

CruiseCraft IV

OPERATING MANUAL



CruiseCraft IV

Welcome Aboard!

Twin Anchors Houseboats encourages the Captain and the Co-Captain to use this manual as a guideline for operations of the houseboat. It is their responsibility to ensure all houseboat passengers are aware of the Charter Agreement, Policies, Rules and Regulations that are reviewed upon check in and orientation.

This manual is a guide to help you refresh your memory in regards to the houseboat operations previously reviewed with members of Twin Anchors Staff. We have also included other information that may be of interest to you and your crew members.

Please respect Shuswap Lake by leaving only footprints on the beaches, contain refuse at all times to avoid distribution into the lake, and be considerate of other people on vacation.

Have a great time on Shuswap Lake!



You should know...

This Operating Manual contains instructions and guidelines for operating your Twin Anchors houseboat. Following the instructions and guidelines contained in the Manual should ensure that you have a safe and enjoyable holiday. The instructions and guidelines contained in the Manual are in no way exhaustive, and you are responsible to occupy and operate your houseboat in a prudent and safe manner at all times.

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1. Radio Operations

**ON/OFF
Button**



If your radio does not appear to be working, check to make sure the power is "ON". (Push in the large black button on the front of the radio).

1.1 Prior to Calling in on the Radio

1. Know the name of the boat you are on.
2. Location of the houseboat.
3. Have the Captain/Co-Captain call in.

During the day from 8:00 am - 6:00 pm feel free to contact Twin Anchors Base with any questions you have.

1.2 Radio Information

VHF radio's have 3 programmed channels:

Channel 1: Boat to Boat Channel

Channel 2: Boat to Twin Anchors Base

Channel 3: Weather Channel

**MEDICAL EMERGENCIES: ATTEMPT TO CONTACT
911 BEFORE USING RADIO**

1.3 Emergency Procedures

We do monitor the radio 24 hours/day for emergencies. After 6:00 pm, please do not call Twin Anchors Base unless you have a **MEDICAL EMERGENCY** or a situation that needs immediate attention.

If you require 911 service:

1. Know your location.
2. 911 Service on the lake may take as long as 1 to 3 hours.
3. Have one person, preferably the Captain / Co-Captain, communicate with Twin Anchors Base, and remain at the helm station for instruction.

THE SERVICE BOAT WILL ONLY ATTEND MEDICAL EMERGENCIES AFTER DARK. DO NOT EXPECT TO HAVE A SERVICE CALL AFTER DARK.

Channel 1
BOAT TO BOAT

Channel 2
BOAT TO TWIN ANCHORS BASE
8AM - 6PM

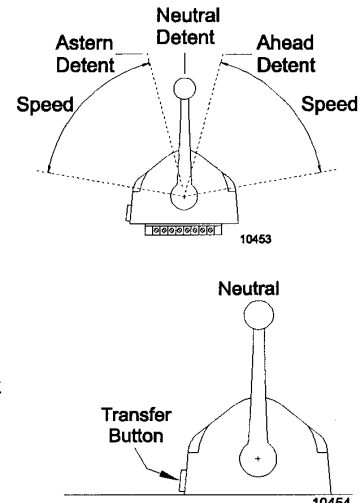
Channel 3
WEATHER

2. Starting Procedures

**TRANSFER
BUTTON**



Shifter



Throttle

2.1 Preparation BEFORE starting...

DO NOT START YOUR ENGINE UNTIL ALL ITEMS HAVE BEEN CHECKED BELOW:

- Engine must not be run if drive leg is not completely down.
- Check oil in Generator and Engine. If low, call for base service boat.
- Inspect bilge for water or oil prior to starting.
- Make sure rear area behind boat is clear of swimmers.
- Turn on engine compartment blower for 3 to 5 minutes before starting engine, failure to do so may cause gasoline fume explosion.
- Check to be sure that the engine leg and propeller are lowered into the water completely. This is done by pushing the power trim switch down until drive leg is completely lowered.
- The power trim switch is located in the engine compartment.



Check the oil.



Power Trim Switch

2.2 Engine Starting Procedures

1. **Turn the key to the "ON" position;** you will hear an audible "alarm" sound. **Push the transfer button at the shifter base.** Let go and wait for a red solid light to appear on the shifter.
2. **Hold the transfer button** (push and hold in) at the shifter base **while moving the throttle lever from neutral into the forward position** (about 1/4 throttle).
3. You will notice the solid red light on the shifter is blinking, this is the neutral start position. If the engine is COLD move throttle all the way forward and back slowly 3 times. *Note: if the engine is warm, you are NOT required to "pump" the throttle.*
4. **Set the throttle forward 1/2 way - turn key to "start"** until the engine turns over, you can release the key and pull throttle back to approximately 1200 rpm for warm up. After warming up the engine, return throttle to neutral position (in line with red light) and push button - the light must be solid red before putting the boat into forward or reverse.

The further forward the shifter lever is, the faster the boat will go. Remember, we do not recommend exceeding speeds of 2500 R.P.M. in forward or reverse because of fuel consumption concerns. Pulling the shifter back towards you past neutral position will decrease speed and put you into reverse. The further back you pull the shifter the more power you will apply.

Remember not to "over-rev" the engine in reverse, (above 2200-2500 R.P.M. you will hear an unusual sound from the back end of your boat), this could damage the engine. Use sustained bursts of short throttle to slow and stop your boat.

5. To warm-up the engine before putting it in gear allow the engine to run for about 5-10 minutes.

TRIM

The trim should always be completely down when running the engine. We recommend leaving the leg in this position when you are beached. The only time you should raise the leg is to check your prop for damage or if your boat is turned sideways on a beach.

Make sure your engine is not running at any time when the leg is raised.

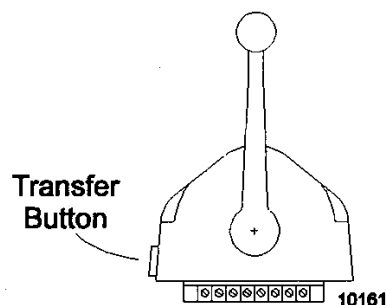
2.3 Operating the Houseboat from the Upper Deck

The upper controls are to be used strictly for cruising down the lake.

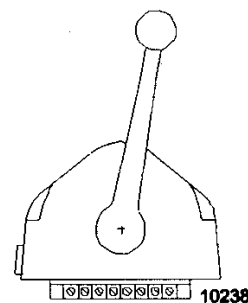
Do not use the upper controls when beaching, docking your houseboat or cruising through the Sicamous Channel - you have no radio communication from the upper deck.

In order to take command of the upper helm station simply put your boat into neutral downstairs, go to the upper helm, press the button located on the front of the shifter box and you will see the red light appear on the shifter. You now have control at the upper helm. Repeat same process down at lower helm when ready to resume control of that station. This makes it impossible to control the boat from both positions at same time.

Resume controls at the lower helm before docking, beaching or entering the Sicamous Channel.



Receiving Station in NEUTRAL.



Station In Command

Important!

Under NO CIRCUMSTANCES should you attempt to dock the houseboat while driving from the Upper Command station.

2.4 Front Console Lower Helm Station

RPM GAUGE

We recommend a cruising speed of 1800 - 2200 R.P.M.s. This speed will give you the most efficient fuel consumption.

Do NOT exceed 2500 R.P.M.

OIL GAUGE

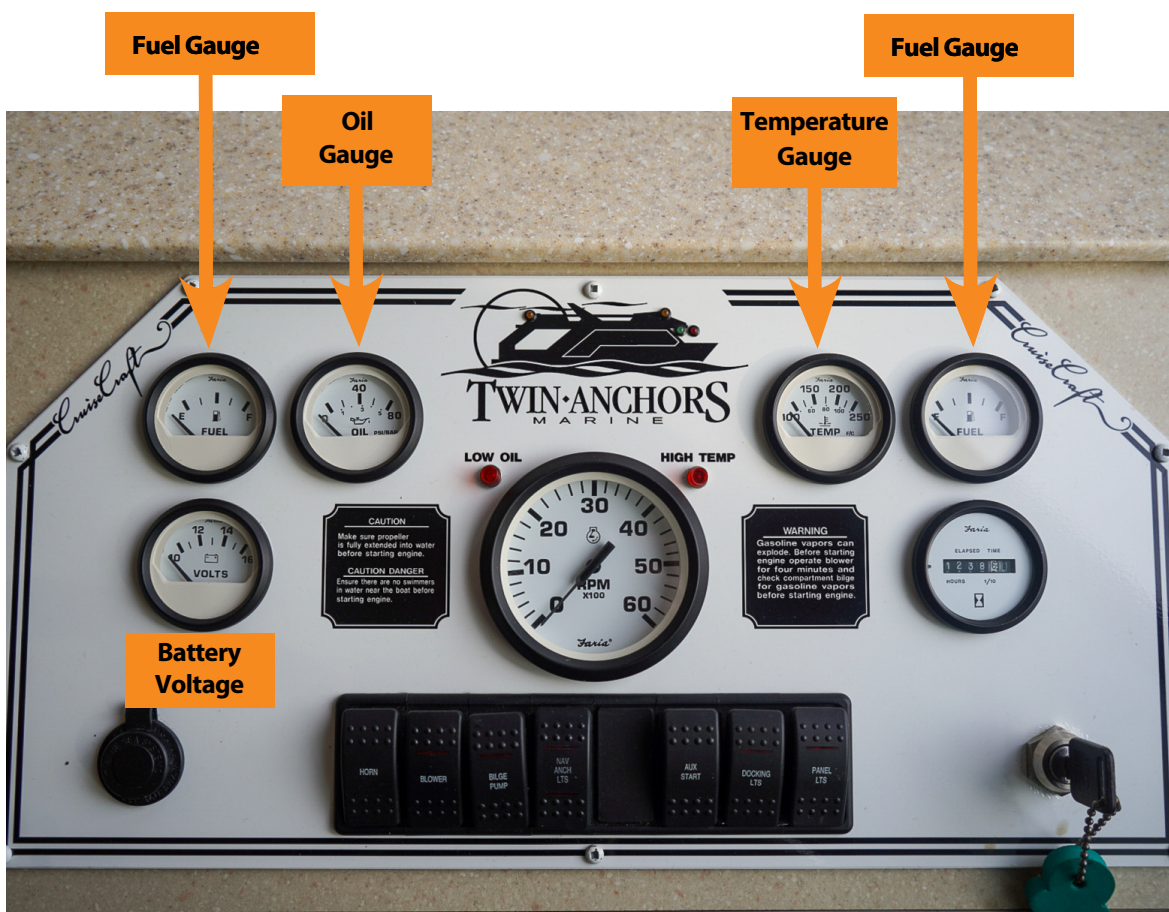
MERCRUISER: range should be 30-60 while operating.

TEMPERATURE GAUGE

MERCRUISER: range should be 0-175 while operating

FUEL GAUGE

Do not rely on your fuel gauge for accuracy. Your fuel must be inspected when you depart to make sure that it is full.



2.4 Front Console Lower Helm Station cont'd

BATTERY

Indicates alternator condition and battery voltage and / or charging rate of the engine start battery.

The normal operating range is from 12 to 14 volts. The battery gauge should read no less than 12 volts when the engine is not running. If you notice your lights dimming, this is a sign that your batteries are running low. At this time you should start your boat and run it at 1000 - 1200 rpms for 15 to 20 minutes.

NOTE: Cabin lights run off the house battery.

*Turning on the generator also charges the engine start battery if the start battery level gets too low. Start up the generator and let it run for 20-30 mins. This allows the engine start battery to charge up before attempting to start the boat again.

What if your boat doesn't start?

If your boat does not start and you have no radio communication with Twin Anchors base, go to the near-est Twin Anchors boat so they can call Twin Anchors Service for assistance. If a Twin Anchors boat is not in sight, another company's boat can call into their marina and a message can be passed along. You may also use a cell phone and call the Twin Anchors office at 1-800-663-4026.

OPTION: Run the gen-set to charge the engine start battery. If the engine still doesn't start, call our office.

IGNITION

Prior to starting engine be sure no one is in the water.

The key has three (3) positions:

START: Position is spring loaded and must be held in this position until the engine starts. Never turn the key to start position if the engine is already running.

RUN: After the engine starts, release the key, it will automatically return to the 'run' position.

OFF: When you turn off your houseboat you should remove the key. The key should be hung on the hook located to your left between the helm station and the sliding glass door.

RUNNING LIGHTS

Your houseboat needs to be **BEACHED 1 HOUR BEFORE DARK.**

Running lights are only to be used in extreme emergencies. Contact Twin Anchors Base for assistance.

BLOWER

Your blower should be turned on for 3-5 minutes before starting your engine.

Turn your blower OFF when you start the engine.

Never turn your blower on before refueling

Always run your blower for 5-10 minutes after refueling.

2.5 Fuel

The fuel tanks are very large and you should not need to refuel during your trip unless you are out for more than a week, or you have traveled a long distance at high speeds (Normal cruising speed is 2000 RPMs). There are approximately 400 litres (105 gallons) of fuel in each tank on your houseboat.

The CruiseCraft IV engine and generator run from one tank only. You have to refill your tank using your fuel transfer station. Fuel must be transferred when your main engine and generator tank reach 1/4 tank.

DUE TO THE VARIOUS GRADES OF MARINE FUEL, ALL REFUELING MUST BE DONE AT TWIN ANCHOR'S MARINA IN OLD TOWN BAY.

NOTE: Tanks on the rear deck match fuel gauges on the helm. i.e. Right fuel tank = right gauge; and left fuel tank = left gauge.

2.6 Fuel Transfer Station

1. Turn 12 volt breaker labeled 'fuel transfer' ON.
2. Pull emergency shut-off switch out. Located on the rear deck outer wall.
3. Turn the pump ON by removing the nozzle from its holder and pushing the lever up.

NOTE: THE NOZZLE HOLDER AND SWITCH ARE DESIGNED SO THE PUMP MOTOR CANNOT OPERATE WITH THE NOZZLE IN THE HOLDER.

