

UAF CFOS Department of Fisheries

***Small Boat
Use Policy &
Guidelines***

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ISHKEEN BOAT USE POLICY

1.1 *ISHKEEN* RESERVATION

The boat operator shall reserve the vessel by sending a request to the UAF CFOS Lena Point Administrative Manager. They maintain a Google calendar and can share it with you so you can see availability and existing reservations. At the time of the request, the boat operator shall have completed or have scheduled the required training (see Section 3.3 of the Small Boat Safety Manual), including providing evidence of training to the Administrative Manager of the Lena Point Building.

Reservation requests will be filled in the following order of priority:

1. Department of Fisheries faculty, staff, and students will always have highest priority.
2. CFOS then University of Alaska Fairbanks faculty, staff, and students will have the next highest priority.
3. University of Alaska faculty, staff and students will have next highest priority.
4. Requests from outside the University of Alaska must be reviewed by the Boat Use & Safety Committee and have a Department of Fisheries approved Operator

1.2 *ISHKEEN* USE CHARGES

The vessel user (PI) will be responsible for providing an org/fund for rental of the boat. The rental fee is \$120 per day or \$60 per half-day and does not include fuel expenses. This rate will be re-evaluated annually to include costs of regular maintenance and future repairs. The user is responsible for all fuel usage and is responsible for filling the fuel tank at the end of their use period. When the vessel is checked out, the operator will be given a credit card to use for fuel purchases. Please note that a receipt must be given to the Administrative Manager of the Lena Point Building upon return. The vessel user will also be responsible for replacement of any lost/damaged safety gear.

1.3 BOAT USE GUIDELINES AND BOAT CHECKOUT

IMPORTANT: See Boat Operator Training in Section 3.3, Safety Checks and General Boat Use Guidelines in Section 3.9, and Trailing and Launching Guidelines in Section 3.10 of the Small Boat Use & Safety Manual

Prior to using the *Ishkeen*, you must complete a checkout with a member of the Boat Safety Committee about the use and operations of this vessel. This orientation will include an overview of vessel-specific procedures, including trailering and launching, starting the motor, fueling, and troubleshooting.

An *Ishkeen*-specific checklist is provided in Appendix I of this manual.

1.4 *ISHKEEN* MAINTENANCE

The Administrative Manager of Lena Point Facility will rely on the boat log as a record of usage and engine-hours. This manager will ensure that the trailer, outboards, and boat components are regularly maintained according to manufacturer-recommended maintenance intervals. Boat and boat supply maintenance includes winterizing, spring procedures, regularly scheduled maintenance, and any necessary repairs. Regularly scheduled maintenance should be anticipated in advance and scheduled outside the busy field season whenever possible. Winterization will include servicing of motors as well as dry storage of all removable boat items during any prolonged period of no use.

1.5 OTHER JUNEAU BASED BOATS

The use, reservation, checkout and responsibility of maintenance for any boats purchased by individual labs lies solely at the discretion of the PI who coordinated the purchase of each vessel. These vessels are typically dedicated to summer fieldwork and usually are not available to other personnel. However, in some

cases, these vessels are available to other Department of Fisheries Department and University of Alaska Fairbanks personnel, which must be arranged solely through the PI who coordinated the purchase of each vessel.

2.0 FAIRBANKS BOAT USE POLICY

2.1 BOAT USE AND RESERVATIONS

The 16 ft Alumaweld river boat is available only to Department of Fisheries personnel on a first-come, first-served basis. The boat operator shall reserve the river boat by sending a request to the Fairbanks-based representative of the Vessel Use and Safety Committee. At the time of the request, the boat operator shall have completed or have scheduled the required training (see Section 3.3), including providing evidence of training to the Fairbanks-based representative of the Vessel Use and Safety Committee.

In some instances that will be reviewed by the Fairbanks-based representative of the Vessel Use and Safety Committee on a case-by-case basis, the 16 ft Alumaweld river boat may be available for use by non-Department of Fisheries University of Alaska Fairbanks personnel.

