Dundee Sailing Club

Club Quad Bike Safety Procedures

Version 1 March 2016

1 Purpose

These procedures cover the safe operation of the Club quad bike, with particular attention to towing boats safely up the slipway and taking care when operating the vehicle on the shared public pathway

2 Operation

a. Only experienced operators, approved by the Club Committee, are to operate the quad bike. Trainee operators may only do so under supervision of an experienced operator/ trainer, particularly when towing boats up the slipway

b. The quad bike is an adult vehicle and may not be operated by anyone under the age of 16

c. Warning signs are to be placed on the public pathway beyond each end of the clubhouse before using the quad bike

d. When using the quad bike to recover trailers/boats/equipment etc. from the roadside at the end of the public path use headlights, drive slowly and take great care to give way to and make room for cyclists and pedestrians

e. Check the fuel level before use, using the rubber dipstick attached to the cap. Normal unleaded fuel for the quad bike is kept in the green jerry can in the club fuel store. Do not use the 2-stroke mixed safety boat fuel

f. When towing on the slipway:

   i. Engage 4-wheel drive

   ii. Only use the very low ratio gearing when towing a heavy load e.g. the safety boat. Don't over-rev when in low ratio

   iii. With multiple tows, switch on oil cooling fan to prevent overheating

   iv. Ensure no-one is standing behind the quad, before moving off

   v. Take great care to look out for and give way to pedestrians and cyclists using the public pathway. During a busy event a lookout should be posted to watch for and warn other path users

   vi. Do not take the quad into the water as this causes serious rust

vii. Fit the towing strap so it runs horizontally between the rear of the quad (either on the tow-ball, or around the rack) and where it is attached to the boat trailer, to avoid damaging the trolley nose-wheel

viii. To avoid flicking stones at sailors in close attendance at the water's edge at low tide, use long strap to pull boat clear of rocks before attaching short strap

ix. Do not use long strap to take boat all the way up as the turn is too tight at the top

x. Draw off slowly and keep momentum going up the slipway. Stopping and starting will stress the quad's centrifugal clutch mechanism

xi. When turning right at the top, allow sufficient clearance by turning from the left side of the slipway

3 Training

a. Trainee operators need to be shown, in addition to the basic driving principles, all aspects of safe operation of the quad as described in this procedure document

b. Training is to be carried out and supervised by an experienced operator, as nominated by the Club committee

c. When trainees, under supervision of an experienced operator/trainer, have gained sufficient experience the Committee will approve them as approved club quad operators

4 Maintenance

a. The quad is to be serviced annually by a competent garage

b. The underside is to be re-coated with used sump oil annually to help prevent rusting

c. Notify a Committee member of any mechanical problem noticed with the quad bike