4. Insert the nozzle into the receiving tank or container.
5. Squeeze the handle to start fuel flow.

6. This pump is designed to self-prime. If it does not begin to deliver fuel within 15 to 20 seconds after turning the pump ON and opening the nozzle, turn OFF.

7. An automatic bypass valve prevents pressure build-up when the pump is ON with the nozzle closed.

CAUTION: To avoid pump damage, do not run the pump for more than ten seconds with the nozzle closed.

8. Do not overfill the tank. Repeated attempts to "top off" the tank with an automatic nozzle may result in overfilling.

9. After dispensing fuel, release the nozzle handle, turn the pump OFF and return the nozzle to its holder.

CAUTION: The duty cycle of this pump is 30 minutes ON and 30 minutes OFF. Allow 30 minutes to cool.

Reminder!

If you are using the fuel pump for personal watercraft, you need to keep an eye on the fuel levels. (Amounts vary between houseboat models).

3. Maneuvering the Houseboat

3.1 Steering

When beaching, docking or moving around in tight areas, always have one person at the back of the houseboat and a person at the front to provide you with assistance.

Steering your houseboat is different from steering an automobile, the houseboat steers from the rear, causing the rear of the boat to swing wide. Make sure there is enough room to turn in a tight area.

Unlike a road vehicle, it is not possible to coast through a turn. Wind or water currents affect steering, apply additional throttle to compensate, this gives you more steering control.

When making a sharp turn or U-turn, move the steering wheel in the direction you are turning before putting the houseboat in gear. After traveling forward, put the houseboat in neutral and turn the steering wheel quickly in the opposite direction and then place the shift lever in reverse. Continue this procedure until you have made the turn.

3.2 Beaching

YOU MUST BEACH YOUR HOUSEBOAT EVERY NIGHT ONE HOUR BEFORE DARK!

1. Choose a spot that is well protected from wind, waves and AWAY FROM ROCKS. Do not choose shallow areas, doing so may cause damage to the prop - resulting in extra charges to you.
2. A trial run reasonably close to shore will confirm this. Make sure there are no sharp rocks that will damage the pontoons or hull.
3. If the beach checks out okay, approach the spot you have chosen at the slowest speed possible 900-1000 RPMs. Make sure you approach the beach as straight as possible.
4. When the front of the pontoons make contact with the ground, leave the boat in forward gear, run the engine up to 2000 RPMs. This will hold your houseboat to the beach while someone else pounds in the stakes and ties up the ropes. If the wind starts to turn the houseboat sideways, run the engine in forward gear and apply throttle as necessary, turn your wheel in the same direction the back of the boat is moving. This will straighten the houseboat out. Hold in this position until a crew member has secured the long lines around the stakes.

MAKE SURE SOMEONE IS AT THE HELM UNTIL THE BOAT IS SECURED.

Warning!

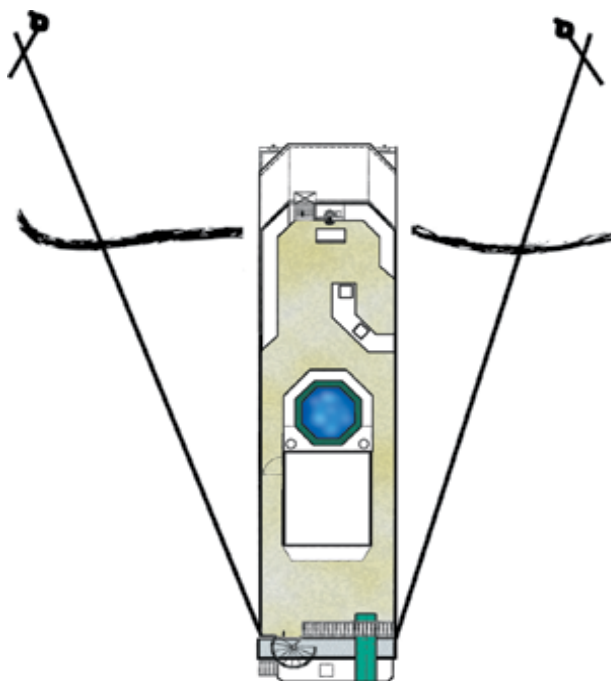
Do not try to beach or leave the beach in strong winds. Waiting it out will be much safer for you and your houseboat.

5. If the boat turns sideways on the beach put your engine in neutral and turn the engine off, Raise the drive leg of your engine (Trim switch in the engine pod). Try to push the back end of the boat out. Once the back end of the engine is far enough out- lower the leg of the engine (see starting procedures trim switch section) restart your engine and back out. Re-approach the beach as straight as possible.

6. Your stakes should be pounded in at a 45 degree angle away from both sides of your boat. Be sure to pound them at an angle away from the houseboat with no more than 5-6 inches above the ground. Pull your long lines around the stakes and make a loop knot. Do not tie extra knots or loops in the rope. Wrap around and knot 3-4 times until ropes are secure. Do not leave any slack in the ropes.

See knot tying technique on Section 16.

7. After you have tied up and turned the engine off, make sure your key is in the off position. A key left in the ON position will drain your battery.



3.3 Docking

Plan ahead when approaching a dock so that you are not caught at the last minute by wind or current. If possible approach a dock against the wind or against the current (whichever has the most influence over the houseboat), keep your speed down so you will have better control and minimize the impact should you miscalculate your approach.

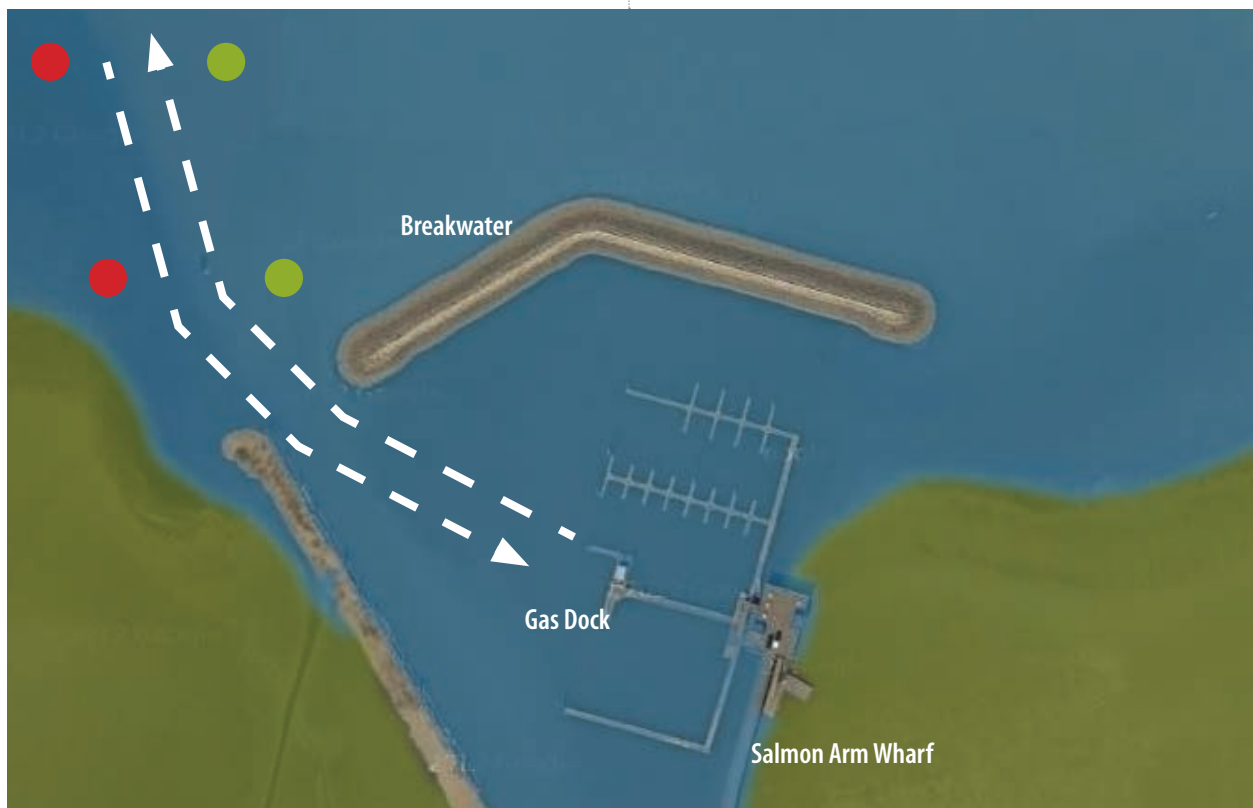
When pulling up to any marina, once you are within 150 meters of the dock, bring the boat down to the slowest speed possible (900-1000 RPM). Approach the marina as straight as possible.

When close to the dock (within 50 meters), put the shifter into reverse and apply reverse throttle, this acts as a brake. Using reverse throttle as necessary, attempt to touch the dock as gentle as possible.

Using the short docking lines on the front of the boat, securely tie the boat to the dock (refer to *EVU[a` #(:Knots)*.

APPROACHING SALMON ARM MARINA:

1. Stay between the red and green outer markers.
2. Visually locate flashing navigator lights at end of channel and line up one over top of the other.
3. Proceed into the channel as indicated in the diagram below.
4. Have one person at the front of the boat and one person on the back of the boat.
5. Upon reaching the dock put the boat in neutral, then in reverse to slow down, then back into neutral.
6. Tie the front line of the boat securely to the dock
7. Put shifter in forward gear and turn the wheel away from the dock - this will swing the back end of the boat towards the dock
8. Tie the rear line of the boat securely to the dock
9. Return shifter to neutral and turn off the houseboat engine.



APPROACHING SICAMOUS CHANNEL:

1. ALWAYS radio Twin Anchors before entering the channel from either direction.
2. Review sandbar location prior to approach.
3. Have one person at the front of the boat and one person on the back of the boat to assist the Captain.
4. NEVER turn off your engine when the channel.
5. Rules of the road apply - drive on the right side of the channel.
6. Proceed through at a safe speed, be cautious of other boats nearby.

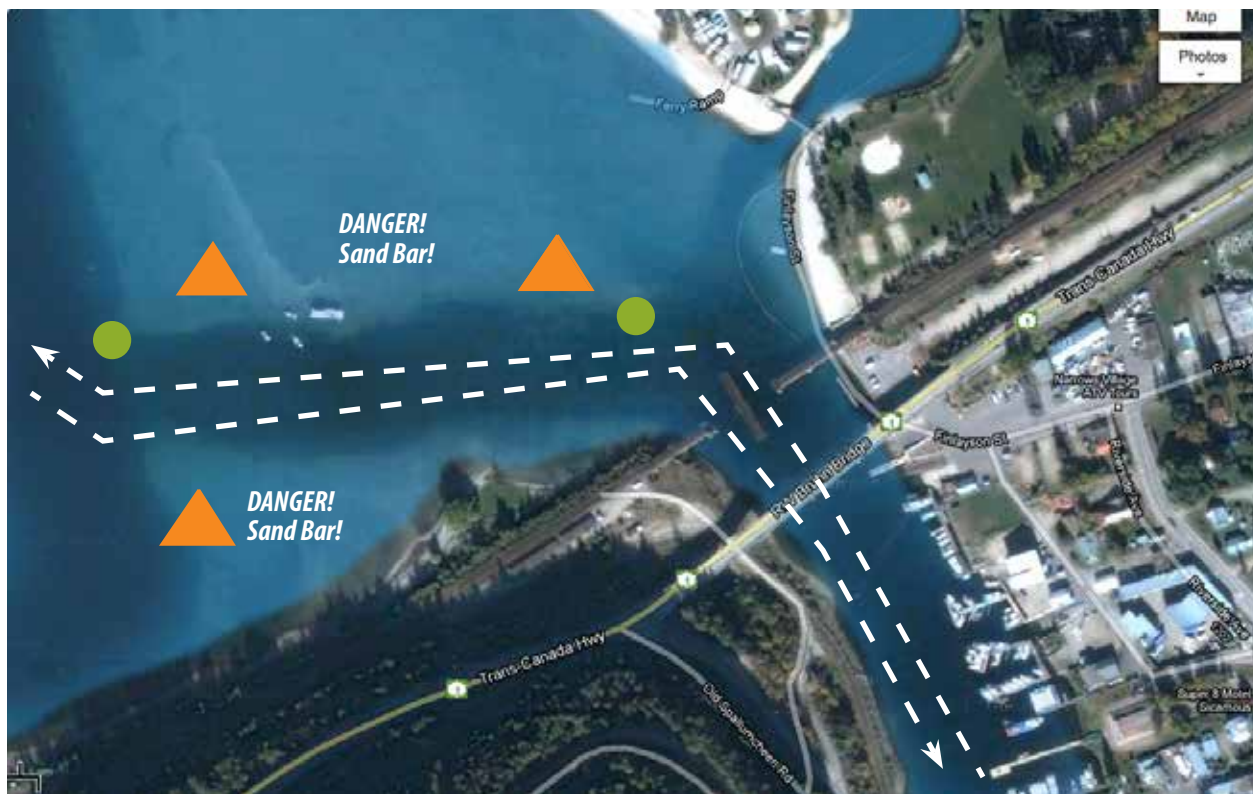
Caution!

At certain times of the year, water levels are high and a train bridge opening is required to enter the Sicamous Channel.

PRIOR TO ENTRY/EXIT:

Contact Twin Anchors Base on radio Channel 2

Radio MUST be turned on while crossing through the channel.



3.4 Storm Procedures

Fortunately most storms on Shuswap Lake are of short duration and move through the area very quickly. Quite often it will storm on one arm of the lake but be calm on others.

WHEN A STORM APPROACHES YOU HAVE 2 OPTIONS:

1. If you are near a safe and protected beach area before the wind picks up, beach the houseboat.

Make sure you have your ropes at a 45-degree angle to the side of your boat and your stakes are pounded in secure with no more than six inches of stake showing.

