



OPERATING PROCEDURE No. 8

Issue 2 April 2025

HANSA LIBERTY PREPARATION, LAUNCHING, RECOVERY

PURPOSE

This procedure provides guidance on preparing launching and recovering Hansa Liberty.

This procedure should be read by all volunteers.

PROCEDURE

Boats should not be launched or moored on the left-hand side of the pontoon if there are Dolphin Boatyard Lifting Operations ongoing or Marina Users launching or recovering boats.

NOTE: There are two Hansa Libertys. The blue decked boat has blue sails. The white decked boat (with black hull) has white sails. There are some slight differences in configuration and rigging between the two boats, and this results in slight differences in location of some control lines for the sailor.

NOTE: Between sailing sessions the Libertys will either be stored on the centre pontoon or ashore in the Hansa lane. When on the centre pontoon the Libertys will not normally have boat covers on but should otherwise be found in the same condition as when in the Hansa lane.

NOTE: The sails have a UV protective strip on the leech which protects the sails when furled. Sail covers are not required or fitted.

Preparation

If Liberty is ashore:

Take off cover, fold, put at top of beach near Hansa Lane.

Sails should normally be rigged (see below) onshore with boat head to wind. If there is a good onshore wind, it may be preferable to rig the jib and possibly the main sails after boat is launched. In which case, when on the pontoon turn it head to wind and rig when keel and rudders are in place. [Boats are usually launched stern first.]

Launch down slipway as advised by PM.

Float boat off trolley.

Put trolley by wall.

Lower keel (see below).

Fit Rudder blades.

If Liberty is on centre pontoon:

Pontoon Master will direct a Support Boat to bring boat across to main Pontoon.

Boat should then be moved to end of Pontoon as directed by Pontoon Master.

RIGGING

If rigging afloat with boat tied to pontoon, keel **MUST** be lowered first to provide stability for anyone stepping into the boat. It is then sensible to also fit the rudder blades to free up the cockpit area.

MAIN.

The mainsail is controlled by the inner reefing line.

Pull outhaul white ring about halfway along boom towards mast, checking that the outhaul and mainsheet control lines run smoothly and are not twisted.

Release mainsheet and outhaul from cleats on centre console and check they are free to run. Remove bungee that is holding mainsail wrapped around mast and secure it around base of mast at foredeck where it will not foul other lines. By hand unwind about 4 turns of mainsail.

Lift the boom up so that the clew of the sail and the white ring on the boom can be brought together. If necessary, slacken the boom control line, but do **NOT** adjust the knot in the line.

Connect outhaul fitting to clew of mainsail – ensure the arm of the fitting is securely against the side of the fitting and so locked in place.

Push horse shoe end of boom onto bobbin on mainmast. If necessary, put slack into mainsheet and outhaul control lines.

Check reefing lines are working. Starboard side of reefing line unwraps the sail, port side winds it back around the mast. Never try to 'push' with the other side of the reefing line, it does nothing helpful but can cause big problems with the mainsail reefing line.

Fully unfurl sail, and tighten outhaul, as final check that sail can be properly set when out on the water.

Reef sail until small triangle. This is setup for towing out to sailing area.

Leave the boom control line slack. In the black hull boat, there is a black marker on the boom control line - check that the black mark has not gone past the jammer block and if

necessary tighten the control line until the black mark comes out of the jammer block. In the blue deck boat there should be a knot in the control line to prevent too much slack in the line – do not adjust the knot.

Do not change anything else, the rig is particular to these boats and they have been set up exactly right!

JIB.

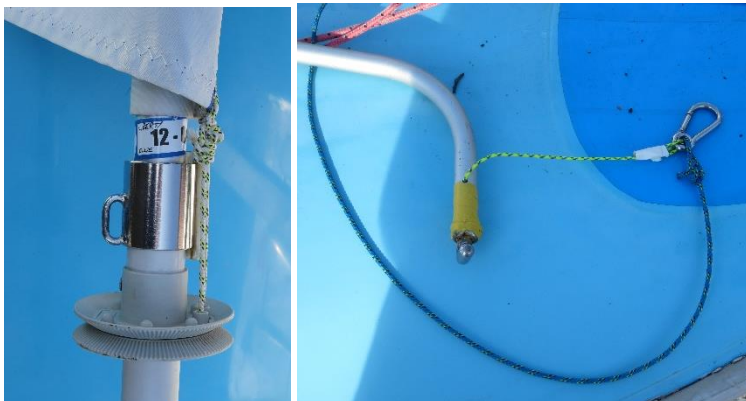
Check claw is at base of foremast (not interfering with furling and unfurling of the jib), and jib strut downhaul line is not connected to claw.

