their tinnie while on the water.
- Rowers and coaches should not stop in front of crews coming up behind them. When stopping, they should check behind them and move out of the rowing thoroughfare to bow side to allow other rowers to continue through.
- Coaches must always be mindful of their wash and slow down to reduce their wash when approaching other crews heading in either direction.
- Coaches are to look behind regularly to ensure crews approaching from behind are not being washed off.
- Coaches wishing to do pieces or start from a stationary position in front of crews coming from behind are not to do so if the approaching crews are within 500m to avoid the approaching crews being washed off by the coach's tinnie.
- Slower rowers who find crews approaching from behind are to either move out of the approaching crew's path to bow side or pull over towards the bow side bank out of the way and stop.
- Nothing is more important than maintaining safety on the water. If for any reason a situation is deemed unsafe:
 - Don't go out on the water
 - Return immediately and as safely as possible back to the Club.
 - Advise the Club Captain only if it is not possible to resolve the issue-try to resolve it first
 - Report any equipment issues, that cannot be fixed by the crew, to the Club Captain
 - Speak to the person/crew behaving in a dangerous manner and politely advise them of the appropriate safe behaviour

5. BOAT WASHING AND STORAGE

- All boats are to be washed inside and out after use with soapy water. Attention should be given to cleaning slides of any black residue from wheels, and gates should be washed. Boats should then be rinsed and dried inside and out with the towels provided and put back in the correct rack the correct way round.
- No boats are to be left on trestles outside the sheds.
- Any boat stored outside should be tied down to prevent it being blown off the rack in strong wind.
- Permission is required from the Captain to rack or store any private equipment at the Club in accordance with Club's Private Boat Policy.

6. BOAT DAMAGE OR BREAKAGE

- Repairs following breakages and damage are each crew's responsibility.
- **Minor damage:** Repairs should be carried out immediately by the crew responsible. If the crew is unable to make the repair for any good reason (such as non-availability of spare parts or lack of training to carry out a repair safely) the crew must note the damage in the boat log and advise the Club Captain via email. Depending on the cost and the circumstances of the breakage or damage, the crew may be charged for the repair. Spare and replacement parts are located under the stairs and at the end of the Northern Bay. Ask one of the Coaches or the Club Captain if you require assistance or advice. Other boats are NEVER a supply source for ANY temporary parts.
- **Major damage:** An Incident Report must be made by speaking in person (or by phone) to the Club Captain, who will refer the matter to the Club Committee. A follow up email should be sent on the day of the incident to the Club Captain to confirm the details. Depending on the circumstances, the Committee may require the crew responsible to pay for all or part of the cost of repairs.
- In the case of injury or other serious accident: A New South Wales Maritime Vessel Incident Report is to be completed by the affected person and submitted to Waterways with a copy supplied to the Club Captain. The report is available at the NSW Waterways web site. In the event of a Junior Crew Incident, the Coach in charge is to complete this report.
- A note should be left prominently on the boat pointing out the damage to prevent another crew taking out the damaged boat. Any boat which is deemed unsafe to row is to be made unavailable in the online boat booking system until it has been repaired.

7. USE OF SPEEDBOATS/TINNIES

- MRC's tinnies are prioritised for club coaches. All Club tinnies must be booked in advance on the Club booking system. All users of Club tinnies will need a current NSW Maritime License regardless of the intended speed at which the tinnie is to be driven. An induction session must be completed with the Club Captain, or his delegate and the user must then also be authorized by the Club Captain prior to use of a Club tinnie.
- Ensure the tinnie has the following equipment before taking it out:
 - Bailer
 - Life jacket/s – one for each person in the boat
 - Oar
 - Club safety bucket kit which includes an approved first aid kit
 - Petrol
- Petrol is stored in the club's designated fuel cabinet. Under no circumstances is fuel to be stored in the boatshed. If a tinnie is stored in the boatshed, the fuel tank is to be removed and stored in the fuel cabinet. The Club only has four-stroke outboards, so it is not necessary to add oil to the fuel used in the Club tinnie motors, however, other users of the Club facilities do have 2-stroke motors. Do not mistakenly use two stroke fuel from another fuel container, it will damage the Club outboards and result in breakdowns on the water. Four stroke fuel is clear and without color.
- Tinnies are limited to a maximum of 3 people. All occupants are required to wear lifejackets at all times on the water.
- The correct lighting must be used before sunrise and after sunset comprising a white surround light 1 meter above the water level.

