



Helensburgh Sailing Club

STANDARD OPERATING PROCEDURE

Use of Club VHF's for Club Activities

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1. Purpose:

- 1.1. This procedure summarises standard club VHF operation and focuses on details applicable to Helensburgh Sailing Club usage
- 1.2. General: VHF's are "simplex" devices with a push-to-talk (PTT), release-to-listen principle. Most important: they are open for anyone to listen
- 1.3. Do not use them for general chit chat. Brief and to the point

2. Safety Use only

- 2.1. VHF radio communication is for Club activities only
- 2.2. The proper use of VHF channels at sea must be adhered to

3. Channels

- 3.1. **HSC operates on Private Channel M2/P4** . In the event this channel becomes blocked/unusable then: -
 - Channel 88 shall be used as backup channel 1 or
 - Channel 87 as backup channel 2
- 3.2. Agree with everyone in advance.
- 3.3. These channels have been generally recognised/agreed with QHM & Peelports (ClydePort).
- 3.4. **Do NOT use Ch 12 (Clydeport Control), Ch 16 (safety channel), or Ch 73 (QHM).**
- 3.5. **Do not use Channel M/M1/37/37A as this is monitored by Rhu Marina**

** Icom radios: Channel P4 = M2

Note: Rhu Marina operates on Channel 80 but also monitors Channel M1

4. Call signs: -

- 4.1. These should be agreed/defined for the event and distributed at the initial briefing(s)
- 4.2. Club boats are normally: -
 - Champ
 - Blue Rib
 - Red Rib
 - Challenger Rib
 - SeaPro
 - Beach

5. Radio operation

- 5.1. To set up the radio for use
 - Switch on
 - Set volume high
 - Adjust "squelch" until the ...shshsh... noise just stops
 - Set power to low (about 1/2 mile line of sight range) – use low power when possible
- 5.2. To call ...
 - Press and hold the transmit button

- Say (for example) "Blue Rib, Blue Rib, Blue Rib, this is Champ, Champ over".
- Release the transmit button.
- Wait at least 30 seconds before trying again if they don't reply.
- Increase power to high if longer range required

5.3. To reply ...

- Press and hold transmit button
- Say "Champ, this is Blue Rib over" then release the transmit button

5.4. General: Speak clearly & slowly - be brief

5.5. Pro words and phrases ...

All after; Wait; All before; Repeat in figures; Repeat in letters; Out ; Over; Say again; this is; I read back; I say again; Radio Check; All stations; Listen on channel; Received

5.6. Never use ... "over & out", "Wilco" or "Tally-ho"

5.7. Try to shield the radio in strong winds. Failure to do so may render your message unreadable due to wind noise.

5.8. And finally ... VHF is open to anyone with a radio to listen in. Please NEVER swear or use bad language

6. Special words/phrases:

- Mayday - Distress: Ship or person is threatened by grave and imminent danger and requests immediate assistance.
- Pan-Pan - Very urgent message to transmit concerning the safety of a ship or person.
- Securite (Say-cure-e-tay) - Important navigational or meteorological warning.
- Seelonce - Radio Silence imposed.
- Prudonce (Pru-donce) - Radio Silence relaxed.
- Seelonce Finee - Radio Silence finished.

7. VHF failure:

7.1. It is impossible to foresee the various circumstances of VHF failure. If this occurs a message must be relayed to the principle for the event – senior person in charge, Principle Race officer, safety officer.

7.2. As generally HSC operate in a small area where boats, students or competitors are all in line of sight. Alternative communication may be by hand signals.

7.3. Mobile phones may be used but as these are generally not water resistance they are not regarded as appropriate for water borne activity.

8. References:

- 8.1. Recommendations for channel allocations from Rufus.Redman@peelports.com
- 8.2. APPENDIX 18 (REV.WRC-19) Table of transmitting frequencies in the VHF maritime mobile band (2019)
- 8.3. MCA: MGN 562 (M+F) Amendment 2 (Jul2020)
- 8.4. FINAL ACTS of the World Radiocommunication Conference (WRC-19) - Nov2019

9. Internal Training course

- 9.1. Helensburgh Sailing Club has a web page dedicated to teaching beginners to use a handheld VHF. This contains links to a series of videos and other useful documentation appropriate to self learning
- 9.2. Webpage: <https://helensburghsailingclub.co.uk/VHF/>

10. Document changes

- 10.1. Rev02: – reviewed for 2020 use
- 10.2. Rev03: -
 - Imported to revised template with format/layout updates
 - Channel allocation revised for 2021 use (3.1)
 - Section 2, 8, & 9 inserted
 - Minor updates to 4.2 & 6
- 10.3. Rev 04: New Section 9 inserted, moving old 9 to 10
- 10.4. Rev 05: Reviewed with one minor updates: –
 - in 4.2 Avon—> SeaPro