Tie your ropes with as little slack as possible. If there is a cross wind, (if the direction of the wind is towards the side of your boat) and the force of the wind is putting an unsafe amount of tension on one of your mooring lines, place the houseboat in forward gear and apply the throttle to relieve the tension. Turn your steering wheel in the same direction as the wind.

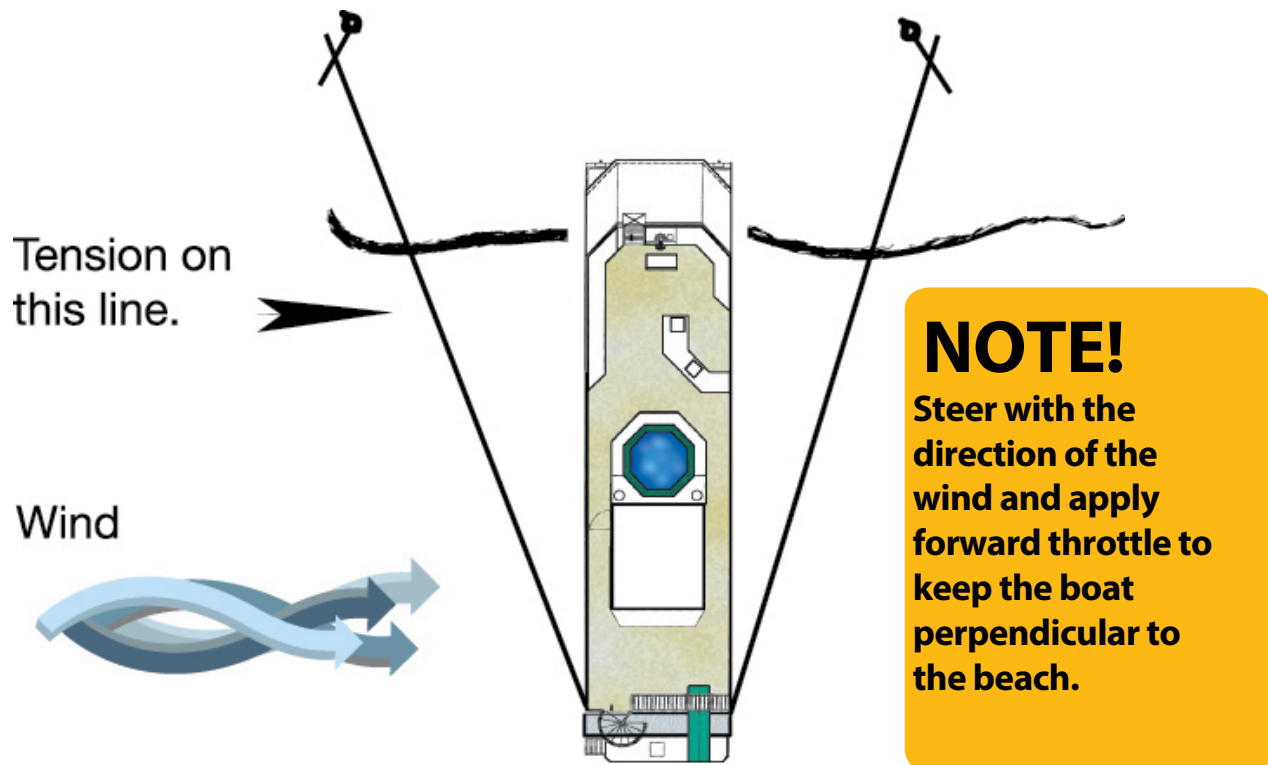
2. If you are on the lake and a storm comes up, stay out on the lake and ride the storm out. A houseboat is a very stable craft that will ride out any storm with a minimum of discomfort when the boat is directed towards the wind.

DO NOT shut off the engine in open water, houseboats drift very quickly during times of strong winds.

The safest procedure is to head into the storm (with or against the roll of the waves) at about half speed. Keep the houseboat from turning sideways into the wind. This will minimize the side to side rocking motion of the waves.

Continue to ride the storm out until it is calm enough to beach. Most storms only last about an hour or less in duration.

NOTE! Check Channel 3 every day for storm warnings!



3.5 Propeller Damage

If you should hit anything under the water causing damage to your propeller, slow the boat to idle position and place the shift lever in the neutral position. Turn the boat off and inspect the propeller for damage. Contact Twin Anchors base on Channel 2 for further instructions.

DO NOT CONTINUE TO OPERATE THE HOUSEBOAT AS IT COULD CAUSE MAJOR ENGINE AND/OR OUTDRIVE DAMAGE FOR WHICH YOU WOULD BE LIABLE. INSURANCE DOES NOT COVER NEGLIGENT ACTS, OR DAMAGE TO THE PROP.

Warning!

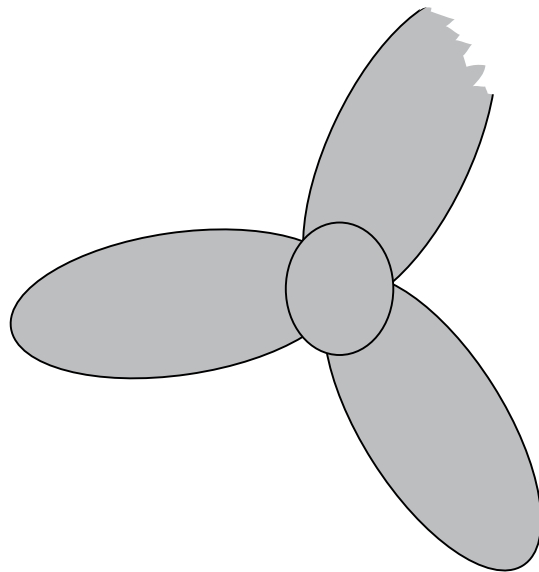
MINOR DAMAGE:
You will incur a charge per blade for damaged props.

MAJOR DAMAGE:
Damage to more than 1/3 of the prop constitutes major damage as the prop is beyond repair.

3.6 Accident or Breakdown

Twin Anchors guarantees good service to all of our customers alike. However, due to unforeseen circumstances mechanical failure does occur periodically. In the event of any malfunction, accident, or damage, you must contact **Twin Anchors Base on Channel 2**. If you are out of range please do a general call to have another houseboat relay a message for you. If you have a cell phone you can call us at **1-800-663-4026**.

All service calls resulting from damage caused by the negligence of the Captain and/or the crew will be charged to the charter. Costs will be determined by Twin Anchors Base.



4.4 Inverter Remote Control Panel

The CCIV is equipped with 2 inverter remote panels. One for the upper half of the AC BUS 2 and one for the lower half. Lights indicate the voltage of your Cabin/House Battery Bank.

AMPS DC:

Generator is running

The DC Amps indicator lights indicate the charge rate going into the cabin/house battery bank.

Generator is not running

The DC Amps indicator lights tell you how much power you are using in the cabin.

If there is no power, press the ON/OFF button or if there is no power in the 4th column of the breaker panel, press ON/OFF.

Alternatively, refer to the Troubleshoot Section.

BULK AND FLOAT CHARGE:

- Orange light OR Bulk Charge message indicates batteries are charging.
- Green light OR Float Charge message indicates batteries are completely charged.



4.5 Generator (GENSET)

PRIOR TO STARTING - RUN THE GENSET BLOWER FOR 3-5 MINUTES.

AFTER THE GENERATOR IS STARTED – SHUT THE BLOWER OFF.

Before starting make sure the main breaker is in the OFF position - see picture below.

The generator on your boat has a start switch located below the lower left side of the main breaker panel.

Hold switch up to start position until you hear the generator running smoothly.

Once the generator is running, warm it up for 5-10 minutes prior to turning the main breaker to SHIP'S GEN. Once your house/cabin batteries have reached float charge, you can shut off the generator by holding the same switch to the STOP position.

When shutting off the generator turn the main breaker to OFF – this takes the power load off the generator then you need to let the generator cool down for 5-10 minutes prior to switching it OFF.

Let generator cool down for 1/2 hour prior to restarting.



5. Appliances

5.1 Refrigerator & Bar Fridges

Your refrigerator and bar fridges are 100% electric appliances that are powered by the inverter. Each is on a separate circuit on the main electrical panel in the hallway. To ensure food and beverages stay cold, keep the breaker switch labelled "REFRIGERATOR" (indicated by green LED) and "BAR" switch (also indicated by green LED) turned on.

For the best cooling performance:

- Let air move freely inside the entire food compartment;
- Do not cover the shelves with plastic, paper, etc.

5.2 Freezer Compartment

The freezer compartment is made to keep pre-frozen food frozen and not to quick freeze food. Keep pre-frozen foods in the freezer compartment.

5.3 Storing Food

The food storage compartment is completely closed and unventilated, which is necessary to maintain the required low temperature for food storage. Foods with strong odors, should be covered.

The coldest positions in the refrigerator are underneath the cooling evaporator and at the bottom of the refrigerator. PLEASE STORE YOUR BEVERAGES IN A COOLER.

5.4 Stove and Oven Operation

STOVE: Push and turn knob until you hear a clicking action. Once burner ignites, turn knob to desired setting.

OVEN: Your digital display clock must NOT be flashing otherwise your oven will not work. Push the clock button down to eliminate the flashing digital display and get a solid display.

For specific operations REFER TO THE OWNERS GUIDE, WHICH CAN BE FOUND IN A DRAWER IN THE KITCHEN.

5.5 Dishwasher

Please do not operate your dishwasher while your houseboat is moving! Make sure the following are on to operate the dishwasher:

1. Generator
2. Water Pump
3. Dishwasher Breaker

The dishwasher should run like the one at home. There is less water pressure, so we do advise you to rinse your dishes prior to putting them into the dishwasher. Measure the correct amount of dishwasher detergent.

If the dishwasher is not operating correctly check the following:

- ✓ Is the door closed tightly and latched correctly?
- ✓ Has the cycle been set correctly to start the dishwasher?
- ✓ Is the water supply turned on? Try priming with a bucket of water.
- ✓ Has the electrical power been connected?
- ✓ Has the circuit breaker been tripped or the house fuse blown?
- ✓ Has the electrical power been interrupted?

You should know:

REFRIGERATOR: Most refrigerators have operating instructions on the inside of the door, or in the refrigerator compartment.

DISHWASHER: If the motor has stopped because of overload, it will automatically reset itself within a few minutes. If after checking the above points, the dishwasher still does not run or complete a cycle, call for service.

5.6 Trash Compactor

- Generator must be running with the DISHWASHER breaker on and the switch on the counter turned to TRASH COMPACTOR.

The compacting ram is the part of the compactor which compressed the trash. The compacting ram does not go to the bottom of the drawer. You will not see compacting of trash the first few times you load the compactor.

Loading the Compactor:

Open the drawer. Lift and pull the handle or press the toe bar to open the drawer.

Place the trash in compactor. Wrap or cover wet or messy trash. Do not compact items that may develop offensive odours such as raw meat, fish, grapefruit rinds, disposable diapers, or personal hygiene items.

Load bottles or cans on their sides in the centre of the drawer. Do not load bottles in an upright position.

Close the drawer.

Starting/Stopping the Compactor:

- To start the compactor, turn the Key-Knob to START. The compactor will automatically stop at the end of the cycle.
- To stop the compactor during a cycle, turn the Key-Knob to LOCK/OFF. Turn the Key-Knob to ON so the compacting ram will rise. When the ram stops rising you can open the drawer.
- To remove the Key-Knob, turn the Key-Knob to LOCK/OFF.

Removing A Filled Bag:

- Pull the drawer completely open.
- Remove top of bag from bag retainer buttons. Pull up all four bag cuffs. Close bag with twist tie.
- Push Side-Lock Latch down and tilt drawer side open.
- Lift out bag.

Installing a New Bag:

Place folded bag into the drawer. Open bag and pull top edges over the drawer top.

Lock bag in place by pulling the four pre-punched holes over the bag retainer buttons. The pre-punched holes will expand without damaging the bag.

Press inside of the bag against the inside of the drawer corners for a smooth fit.



5.7 Clothes Washer / Dryer

Your houseboat is outfitted with a propane washer / dryer located on the back deck. Washing will require your boat to be stopped, as you will need to turn on the water pumps (driving with water pumps on can cause an air-lock and burn out the pump motors).

To operate this appliance, you will need to start your generator and turn on the main breaker. Go to the main circuit breaker panel in the hallway and turn on the WASHER/DRYER switch. (A green LED should appear). You may now start your laundry.

NOTE: Do not put soaking wet clothes in the dryer. Wring them out first

5.8 Hot Water Heater

Your houseboat is equipped with two hot water tanks which service each side of your houseboat and are independent of each other. You also have two water pumps to feed each hot water tank.

Turn on the breaker switch labeled "WATER HEATER" which can be found on the electrical panel (12 Volt DC). Below the breaker panel you will notice two white switches side by side.

Turn switches (below panel) to ON position. If burner does not light on first try, the system will lockout, the LED light stays on. Once the red light goes out this means the hot water heater has lit. If lock out occurs before main burner lights and red light appears, turn switch to OFF, wait 5 seconds then turn the switch to ON position. This will restart the ignition cycle. The first start-up of the heater may require several ignition cycles before all air is purged from the gas lines.

5.9 BBQ

- Open the lid of the BBQ prior to lighting, never light a BBQ with the lid closed, serious injury can result.
- Your BBQ propane is connected to the APPLIANCE side. Turn propane valve "on" located to the bottom left of the BBQ on the wall.
- Light the BBQ lighter while holding it to the burner. Turn the knob to release propane.
- The BBQ should ignite.
- Do not use the BBQ while houseboat is in motion.

PLEASE CLEAN BBQ AFTER EVERY USE.

Warning!

Keep face and arms away from the top of the BBQ while lighting.