- Safety buckets and equipment are to be removed from tinnies after use and stored in the boat shed.
- When using a tinnie, wash is to be kept to a minimum. When leaving or returning to the pontoon, tinnies should be maneuvered through the moored vessels, keeping well to the north or the south of the 300m clearway zone from the pontoon which is a “no wash zone”.

8. Non-members and Composite Rowing at the Club

There will be occasions where non-members of the Club or individuals without membership of a Club, may wish to row using Club facilities or equipment. The Club has established boundaries with respect to eligibility, and limits to the number of occasions for these situations, the rationale being:

- That it may deprive rowing opportunities for Club members
- That it may lead to an inequitable allocation of members’ Club resources
- That it may create disharmony amongst Club members
- That individuals may not be covered by personal injury insurance
- That it may be contrary to the Club’s Purpose and Objectives and the spirit of Mosman Clubmanship

Note: This Rule does not apply to dual Club members who are Registered as Mosman Rowing Club competitors with NSW Rowing

Rules applicable to Composite and Visiting Rowers

Note: In general, Composite crews are not supported, other than for selected State Crews, which must include at least one MRC member.

Individuals from other Clubs (including for Composite Crews) and Rowers without membership of a Club may use club equipment on a casual basis IF AND ONLY IF :

- they have the approval of the Captain on each occasion; and either
- a Full or Recreational member of the Club has introduced them to the Captain and has accepted responsibility for the care of the Individual. Care includes:
 - obtaining the signed Club Waiver form and forwarding the completed form to the Club Secretary. Copies of the Club Waiver can be obtained from the Club Secretary.
 - entering and closing off the name of the Individual in the Club log book in accordance with these Rules.
 - accountability for the actions and behaviour of the Individual, on and off the Water.
 - accountability for the Individuals’ compliance with all provisions of these Rules and any other Club Policy or Rule.
 - Informing the Individual that they are not covered by personal injury, or public and products liability insurance unless they are a registered rowing member of Rowing NSW. Non-Rowing NSW registered individuals should independently check their Association’s Insurer Policy coverage or their Private Insurance Provider’s cover prior to accepting these personal risks. In all instances, there is no insurance cover for damage they may do to the Club’s property ..
- Or, where the Individual intends to row in a single scull or in a crew where none of the crew are members (e.g a University College crew), the Individual/s must first obtain the permission of the Captain who will advise them of the requirements listed above.

Limitations for Individuals under this Rule

- at the Captain’s discretion, a maximum of 6 occasions in a 12 month consecutive period.
- at the Committee’s discretion, a greater number than 6 occasions in a 12 month consecutive period.