The use of the 18 ft. (Alweld) and 20 ft. (Wooldridge) river boats and the Zodiac lies solely at the discretion of the PI who coordinated the purchase of each vessel. These vessels are typically dedicated to summer fieldwork and usually are not available to other personnel. However, in some cases, these vessels are available to other Department of Fisheries and University of Alaska Fairbanks personnel.

2.2 RIVER BOAT USE CHARGES

There is no daily fee for using the river boats. However, the vessel user will be responsible for purchasing his/her own fuel and oil. Also, the boat operator will be responsible for repairing and/or replacing any loss/damage to the boat hull, motor, boat components and/or safety gear incurred during the use of the river boat.

2.3 BOAT USE GUIDELINES AND BOAT CHECKOUT

IMPORTANT: See Boat Operator Training in Section 3.3, Safety Checks and General Boat Use Guidelines in Section 3.9, and Trailing and Launching Guidelines in Section 3.10 of the Small Boat Use & Safety Manual

Prior to using a river boat, the operator must complete a boat orientation about the use and operations of the river boat. This checkout will include an overview of vessel-specific procedures, including trailering and launching, starting the motor, fueling, and troubleshooting. The Remote Worker Water Safety coordinated by UAF Nanook Recreation is highly recommended for river boat operators.

2.4 RIVER BOAT MAINTENANCE

For the 16 ft Alumaweld river boat, the Fairbanks-based representative of the Vessel Use and Safety Committee will keep records of usage and engine-hours and ensure that the trailer, outboard, and boat components are regularly maintained according to manufacturer-recommended maintenance intervals. Boat and boat supply maintenance includes winterizing, spring procedures, regularly scheduled maintenance, and any necessary repairs. Regularly scheduled maintenance should be anticipated in advance and scheduled outside the busy field season whenever possible. Winterization will include servicing of motors as well as dry storage of all removable boat items during any prolonged period of no use.

Responsibility for maintenance of the 18 ft and 20 ft riverboats, and the Zodiac lies solely with the PIs who coordinated the purchase of each boat.

APPENDIX I.

***Ishkeen*-specific Use Guidelines & Gear Checklist**

Trailing

1. Check that the boat is properly secured to the trailer and that the motors are in the trailing position: motors up and resting on tilt support levers.
2. Check the fuel and oil levels and make sure that you have an extra quart of oil in the cabin. Check fuel level for cabin heater in the tank located under the starboard bench in the aft cabin (DIESEL ONLY).
3. Make sure you have a PFD for every passenger and a throwable flotation device in the boat. PFD are stored in the maintenance closet and need to be checked out and brought on the boat each time it's used; the throwable flotation device lives on the deck of the boat permanently.
4. Secure lines in the boat so they won't get caught in a trailer wheel. Make sure the anchor is secure and the anchor safety line is cleated off at the bow. Make sure the safety chain is securely connected to the boat.
5. After hooking up the trailer check the following:
 - a. The hitch is secure and the lock/pin is in place.
 - b. The trailer chains are crossed under the hitch and secured so that the end of the hook is facing the boat.
 - c. The emergency brake cable is secured to the vehicle with the end of the hook facing the boat.
 - d. All of the lights are functioning properly.
 - e. The tires are properly inflated (NOTE: recommended psi depends on the specific boat & trailer). Check for a spare tire and make sure it is inflated properly.
 - f. Antenna on the cabin roof should be down.
 - g. Inflatable dinghy is secure and fully inflated.
6. A spotter standing outside of the University truck when a trailer with or without a vessel during backing is required. The spotter should always stay in the driver's sight. Reasonable speed should be used when backing or maneuvering the truck and trailer in tight spaces or parking lots.

Note: Before launching, ascertain that the drain plug is in the *Ishkeen* so it does not sink upon launching.

