#### **Special Note Before Using This Procedure**

The following procedure is intended for use **AFTER** thoroughly reading and understanding Solitude's Owner Notes located on board in the Charter Guest Reference Manual (look for a white binder). The Owner Notes contain detailed information about locating and operating Solitude's systems and equipment that is not included in the Quick Start Procedure. This procedure contains only checklist-type material intended for daily use to help ensure you have a safe trip.

#### A) Before Starting Engine(s):

- 1. Weather: Check the marine weather and review the planned route with the crew.
- 2. If in harbor and these are available:
  - a. Fuel: Confirm fuel level is sufficient for the intended float plan.
  - b. Water: Confirm water level and top off if needed.
  - c. <u>Holding Tank:</u> Confirm holding tank level and pump out holding tank, if needed.
- 3. <u>Cabins, Salon, Heads and Galley:</u> Close all hatches and portholes in staterooms and heads. Secure all loose gear. Open all blinds / curtains to ensure 360-degree visibility.
- 4. <u>Cockpit:</u> Secure cockpit chairs/table. Ensure there are no loose items. Secure BBQ grill and cover.
- 5. <u>Engine Room:</u> Confirm all equipment / gear/ bins are stowed.
  - a. Oil and Coolant for Engine and Genset: Daily, check for new spotting; weekly, check levels.
  - b. <u>Seawater Strainers:</u> Confirm strainers for engine and genset are free of debris. Confirm seacocks for the engine and genset are open.
  - c. Fuel Filters: Confirm fuel filter bowls have clean fuel and no accumulation of water.
- 6. <u>Shore Power (if applicable)</u>: Turn off shore power breaker at panel. Turn off breaker on shore. Disconnect shore power; stow cord(s) in cord bin and place in lazarette.
- 7. Power panel: Blue Breakers ON; Green breakers ON; Yellow breakers ON as needed; Red breakers OFF
- 8. Pilothouse:
  - a. Remove and stow the navigation equipment sun covers.
  - b. Ensure throttle/shifter is in neutral position and red light is on.
  - c. Set VHF volume and squelch, monitor ch 16.
- 9. <u>Flybridge (if planning on driving from flybridge):</u>
  - a. Remove and stow the navigation equipment sun covers.
  - b. Ensure throttle / shifter is in neutral position.
  - c. Press and hold black button for 1/2 second to move throttle/shifter control to flybridge.
  - d. VHF Radio: Set volume and squelch, monitor ch 16.
- 10. <u>Headsets:</u> Skipper and first mate don the Eartec wireless headsets and test 2-way comms. **Note the mic is muted when pushed up.**
- 11. <u>Skipper / Crew:</u> Discuss departure plan, taking into account conditions and vessel position relative to other vessels / hazards. Have crew working docks don PFDs.
- 12. Roving Fender: Assign an available crew member to manage the roving fender.

### B) Starting Engine(s)

- 1. Return to the pilothouse.
- 2. <u>Throttle / Shifter:</u> Ensure in neutral position and red light is on indicating control activated.
- 3. Engine Start Key: Turn clockwise to ON position. An audible tone will sound.
- 4. Starting: Press start button next to key. If engines do not start easily, stop and investigate.
- 5. Exhaust Water: Cooling water exits aft on the port side of the vessel. Ensure water is exiting.
- 6. Oil Pressure: Check oil pressure, typically 50 to 60 psi when engines are cold at idle.
- 7. <u>Warm-up:</u> Allow 2-3 minutes minimum to ensure stable engine. Idle speed will stabilize at 600 RPM. Ok to depart once engine temp has reached 80 F or above.
- 8. <u>Salon Doors:</u> Keep closed when engines are running to prevent diesel exhaust fumes from entering the interior of the ship.

# C) Leaving the Dock

- 1. Rudder: Set to desired position, normally centered.
- 2. Thrusters: Activate and momentarily test each thruster.
- 3. Traffic: Check for cross traffic in departing area.
- 4. Mooring Lines: Cast off and depart per plan, stow mooring lines.
- 5. Transom & Side Doors: Close and latch.
- 6. Fenders: When appropriate, stow the fenders.

#### D) Underway

- 1. Headsets: Shut off and stow. If applicable, plug into charger.
- 2. <u>Helmsperson:</u> Shall be "on watch" at all times. Be alert for logs or debris in water, it's out there with surprising regularity. Monitor the gauges, regularly validate your position and depth.
- 3. Engine Warm-up: Keep RPMs under 1200 RPM with no load for 2-3 minutes.
- 4. Boat Wake: Always keep effects of your wake in mind.
- 5. Cruise Speeds: Three cruising sweet spots:
  - a. Econo cruise: 6.0 7.0 kts @ 1500 1800 RPM (~3 5 qph)
  - b. Faster cruise: 8.0 9.0 kts @ 1950 2100 RPM (~4 6 gph)
- 6. Reminders:
  - a. "Normal" readings: Engine coolant temp: 160F to 170F; Oil pressure at cruise speeds: 50-60 psi.

# E) Approaching Dock

- 1. <u>Skipper / Crew:</u> Discuss plan to safely get to the dock. Crew working docks don PFDs.
- 2. Headsets: Turn on Eartec headsets and test.
- 3. <u>Fenders:</u> Put fenders on appropriate side (normally starboard side), roving fender at the ready. If going in stern first be sure to place the large white ball at swim step as a roving fender.

