



Anderson Island - Mystic Seaport Sailing Program

AIMS Skipper **Certification Requirements**

The Skipper will have successfully demonstrated the ability to responsibly command and crew a simple daysailing keelboat in familiar waters in light to moderate wind and sea conditions.

PREREQUISITE: Minimum Education & Other Requirements
(see Appendix D of the AIMS Operating Rules)

Important Notes:

Skipper Certification requires the successful demonstration of the knowledge and skills enumerated in the following pages to the satisfaction of 2 AIMS Instructors.

These requirements are expected to be able to be performed safely with confident command of the boat in familiar waters with a wind range of 5 to 15 knots.

Candidate's Name:



AIMS Skipper Certification Checklist

General Information & Instructions for Use

General Information

This checklist contains both the On-the-Water (Practical) Skills and the Dockside Skills (General Knowledge) that a candidate must master in order to become rated as an AIMS Skipper.

In order to achieve an AIMS Skipper rating you must:

1. Fulfill all the requirements listed in the "Requirements For AIMS Skippers" in Appendix D of the Operating Rules.
2. Demonstrate mastery of the On-the-Water Skills by successfully completing check-rides with 2 different AIMS Trainers.
3. Demonstrate mastery of the Dockside Skills by successfully passing a written exam.

Instructions

On-the-Water (Practical) Skills:

This portion of the checklist contains 3 columns labeled Candidate Use, Trainer A and Trainer B. The "Candidate Use" column should be used by the Skipper Candidate to indicate the areas they feel they have mastered as they progress through training. The Trainer A/B columns will be used by the AIMS Trainers performing the required check-rides to test the candidate's actual skills. When you have checked all the items in the "candidate use" column, you should schedule the first of the 2 required check-rides with an AIMS Trainer.

Dockside Skills (General Knowledge):

The candidate's mastery of the items in this portion of the checklist will be determined through a written exam. This section contains only one column – Candidate Use. When you have checked off all the items you should schedule your written exam.



CANDIDATE'S NAME: _____

Candidate Use	On-the-Water (Practical) Skills		Trainer A	Trainer B
		Preparation to Sail:		
	1	Demonstrate ability to recognize and forecast prevailing local weather conditions.		
	2	Obtain an appropriate weather forecast for your sail and plan accordingly.		
	3	Demonstrate how to properly board a boat.		
	4	Perform a presail check for the boat's flotation integrity, safety and legally required equipment, and crew indoctrination.		
	5	Check the inventory, location and operation of required safety equipment.		
	6	Inventory and check the condition of all required charts, tide tables, cruising guides and navigation tools.		
	7	Perform a complete inspection of all deck gear: standing and running rigging, lifelines, stanchions and pulpits.		
	8	Check the security and operation of all hatches, ports and companionways.		
	9	Check the sail inventory and select the appropriate sails for the conditions.		
	10	Demonstrate the proper rigging of the sails, halyards, sheets, blocks, and winches.		
	11	Check the auxiliary power systems (as applicable to your boat): location and operation of engine controls, engine mechanical and fluids check, transmission controls, ventilation system and cooling system.		
	12	Check the bilge pump system (as applicable to your boat): operation of manual and electrical pumps, intake maintenance and bilge pump alarms.		
	13	Check the anchoring system (as applicable to your boat): anchors, shackles, rodes, chafing equipment and windlass.		
	14	Check the head systems (as applicable to your boat): location of controls, equipment operation, holding tanks and proper setting of valves.		
	15	Complete AIMS Float plan for your vessel & file with appropriate authority		
	16	Check all other equipment specific to your boat not indicated above.		