Launching

Before backing the trailer into the water check the following items:

1. The plug is in the threaded drain hole located on the bottom of the transom. (Note: the other hole on the bottom of the transom is free flowing and drains/fills the fish hold on the deck, it has no plug). This plug should NOT normally be removed.
2. The transom securing straps on the back of the boat have been removed.
3. Dock lines and fenders are in place.
4. Antenna on cabin roof is up.
5. The following battery switches have been turned on: 2 engine, 1 house. Turn on the inverter battery switch if this feature is needed for AC power to run electronics.
6. The tilt support lever is up and motors are ready to lower. DO NOT lower the engines until the boat is in the water and has ample depth.
7. All of your gear has been loaded into the boat and you are ready to deploy.

Starting sequence

1. Turn on electronics (VHF radio, chart plotter/radar/depth sounder unit). Make sure the backup handheld VHF radio is functional and charged.
2. Record engine hours on engine hours log.
3. Pump the fuel bulbs until hard.
4. Make sure throttles are in neutral.
5. Turn on the motors, one at a time. If the outboard motors have trouble starting, you may need to activate the choke by pushing the key in.
6. Make sure that water is running through the outboards (i.e., they are "peeing")!
7. Record port and starboard engine hours in logbook, destination, and crew before departing

Retrieving

Retrieving the boat can be difficult if the conditions are not fair. Wind and currents need to be considered on your approach to the trailer. Once you have the boat on the trailer and secured by the winch and security chain, pull out and into the prep area and do the following:

1. Secure the rear of the boat with the transom straps.
2. Raise the engine, lower the tilt support levers, and lower engine into the locked position.
3. Secure all loose lines and gear.
4. Turn off the battery switches. Shut off electronics.
5. Lower antenna.
6. Do a final walk around to check above and make sure all lines/gear are clear

Upon returning

1. Check in with shore contact person.
2. Use a fresh water hose to thoroughly rinse and scrub the boat and trailer. Be sure to remove all mud and debris. Pay close attention to the trailer brakes.
3. If you use the boat in salt water you **MUST** flush both motors for 2 minutes with freshwater, according to the manufacturer-specific instructions.
4. Take all of your trash off the boat. Tidy up the cabin, remove field gear, food and clothing. Properly stow all items. Leave the boat cleaner than you found it!
5. Park the boat where you found it and place wheel chocks. Conduct a vessel “walk around.”
6. You are expected to return the vessel with full fuel levels.
7. Note any problems with the boat or equipment that occurred and inform Administrative Manager of the Lena Point Building within 24-hours if possible.

Post field season checklist for winter storage:

1. Clean boat with pressure hose and remove any algae or barnacles that may have grown while stored in salt water. Thoroughly inspect the hull for any damage.
2. Clean out water tanks/fish storage
3. Vacuum and wipe down interior of the cabin
4. Check zincs for wear and replace if necessary
5. Perform walk around and note any lingering maintenance that needs to happen and check the logbook for any problems that occurred while in use.
6. Take to mechanic for winterization, engine service, and any maintenance noted before snowfall
7. After back from the mechanic, park the boat in its correct position and place wheel chocks. Conduct a vessel “walk around”
8. Place wood/cinder blocks for the trailer to rest on higher than the stern so that water drains out of the boat and the trailer jack isn't holding the weight of the boat.
9. Place tall cone at front of trailer to prevent any snow plow damage
10. Lower antennae, store dingy indoors, and ensure that ***all batteries are off***

Pre field season checklist for first use in the spring:

1. Use voltage meter to check batteries (should be between 12.4 and 12.6 volts) and place on trickle chargers if necessary
2. Pump up and securely place dingy on cabin roof
3. Attach hoses to each motor and make sure both are functioning properly
4. Check navigation systems/VHF radio to make sure they are in working condition
5. Inspect boat and hull for any damage
6. Conduct safety briefing/checks and ensure that all proper safety equipment is on board and the boat is equipped with Coast Guard compliant gear (i.e. check flares expiration etc.)

Other lab specific boat checklists should be reviewed and referenced while using those boats (e.g. [Zostera](#) in the Eckert lab)