- 4. <u>Mooring Lines:</u> Setup lines (bow, stern, midships) to cleats; ensure Bow line runs OUTSIDE of rails and OUTSIDE of fender lines toward amidships; blouse the line over the rail for someone on the dock to easily grab it.
- 5. Thrusters: Enable the thrusters, tap momentarily to confirm operation.
- 6. Engines: Use minimum safe speed for conditions, usually dead slow (Idle).
- 7. Rudder: Set to desired position, normally centered.
- 8. <u>Crew:</u> Mate ready to step off swim step and secure stern first (most circumstances), then Bow. In heavier crosswind conditions, best to secure mid-line first and keep it as short as possible, then stern and bow lines.

#### F) Once Secured to Dock in Marina

- 1. Mooring Lines: Secure all lines: Stern, Bow and Forward / Aft Spring lines at a minimum.
- 2. <u>If Bow-In:</u> Be sure anchor is not protruding over dock walkway.
- 3. Engine: Turn off the key in pilothouse to stop the engine.
- 4. <u>Breakers:</u> Turn off al BLUE breakers, this will turn off, instruments and radios. Double check YELLOW breakers as needed.
- 5. <u>Shore Power:</u> Choose the appropriate cord and adapter (if needed) for the power source on the dock. Once shore power is connected, turn power selector switch to Shore and make certain there is at least 110 volts on the AC panel meters.
- 6. Headsets: Power down and stow the Eartec headsets by removing the batteries.

### G) Anchoring

- 1. Initial Prep:
  - a. Don headsets, one for person at bow and one for person at helm.
  - b. Turn ON windlass breaker at electrical panel.
  - c. The windlass control foot switches are located on the bow. The port foot switch will lower the anchor and the starboard foot switch will raise the anchor. Windlass controls are also located at the pilot house helm and flybridge helm. It is best practice to use foot switches located at the bow.
  - d. Pull anchor snubber out of locker and lay on deck
  - e. Release the safety tether that secures anchor.
- 2. Maneuver boat to position bow where you plan to drop. Bring the boat to a stop.
- 3. Observe depth and calculate rode needed to reach decided scope (at least 4 to 1).
- 4. Lower the anchor over the roller slowly by feeding out in short bursts. Once over the roller, promptly get the anchor into the water. Pay out enough to get anchor onto the bottom plus a few feet.
- 5. Begin backing boat, alternating between reverse and neutral every 10 seconds or so.
- 6. As you approach the desired chain length stop the windlass and put engine into reverse.
- 7. Attach anchor bridle to the anchor chain and the lines to the bow cleats. Run out enough rode to form a resting loop in the chain rode so the rode tension is transferred to the bridle / bow cleats.
- 8. Set anchor by reversing at idle speed to test the set of the anchor.

- 9. Turn OFF the Windlass power at the electrical panel. Power down and stow the Eartec headsets.
- 10. Turn off the engine using the key in the pilothouse.
- 11. Turn off all GREEN breakers.
- 12. Turn ON the anchor light if staying overnight.

### H) Daily (Overnight) Checklist in Marina

- 1. Shore Power: Confirm voltage is in normal range (110-125 VAC).
- 2. DC Battery Monitor: Confirm batteries are charging voltage above 14 volts.
- 3. Tank Levels: Keep an eye on water tank level and holding tank levels.
- 4. <u>Salt Spray:</u> If permitted by the marina, take the opportunity to wash down the salt residue from the hull and topsides, especially on the hull where the fenders are hanging along the dock.
- 5. Hot water: Ensure the breaker is on at the electrical panel.

### I) Daily (Overnight) Checklist at Anchor or Mooring Line

- 1. Anchor light: ON during hours of darkness.
- 2. Systems: Turn off unnecessary electrical items.
- 3. <u>Inverter:</u> Use inverter as needed and then disable to prevent unnecessary house battery drainage.
- 4. <u>Battery Status:</u> Monitor the House battery State of Charge. Run the genset if charge level is approaching or below 12.2 volts.
- 5. <u>Tank Levels:</u> Keep an eye on water tank and holding tank levels.
- 6. <u>Salt Spray:</u> If during the cruise day you were experiencing a lot of salt spray onto the topsides of the boat, take the opportunity to wash down the salt residue from the front windows using large quantities of fresh water (flush the salt away, don't rub). Fresh water is readily available from cockpit shower.

# J) First Thing Each Day

- 1. <u>Lights:</u> If at anchor, turn OFF anchor light.
- 2. <u>Battery Status:</u> Monitor the House Battery State of Charge, run the genset if approaching or below 12.2 volts.
- 3. <u>Tank Levels:</u> Check water and holding tank levels. Discontinue use and empty the holding tank if at 75% level or above.

# K) Before Leaving Vessel

- 1. <u>Electrical Panel:</u> Turn OFF unnecessary systems (Yellow and Blue circuit breakers).
- 2. <u>Window and Salon Door Coverings:</u> Use blinds and curtains for theft deterrence and help with UV / heat management.
- 3. <u>Access Points:</u> Lock the pilothouse doors, the salon doors and the forward stateroom hatch.