If you smell gas at any time:

- *Turn off ALL propane tanks*
- *Check the propane tanks - low pressure in the propane tanks will cause an odour*
- *Open as many doors and windows as possible*
- *Do not smoke or have any open flames*
- *Do not touch electrical switches*
- *Extinguish any open flames*
- *Check all your appliances for a valve that may have been left on.*
- *Check oven control knob to make sure it is in the "PILOT OFF" position.*
- *If the problem persists, call Twin Anchors base on Channel 2*

5.10 Propane Furnace

Your houseboat is equipped with a forced air furnace, which will provide all the warmth you might require. Lighting procedures:

- At the electrical panel, the furnace or heater breaker must be turned on.
- Turn the furnace switch located on the bottom of the thermostat to ON. And adjust your temperature gauge to the desired temperature.

If your furnace does not come on, check your propane tanks to be sure they are not empty (**PROPANE TANKS ARE LOCATED AT THE FRONT OF THE BOAT THE APPLIANCE SIDE**).

If they are on, and your furnace still won't come on call Twin Anchors Base to troubleshoot the problem.



Thermostats

5.11 Fireplace

The pilot in the fireplace should have been lit prior to your departure (seasonal). If the fireplace does not come "ON" when you adjust the thermostat, you will have to relight the pilot. Once lit, you will be able to adjust the thermostat to your desired temperature.

LIGHTING THE PILOT:

1. Open the bottom grill on the fireplace.
2. Turn gas valve to "PILOT" and press it in.
3. Press igniter in several times until pilot lights.
4. Release gas valve and turn to "ON" position.



Fireplace - OFF/ON pilot switch

Warning!

Keep clothing, towels and footwear away from the fireplace. It is not to be used as a "drying centre" as the vents get extremely hot and items will catch fire.

Keep small children away from the fireplace glass!

5.12 Air Conditioner

- Ensure that the generator is turned ON and the main breaker is turned to the on position. Allow sufficient time for the generator to warm up (5 minutes).
- Ensure the A/C switch is turned ON at the breaker panel. This breaker is located in the AC Bus 1 column on your panel.
- Turn the selector switch to the “low cool” or “high cool” position.
- Rotate the thermostat to the position that is the most comfortable to you. The thermostat will turn the compressor on when the temperature of the air entering the air conditioner rises a few degrees above the setting you selected. The temperature of the air will continue to cycle the compressor on and off until the selector switch is turned to another mode of operation.
- Position the louvers to the desired direction the discharged air is to flow.

Operation During Cooler Nights:

It is important when the outdoor temperature drops in the evening or during the night to below 21°C (70°F), that the thermostat be set at a midpoint between “warmer” and “cooler”. If the setting is at “cooler”, the evaporator coil may become iced up and stop cooling. During the day when the temperatures have risen above 21°C (70°F) reset the thermostat switch to the desired setting.

6. Water Supply

6.1 Water Supply

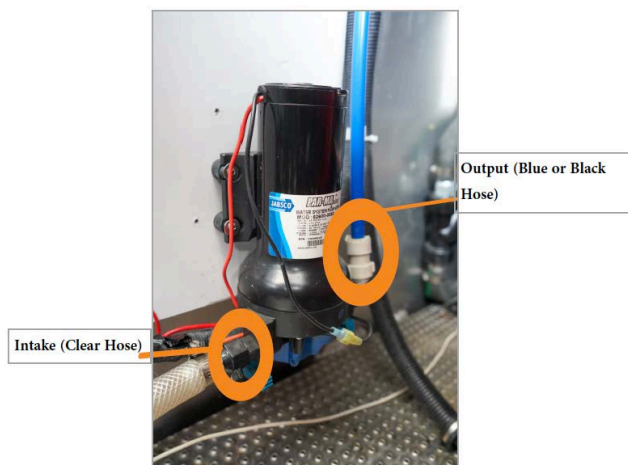
There are approximately 100 gallons of fresh water on your houseboat.

The main faucet in the kitchen, bathroom and wet bar as well as the showers and toilets draw lake water, the water pumps must be turned on in order to draw water through these faucets.

The **water pumps must be turned OFF** while you are cruising, failure to do so may cause problems with the intake hose or pump or cause an air-lock in your water system.

The water pump needs to be "ON" when operating the toilets – see Section 7 – Toilet Operations.

The 5 Gallon water jugs - if opened - will be charged back to you upon your return.



Warning!

All water pumps must be turned off while the houseboat is in motion. Failure to do so may cause issues with the pumps!

IF YOU ARE UNABLE TO GET ANY WATER OUT OF YOUR FAUCET, FIRST CHECK TO SEE IF THE PUMP IS WORKING.

1. Turn on taps, you will be able to hear the pump turn on if it is working. If there is no sound - check that the water pump breaker at the electrical panel is on. Turn all of the taps on in your boat. You should get spurts of water out of your taps until they run full again. This is releasing air in your water system. Once water is running freely turn off your taps.

2. If your pump is not running when you try your tap, check to make sure breaker has not tripped - or just try turning off the water pump breaker for 20 minutes, then try again (sometimes they overheat). If it still doesn't work, contact Twin Anchors Base for assistance.

Water Pump Trouble Shooting: Removing an air-lock

If there is still no water supply to the boat an airlock in the system could have occurred.

If a water pump continually runs when there is no water being used in the boat, the pump likely has an airlock. This pump will usually become HOT.

To remove an airlock, have a captain remain at the breaker panel to turn water pump breaker(s) on/off. Another captain will go into the engine compartment and locate the water pump(s) the water pump with the airlock will be continuously running and hot when the breakers are on.

After locating the affected pump, identify the two hoses attached to the pump (shown in the previous picture). Identify the intake hose and output hose attached to the pump.

With the water pump breakers off, remove the output hose from the water pump by gently pulling out the blue locking tab (locking mechanism) and gently removing the hose from the water pump.

Turn on the water pump breaker and water should start to run from the outtake side of the water pump.

Turn off the water pump breaker, push the output hose back into the pump, and slide the blue locking tab up to lock the hose into place. If problems persist, please notify Twin Anchors Base.

7. Bathroom Facilities (THE HEAD!)

7.1 Toilet

Houseboat toilets are not like the toilets used in your home. When you flush the toilet, the waste goes into a holding tank. To ensure proper operation of the holding tank, there must be water in the bowl before you flush it.

TO ADD WATER TO THE TOILET BOWL:

There is a pedal located on the lower portion of the toilet bowl, to add water lift the pedal up.

WHEN FLUSHING:

Hold the pedal down long enough to wash everything down. After flushing, make sure the pedal is back to its original position so that it doesn't continue to run and fill your holding tank full of water. After flushing, add water to the toilet bowl leaving enough water in the bowl to cover the opening of the septic tank system.

Keeping water in the toilet forms a seal preventing odors from coming back into the cabin of the boat.

All of our houseboats are equipped with sewage holding tanks that are pumped out at the end of each cruise. Marine toilets and the pump out systems do not accept anything other than natural organic waste.

SHOULD YOUR TOILET BECOME PLUGGED DURING YOUR CRUISE:

1. Shut the water pump off at the breaker panel.
2. Fill a bucket with clear water and dump down the toilet holding the pedal down.
3. The holding tank is large enough to last a week with people using the facility correctly, should you have to pump out the tank during your stay, it will be at your cost.

7.2 Chemicals

Chemicals are added to the septic holding tank after each pump out. You do not need to add any chemicals during your trip.

7.3 Toilet Paper

All of our boats are supplied with 1 ply toilet paper. Use only the toilet paper supplied. Other types of toilet paper can cause plugging, resulting in a service call and **service fees for you!**

7.4 Shower

The shower is similar to your shower at home. However the hot water tank is much smaller. Keep your showers short. Make sure to wait at least 1/2 hour before the next shower.

7.5 Biodegradable Soaps

We recommend the use of biodegradable soaps during your stay on our houseboats. All of the water in the sinks and shower is returned to the lake through a filter system. It is important to help protect our environment as much as possible.

You Should Know...

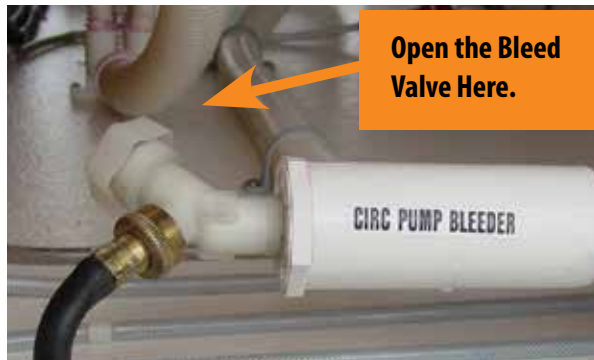
GREY WATER: The lake water is returned out of the boat through a filter system and back into the lake. Please do not put any GREASE down the sink! A grease bucket has been supplied on your boat. (It's located under the sink!)

TOILETS RULE OF THUMB: Do not put anything into the head unless you've eaten it first!

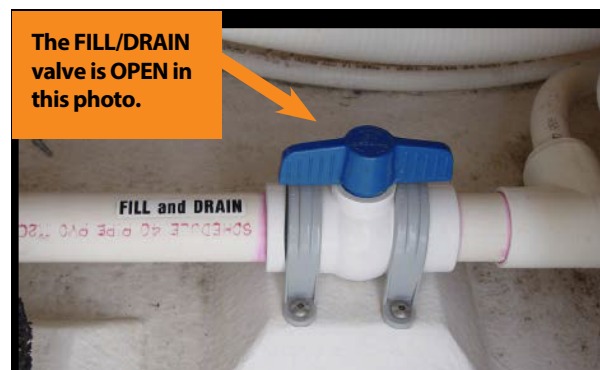
8. Hot Tub & Slide

8.1 Filling the Hot Tub

1. Water towards the center of the lake tends to be cleaner. Keep this in mind when filling the hot tub.
2. Start generator and turn main breaker on.
3. Turn on HOT TUB breaker and CIRC PUMP breaker.
4. Go to main hot tub control access, OPEN FILL/DRAIN VALVE located under tub, open BLEEDER VALVE. (Fill drain valves are blue and red.)
5. Set tub to fill by flipping switch (under tub marked FILL or JET on the metal switch) to fill. Turn on the master power switch above to turn on the Fill Pump.
6. Once tub is full - turn the circulation pump on for 1 minute before closing the fill/drain valve and bleed valve.
7. Ensure hot tub heater is turned on using thermostat. Confirm hot exhaust is blowing out of the heater.



CIRC Pump Bleeder Valve

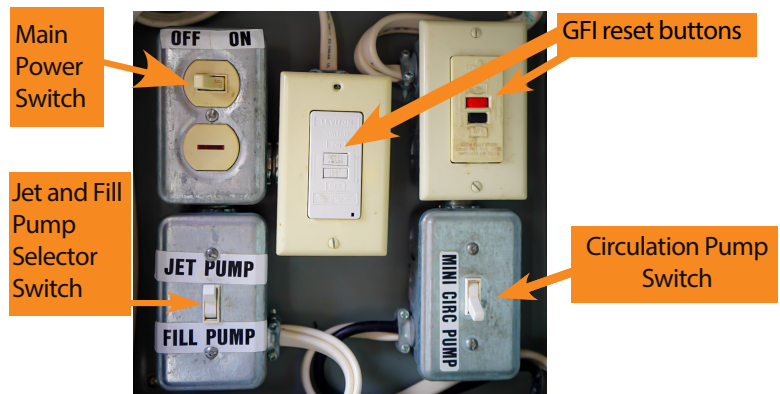


FILL and DRAIN Valve

8.2 Circulation for Heating

Your hot tub is equipped with a small circulation pump, primarily used for bringing the hot tub to temperature. In order to operate the tub in the most efficient manner, the next steps should be followed:

1. If you intend to heat the hot tub water without your generator running, ensure your cabin batteries are charged. Check your inverter panel and follow charging procedures if battery level is below 12.0 volts.
2. Turn CIRC Pump Breaker On - this breaker may also be labeled as TV/Stove/Circ Pump/Hot Tub Heater.
3. Turn CIRC Pump Switch On - at hot tub control access. On the starboard side of your hot tub is the access to the main controls. Turn on the switch (wall mounted) labeled 'mini circ'; this will allow the water to pass slowly through the heater if not air locked. Bleed air if necessary.
4. Opposite to the main hot tub control access door is the access to the hot tub heater. Your hot tub heater does not require lighting, it is electric. Set the thermostat to a comfortable level (blue= cool, red= hot). If the water becomes too hot, add cold water from lake by following hot tub fill procedures.



SWITCHES

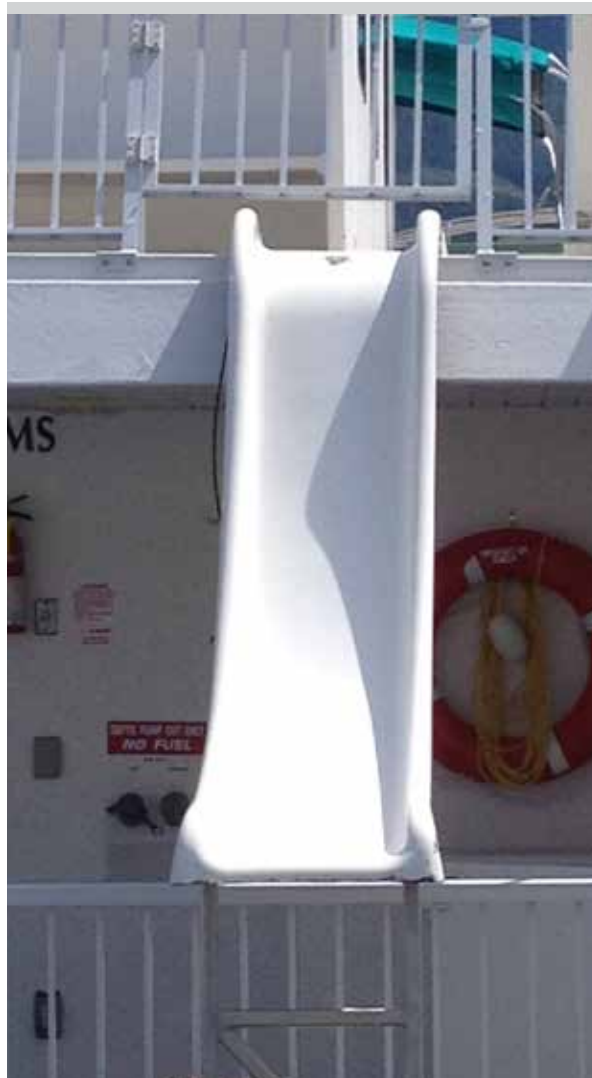
8.3 Slide

Be sure the engine and generator are OFF! Key is out of the ignition and on designated hook.

