

DHEKELIA SAILING CLUB – ADMINISTRATIVE RULES

Reference:

A. Dhekelia Sailing Club Constitution dated February 2006.

INTRODUCTION

The Administrative Rules are published by the Executive Committee in accordance with the provisions of the Club Constitution (Reference A) and are an amplification of the rules contained in the Constitution. These rules, therefore, are binding on all Club members and visitors to the Club. The Administrative Rules are divided into 2 sections, as follows:

- a. Section 1 – General rules for users of the Club.
- b. Section 2 – Sailing Rules [excluded, now published separately]

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February 2006

SECTION 1: GENERAL RULES FOR USERS OF THE CLUB

1. These rules apply to all members, users and visitors to the Club. They amplify the Clubs Constitution and form part of the Club's Administrative Rules.
2. Parents are reminded that misbehaviour by their children can spoil the enjoyment of the Club facilities by adult members and they are asked to control and supervise their children at all times. Children under 12 years of age are not permitted on Club premises unless accompanied and supervised by an adult member.
3. Parents are entirely responsible for their children's safety, in particular they shall ensure that small children do not go into boats without supervision. When sailing, parents shall ensure that adequate arrangements are made for the supervision of their children left at the Club.
4. Members are entirely responsible for their children and will be required to pay for any damage done by them under the Constitutions Rules. Children are not allowed to use the boat shed, changing rooms, Club room, Bosun's store or Committee Room as play areas, other than for organised events. Children may only be permitted to use tools and equipment under direct adult supervision. The Committee reserves the right to suspend offenders from the Club for persistent misbehaviour.

DOGS

5. Dogs are permitted at the Club on the strict understanding that their owners shall be responsible at all times for keeping them under control. The Executive Committee reserves the right to ban specific dogs whose behaviour causes offence to Club members. Dogs are not allowed onto the Club beach area (in accordance with SBA Regulations).
6. Dog owners are responsible for removing and disposing of their dog's droppings and, if necessary cleaning the area that was fouled.

PRIVATE BOATS

7. A very limited number of dry berths for members' private boats are available at the Club. These may be made available on application to the Sailing Secretary and on payment of the appropriate berthing fee. Facilities include storage of boats' gear and sails in the boat shed at owner's risk. Boats and equipment belonging to members shall not otherwise be kept at the Club. Members, who make appropriate arrangements to moor or berth their own boats and associated equipment do so entirely at their own risk. Details of berthing fees can be obtained from the Membership Secretary and are summarised at Annex B.
8. Club members owning private boats are obliged to arrange insurance for their boats with a minimum Indemnity Limit of C£500,000. Boat owners may be requested to show a current policy of insurance before berthing their boat at the Club, or at any time thereafter. Private boat owners, who choose to sail when rescue cover is not available, may do so entirely at their own risk. When rescue cover is available, adult private boat owners may sail at their own risk and outside Club control, only after informing the OOD of their decision. The Club will not be held responsible for any loss, damage or injury that may occur under these circumstances.

CAR PARKING

9. Members may park their cars in the Members Car Park on the strict understanding that they are parked at their own risk. The area outside the Clubhouse and the Boat Park should not be used to park vehicles.
10. Cars should not enter through the gateway, which is by the Clubhouse unless the vehicle needs access to the Boat Park or slip ways. Vehicles should be removed from the Boat Park and Clubhouse areas as soon as the specific task that required their use is completed. The only exceptions to this rule are the vehicles of the Bosun and the Barman, which may be parked by the Clubhouse wall by the Committee Room.

SECURITY OF CLUB PREMISES

11. It is the responsibility of the last person to leave the Club premises each night to ensure that all lights are extinguished and all doors are locked.

12. Should any member discover that keys or padlocks are missing, they are to report the matter immediately to a member of the Executive Committee who will, if necessary inform the SBA Police. Although personal property is left on the Club premises at "owners risk", any missing property should be reported to a member of the Committee as soon as possible.