CANDIDATE'S NAME: _____

Crew Operations and Skills:

	17 Demonstrate how to put on a Personal Flotation Device (PFD).		
	18 Demonstrate tying and use of knots: stopper knot, bowline, cleat hitch, clove hitch, sheet bend, rolling hitch, round turn & two half hitches and sail lashing knot.		
	19 Demonstrate winch operation and the proper procedure for clearing a fouled winch.		
	20 Demonstrate the use of sail controls: halyards, sheets, traveler, cunningham/downhaul, outhaul, adjustable backstay (if applicable), boom vang, leech lines, jib fairleads and boom toppinglift.		
	21 Demonstrate the operation of a VHF radio: operation of controls, channel usage, call sign, weather channels and simulate an emergency call.		
	22 Demonstrate the operation of the emergency steering equipment.		

Leaving the Dock or Mooring:

	23 Demonstrate appropriate helmsman and crew coordination and skills for departure suitable to the conditions: raising sails, line handling, casting off and boathandling.		
	24 Demonstrate the use of docklines, including springlines, for boat control while departing.		
	25 Demonstrate stowing of docklines and fenders.		

Boat Control in Confined Waters:

	26 Demonstrate in close quarters under sail: starting, stopping, speed control, tacking, jibing, steering control, sail luffing, the No-Go Zone, getting out of irons, backing the jib, and crew coordination and communication.		
	27 Demonstrate appropriate helmsman and crew coordination and skills for departure under power suitable to the conditions: line handling, casting off, fending off and boathandling.		
	28 Demonstrate sailing a predetermined closed course and maneuvering around obstacles.		



CANDIDATE'S NAME: _____

Navigation (Piloting):

- 29 Point out Aids to Navigation in the harbor and local waters that you are sailing, and respond accordingly; identify and correlate visual observations and landmarks with chart symbols
- 30 Demonstrate ability to identify chart symbols and corresponding visual observations.
- 31 Demonstrate your ability to correctly use a handbearing compass and a ship's compass.
- 32 Demonstrate your understanding of the fundamental operation of a GPS to locate a position of latitude and longitude.
- 33 Demonstrate your ability to activate and safely follow a preprogrammed GPS route.

Navigation Rules, International-Inland:

- 34 Demonstrate use of Navigation Rules while under sail and power.

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Boat Control in Open Water:

- 35 Demonstrate proper sail trim with accurate sheet adjustment of the main and headsails. Make use of the sail telltales and identify points of sail.
- 36 Perform a heaving-to maneuver per the prescribed method.
- 37 When appropriate, demonstrate sailing "by the lee" and explain the inherent dangers involved.

Heavy Weather Sailing:

- 38 Demonstrate how to reef and/or depower sails.

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Overboard Recovery Methods:

- 39 Properly demonstrate one of the overboard recovery methods, which is most appropriate for: your sailing ability, boat type, crew experience, wind and sea conditions, and maintaining constant visual contact with the victim.

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CANDIDATE'S NAME: _____

Safety and Emergency Procedures:

- 40 Explain the proper procedure for using an approved distress signal.
- 41 Simulate procedure and operation of VHF radio in various emergency situations.

Anchoring Techniques:

- 42 Select an anchorage, and demonstrate appropriate helmsman and crew coordination and skills for properly anchoring with a single anchor under power.
- 43 Demonstrate appropriate helmsman and crew coordination and skills for retrieving your anchor under power.

Returning to the Dock or Mooring:

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- 44 Demonstrate appropriate helmsman and crew coordination and skills for arrival under sail and/or power suitable to the conditions: boathandling, deploying fenders, stopping, tying up and lowering sails. Explain at least two different approach plans for other conditions.

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Securing the Boat Properly:

- 45 Demonstrate stowing of sails, rigging and equipment. Thoroughly clean the boat, and install any covers.
- 46 Check both the electrical and bilge systems for dock operation if required.
- 47 Check the locks on companionway, lockers and hatches. Make a final check of docklines, spring lines and fender placement.
- 48 Check the vessel before leaving the dock: determine and report any required maintenance, check docklines, spring lines and fenders, check through-hull valves, electrical system, bilge pumps, and overall security of the boat.