- Be sure water depth is **OVER 12 FEET.**
- Do not use the slide if you weigh over 180lbs.
- Use the slide at your own risk.
- Do not slide head first.
- Turn on the water to the slide - lever located under the slide.
- Please latch the gate and shut off the water valve when slide is not in use.

Important...

Ensure everyone onboard is aware of the above procedures!



Slide



Shut off the water valve after use.

9. Troubleshooting

9.1 Starting Procedures

If Boat does not start, make sure shifter is in "NEUTRAL", move shifter forward and backward then back to Neutral position.

Check to make sure you have power to the helm. Do this by pushing any one of the switches on the helm. (i.e. If the horn works you have power. If you have power please review the start procedures (Section 2.2).

If that does not work call Twin Anchors Base at 1-800-663-4026 for assistance.

Sea Star Breaker:

Some boats are equipped with a "Sea-Star" breaker located in the engine compartment. Go to the engine compartment, find your Sea-Star breaker and push in the red button to manual "trip" the breaker. Next, push up the extended leg to reset. Try starting the boat - if it does not start, call Twin Anchors Base.



Sea Star Breaker

No Power?

If you have no power and have left lights or the blower on, you may have drained your batteries and will need your start and engine batteries boosted. Phone Twin Anchors Base via cell phone or use another houseboat's radio - as your radio will not work. Twin Anchors Base: 1-800-663-4026.

9.2 Water Supply

FRESH WATER

If you run out make sure you shut the breaker off to avoid burning out the pump.

MAIN WATER

If you don't have water, the water pump may have lost prime or airlocked. To reprime: open all your cold water faucets, turn pump on, listen to the pump. **Pg. 25** has Airlock Procedures. If the pump after following these steps is not making noise, it is not working, and you will need to call Twin Anchors Base 1-800-663-4026.

9.3 Toilet

Make sure pedal is in the middle position. Leaving it in the "down" position you will fill your holding tank. Leaving it in the "up" position may cause your boat to flood.

ODORS!

If the toilets are emitting odors add 4 or 5 buckets of water into the septic tank, and ensure that there is water in the bowl of the toilet (this will form a seal between the open area and the septic tank).

9.4 Electrical System

Batteries- to prevent starting problems in the morning-run boat and generator in the evening for at least 1/2 to 1 hour and make sure the following items are

SHUT OFF PRIOR TO GOING TO BED:

- | | |
|---------------------|----------------------------------|
| • Upper Deck Stereo | - Hot Tub |
| • VHF Radio | - TV's |
| • Navigation Lights | - Stereo |
| • Docking Lights | All 120v items in the AC Bus 1&2 |
| • Engine Blower | columns should be off overnight. |

Leaving any of these on for the whole night can result in loss of battery charge and you will not be able to start your boat, or contact Twin Anchors Base.

9.5 VHF Radio

If at some point you have lost power to the radio you will need to turn the radio back on. Do this by pushing the **LARGE BLACK BUTTON** in.

Check breaker on electrical panel.

9.6 Generator (GEN SET)

If it does not start, check oil and fuel level. Let sit for approximately 10 minutes and try again.

Reminder! You may need to transfer fuel. If fuel is low on the engine and generator side, your generator will not run. Transfer fuel from the full tank to the low tank using the remote fueling station - review Section 2.6.

9.7 Charging Systems

After genset is running check electrical panel, you should have a solid red light at the AC input - if not make sure your generator switch is in the on GENSET position.

If Battery status light is flashing this means batteries are really low, start gen set and leave running without using power until you see low or no Amps and high volts.

High Amp's mean the gen set is working to charge. Low amps mean the batteries are almost fully charged.

Power stays "ON", on the electrical panel and "OFF" on the inverter.

9.8 Fireplace Not Working

Check to make sure pilot light is on.

If pilot light is out- check propane tanks on the appliance side of the boat, (if propane is low call Twin Anchors Base). If propane tanks are full, follow the procedures in Section 5.12 to relight pilot light.

If pilot light is on and has been running for a minimum of 5 minutes, turn fireplace thermostat up above room temperature. If there are no flames – call Twin Anchors Base 1-800-663-4026.

9.9 Hot Tub Problems

HEATING

- ✓ Ensure the batteries are charged in cabin battery bank.
- ✓ Check Propane on Starboard Side (indicated by stickers "Hot Tub").
- ✓ Check mini-circ pump breaker on electrical panel and in hot tub pump area – make sure switch is turned to circ pump and pump is running.
- ✓ Thermostat on heater is turned up to maximum in the Red.
- ✓ If CIRC pump is running but there is no water movement in the tub- check the filters. Remove and clean.
- ✓ Check for air lock. Open up bleeder tap for 2-5 minutes with circ pump OFF and ON.
- ✓ If you have a bad air lock you may have to drain the hot tub and refill ensuring that the bleeder valve is left open the entire time to release airlock.

If you still continue to have problems, call Twin Anchors Base 1-800-663-4026.

FILLING

- ✓ Boat must be stopped and in clean water. (i.e. in the middle of the lake).
- ✓ Generator must be "ON".
- ✓ Ensure Hot Tub breaker is on and batteries are charging.
- ✓ Check to make sure "DRAIN AND FILL" valve is open. (It is open when it is inline with the pipe. If it is at a 90 degree angle, the valve is closed).

MAIN JETS

- ✓ Generator must be "ON".
- ✓ Hot Tub breaker is on and batteries are taking a charge.
- ✓ Check the GFI breaker to ensure it has not "popped". If so, press the RED RESET to restore power.

10. Inventory for CruiseCraft IV

Foe Deck

- 1 Boarding plank under front gate
- 1 Mop
- 1 BBQ Brush
- 1 Fire Extinguisher
- 1 Sledgehammer (under aluminum grate)
- 2 Tie Down stakes (under aluminum grate)
- 1 Screen Door
- 2 Long Lines - rope (if knotted or missing)
- 1 Wash Down hose & nozzle

Living Room

- 1 Twin Anchor's Mat
- 1 TV
- 1 DVD/CD
- 2 Receivers - Satellite & Sirius
- Remote Control(s) () two
 () three
 () four

- 1 Orientation DVD
- 4 Bar Stools
- 2 Water Jugs (\$10 if opened)
- 1 Water Pump
- 1 Broom
- 1 Vacuum (carpeted boats only)
- 1 Dust Pan

Kitchen

- 1 CruiseCraft Operating Manual
- 1 First Aid Kit (if opened) - in cupboard right of fridge
- 1 Ceiling Fan
- 1 Waste Can
- 4 Ice Cube Trays
- 14 Plastic Glasses
- 14 Mugs
- 14 Wine Glasses
- 14 Dinner Plates
- 14 Side Plates
- 14 Soup Bowls
- 2 or 3 Mixing Bowls
- 1 Strainer
- 1 Coffee Maker

- 1 Grease Can (on counter top)
- 1 Knife block (+ 14 pieces)
- 12 Wine Glasses
- 14 Steak Knives
- 14 Knives
- 14 Soup Spoons
- 14 Tea Spoons
- 14 Forks
- 1 Can Opener
- 1 Potato Peeler
- 1 Corkscrew
- 1 Paring Knife
- 1 or 2 Cutting Knives
- 1 Soup Ladle
- 1 Large Fork
- 1 Mixing Spoon
- 1 Potato Masher
- 1 Flipper
- 1 Measuring Cup (above microwave)
- 4 Dish Clothes
- 4 Tea Towels
- 1 Pot Holder Set
- 2 Ashtrays
- 6 Match Books
- 6 Garbage Bags
- 2 Recycling Bags (clear)
- 6 Small Plastic Bags
- 1 Roaster
- 1 Glass Cake Pan
- 3 Pots with Lids
- 1 Stock Pot
- 1 Toaster Oven
- 1 Juice Jug w/Lid (above microwave)
- 1 Tea Kettle
- 1 Tea Pot
- 1 Blender
- 2 Frying Pans
- 1 Broiler Pan
- 1 Fire Extinguisher

continued >>

Under the Kitchen Sink

- 1 Bucket
- 1 Fly Swatter
- 1 Spray Bottle w/cleaner
- 1 Dish Detergent
- 1 Dishwasher Detergent
- 1 Dish Scrubber
- 1 Dish Rack
- 4 pkg. Laundry Detergent

Bathrooms

- 4 Toilet Tissue Rolls under each sink
- 2 Toilet Brushes
- 2 Waste Containers

Main Stateroom

- 1 TV
- 1 Remote Control
- 1 Ceiling Fan
- EMERGENCY ONLY - 14 LIFE JACKETS
- 1 Shop Vacuum

Each Bedroom

- 1 TV/DVD Combo
- 1 Remote Control

Back Deck

- 1 Fire Extinguisher - EMERGENCY ONLY
- 1 Life Ring
- 1 Life Line & Buoy Attached to Life Ring
- 1 Screen Door

Top Deck

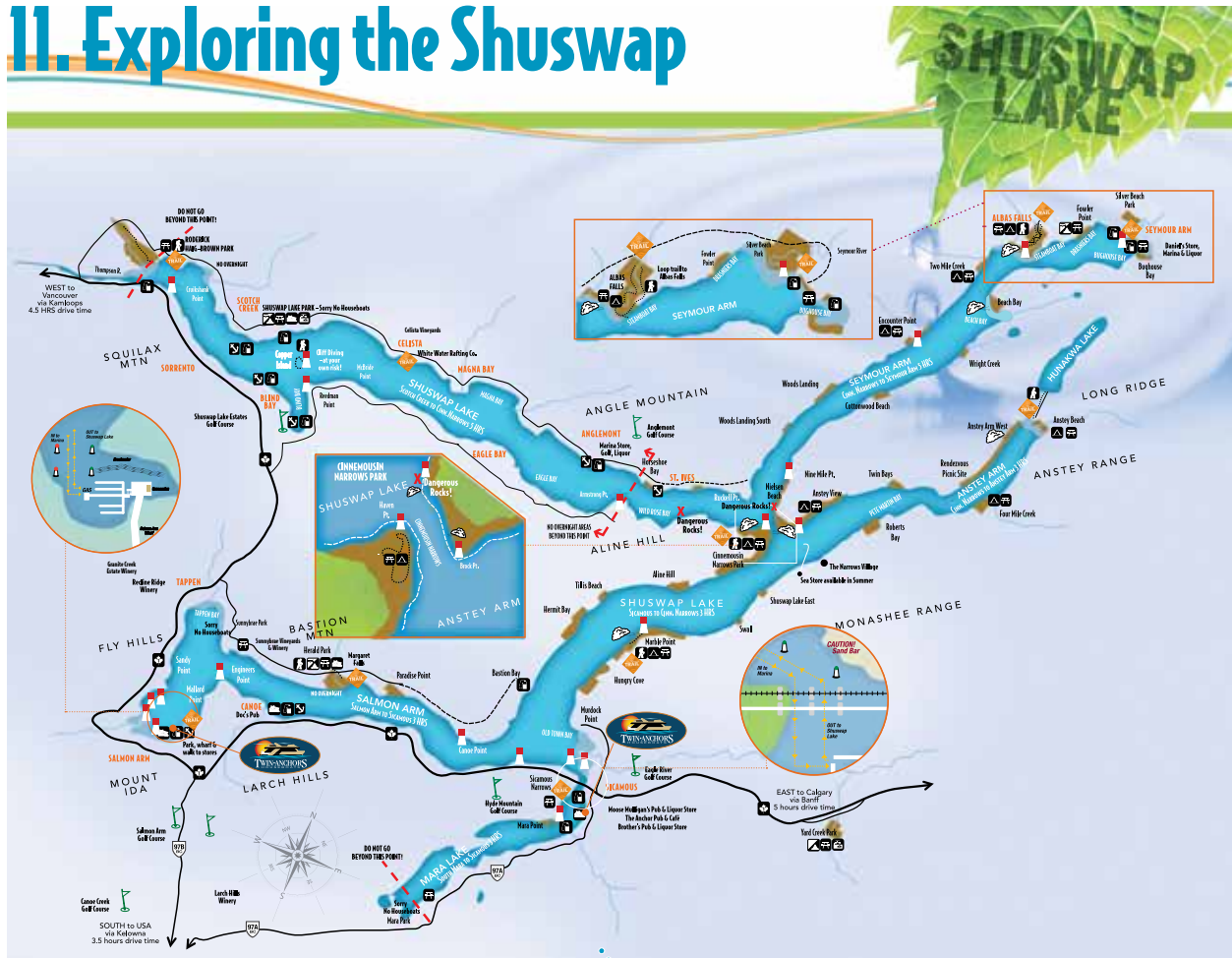
- 1 DVD/CD Player
- 1 TV
- 1 Satellite Dish
- 1 Hot Tub Floater
- 1 Bimini
- 1 BBQ Brush
- 1 Fire Extinguisher

Carbon Monoxide Detectors

- Tampered with/moved/lost
- Life Saving Device



11. Exploring the Shuswap



11.1 Recommended Beaches

There are several beaches recommended for mooring overnight.

SALMON ARM:

Paradise Point

MARA LAKE:

West side of the lake - some beaches between cabin sites, no beaches beyond "Black Point." No beaches on east side of the lake.

SICAMOUS TO THE NARROWS:

West side of the lake - Hermit Bay, Tillis Beach, Cinnemousun Narrows South - watch for the signs for no overnight beaching.