8. WHAT IF IT IS DARK?

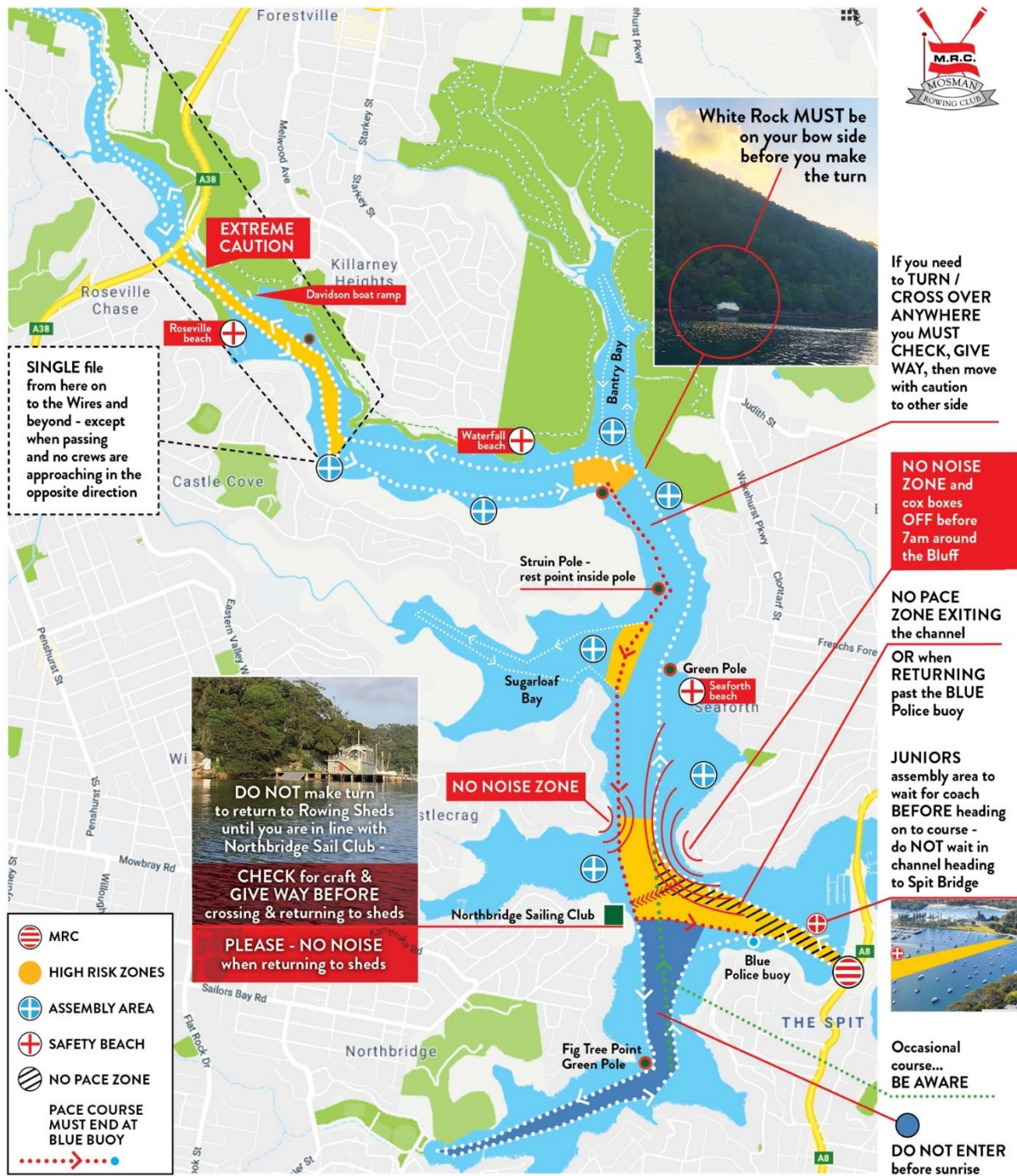
- All boats, club or private, and including speedboats, being used before sunrise or after sunset must display functional NSW Maritime approved lights (see rowing code of Conduct, NSW Waterways Safety and Rules for details). For rowing boats this comprises a fixed white light on BOTH the bow and stern of the boat. At least one of these lights must be visible from a distance of one kilometre. For a speedboat, a white surround light 1 meter above the water level is required. Read and understand the Waterways Rowing Code of Conduct. NOTE THIS HAS CHANGED IN RECENT YEARS AND SIGNIFICANT FINES APPLY.
- Failure to use lights or the use of inappropriate lights may void the club's insurance. Lighting is the crew's responsibility, and all members are to ensure adequate and appropriate lighting. Coaches are not to allow rowers to go out without correct lights. The Club will not be held responsible for any person, coach or crew that does not adhere to the Waterways Rowing Code of Conduct. Such persons may be held personally liable for any damage, injury or fines that may be incurred as a result of failure to comply with these rules.
- If a rower or crew does not have the correct lights they must wait until sunrise before going onto the water.