Check foremast is swivelling easily. Check reefing lines are working, as per main. Outer reefing line is Jib on both sides.

Check jib sheet is running correctly.

Fully unfurl jib using reefing lines.

Take the jib strut from the cockpit and stand on the port side of the jib. Check that the jib strut downhaul line between the jib strut and the hole in the foredeck is clear of any obstruction (e.g. not wrapped around the base of the foremast).



Slide claw up the foremast and locate the hook of the jib strut into the lug on the claw so that it is securely held in place when the strut is in its normal orientation.

Clip the carabiner on the jib strut downhaul line to the jib claw, below the jib strut hook. Check that the jib strut downhaul line will pull vertically down on the carabiner and hence on the claw.

Attach the snap shackle at the other end of jib strut onto shackle fitted to jib clew plate (above jib sheet fitting) – Pass the open hasp of the snap shackle down through the shackle at the jib clew, so that the rope bobble used to open the snap shackle is on the top. This assists derigging on the water and minimises risk of accidental derigging caused by flogging jib sheet.

Unless specifically directed, the jib is NOT partially furled for towing, but left fully out. Towing out is normally into a head wind. If conditions require the jib to be furled for towing, it should not be reefed more than 2 turns round the foremast – any more and it may be difficult to unfurl again on the water as the claw gets stuck up the foremast.

Take out the slack in the jib strut downhaul line, sufficient to stop it lifting up the foremast, and cleat with light tension.

Check boat over generally – joystick, bailer/sponge in boat.

KEEL.

WARNING - Keel weighs 72kg. More than double that of a Hansa 303 keel.

To lower keel using main (personnel) hoist: 2 man job.

Position boat under hoist. Thread purple hoist strop through handle of keel, attach to 'coat hanger' of hoist. Ensure strop is central along length of handle. If necessary for fitting the strop to the keel, climb carefully into boat keeping your weight low and central, it will not be stable.

Hoist operator uses hoist to take weight of keel so securing pin can be removed and lower keel fully down. The keel may need a little adjustment fore or aft to help it descend. It may need a carefully placed foot to push it down the final few centimetres – do not be too enthusiastic or it will be even harder to raise at the end of the session!

Remove strop and hand to hoist operator.

Insert long aluminium pin into back end of hole through top of keel, slide forward, ensuring it engages into hole on centre console.

Tighten securing elastic in cleat. Correct fitment of the long pin is very important as it means the keel cannot fall out under any conditions.

To lower keel using A frame hoist: the A frame hoist is stored in the Blue box on the quayside. It is heavy and designed solely to lift and lower the Hansa keels.

Position A frame feet one either side of the centreboard casing making sure the A frame rope is central above the centre of the keel handle. Remember the boat is very unstable at this stage. Connect A frame rope around centre of keel handle.

Raise keel slightly for removal of securing pin then carefully lower keel adjusting fore and aft if it gets a little stuck. As above, careful use of a foot to encourage the keel down the final few centimetres may be required.

Remove A frame.

Insert long aluminium pin into back end of hole through top of keel, slide forward ensuring it engages into hole on centre console.

Tighten securing elastic in cleat. This is very important as it means the keel cannot fall out under any conditions.

PACKING AWAY

Reverse of all above.

If boat to be taken to centre pontoon derig on main pontoon as follows:

- Jib strut – uncleat jib strut downhaul in cockpit, if jib was partly furled before tow back then fully unfurl jib using reefing lines, disconnect jib strut from jib clew plate by pulling on rope bobble to open snap shackle, unclip jib strut downhaul carabiner from claw lug, remove jib strut from claw lug. Pull sufficient jib strut downhaul line through at bow to be able to place jib strut in cockpit of boat for storage.
- Uncleat jib sheet and fully reef jib sail using reefing line in cockpit. Leave some slack in jib sheet so that it can be laid down on foredeck when cover put on boat. If cover not used, i.e. boat taken to centre pontoon, jib sail to be secured around foremast using a bungee cord.
- Detach mainsail clew from boom outhaul. Detach boom from mast and lay on deck, with aft end on boat – not overhanging stern of boat.
- Fully reef mainsail using reefing line, and secure with bungee that was previously placed around bottom of mast at deck level.
- Rudder blades out and placed in cockpit.
- Keel raised by either method described above. If the keel was sticking when lowering, and needed a foot to push it fully down, use the A frame to hoist it up – using the personnel hoist at the end of the pontoon is liable to try and lift the whole boat before the keel comes unstuck. If lifting continued it could overload the hoist. Raise the keel so that the short pin can be inserted in the second hole through the keel – this is max height when using the A frame
- Joystick to be left on seat or in hole on armrest.
- Ropes in cockpit to have slack removed, and then coiled and stowed over cleats on console to keep out of any rainwater that may collect.
- Boat is ready for transfer to centre pontoon by a support boat.