East side of the lake - Hungry Cove, Marble Point, Shuswap Lake East.

ANSTEY ARM:

West side of the lake - Anstey View, Twin Bays, Rendezvous Picnic Site, Anstey Arm West.

East side of the lake - Anstey Beach (shallow in the summer months - May and June is OK for beaching as water is high during these months), Four Mile Creek.

SEYMOUR ARM:

West side of the lake - Woods Landing South, Woods Landing, Encounter Point, Two Mile Creek, Albas, Fowler Point.

East side of the lake - Bughouse Bay, Wright Creek, Cottonwood Beach, Nielsen Beach

SHUSWAP LAKE ARM:

Horseshoe Bay

11.2 Beaches Not Recommended

SALMON ARM:

Herald Park - no overnight houseboaters

Sunnybrae Park - no overnight houseboaters

SICAMOUS TO THE NARROWS:

Aline Hill, Cinnemousun Narrows northeast side

ANSTEY ARM:

Twin Bays - not recommended during windy periods.

Anstey Beach - shallow during summer months, approach slowly watching for sand bars.

SEYMOUR ARM:

Beach Bay - nice beach, not recommended during windy periods.

SHUSWAP LAKE ARM:

No recommended beaching south of Horseshoe Bay - all road accessible and lots of private property.

11.3 Travelling Distances

Houseboats cruise between 11 and 18 kilometres per hour (6 to 11 miles per hour). Maximum fuel efficiency is obtained when the engine is running at about one-third throttle, around 2300 RPM.

Distance/time from Sicamous:

Cinnemousun Narrows	24 km/15 mi	2 - 3 Hours
Seymour Arm	56 km/35 mi	6 - 7 Hours
Anstey Arm	44 km/27 mi	4 - 5 Hours
Salmon Arm	29 km/18 mi	2 - 3 Hours

11.4 Points of Interest

There are many beautiful places on the Shuswap to see and explore. Following are a few you won't want to miss.

- **Albas Falls** - 1 hour round walking/hiking trip, various breathtaking falls, rain forest.
- **Copper Island** - hiking trails
- **Herald Park** - Margaret Falls, 1 hour round walk/hike

- **Silver Beach** - Seymour Arm's logging village, Seymour Falls.

- **Cinnemousun Narrows** - walking trails

- **Indian Paintings** - Hungry Cove and Mara Lake

- **Four Mile Creek** - walking and mountain bike trails

11.5 Golf

Anglemont Estates Golf - Anglemont Marina, Shuswap Lake Arm; 9 hole executive course; shuttle available. Tee times: 250.955.2323.

Eagle River Golf Course - 9 hole full CPGA rated course; Tee times: 250.836.4454 and to arrange a no charge shuttle.

Hyde Mountain on Mara Lake Golf Course - 18 hole par 72 championship course; courtesy shuttle provided from Hyde Mountain Dock for marine guests. Tee times: 1.877.677.4653 or 250.836.4653.

Salmon Arm Golf Course - 10 to 15 minute taxi ride from Salmon Arm Wharf or Canoe Public Wharf; 18 hole, par 72 championship course, 9 hole executive course. Tee times: 250.832.4727.

Club Shuswap - 5 to 10 minute taxi ride from Canoe Public Wharf; 9 and 18 hole executive course. Tee times: 250.832.7345.

Shuswap Lake Estates Golf Course - 18 hole, Par 71 course; Dock at Trapper's Landing and call to arrange a no charge shuttle to the golf course. Tee times/shuttle: 250.675.2315.

Talking Rock Golf Course - 18 hole championship course. Located on Little Shuswap Lake. No access from Shuswap Lake. Tee times: 1.800.663.4303.

11.6 Restaurants

SICAMOUS CHANNEL: Moose Mulligan's.

CINNEMOUSUN NARROWS: Shuswap Shark Shack

SALMON ARM BAY WHARF: Walking distance to several restaurants and coffee shops.

11.7 Pubs & Lounges

SICAMOUS CHANNEL: Moose Mulligan's

Old Town Bay: Concession

SICAMOUS DOWNTOWN: Brother's Tavern, Joe Schmucks

CINNEMOUSUN NARROWS: Shark Shack **SALMON ARM BAY WHARF:** Don Cherrie's and Aquatico Bay Restaurant at the Prestige Inn Harbourfront Resort.

SHUSWAP LAKE ARM: Finz Bar & Grill

12. Safety Equipment & Safe Boating Practices

12.1 Drugs, Alcohol & Boating

More than 40 per cent of recreational boating fatalities in Canada are alcohol related. It is illegal to operate a boat when your ability to do so is impaired by alcohol or drugs or while your blood alcohol concentration exceeds 0.05 percent. "Be safe" save your celebrating until you've finished enjoying a day on the water or use a designated driver. RCMP patrol Shuswap Lake and have the authority to charge you with impaired driving.

12.2 Life Jackets & Life Ring

- Your houseboat is equipped with as many lifejackets as it has sleeping capacity. Children under 90 pounds are required to have their own or a lifejacket can be obtained at the Twin Anchors' office prior to departure.
- Check location and sizes prior to departure.
- If you use the life jackets make sure they are dry before returning them to their storage area. Make sure to always return them so that they can be found easily in the event of an emergency. Make sure all children wear their life jackets while the houseboat is underway.
- The life ring is found at the back of your boat. If someone should go overboard while under way, make sure to turn the engine off, and throw the life ring for assistance.

**LIFE JACKETS AND LIFE RINGS
ARE SAFETY DEVICES.**

12.3 Safe Boating Practices

- Always remember "SAFETY FIRST"... When it comes to making boating an enjoyable experience, there's nothing like peace of mind.
- Never consume alcohol or drugs while operating the houseboats! It is against the law and can put you and your crew in a very dangerous situation.
- The houseboat should always be beached or docked at least 1 hour before dusk. Check distances on the wall map provided to give yourself enough time to get to your destination for that day.
- Houseboat Engine must be turned off and your ignition keys are removed from the ignition before swimming off the back of the boat.
- While water-skiing, make sure there is always a spotter (2 people in the speed boat at all times). You can be charged with criminal negligence.
- If you see this flag floating in the water, stay clear! It means "Diver in the Water."



- No water-skiing or using Personal Watercraft after dusk.

12.3 Safe Boating Practices continued....

- Do not attempt to dock or beach a houseboat during a storm or attempt to leave a beach during a storm.

If you require refueling of your houseboat during your trip, follow these procedures:

- Tie boat up securely.
- Stop engine and unload passengers.
- Do not smoke, extinguish all open flames/pilot lights.
- Turn off all propane tanks wait for 10-15 min for pilot lights to go out.
- Keep the nozzle in contact with the fill pipe.
- Avoid over-filling.
- Wipe-up spilled fuel, turn on blower.
- Check for fuel smell.

12.4 Fire Extinguishers

Each houseboat is equipped with fire extinguishers. Please locate them on your houseboat to be prepared in case of emergency.

12.5 First Aid Kits

Each houseboat is equipped with a St. John's Ambulance First Aid Kit, if it is opened you will be charged for the First Aid Kit (prices will be on your inventory sheet).

12.6 If Someone Falls Overboard

Keep the victim in sight at all times. Throw a floatable item (life jacket, ring buoy, large plastic bottle, thermos jug, etc.) to the person overboard and bring the boat around. Never reverse, as the propeller may strike the victim. Approach the person in a manner that keeps them upwind of your boat. Whenever possible, cut the engine until the person is back onboard.

12.7 Fire

Be sure you have the proper size and number of fire extinguishers and know how to use them.

With an engine compartment fire, the chance of explosion is present. If a fire breaks out in the engine compartment, turn off the engine at once. Fire in the galley is dangerous but preventable. Most galley fires are caused when there is too much food in a pan and doesn't take into account the pitching and rolling of the boat. Use as little cooking oil as possible.

To fight a fire use the P.A.S.S. procedure. Pull pin, Aim at the base of fire, Squeeze Handle, Sweep from side to side.

12.8 Propeller Injuries

Whirling propeller blades beneath the surface of the water astern of your vessel pose a great danger to swimmers. Turn off your engines when swimmers or others are in the water and near your boat. Remember, the whirling propellers are beneath the swim platform and swimmers may not realize the immense danger. Always look astern before starting.



13. Parks Information

IMPORTANT REGULATIONS TO FOLLOW WHILE HOUSEBOATING ON THE SHUSWAP LAKE MARINE PARK SYSTEM – AS IMPLEMENTED BY THE SHUSWAP LAKE HOUSEBOAT ASSOCIATION, BC PARKS & THE RCMP.

CUSTOMERS WHO VIOLATE THE ABOVE REGULATIONS MAY FORFEIT THEIR DAMAGE DEPOSIT AND MAY ALSO IF WARRANTED:

1. Be evicted from the houseboat by the RCMP and evicted or fined by the respective houseboat company.
2. Be prosecuted formally by the investigating enforcement agency.

THE FOLLOWING ARE RULES TO FOLLOW WHILE HOUSEBOATING ON THE SHUSWAP LAKE MARINE PARK SYSTEM.

1. Cutting of trees (live or dead), use of a chainsaw for any purpose, and burning of wood from the forest floor are strictly prohibited (up to \$1,000,000 fine: minimum \$86 fine). Firewood can be purchased at Cinnemousin Narrows. Before leaving Sicamous, buy all the firewood you need for your trip.
2. All food and garbage must be kept off the front of the houseboat when beached. Several bears on the lake have become habituated to searching for food on the front of houseboats.
3. Do not leave garbage or litter in firepits, on the beach or in the forest – it is illegal, detrimental to fish and attracts bears. Take your garbage back to the marina. There are only limited garbage facilities at Silver Beach and Cinnemousin Narrows.

4. Use of or launching of any projectile (water balloon, golf ball etc) from a houseboat is strictly prohibited.
5. Regulations limit the consumption of alcohol by houseboater while overnight camping to within the houseboat while beached, or within a designated campsite.
6. Additional music systems/speakers are not allowed on board houseboats.
7. Unnecessary disturbance is prohibited in parks at all times. Operating any device that disturbs the peace and quiet of other park users between the hours of 11:00 pm and 7:00 am is also illegal.
8. Houseboats are not to be tied up or rafted together, and must not be beached within two boat lengths of each other.
9. Discharge of fireworks is strictly prohibited in parks and on houseboats.
10. No wakes (waves) allowed in the Sicamous Channel.
11. Do not damage, possess or remove any natural resources from Park property.
12. Every person shall observe and obey every prohibition or restriction announced by sign. Signs involve bear/human conflict, garbage disposal and use of firewood.
13. All persons fishing must have a BC Angling License. Please read the restrictions.

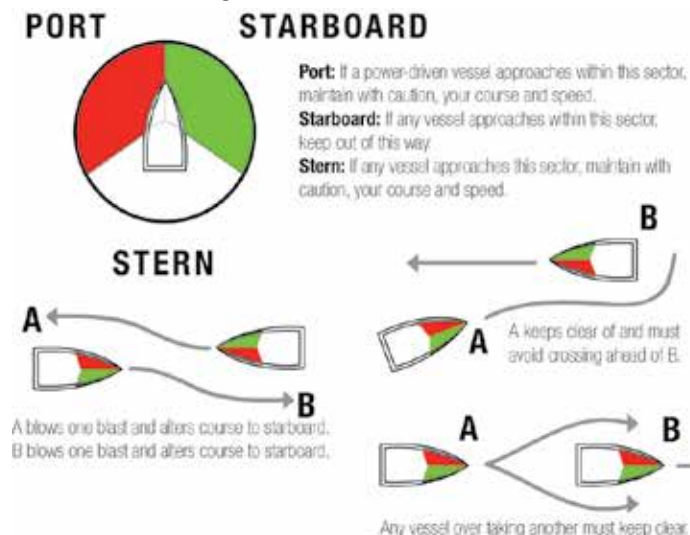
14. Safe Waterways

The laws governing safe enjoyment of Canadian waters

Rules of the road: The rules of the road are established by the *Collision Regulations* and apply to every vessel in all navigable waters - from canoe to supertanker.

Maintaining a proper look-out and avoiding a collision: The *Collision Regulations* require the operator of every vessel to maintain a constant look-out. When operating in the vicinity of large commercial vessels, remember that these vessels have limited visibility, turning and stopping capabilities, so it is important to maintain an all-around lookout at all times to be prepared to move out of the way of larger vessels. You are required to use every available means, including radar and radio, to determine whether there is any risk of collision with another vessel. That's not only common sense, **it's the law!**

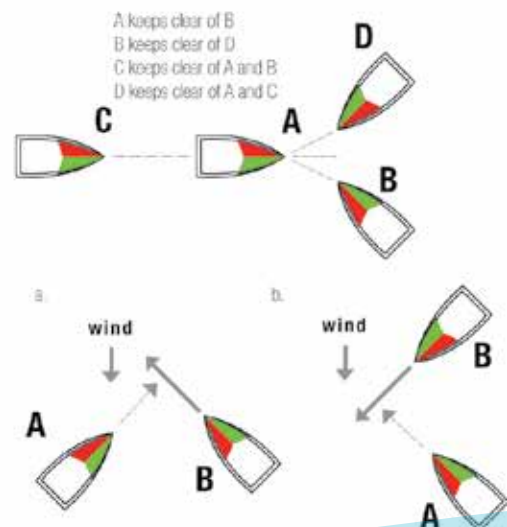
Clear right-of-way rules exist to help vessels using the same waterways to avoid colliding with one another. The rules are very specific, and you must learn them. example, right-of-way rules for power driven vessels include the following:



a. When each sailing vessel has the wind on a different side, the vessel that has the wind on its port (left) side shall keep out of the way of the other. In our illustration, A keeps clear of B. If a sailing vessel has the wind on its port side and the sailor cannot determine with certainty whether the other vessel has the wind on its port or starboard side, the first vessel must keep out of the way of the other.

b. When both sailing vessels have the wind on the same side, the vessel to windward shall keep out of the way of the vessel to leeward. B keeps clear of A.