13. Access to the Bosun's secure lockers is restricted to the Bosun and assistant Bosun only.

GUESTS

14. Guests may be permitted to sail only with the authority of a member of the Sailing Sub-Committee or, in their absence, the OOD. No guest may sail if a member would thereby be prevented from sailing.

15. Members bringing guests to the Club shall be responsible for the behaviour of such visitor. No members under 16 years of age may bring a visitor to the Club without the permission of a Flag Officer. Members' guests are not permitted to sail club boats on more than two occasions unless the guest has applied for sailing membership.

CLUB PREMISES

16. **Maintenance of Premises.** The maintenance of buildings is very expensive. All members are to ensure that every reasonable care is exercised in the use of Club property. Individuals causing malicious damage may be required to pay for the repairs to the damage caused within the financial limits imposed in Reference A. Members noting damage to Club property should report details to the House Member, via any Club Officer if necessary.

17. **Hire of Club Premises.** The Club premises may be hired to Club members for private parties by arrangement with the Executive Committee. Details of charges and conditions of hire may be obtained from the secretary.

18. **Use of Hose Pipes.** The water hoses are only provided to wash boats down with fresh water. Members are not to wash motor vehicles using the hoses. The Garrison strictly monitors the amount of water used by the Club and therefore members should use the minimum amount of water to achieve the task.

BAR

19. The bar may open for the sale of intoxicating drink on recognised sailing days. A drinking up time of 30 minutes is permitted. The Club is therefore limited to open its bar within the following hours:

- a. Weekdays: 1100 – 2330 hours. Cleared by 2359 hours.
- b. Weekends and Public Holidays: 1100 – 2359 hours. Cleared by 0030 hours.

20. Alcohol will only be sold to adults. Furthermore, alcoholic drinks may not be purchased for consumption by persons under 18 years of age.

21. Children under 12 years of age must be accompanied by an adult in the Clubroom and bar. Wet sailing kit must not be worn in the dry area of the Clubroom.

MEMBERSHIP SUBSCRIPTIONS

22. Membership subscriptions rates are shown at Annex A. The preferred method of payment of membership subscriptions is by cheque denominated in Euros. Cash payments in Euros can be accommodated where necessary but cash must be given in person to the Membership Secretary or other Club Officer, and a receipt obtained. Cash payments made in any other way are entirely at the member's risk and the club does not accept responsibility for any loss thereof.

ACTION ON EMERGENCIES

23. THIS PARAGRAPH AND THE RELEVANT ANNEX HAS BEEN SUPERCEDED BY "DSC SAFETY LEAFLET No 1: MAJOR INCIDENT PLAN"

SAILING

24. Members and visitors to the Club shall follow the Club's Sailing Rules whilst undergoing any form of sailing or water-born activities at the Club. The DSC Sailing Rules are at Section 2.

Annexes:

- A. Membership subscription rates.
- B. Emergency procedures.

MEMBERSHIP & SUBSCRIPTIONS

1. **Membership Types.** The Club Constitution details the different types of membership of the Club. The 4 main types of membership that are generally available are as follows:

- a. **Individual Sailing Membership.** Allows a single member to sail and use the Club's facilities. Available for people 16 years of age and over.
- b. **Family Sailing Membership.** Allows one or two adult members and their children (under 16 years of age) to sail and use the facilities of the Club.
- c. **Temporary Sailing Membership.** Allows visitors to Dhekelia to sail at the Club on payment of the Temporary Membership charge.
- d. **Social Membership.** Allows the use of the Club's social facilities only. Social members may only invite up to 2 guests to the Club at any one time. Families of Individual Sailing Members and Family Sailing Members have automatic Social Membership.

2. **Subscriptions.** The Executive Committee has set the following rates for subscription. All subscriptions, with the exception of Temporary Membership, are payable half yearly in advance. The two accounting periods will end on 31 August and 28 February each year. Membership will automatically lapse if subs become 30 days overdue. New members will be required to pay 6 months subs on joining and membership will commence on receipt of payment. Entitled personnel are defined as personnel with entitled status in respect of British Forces Cyprus.

