

Tora Two

Skipper: _____ Date: _____ Time: _____

Pre-Sail Checklist

- Check boat for damage. If any, note in green sheet
- Detach power cord and bring onboard, as appropriate
- Turn on Battery Switch #2 to start engine
- Check fuel level
- Start/warm up engine
- Attach life ring/sling to stern

Crew Safety Briefing:

- Location of safety equipment (in cabin, **port side**), boat pole (in cabin, **starboard side**)
- Life jackets (PFDs) are on everyone before leaving dock
- CB Radio location, using channels 13 & 16, or call 911 (tell everyone how to use phone's GPS locator)
- Hand for self, hand for boat
- Helmsman be aware of surroundings *at all times*
- Overboard: shout, point, litter – tell crew to **not** touch the lines until instructed; person who sees overboard points until person is actively being pulled back on board.

Post-Sail Checklist

- Turn off engine (pull black plunger), then turn off ignition key
- Put key back on thru-hull and close seawater intake valve
- Cover sails and equipment
- Re-attach main halyard to boom end
- Coil, lock and hang lines and sheets
- Detach life ring/sling from stern and stow in cabin
- Attach three (3) fenders on dock side: one at midship, one fender 3' forward of midship and another fender 3' aft of midship to protect sides
- Put winch handles put in sink or "emergency" box
- Attach shore power cord
- Sweep floor and empty trash
- Stow life jackets (if onboard and used)
- Remove personal items
- Close thru hulls
- Turn off batteries
- Clean inside of boat, take trash with you
- Close window hatches/vents
- Rinse entire boat, top and sides

Complete green sheet and pay for fuel, with either cash or Venmo. (\$15 for diesel)

For Urgent Boat Issues, call: 253-383-1774. You will reach a staff member on call.
Do not call anyone else directly. You will be re-directed to this number.

PUGET SOUND SAILING CLUB



Catalina 27 – “Tora Two”

For Urgent Boat Issues, call: 253-383-1774. You will reach a staff member on call. **Do not call anyone else directly. You will be re-directed to this number.** For non-urgent issues, use Create Maintenance Request in PSSI site or green slip.

SAFETY EQUIPMENT – located in the cabin.

Emergency box on port side seat. This box must always remain in cabin, on port side

- Flares and flare guns
- First aid and band aids
- Hull plugs
- Mallet
- Bilge pump handle – the pump-out is located in cockpit in aft transom locker

In sink

- Horns
- Winch handles
- Boat keys

Attached to port wall, shin level

- Fire Extinguisher – Type B:C Size 1

On seat on port side

- Life sling - should be mounted on the starboard stern pulpit. Be sure to tie bitter end of line to a secure point on the boat.

On starboard side

- Boat hook

WHEN YOU FIRST ARRIVE TO SAIL

- Inspect boat for condition and note setup of lines, rigging, etc.
 - Dock lines: 2 bow, 1 stern, 1 forward spring, 1 aft spring. Remember: dock lines remain on the dock, unless you know you will need them during your outing.
 - Fenders: at least 3 correctly placed to protect hull and securely tied: one amidship, plus on 3.' Aft of it and one 3' forward of midship.
 - Boat cover (in rainy season).
 - Wheel: leave at current tightness.
 - Check hull, deck and rigging for any signs of damage or unsafe condition.
- Remove boat cover (in rainy season) and stow in stern lazarette or below.
- Unlock companionway. Stow hatch boards below.
- Unlock cockpit lockers.
- Remove and store mainsail cover below.
- If heater in use, secure from falling off during sail.
- Turn off shore power at dock and unplug. Carefully unscrew shore power retaining ring at boat. Turn plug about 3 degrees counter-clockwise and gently pull plug out. Immediately replace shore power receptacle cover. **Take shore power cord on board.**

ENGINE PREPARATION

Tora Two has a 2-cylinder 14 horsepower diesel engine.