Trainer A

Name: _____

Signature : _____

Date: _____

Trainer B

Name: _____

Signature : _____

Date: _____



CANDIDATE'S NAME: _____

Dockside Skills - General Knowledge

Preparation to Sail:

- 1 Describe personal preparation such as clothing and sun protection.
- 2 Be familiar with the use of a float plan.
- 3 Understand all federal, state and local regulations as they pertain to your boat.
- 4 Understand your state and local boating regulations.

Weather Forecasting:

- 5 Explain weather recognition and forecasting techniques for a day sail.
- 6 Describe the different factors responsible for both advection and radiation types of fog.
- 7 Identify at least 3 sources for gathering accurate weather information.

Crew Operations and Skills:

- 8 Be familiar with the nomenclature for basic parts of the boat, sails, battens and rigging.
- 9 Describe the proper use of Personal Flotation Devices (PFDs) and throwable flotation devices.
- 10 Describe the use of sail controls.
- 11 Explain potential electrical hazards such as overhead electrical wires and lightning.

Sailing Theory:

- 12 Describe basic sailboat design, sail theory and boat dynamics.
- 13 Explain how to read the wind and determine all points of sail.
- 14 Describe real and apparent wind, and their relationship to each other.
- 15 Understand what is meant by the term "sailing by the lee" and explain the inherent dangers involved.



CANDIDATE'S NAME: _____

Leaving the Dock or Mooring:

- 16 Understand the effects of wind, tide and currents in relation to the boat and surrounding area while preparing to get underway.
- 17 Describe the differences and alternatives for leaving under sail and/or power in upwind, crosswind and downwind situations.

Navigation (Piloting):

- 18 Be familiar with basic chart reading specific to your local waters.
- 19 Describe Aids to Navigation: buoys, daymarks, regulatory markers, and other markers specific to your local waters.
- 20 Describe magnetic influences that may disrupt compass readings and how you would account for them while underway.
- 21 Understand variation and describe the use of compass rose.
- 22 Demonstrate the use of tide and current tables including secondary station predictions; use the rule of twelfths; and apply set and drift and anticipated leeway when determining a course to steer.
- 23 Demonstrate the use of the Light List and Coast Pilot.
- 24 Demonstrate knowledge of the considerations, responsibilities and special techniques required for navigation in restricted visibility.
- 25 Understand the correct use of a ship's log.

Navigation Rules, International-Inland:

- 26 Describe the Navigation Rules, International-Inland, for Stand-On and Give-Way sailboats and powerboats for collision avoidance, including required sound signals, and understand your state and local boating regulations.
- 27 Describe the sound signals required by the Navigation Rules, International-Inland, for operation in limited visibility.

Heavy Weather Sailing:

- 28 Describe weather warning sources.



CANDIDATE'S NAME: _____

Overboard Recovery Methods:

- 29 Describe the Quick-Stop and Quick-Turn overboard recovery methods to include: constant visual contact with the victim, communication, recovery plan, sequence of maneuvers, boathandling, course sailed, pickup approach and coming alongside the victim.
- 30 Describe methods of getting an overboard recovery victim back on deck after the vessel is stopped alongside.

Safety and Emergency Procedures:

- 31 Be familiar with treatment of victims of overheating, hypothermia and seasickness.
- 32 Describe the use and regulations for flares.
- 33 Be familiar with at least six different distress and emergency signals per Navigation Rule 37.
- 34 Be familiar with the U.S. Coast Guard requirements for safety equipment.
- 35 Be familiar with fire fighting equipment on board: regulations, types, location and operation.
- 36 Explain the purpose and use of a radar reflector.

Anchoring Techniques:

- 37 Explain how to determine the required scope of an anchor rode.
- 38 Be familiar with anchoring procedures for emergency situations such as loss of boat control, sudden storms, prevention from going aground or injured crew situations.

Returning to the Dock or Mooring:

- 39 Describe the differences and alternatives for arrival under sail and/or power in upwind, crosswind and downwind situations.

Securing the Boat Properly:

- 40 Describe the responsibilities of the skipper when returning the boat.