If boat to be stored ashore in Hansa lane, the activities are performed in the following order

- Raise keel
- Put rudder blades in cockpit
- Recover boat onto trolley and bring ashore – boat is heavy and requires at least 3 people to pull safely up slip.
- Derig jib and mainsails and associated strut and boom
- Tidy joystick and ropes in cockpit
- Fit cover securely and take to Hansa lane.

RIGGING AFTER WINTER LAYUP

Stepping the Mainmast (Both Boats)

The mast is a two-section mast. If necessary, slot the two sections together.

Fit sail to mast and slide bobbin up the mast to the bottom of the sail. Tie the tack of the sail to the bobbin as shown.



Fit windex to top of mast, sliding down inside sail luff sleeve. Roll sail around mast and secure with supplied bungee cord.

Apply some grease to foot step of mast in hull. Step the mast into the boat making sure the foot rests in the step on the hull.

Tighten the reefing drum clamp (under the console) onto the mast.



Fitting The Control Lines

Blue Deck Liberty

NOTE: The blue deck Liberty is capable of having the servo assist package fitted, but it is not currently available at DSG. The boom has the necessary blocks, and the console has a central hole to take the mainsheet through to the winch that would be mounted underneath. Similarly the jib sheet fixed end is positioned ready to work with the jib sheet winch that would be mounted on the forward portside bulkhead below the foredeck. Also the mountings are available on the rear bulkhead for the servo steering, but are currently blanked off.

Outhaul

Note: The outhaul is currently a red rope, but some of the photos show the previous white rope.

The secure end is attached with an overhand knot through the white fitting in the end of the boom, and then runs along the boom to the outhaul white ring and passes through the block attached to the mainsail clew shackle. The outhaul then runs back to the pulley on the side of the boom near the outer end of the boom.



The outhaul is then fed forward along the boom, passing the outhaul white ring, and the fixed white ring, then through the starboard side of the double block fixed to the boom above the console in the boat, and then through the block at the front end of the boom just behind the horseshoe fitting.

NOTE: The blocks on this boom are actually set up for the electric servo assist configuration. In that scenario the double block is used solely for the mainsheet, with the powered end using the second pulley before passing through the hole in the console to the electric motor. In this case the outhaul bypasses the double block before passing through the block at the front of the boom as described above.

The outhaul is then passed down to the deck and through the hole in the deck just aft of the mast before entering the eye on the console immediately aft of the mast, and finally placed into the marked outhaul clam cleat at the port rear of the console.

NOTE: The outhaul can be made fast using the clam cleat on the starboard side of the boom, just aft of the fixed white ring, and then left a little slack in the clam cleat on the console (effectively a back-up in case the outhaul slips in the boom clam cleat slips). This is a better solution in that when the outhaul is taugted down to the console, as the boom moves out or up it also has the slight effect of tightening the outhaul which may not be possible without straining something! NB: Depends on capability of sailor to use boom clam cleat. May not be possible for all sailors.

Mainsheet

The mainsheet is best fitted starting from the cockpit.

Feed the mainsheet through the mainsheet control block (starting with the swivel jamming cleat).

Bring the mainsheet up and pass through the port side of the twin block on the boom (roughly above the mainsheet control block) – see black control line in photo:



Feed mainsheet out along boom, passing through the fixed white ring and continue passing through the block attached to the sliding outhaul white ring.



Bring mainsheet down to the block on the traveller and pass through the block and back up to the block at the end of the boom, passing through this block from aft to fwd.

Take mainsheet back down to the traveller block and secure end to becket on top of block.

Boom Control

The Boom Control line is secured to the eyestay on the console immediately at the starboard side of the mast. The control line passes up to the boom and through the single block that is beside the double block.