Do the CHOBS checklist

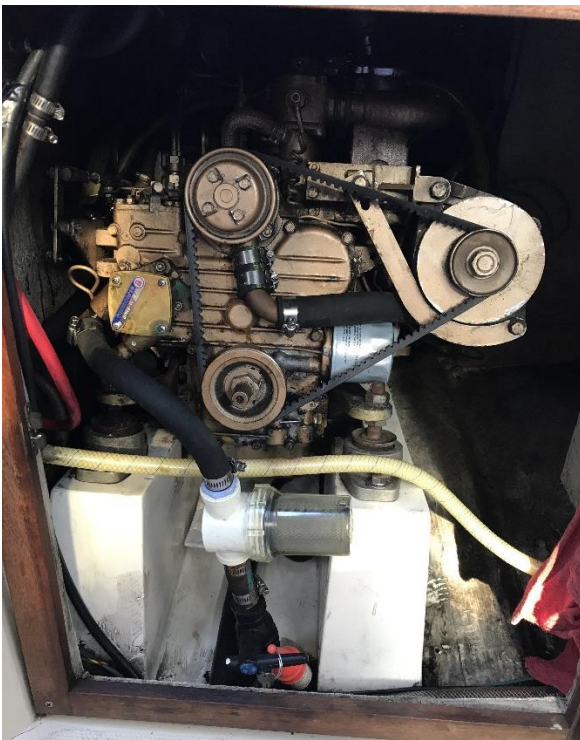
- **C** - Coolant. Reservoir is in cockpit starboard locker. Check that coolant level is between marks.
- **H** - Hoses. Check for cracks or soft spots.
- **O** - Oil. Check that oil is between two marks.
- **B** - Belts. Check for tension and cracks or fraying.
- **S** - Sea Strainer – Check to be sure it is clear of debris. If not, ensure thru hull valve is closed, then remove strainer and clean. If strainer is clear, remove engine key and open thru hull.



Coolant Reservoir in Cockpit Starboard Locker`



Reservoir with Coolant



ELECTRICAL PANEL WITH BATTERY SWITCH



This is the typical sequence using the battery switches:

- Battery 2 (Start Battery) - Use to start the motor. Caution: Do NOT use this battery to run anything else, like lights or appliances.
- Once engine is started, turn selector switch to ALL. When the motor is running, this will recharge both batteries.
- Once engine has been turned off, switch to Battery 1 (House Battery) - Use Battery 1 when sailing or at anchor - the HOUSE battery energizes the DC SERVICE switches.
- Turn switch to OFF once docked and engine off.

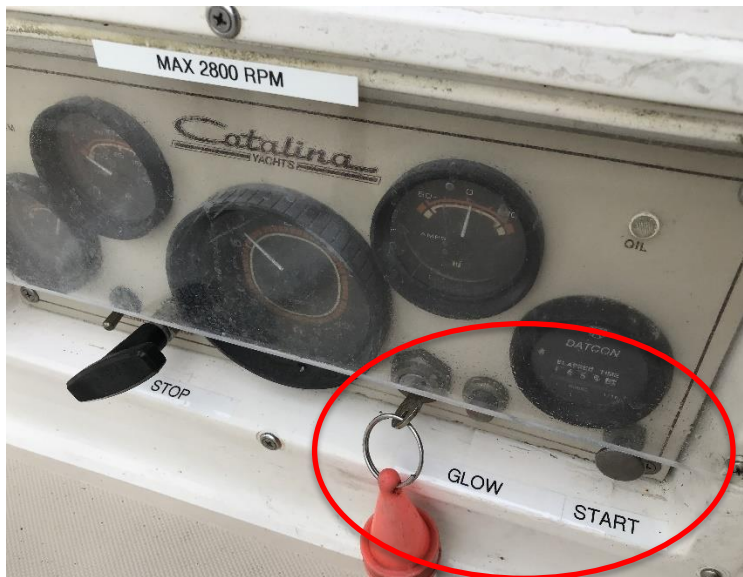
NEVER switch battery to OFF while the motor is still running!
(This can harm the alternator)

STARTING ENGINE

With engine in neutral, move to 1/3 throttle. Both of these are a “feel” thing, but you’ll know.



Engine Control Panel in Cockpit

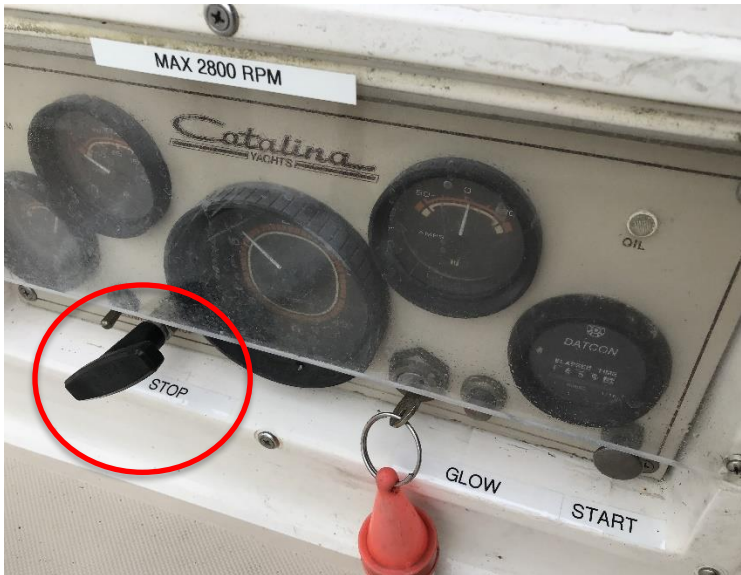


To start the engine:

1. Turn battery switch to “2.”
2. **Verify that the engine thru hull is open.**
3. Turn key clockwise (alarm will sound), then press and hold silver “glow” button key for about 10 seconds; *15 seconds is maximum to heat glow plugs.*
4. Pull silver “start” plunger to the right of button to start engine.
5. **After engine starts, check for water flow out the transom. If no water flow, shut motor down immediately!** Run motor for several minutes to warm up before leaving the dock.