9. NAVIGATING MIDDLE HARBOUR Refer to the map on page 8

- Always Keep to the coxswain's right (bow side) bank, (opposite to driving a car), unless crossing over from the up-stream flow to the downstream flow or vice versa and stay west of the Spit Bridge.
- Whenever crossing over always give way to other boats and cross with extreme caution.
- Beware of obstacles including but not limited to; pylons, moored boats, submerged rocks near the shore, other boats, channel markers and after heavy rain, logs, and other floating debris in the water.
- Keep a good look out at all times. If rowing coxless or unaccompanied by a coach, look around every 5 strokes ON THE LEFT AND THEN ON THE RIGHT, especially when racing. Be considerate of faster crews and give them plenty of room. Always assume they haven't seen you. Call out to be sure.
- Be quiet when rowing close to houses early in the morning. No unnecessary noise should be made before 7:00am wherever crews are rowing but in particular 500m either side of the bluff, even when returning to the Club. Under Maritime rules, megaphones are not permitted before 7am on weekdays and 8am on weekends.
- Do not stop in the 500m clearway due west from the pontoon. If you must stop, pull over well to bow side out of the way of other boats leaving the Club.
- When approaching the Killarney course heading upstream, pull right over to bow side near the white rock before checking for boats and make the turn to stroke side, straight across the channel towards the waterfall safety beach – DO NOT CUT THE CORNER. Similarly, when heading downstream from the Roseville Bridge, stay well over to the bowside all the way to the Killarney course and row into the start of the course – DO NOT CUT THE CORNER when rowing back onto the Killarney Straight.
- When returning to the Bluff, row down to within 100 metres of Northbridge Sailing Club, Sailors Bay (the green shed on your bow side directly visible from the Club House), stop, look around, and then turn to stroke side looking out for boats going North and South and row into the Club straight. DO NOT CUT THE CORNER.
- See Page 8 Map for further Safety and noise control requirements.
- Note that in severe weather, generally defined as white cap water when boats are at risk of swamping, crews may move off the designated upstream and downstream channels if required for safe return to the Clubhouse or safety beach. Extreme caution must be exercised if travelling against the designated normal rowing direction.

Use of Pontoons

- As a general rule Club members should use the Northern Pontoon. At peak times, the pontoon is very busy and it is essential that crews are well organized and minimize the time taken to get their boat onto the water and away from the pontoon. To achieve this, ensure all oars and other equipment are at the Pontoon prior to carrying the boat down. Adjustment of stretchers and other equipment should be done once the boat is out and away from the Pontoon. If this is not possible and other crews are being held up the slower crew should recover their boat from the water and return to the Club to resolve any issues. Departing and returning crews should make every effort to meet the three-minute rule to avoid pontoon congestion.
- Particular care is necessary when entering and exiting the pontoons to avoid collisions with boats coming to and from the southern pontoon. Boats returning to the pontoon have right of way, but all parties have a responsibility to look out. When approaching the pontoon stop rowing and stop the boat 150 metres from the pontoon, look around and then row in slowly. Returning crews are to exit their boat promptly and likewise exit the Pontoon area. Give way to returning boats before carrying a boat down to the pontoon.



SAFETY RULES - See full club rules at mosmanrowing.com.au

- Bow and stern lights are compulsory before sunrise and after sunset
- Keep to your bow-side at all times
- Stay out of the middle third of the channel
- Check your course frequently (i.e. every 5 strokes)
- Take extra care in high risk zones
- Be extremely vigilant when approaching the Davidson boat ramp
- When coming out of any bay you must CHECK & give way coming onto the main course
- Follow the course marked with arrows
- Keep at least 150m clear of the Bluff when returning towards MRC
- When turning at the sailing club look out for boats heading north from Cammeray/Tunks.