Note: The windward side is defined as the side opposite to that on which the mainsail is carried or, in the case of a square-rigged vessel, the side opposite to that on which the largest fore-aft sail is carried.



15. Bear Aware Information

Welcome to bear country! You are in bear country the moment you leave the city, virtually anywhere in British Columbia. Considering the number of bears in British Columbia, bear-human encounters are very low and incidents are rare. However rare they are, bear attacks do happen, and bears must always be considered dangerous. Because bears are dangerous, BC Parks and other Provincial wildlife authorities are often called upon to destroy bears which are considered a threat to human safety.

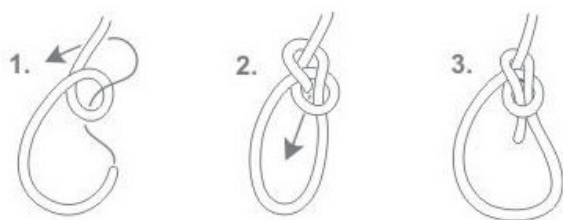
All too often the death of these bears could have been avoided if people had not inadvertently spoiled the bears by teaching them to associate people with food. When bears' natural fear of man takes second place to the desire for an easy meal, the trouble begins, which invariably results in a dead bear. Please don't be an accessory to the death of a bear or another human. Follow these important Park rules:

1. Do not store food or garbage on the front of the houseboat. For your safety and others ensure that BBQs are thoroughly cleaned and garbage stowed in a secure area.
2. Always keep children nearby and in sight.
3. Hike as a group, make noise and watch for evidence of bears.
4. Stay clear of dead animals.
5. Reduce odours that attract bears (smelly foods/fish perfumes)
6. Always inform Parks' staff of any bear sightings.

Warning!

Note: You may be ticketed and face possible eviction from a park for feeding bears or other wildlife; Leaving food items unsecured; Leaving cooking utensils, coolers, grease or dish water lying around; Improper handling of garbage and not keeping pets on a leash – max. length 6'.

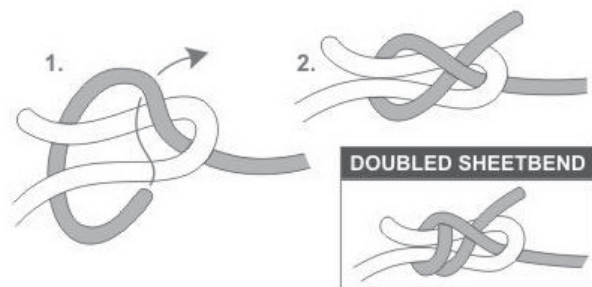
16. Knots



Bowline: a secure loop that will not jam and is easy to tie and untie.

Form an eye in the rope with the standing of the rope running underneath. Run the free end up through the eye making a loop below the eye.

Take a turn around the standing part and feed the free end back down into the eye and hold there. Pull standing part to tighten down the knot.



Sheet Bend: for tying two lines together. Strong and easy to tie, it works particularly well joining lines of differing sizes. In its doubled form, this knot will even hold in slippery nylon rope.

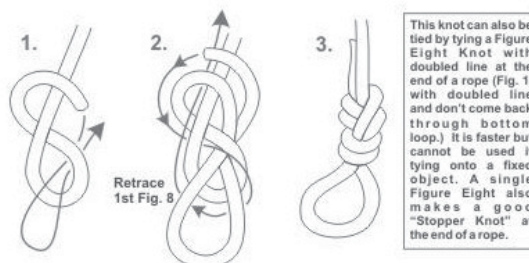
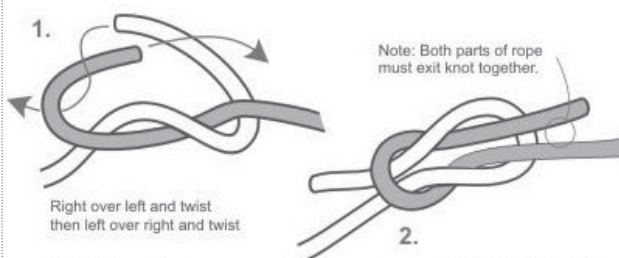


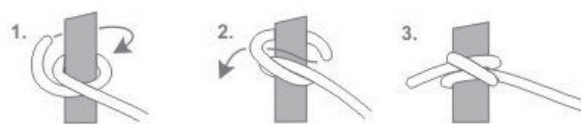
Figure Eight: one of the strongest knots. and easy to visually inspect.



Square Knot: good for securing non-critical items.

1. Right over left and twist then left over right and twist.

Note: both parts of rope must exit knot together.



Clove Hitch: all purpose hitch. Easy to tie and untie it holds firmly but is not totally secure.

Make a turn around a post with the free end running under the standing part. Take a second turn around in the same direction and feed the free end through the eye of the second turn. Pull tight.

17. End of Day Procedures

1. Check voltage levels on batteries.
2. **CHARGE BATTERIES** – run generator if battery level is below 12 volts until amperage level is low; as soon as you start your generator the battery voltage level will increase - this does not mean the batteries are charged, watch the amperage level indicator. Once amperage level reaches close to zero, the batteries should be charged enough to accommodate overnight usage OR **ensure that the inverter remote panel indicates a float charge.**
3. Ensure TV's, outlets, stereo, and hot tub and as many other items as possible are **TURNED OFF** at the end of the night. These items will drain the houseboats batteries resulting in **LOW VOLTAGE ALARMS** throughout the night. Additionally, check that navigation and docking lights are turned off, these will drain your engines start battery when in use.
4. Run Engine to charge start batteries for approximately 1/2 hour prior to going to bed.

18. End of Trip Procedures

1. Make sure all dishes are cleaned and all inventory items are put back in their appropriate places.
2. All decks are cleaned and garbage contained in bags or containers. All garbage and recycling should be placed on the front deck, we will take these off for you upon return.
3. All luggage and personal belongings must be placed inside of the houseboat. Our crew will need clear access to the front and back decks of the houseboat immediately upon your return to the marina.
4. Propane tanks are shut off and clear of luggage and garbage – so that we can access and swap the empty tanks.
4. Hot Tub drained.
5. All luggage is put together and the crew on board is ready to disembark immediately upon returning to the Marina.
6. Everyone will be asked to leave the boat while we refuel and service the houseboat.



IMPORTANT!

ALL boats returning will follow these procedures.

When making your way back to the marina/dock on the far south/east corner there is a **LARGE CANADIAN FLAG**. We ask all boats to make their way to this position and form a **SINGLE FILE LINE**. **First Boat will be in-line with the flag.** We will have a driver come out and bring the boat in for servicing, when we have a fuel slip available.

*Some boats will be picked up before depending on the size as there is different size fuel slips which only fit select boats.

*Shoreline is very shallow stay in open water.

19. Carbon Monoxide Info. & Alarm Info.

What is Carbon Monoxide?

Carbon Monoxide (CO) is a colourless, odourless and tasteless gas. It is produced when burning a carbon-based fuel, such as gasoline, propane, charcoal or oil. Sources on your boat may include engines, gas generators, cooking ranges and space / water heaters.

Why is it so Dangerous?

CO enters your bloodstream through the lungs, blocking the oxygen your body needs. CO is a silent killer and is surprisingly found in open deck areas.

How to Protect Others and Yourself

- Maintain fresh air circulation throughout the boat at all times.
- Run exhaust blowers whenever the generator is operating.
- Never sit, or hang on the back deck or swim platform while the engines or generators are running or the boat is underway.
- Never enter areas under swim platforms where exhaust outlets are located unless the area has been properly ventilated.
- Although CO can be present without the smell of exhaust fumes, if you smell exhaust fumes, CO is also present. Take immediate action to dissipate these fumes.
- Install and maintain CO alarms inside your boat. Do not ignore any alarm.

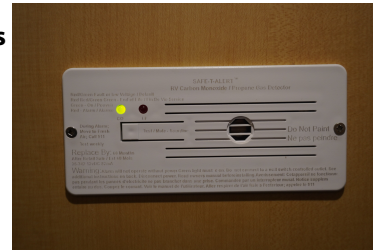
How to Protect Others and Yourself

- Make sure you know where CO exhausts are located on your vessel.
- Keep doors and windows closed near back of the boat where exhaust occurs.
- Educate all guests about the symptoms of CO poisoning and where CO may accumulate.
- When docked, or rafted with another boat, be aware of exhaust emissions from the other boat(s).
- Listen for any change in exhaust sound, which could indicate an exhaust component failure.
- Test the operation of each CO alarm regularly.

Actuation of your CO alarm indicates the presence of carbon monoxide (CO) which can KILL YOU.

If alarm sounds:

1. Operate reset/silence button;
2. Turn off Engine and Generator and let the boat air out to remove any gases.
3. Call your emergency service
4. Immediately move to fresh air - outdoors or by an open door/window. Do a head count to check that all persons are accounted for. Do not reenter the premises nor move away from the open door/window until the emergency services responders have arrived, the premises have been aired out, and your alarm remains in its normal condition.
5. After following steps 1-3, if your alarm reactivates within a 24 hour period, repeat step 1-3 and call a qualified appliance technician to investigate for sources of CO from fuel burning equipment and appliances, and inspect for proper operation of this equipment.



Common Mild Exposure Symptoms:

- Slight headache, nausea, vomiting, fatigue ("flu-like" symptoms).

Common Medium Exposure Symptoms:

- Throbbing headache, drowsiness, confusion, fast heart rate.

Common Extreme Exposure Symptoms:

Convulsions, unconsciousness, heart and lung failure. It can cause brain damage and death. Many cases reported CARBON MON-OXIDE POISONING indicate that while victims are aware they are not well. They become disoriented they are unable to save themselves by either exiting the building or calling for assistance. Young children many be the first affected.

20. BC Ambulance Service Information

FEE INFORMATION

- Ambulance fees are not covered by the Medical Services Plan of BC, however, they may be covered by other third parties, such as Workers' Compensation, acute care hospitals, Veterans' Affairs, ICBC or private insurance companies. If applicable, users of ambulance services must contact the agency to arrange for payment.

FEES FOR AMBULANCE SERVICE IN BRITISH COLUMBIA. (Effective April 1, 1998- Subject to Change)

ENQUIRIES:

1. BC RESIDENTS/BENEFICIARIES:

Ground or Air Ambulance Service \$54 for the first 40 km, plus 50 cents for each additional km to a maximum of \$274.

2. NON-RESIDENTS/NON-BENEFICIARIES:

Ground \$396:

Service Air Helicopter \$2,400/hr

Service Fixed Wing \$6 per statute mile

3. RESPONSE FEE:

\$50 When an ambulance is called to a residence, a care facility or patient's place of employment, and transportation is not required or is refused, a response fee is charged.

4. EMPLOYER RELATED CASES:

Same as #2 Above

Employers are responsible for arranging transportation of injured workers from a work site to seek medical attention and are responsible for the fee.

PUBLIC ENQUIRIES AND BILL PAYMENTS CAN BE DIRECTED TO:

Ambulance Billing Department

Financial Services Division

Ministry of Health Services

PO Box 9676 Stn Prov. Govt

Victoria, BC V8W 9P7

Phone: 1-800-665-7199

First Aid Kits

Each houseboat is equipped with a St. John's Ambulance First Aid Kit, if it opened you will be charged for the First Aid Kit (prices will be on your inventory sheet).

**** Stored in the galley - usually above the refrigerator.**

21. First Aid Information



St. John Ambulance

BRITISH
COLUMBIA
MEDICAL
ASSOCIATION



The following information is presented as a guest service. TWIN ANCHORS has not reviewed the information set out below for accuracy or completeness. TWIN ANCHORS assumes no liability for the actions recommended.

1. SAFETY

Before starting any first Aid, always ensure the area is safe.

- A. For yourself. B. For the casualty.

2. HOW TO CALL YOUR EMERGENCY AMBULANCE NUMBER

A. Call 911 or your local Emergency Number.

	POLICE	AMBULANCE
Sicamous	836-2878	833-0188
Salmon Arm	832-6044	833-0188

Other Areas: Ambulance 1-800-461-9911

1. Keep calm
2. Speak clearly
3. Answer questions

B. State type of emergency

C. Give location of emergency

D. Confirm that the dispatcher has all necessary information before you hang up.

3. UNCONSCIOUSNESS

A. Check for unconsciousness (fig-1)

1. Call out to casualty
2. Gently tap shoulders

B. If no response

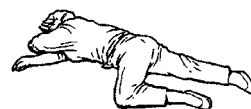
1. Send for ambulance.

If alone and a phone is nearby but out of sight, place casualty in recovery position (fig. 2) before leaving to call for an ambulance.

Fig-1



Fig-2



Recovery position

IF INJURIES ARE NOT SUSPECTED

2. Position casualty face up

3. Open the airway (fig-3)

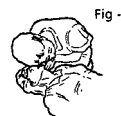
- (a) Use one hand to tilt the forehead
- (b) Use the other hand to lift the chin



Open the Airway

4. Check for breathing (fig-4)

- (a) Look for chest movement
- (b) Listen for breathing
- (c) Feel for breath on your cheek



Assess Breathing

5. If casualty is not breathing, begin Artificial Respiration (Sec. 4)

6. Place in recovery position if... (fig-2)

- (a) Unconscious casualty is breathing in injuries are not suspected
- (b) Breathing is noisy (gurgling or snoring sounds)
- (c) Casualty starts to vomit
- (d) Casualty is bleeding from the mouth
- (e) You must leave the casualty unattended.

IF INJURIES ARE SUSPECTED

2. Check breathing without moving the casualty

- (a) Look for chest movement
- (b) Listen for breathing
- (c) Feel for breath on your cheek

IF NOT BREATHING

3. Position Casualty face up -minimize neck movement

4. Open the airway and check breathing

- (a) Lift both sides of the jaw without moving neck (fig-5)
- (b) Look, listen and feel for breathing



Opening the Airway with Jaw Thrust

Fig-5

4/ ARTIFICIAL RESPIRATION

ADULT CASUALTY

A Give 2 breaths:

1. Open the airway
2. Cover casualty's mouth with yours and pinch nostrils. (fig-6)
3. Give enough air to make chest rise.