To shift gears and operate the engine:

1. Always lower throttle to an idle before shifting into gear.
2. Shift into gear relatively slowly, but positively.
3. **Never** run the motor more than **80% of full throttle (about 2800 RPM for Tora Two)**.
4. Any time engine is running, move switch to "ALL" to recharge batteries.



To stop the engine as you transition to sailing:

- Note: **NEVER** turn the key to stop the diesel engine. This will damage the alternator.
1. Sail close reach under main sail
 2. Throttle down, shift into neutral and **pull black plunger** to the left of the tachometer in the engine control panel.
 3. Only after engine stops, turn key to OFF.
 4. Put key in sink, to not accidentally step on it and for easy access for anyone.

SAILING

- Make sure boat is head to wind before hoisting the main so that sails will luff and you can hoist completely. **Keep motor running** slowly in gear to maintain steerage.
- Shackle main halyard to head of main. Loosen mainsheet, cunningham/downhaul and boom vang before hoisting mainsail.
- Remove sail ties. You can use the starboard cabin top winch to hoist the main. But if you feel excess resistance, stop and check that slides are not bound up.
- To unroll the 140% genoa, ease the furling line (line at aft starboard side with stern cleat) as you pull the leeward jib sheet. Again, you want sail to luff while unrolling and you must keep some tension on the furling line to prevent rapid unfurling.
- The genoa sheets go through blocks on the toe rail. The starboard sheet then goes through another turning block on the toe rail, while the port sheet goes through a turning block on the side of the cockpit. Sheets are then led back to the winches. The **forward** blocks should be set just forward of the life line stanchion for the full genoa and moved forward as you reef.

- To roll up the genoa after a sail, keep a little tension on the genoa sheet while pulling in the furling line. If there is more than a corner of sail left unrolled, the sail is rolled too tight and you will need to unroll it and try again.

RETURNING TO THE SLIP

- Ensure fenders are tied securely and in a position to protect the hull during docking
- If you used the head, stop at the pump out station and pump out the holding tank
- Secure boat with bow lines and stern line
- Slip spring lines on to bow and stern boat cleats, checking that the lines are tight enough to prevent the boat from springing forward into the dock

IF YOU HIT THE PILING...



If you hit the **piling** at the end of the dock with the boat, two bad things will occur:

- Hitting will bend the navigation lights down – circled in red
- Hitting will leave unsightly creosote on bow sprit

You must:

- Bend navigation lights back up until they are level
- Report the hit on the green sheet or in PSSI system – Create Maintenance Request

If neither of these actions are taken, you will automatically be charged \$150:

- \$75 for us having to fix lights and clean creosote, and
- \$75 for not telling us.

CLOSING BOAT FOR THE DAY

1. Ensure all thru hull valves closed. Put engine key on handle of closed engine cooling water thru hull valve.
2. Turn off electrical switches on electrical panel and turn Red main switch to OFF
3. Put covers back on: mainsail and binnacle.
4. Lock wheel using set knob on starboard side of binnacle.
5. Plug in the shore power cord. Make sure breaker at dock station is turned back "ON". Check that the AC/DC charger on aft wall of starboard berth under cockpit is "ON"
6. Turn on heater to MEDIUM heat (during rainy season).
7. Ensure lockers are locked
8. Lock up the hatch.
9. Put on boat cover (rainy season).
10. Clean cockpit and deck to **leave no footprints** or any trash or small debris.
11. Hose boat off, take off trash.
12. Use Venmo or put \$15 in the vinyl envelope and note on the Checkout Form or in PSSI online
Create Maintenance Request if any problems occurred during the sail or any deficiencies noted.

Charger

Located in the port cockpit locker, when you plug in shore power, **lights** should come on. If not, re-check power cord connections. The lights indicate status of charging on both batteries.