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 If you intend to head down to Cammeray / Tunks Park from the Club, cross over from the Bluff to Northbridge Sailing Club & give way to crews returning from Killarney

**COURTESY RULES**

- Do not stop on main routes; move to the side
- Use the assembly areas
- Minimise noise particularly when between MRC and the Green Pole
- When coaching, avoid washing out following crews.

## **RACE ENTRY PROCEDURE**

- Current Club members can enter races. All rowers who wish to participate in races must also join Rowing NSW - joining forms are on their web site. Membership starts from 1 July each year. Entries cannot be made for rowers who are not both a member of the Club and Registered with Rowing NSW.
- Rowers are responsible for ensuring that the boat complies with the Australian Laws of boat racing, particularly that the bow ball is the right size and properly attached to the hull and does not deflect more than 30 degrees. All bungs and hatch covers must be properly closed. Heel ties need to be attached and quick release straps fitted to release the shoes in the event of capsizing.
- Members wishing to race must set up a regatta account with the Club Treasurer for entry fees. The balance in this account must be sufficient to cover the entry fees for a regatta at least a week before the event. Members without sufficient credit in their regatta account will not be entered. The current balances in an individual account are sent out regularly to members' Club Registered email addresses. It is the responsibility of each member to monitor these emails and maintain an adequate credit balance.
- Members wishing to enter an event should check the regatta program on the Rowing NSW web site, note the closing date and eligibility for the event and advise the Club Secretary or otherwise nominated Club entry manager by the weekend before the Rowing NSW closing date.
- Racing uniforms are required when taking part in any regatta. They can be purchased from the Regatta Shop website, or Oarsome.
- Any racing fines (failure to start, failure to withdraw, wrong uniform etc.) that are incurred (accidental or not) will be debited from the responsible member's regatta entry account.

## **BOAT TRANSPORTATION**

### **Trailers**

- Crews/rowers should check with the Coach or Captain/Vice Captain that boat transport is available or make their own arrangements. The Club relies on volunteer drivers with suitable vehicles to tow Club trailers to Regattas. The Club has from time to time had its own vehicle which may at times be available to tow trailers to Regattas. Do not assume the Club vehicle is available, check first with the Club Captain.
- If a volunteer driver and vehicle are not available, Regatta entrants will not be able to race.
- Trailer drivers are responsible for the trailers they tow on the road and must check and confirm all trailer safety mechanical and electrical road worthy requirements are met prior to towing a trailer. These checks should be done well in advance of the regatta to allow time for repairs should they be required. The checks must be repeated immediately prior to towing. Trailer drivers must also check that the load is secure.
- If the trailer is found to be unsafe it must not be used. Report the situation to the Captain who will delegate responsibility for repairs. This may result in boats not being able to be transported to a regatta and crews will be unable to race if the safety checks are left too late and repairs cannot be completed in time.

### **Boat Loading**

- Members should check with the organiser for boat loading and unloading times. All members going to the regatta must participate in boat loading and unloading. A crew or individual member's boat will not be loaded unless they do it. Ensure that when loaded, all boats, riggers, trestles, and other items are tied and secured.

- Bring tools (at least a 10, 11 and 13 mm spanner and screwdrivers to rig and de rig boats). Crews and individual rowers are responsible for ensuring the safety and security of their boat while it is away from the Club. Any damage done to a Club boat while at a regatta may be charged to the crew responsible.
- Upon return to the Club, after a regatta, boats are to be re-rigged, washed and dried inside and out and put away ready for rowing the next morning (not the day after).

By observing these rules, all Club members can enjoy rowing safely and enjoyably on the water which we are so privileged to be able to access. Thank you for your co-operation.

***Remember***

***Ask not what your Club can do for you but what you can do for your Club***