The control line then returns to the port side of the console and is fed through the block immediately at the port side of the mast, then through the white plastic eye immediately aft of the block, and finally to the boom control clam cleat.

The photo shows a stopper knot in the control line aft of the white plastic eye. This is to prevent the boom lifting too high when running, whilst the line through the clam cleat can be used when sailing to hold the boom down in a controlled manner when sailing off wind. The stopper knot needs to be placed such that the boom can just be lifted as required to connect the outhaul shackle to the clew of the mainsail when the mainsail is only unrolled

off the mast by a few turns, i.e. when the boat is rigged ready to be towed out to the sailing area.



Black Hull Liberty

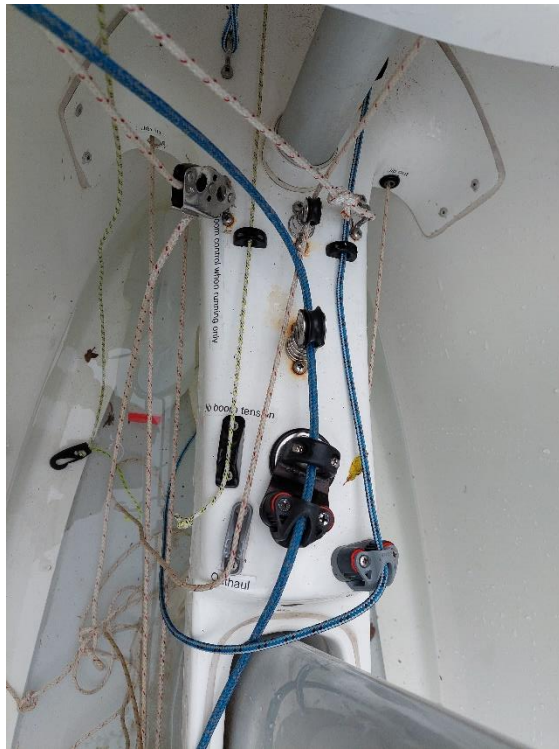
Outhaul

Note: The outhaul is currently a red rope, but some of the photos show the previous white with red fleck rope.

The secure end is passed through a hole in the side of the end of the boom, and out through the white fitting in the end of the boom, and then made fast with an overhand knot. It then runs along the boom to the outhaul white ring and passes through the block attached to the mainsail clew shackle. The outhaul then runs back to the pulley on the side of the boom near the outer end of the boom.



The outhaul is then fed forward along the boom, passing the outhaul white ring, and then through the fixed white ring. It is then fed forward to the block immediately behind the horseshoe fitting at the front of the boom, and then down through the foredeck immediately aft of the mast.



The outhaul is then passed through the block on the console immediately aft of the mast, and finally placed into the marked outhaul clam cleat at the port rear of the console.

NOTE: The black hull Liberty does not have a clam cleat on the side of the boom as an option for securing the outhaul.

Mainsheet

The mainsheet is best fitted starting from the cockpit.

Feed the mainsheet through the mainsheet control block (starting with the swivel jamming cleat) and through the block just in front of the control block - see photo above right (under Outhaul).

Bring the mainsheet up and pass through the aftmost of the pair of blocks on the boom (roughly above the mainsheet control block) – see blue control line in photo:



Feed mainsheet out along boom, passing through the fixed white ring and continue passing through the block attached below the sliding outhaul white ring.

Bring mainsheet down to the block on the traveller and pass through the block and back up to the block at the end of the boom, passing through this block from aft to fwd.

Take mainsheet back down the traveller block and secure end to block by passing through centre of block and tying an overhand stopper knot in the end (not a figure of eight).

Boom Control

The Boom Control line is secured to the metal eyestay on the starboard side of the console just aft of the mast. The control line passes up to the boom and through the forward block of the pair of blocks on the boom (roughly above the mainsheet control block) – see red flecked control line in photo.

The control line then returns to the metal jamming block on the port side of the console opposite the metal eyestay that secures the other end of the line.

Although not visible in the photo, there is a black marker on the control line. The control line can be slackened only until this marker is about to enter the jamming block. This represents the maximum amount of slack that should be used. As a backup, there could be a stopper knot in the end of the control line to prevent the boom being accidentally lifted too high when running. The line through the jamming block can be used when sailing off wind to hold the boom down in a controlled manner. The stopper knot needs to be placed such that the boom can just be lifted as required to connect the outhaul shackle to the clew of the mainsail when the mainsail is only unrolled off the mast by a few turns, i.e. when the boat is rigged ready to be towed out to the sailing area. Thus the stopper knot should be at about the same place in the line as the black marker.