USE CLEANING SUPPLIES – to properly close the boat, sweep the interior floor and clean off footprints



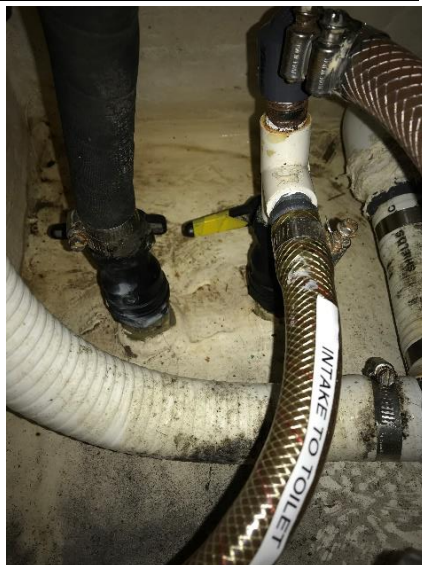
LEAVE NO FOOTPRINT



THREE THRU HULLS – make sure they are closed at end of sail



Sea Water Intake



Toilet Intake



Sink Drain

A Few “Appliances” to Make Your Trip More Enjoyable

Note: Use only battery #1 position for lights and charging phones, and anything else you brought aboard. Never use the starting battery #2 for anything except starting engine. If you cannot start engine because of dead starting battery, maybe call TowBoatUS.

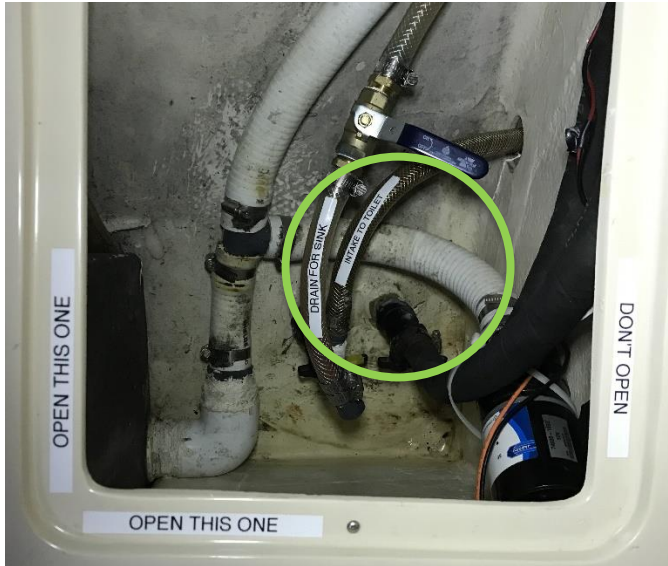
To recharge battery, keep the gear in neutral and run the engine at 1500 RPM for 30 minutes.

Fresh Water Tank

- Upon request ahead of an overnight sail, we will fill the fresh water tank on the boat. This is in case you want to shower or use the galley sink. We do not recommend using it for drinking and cooking.

Head and Sink Drains

- The thru hulls for the head and the sink discharge valve are in the forward V-berth on the starboard side, under the cushion.
- The “Drain for Sink” valve drains the head sink, if used.
- The “Intake for Toilet” thru-hull valve is used to flush the toilet.



Drain for Sink and Intake for Toilet



Thru Hull Handle for Toilet Intake

To use the head,

- Turn yellow handle for “Intake to Toilet” valve to the head.
- In the head, to flush the toilet, flip the lever on the **right side** of the toilet to the **left** (“Flush/Wet Bowl” position) and pump the handle up and down. This brings water in. Switch the lever back to the **left** (“Dry Bowl” position) and pump the water out.
- Leave valve in **“Dry Bowl”** position when not using head to avoid water syphoning into toilet and possibly flooding.
- USE Toilet Paper SPARINGLY; if the head clogs there will be a repair charge. Or, you can repair the toilet clog yourself for free.
- If you use the head, YOU MUST GO TO THE PUMP OUT DOCK AND PUMP OUT THE HOLDING TANK!!



Gallery Sink

- The sink can be used for washing and rinsing items, but is non potable. We recommend bringing water for drinking.
- Open the Thru Hull for the sink located under the stove.
Note: This valve must be closed while sailing or you will have sea water in the sink.



Location of Sink Thru Hull



Sink Thru Hull (in closed position)

Refrigerator

This is a “passive” refrigerator, but well insulated to keep items cold with ice added. Please wide dry when done.



Stove

This stove uses denatured alcohol as fuel.



To fuel the stove, depress latch on front of stove to remove canister. Then pour **denatured alcohol** into canister.



Replace canister and close stove top. Light fuel through top. Adjust and extinguish flame with knob.



Note: if the fuel “cap” operated by the knob does not close to be able to extinguish flame, use front latch to open top a little to allow the cap to slide over canister.

THE FINE PRINT

Empty holding tank if you have used the head.

Failure to empty the holding tank or leave the boat in the condition you found it will result in a \$75 fee as specified in the member contract.

FAILURE TO REPORT LOST ITEMS OR DAMAGE TO BOAT WILL RESULT IN FORFEITURE OF YOUR CLUB SECURITY DEPOSIT.

Lost key fee is \$50.

THANK YOU AND HAPPY SAILING!