Fig -6

B. If air does not go in, perform steps for choking adult.

C. Check carotid pulse for 5-10 seconds (fig-7)

- if pulse present, give 1 breath every 5 seconds
- if pulse absent, START CPR.



Fig -7

CHILD CASUALTY

A Give 2 breaths:

1. Open the airway
2. Cover child's mouth with yours and pinch nostrils. (fig-8)
3. Give enough air to make chest rise.



Fig -8

B. If air does not go in, perform steps for choking child.

C. Check carotid pulse for 5-10 seconds (fig-9)

- if pulse present, give 1 breath every 3 seconds
- if pulse absent, START CPR.



Fig -9

INFANT CASUALTY

A Give 2 breaths:

1. Open the airway
2. Cover infants mouth and nose with your mouth (fig-10)
3. Give enough air to make chest rise.



Fig -10

B. If air does not go in, perform steps for choking adult.

C. Check brachial pulse for 5-10 seconds (fig-11)

- if pulse present, give 1 breath every 3 seconds
- if pulse absent, START CPR.



Fig -11

5/ CARDIOPULMONARY RESUSCITATION (CPR)

PERFORM CPR ONLY IF THE CASUALTY IS:

- A. Unconscious and
- B. Not breathing and C. Pulseless

ADULT CPR

A. Check for carotid pulse for 5-10 seconds. If absent:

B. Do CPR compressions: (fig-12)

1. Place heel of one hand on lower half of breastbone in centre of chest.
 2. Place heel of other hand on top of first hand.
 3. Press straight down to compress chest 1.5 - 2 inches. (3.8 to 5 cm)
- Rate: 15 compressions in 9 seconds.



Fig -12

C. Give 2 breaths after every 15 compressions

D. Re-check pulse and breathing after 1 minute of CPR (fig-13)

E. If pulse is still absent, continue CPR until help arrives.



Fig -13

CHILD CPR

A. Check for carotid pulse for 5-10 seconds. If absent:

B. Do CPR compressions: (fig-14)

1. Tilt back forehead with heel of one hand.
 2. Place heel of other hand on lower half of breast bone in centre of chest.
 3. Press straight down to compress chest 1 - 1.5 inches. (2.8 to 3.8 cm)
- Rate: 5 compressions in 3 seconds.

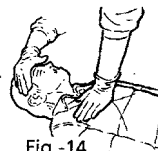


Fig -14

C. Give 1 breath after every 5 compressions.

D. Re-check pulse and breathing after 1 minute of CPR (fig-15)

E. If pulse is still absent, continue CPR until help arrives.



Fig -15

INFANT CPR

A. Check for brachial pulse for 5-10 seconds. If absent:

B. Do CPR compressions: (fig-16)

1. Tilt back forehead with heel of one hand.
 2. Place 2 fingers of other hand in centre of chest, one finger width below nipple line.
 3. Press straight down to compress chest 1/2 - 1 inch.
- Rate: 5 compressions in 3 seconds or less.



Fig -16

C. Give 1 breath after every 5 compressions

D. Re-check pulse and breathing after 1 minute of CPR (fig-17)

E. If pulse is still absent, continue CPR until help arrives.



Fig -17

6/CHOKING

CONSCIOUS ADULT OR CHILD

A. Ask: "Are you choking?" (fig-18)

If casualty can speak or cough, air way is open enough to force out obstructing object.

Fig -18



B. If casualty CAN speak or cough

1. Reassure and encourage coughing
2. Do not hit on back.

C. If casualty CANNOT speak or cough

1. Stand behind casualty, locate hip bones and wrap your arms around waist.
2. Make a fist with one hand and place above navel, at hip level. Grasp fist with other hand. (fig.-19)
3. Thrust inward and upward into abdomen.
4. Repeat abdominal thrusts until airway is clear or casualty becomes unconscious.
5. If casualty becomes unconscious, follow steps in UNCONSCIOUS ADULT OR CHILD.

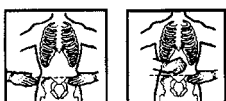


Fig -19

UNCONSCIOUS ADULT OR CHILD

A. Attempt Artificial Respiration. If air does not go in...

B. Reposition head, ensure good seal and try again. If air still does not go in...

C. Give 5 abdominal thrusts: (fig-20)

1. Straddle casualty's legs.
2. Locate waist. Place heel of one hand in centre of abdomen just above belly button. Place heel of other hand on top.
3. Give 5 quick inward and upward thrusts.



Fig -20

D. Inspect the mouth for foreign material.

1. Grasp lower jaw. Lift jaw forward and inspect mouth.

Adult only: insert finger of other hand deep into mouth and sweep to remove foreign material.

E. Open airway and attempt to give 2 full breaths. Repeat steps C-E until successful.

F. When obstruction clears, follow steps in Section 4: ARTIFICIAL RESPIRATION.

CONSCIOUS INFANT

If obstruction is due to upper respiratory tract infection (cough, cold, etc.) do not give First Aid for choking. Get immediate medical attention.

A. Determine if infant is choking on foreign substance.

B. Give 5 back blows: (fig-21)

1. Place infant's head lower than trunk.
2. Support head.
3. Give 5 back blows between shoulder blades using heel of one hand.

Fig -21



C. Give 5 chest thrusts: (fig-22)

1. Turn infant face up, keeping head lower than trunk.
2. Support head.
3. Place 2 fingers on breastbone, 1 finger width below nippleline, and give 5 chest thrusts.

Fig -22



D. Continue back blows and chest thrusts until object is removed or infant becomes unconscious.

E. If infant becomes unconscious, follow steps in UNCONSCIOUS INFANT.

UNCONSCIOUS INFANT

A. Attempt Artificial Respiration. If air does not go in....

B. Reposition head, ensure good seal and try again. If air still does not go in...

C. Give 5 back blows: (fig-23)

1. Place infants head lower than trunk.
2. Support head
3. Give 5 back blows between the shoulder blades using heel of one hand.

Fig -23



D. Give 5 chest thrusts: (fig-24)

1. Turn infant face up, keeping head lower than trunk and support head.
2. Place 2 fingers on the breastbone just below nippleline.
3. Give 5 sharp thrusts.

Fig -24



E. Inspect the mouth.

1. Grasp the lower jaw. Lift jaw forward and inspect mouth.
2. Only if foreign material is seen, sweep the mouth with little finger of other hand.

F. Open airway and attempt to give 2 breaths. Repeat steps C-F until successful.

G. When obstruction clears, follow steps in Section 4: ARTIFICIAL RESPIRATION.

7/ HEART ATTACK

A. Warning signals of heart attack may include:

1. Feeling of heavy pressure or squeezing pain in chest, arms or jaw.
2. Shortness of breath, pale skin, sweating and weakness.
3. Nausea and vomiting.
4. Abdominal discomfort with indigestion and belching
5. Apprehension or fright.
6. Denial of impending heart attack.

B. Action

When you suspect a heart attack:

1. Help casualty to rest, sitting or lying in most comfortable position.
2. Assist casualty to take the correct dose of medication if prescribed for his condition.
3. Ensure prompt medical attention by calling your emergency ambulance number.
4. Reassure casualty "Help is on the way."
5. Loosen collar, belt and other tight clothing.
6. Keep casualty quiet but avoid physical restraint.

8/ BLEEDING

Serious bleeding may occur with deep cuts and severed blood vessels.

A. Ensure safety.

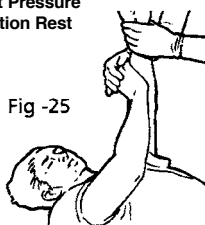
B. Send for an ambulance when bleeding is severe.

C. Control bleeding. (fig-25)

1. Assist casualty to sit or lie down.
2. Remove clothing to expose extent of wound.
3. Cover with sterile dressing or clean cloth.
4. Apply firm pressure directly over the dressings. If dressings are not available, have casualty use own hand to apply pressure.
5. Elevate limb if a fracture is not suspected.
6. Apply a firm bandage.
7. If blood soaks thoroughly, apply additional dressings and bandages more firmly.

Direct Pressure
Elevation Rest

Fig -25



D. Broken bone, glass or objects protruding through skin. (fig-26)

1. Do not remove embedded objects.
2. Cover wound with clean dressings.
3. Apply pressure close to wound but not pressing broken bone or object.
4. Maintain pressure and prevent movement of object by applying bulk pads around the object. Bandage pads in place.



Fig -26



E. Nosebleeds

1. Seat casualty with head tilted forward.
2. Pinch nostrils firmly for 10 minutes.
3. Avoid nose blowing for several hours.
4. If bleeding persists, call an ambulance.

9/ BONE AND JOINT INJURIES

Suspect a broken bone if injured limb is painful or swollen or shows deformity.

A. Ensure safety.

1. Do not move casualty except for reasons of safety.

B. Call an ambulance.

C. Check breathing.

D. Control severe bleeding.

E. When in doubt, treat all bone and joint injuries as broken bones.

1. To relieve pain, apply cold (not heat) to injuries of bones and joints.
2. Support limb with your hands to prevent movement.

F. For neck and back injuries

1. Warn casualty not to move.
2. Support head and neck by hand in position found to prevent movement.
3. Keep body still until help arrives.

10/ EYE INJURIES

A. Call an ambulance for all serious eye injuries.

B. Chemicals in eye.

1. Wash eye immediately with large amounts of cool, running water for at least 15 minutes.

C. Foreign object in eye.

1. Never rub eye and do not try to remove embedded foreign objects.
2. Cover eye lightly with bandage.

D. Puncture wounds.

1. Help casualty to lie down in face up position. Caution not to move.
2. Cover injured eye with clean dressing and secure lightly with bandage.

11/ SEVERE BURNS AND SCALDS

A. Ensure safety.

B. Call ambulance for severe burns or scalds.

C. For burns or scalds caused by fire, hot solids hot liquids or sun:

1. Cool affected part with cool water.
2. Remove rings and bracelets before part starts to swell.
3. Cover burn with clean cloth and secure lightly with bandage.
4. Ensure hospital treatment for deep burns and scalds of areas larger than a quarter.
5. DO NOT breath on, cough on, or touch burns.
6. DO NOT break blisters.

7. DO NOT remove clothing, stuck to burn.

8. DO NOT apply medications, ointments or greasy substances to burn.

D. For burns caused by dry chemicals:

1. Brush off dry chemicals.
2. Flood with running water for 15 to 20 minutes.
3. Cover burn with clean cloth and secure lightly with bandage.

E. For electrical burns:

1. Turn off electricity before touching casualty.
2. Check for breathing and pulse.
3. Cover burn with clean cloth and secure lightly with bandage.

12/ HEAT EXPOSURE (HYPERTHERMIA)

A. Definition: high body temperature due to overexertion or high temperature.

B. Treatment:

1. Remove casualty to a cool area.
2. If unconscious:
 - (a) Call an ambulance.
 - (b) Ensure breathing and pulse.
 - (c) Place in recovery position.
3. If unconscious, give fluids to drink.
4. If hot, sponge with cool water.

13/ COLD EXPOSURE (HYPOTHERMIA)

A. Definition: Loss of body heat.

B. Treatment:

1 If unconscious:

- (a) Call an ambulance.
- (b) Ensure breathing and pulse.
- (c) Remove from cold environment; protect from further cooling.
- (d) Do not attempt to rewarm casualty.

2. If conscious:

- (a) Remove from cold environment.
- (b) Remove wet clothing
- (c) Give warm, sweet drinks (no alcohol).
- (d) Warm slowly by wrapping in prewarmed sleeping bag, blankets or warm clothing.

14/ POISONING

A. In all cases:

1. Ensure safety.
2. Identify poison and container, if possible.
3. Phone Poison Control Centre 1-800-567-8911
4. Call an ambulance. Send container and contents with casualty to hospital.

B. Inhaled poisons such as exhaust fumes.

1. Remove source of fumes.
2. Move casualty to fresh air.
3. Check breathing and pulse.
4. Give artificial respiration or CPR as required.

C. Poison in contact with skin or eyes.

1. Flood area with a gentle stream of cool running water for at least 15 minutes.
2. Continue flooding area until ambulance takes over.
3. Remove contaminated clothing.
4. Do not use chemical antidotes.

D. For swallowed household chemical poisons:

2. Conscious casualty

- (a) Phone Poison Control Centre 1-800-567-8911. Follow their advice on first aid.
- (b) Only induce vomiting on advice of Poison Control Centre or Physician. If advised, use Syrup of Ipecac (available without prescription at pharmacies.). If poison is hydrocarbon or corrosive, DO NOT induce vomiting.
- (c) To avoid inhalation of vomit, place casualty's head lower than body in recovery position.

2. If Unconscious

- (a) Call an ambulance.
- (b) Ensure breathing and pulse.
- (c) Place casualty in recovery position.
- (d) DO NOT induce vomiting.

15/ Stroke

A. Warning signals of stroke may include:

1. Sudden one sided numbness, weakness or paralysis of the face, arm or leg.
2. Sudden blurred or decreased vision in one or both eyes eg. double vision.
3. Difficulty speaking, swallowing, or understanding simply statements eg. slurred speech or drooling.
4. Sudden, loss of balance or loss of coordination
5. Sudden severe unexplained headache.
6. Decreased level of consciousness.

B. Action

When you suspect a stroke: **Time is Critical**

1. Ensure prompt medical attention
2. Place casualty at rest in comfortable position
3. Give nothing by mouth. If casualty is thirsty, moisten the lips with a wet cloth.
4. Protect casualty from injury when moved or convulsing.
5. Reassure the casualty to keep warm.
6. If casualty becomes semiconscious or unconscious place in the recovery position (lie on side). If there is paralysis, place paralyzed side down (helps breathing).
7. If breathing stops, start Artificial Respiration. If there are no signs of circulation, start CPR.



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