(Euros)	Entitled		Non-entitled	
	Annual	6-mths	Annual	6-mths
Individual Sailing Membership	€ 72.	€ 36	€ 134	€ 67
Family Sailing Membership	€ 124	€ 62	€ 186	€93
Social Membership	€ 30	€ 15	N/A	
Temporary Membership (per day)	€ 4.00		€ 8.00	
(up to one month)	€ 12.00		€ 24.00	

3. **Berthing Fees.** Berthing fees have been set as the following monthly rates, which should be paid under the same terms as membership subscriptions.

(Euros)	Annual	6-mths
Dry Berth (open)	€ 62	€31
Dry Berth (covered)	€ 144	€72

4. **Non-Entitled Concessions.** Non-entitled members, who own their own sailing dinghy and pay berthing fees to the Club, will be charged the reduced entitled rates of membership.

5. **Continuity of Membership.** A member who has resigned membership or whose membership has lapsed due to non-payment or other reason during a tour may not rejoin again within 12 months without paying membership fees for the intervening period. This is to prevent members only joining for the summer period each year. Entitled members will be exempt from this rule during periods of temporary overseas posting.

**ANNEX B TO
SECTION 1 OF
DSC ADMIN RULES
DATED FEB 06**

This annex has subsequently been superceded by
DSC SAFETY LEAFLET 1: MAJOR INCIDENT PLAN, one of a separate document set comprising the DSC
sailing & safety rules

SECTION2: SAILING RULES

The DSC Sailing Rules are now published separately as a series of safety & information documents.

There follow below 2 annexes to the old sailing rules which were not incorporated into the new sailing document set, but remain valid,

ANNUAL CLUB TROPHIES

1. The club's annual trophies are outlined below:
 - a. Abigail Trophy - One race to be sailed in a minimum wind speed of 12 knots
 - b. Albacore Cup - Albacores – Heats of 3 or 4; semi-finals of 3 or 4 (see special instructions)
 - c. Children's Plate - One race for children aged 13 years and under. Minimum of 3 entries. Personal handicaps
 - d. Founders Trophy - A four race series over two days. Teams of two, each person helming twice. Three races to count. Personal Handicaps.
 - e. GB Cup - Short series over one or two days for novice racers. Personal Handicaps.
 - f. Junior Plate - One race for juniors aged 14 – 17 years inclusive. Personal Handicaps.
 - g. Ladies Cup - Short series over one or two days open to ladies aged 14 years and over (helms and crews). Personal Handicaps.
 - h. Open Trophy - Open short series over one or two days.
 - i. Watt Cup - One race – single-handed in two man boats.
 - j. The Cumberland Plate
 - k. The Annand Plate - Best Novice.
 - l. The Novice Trophy
 - m. The Team Racing Trophy
 - n. DSC Laser Champion
 - o. The Webb Summer Series Trophy
 - p. The Burke Summer Series Trophy
 - q. DSC Annual Regatta Catch'em Trophy
 - r. Bosun Trophy
 - s. The Griffith Trophy

Appendix:

1. Special Instructions for the Albacore Cup.

SPECIAL INSTRUCTIONS FOR THE ALBACORE CUP

1. The cup shall be sailed for in heats to decide who should sail in the semi-finals and finals. At least three but no more than four dinghies shall enter each heat / final.
2. Entrants shall be allocated by draw to the dinghies, with a fresh draw being made for each heat. The first two or three finishers in a heat will qualify for the next round.
3. Entrants may change their crews between rounds or if a heat is re-sailed it is the responsibility of the helmsman to ensure his crew arrives on time to start a race, and races cannot be postponed because of a crews non-appearance.
4. If an entrant is allocated to a boat that he discovers is unserviceable, he shall inform the OOD at least 20 minutes before the scheduled time for the start of the race. The OOD should allocate the entrant another boat if available, but failing this he has the discretion to postpone the race to allow necessary repairs to be effected or fix a new date and time for the race (bearing in mind the availability of other entrants). In the period after 20 minutes before the start, it is assumed that all entrants are satisfied their boats are serviceable and subsequent gear failures before or during the race will have no effect on the result.