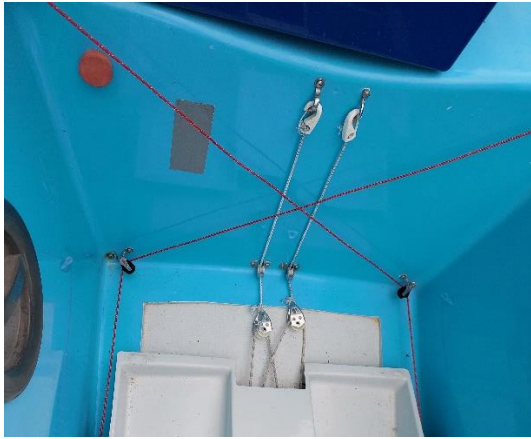
Stepping the Foremast (Both Boats)

Slide the claw down the foremast, with the lug at the **BOTTOM** of the claw.

Fit unfurled jibsail to foremast and tie the tack of the sail to the reefing pulley. Do not tie a knot on the underside of the reefing pulley as that would sit on the foredeck and impede operation of the jib reefing.

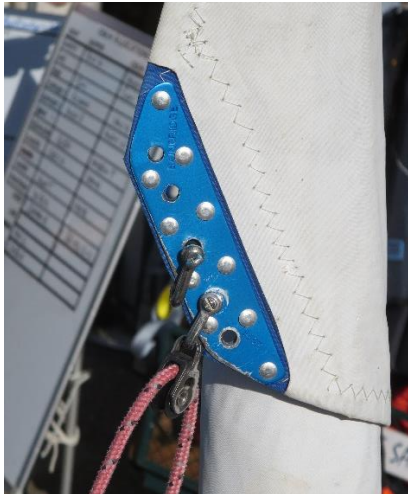


Unhook the jib reefing line tension shock cord hook (located on back bulkhead behind the seat) and set up the reefing line in a loop to complete a full turn around the foremast reefing pulley.



Step the mast, fit the reefing line to the reefing pulley and re-connect the jib reefing line shock cord hook on back bulkhead.

Furl the jib using the reefing line in the cockpit and secure jib around foremast using bungee.



NOTE: The claw and jib strut are only connected as part of rigging prior to going sailing.

Foremast Controls

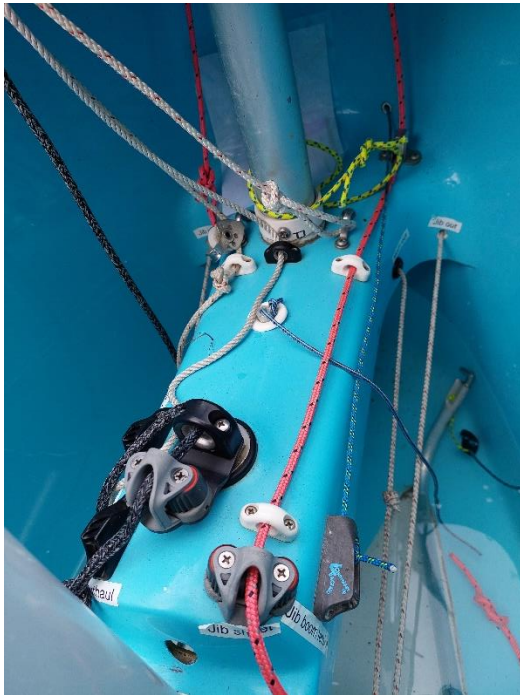
Blue Deck Liberty

Jibsheet

The jib is self-tacking and so has a single jibsheet. The jibsheet is secured to the eye strap on the port side of the console, near the reefing line entry/exit position.

The jibsheet is passed up through the port side of the foredeck in front of the mast, through the block at the clew of the jib, and then back down through the starboard side of the foredeck in front of the mast.

The jibsheet then passes through a block on the console that is forward starboard of the mast, back through two white plastic eyes and into the jamming cleat. It is the red control line in photo.



Jib Strut Downhaul

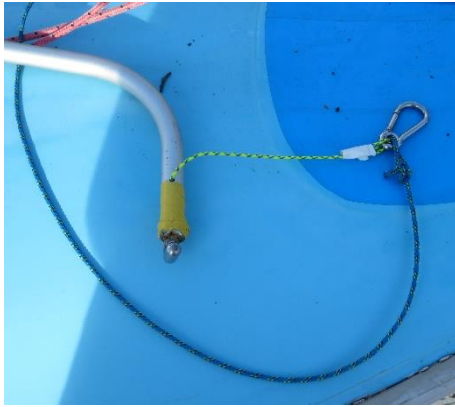
The jib strut downhaul runs in a tube through the foredeck. At the bow it passes the foremast and goes through a block attached to the bow fairlead ring, and has a carabiner at the end. The carabiner clips to the claw when the boat is rigged for launching, but during storage onshore it is left disconnected from the claw.

The inboard end of the jib strut downhaul appears in the cockpit forward and to starboard of the mast. It then comes back to the clam cleat at the rear of the console on the starboard side – see blue control line in photo above (to right of Jibsheet).

Jib Strut

The jib strut is tethered to the carabiner on the jib strut downhaul by a short length of rope. This is to ensure the jib strut is retained in the boat and cannot be lost overboard if it accidentally becomes detached from the claw / jib when sailing.

During storage the jib strut downhaul is pulled through at the bow so that the jib strut can be placed in the cockpit for safe keeping, whilst still attached to its downhaul by the tether.



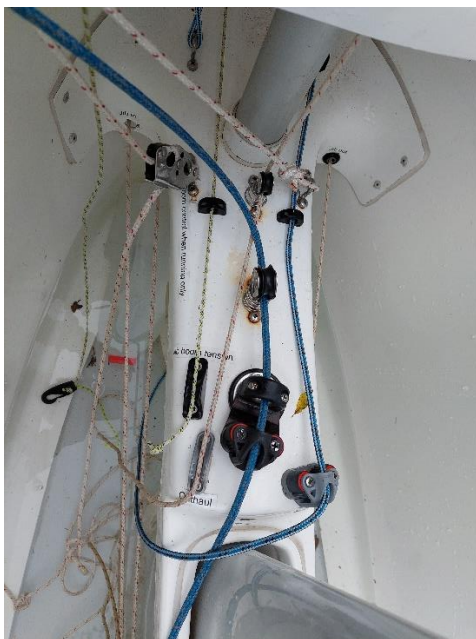
Black Hull Liberty

Jibsheet

The jib is self-tacking and so has a single jibsheet. The jibsheet is secured to the eye strap on the port side of the console, just forward of the mast.

The jibsheet is passed up through the port side of the foredeck in front of the mast, through the block at the clew of the jib, and then back down through the starboard side of the foredeck in front of the mast.

The jibsheet then passes through a block on the console that is forward starboard of the mast, back through a single black plastic eye and into the jamming cleat at the starboard rear of the console. It is the thinner blue control line in photo.



Jib Strut Downhaul

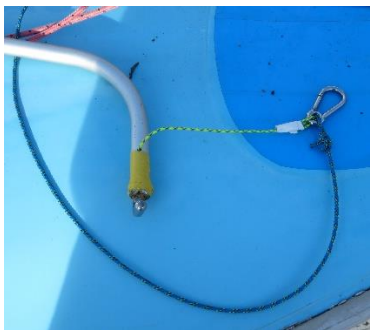
The jib strut downhaul runs in a tube through the foredeck. At the bow it passes the foremast and goes through a block attached to the bow fairlead ring, and has a carabiner at the end. The carabiner clips to the claw when the boat is rigged for launching, but during storage onshore it is left disconnected from the claw.

The inboard end of the jib strut downhaul appears in the cockpit forward and slightly to port of the mast. It then comes back on the port side of the console, via a black plastic eye to the clam cleat labelled "Jib Boom Tension" on the port side of the console – see black and yellow flecked control line in photo above left (under Jibsheet).

Jib Strut

The jib strut is tethered to the carabiner on the jib strut downhaul by a short length of rope. This is to ensure the jib strut is retained in the boat and cannot be lost overboard if it accidentally becomes detached from the claw / jib when sailing.

During storage the jib strut downhaul is pulled through at the bow so that the jib strut can be placed in the cockpit for safe keeping, whilst still attached to its downhaul by the tether. The concept is the same as for the blue decked Liberty although the rope colours are different.



Fitting the Seat (Both Boats)

The rigid seat is simply placed over the base plate attached to the hull, and the long securing pins inserted down the sides of the seat, and kept in place by the retaining bungee lines.



Traveller

Check the ends of the traveller, under the gunwale. Whilst upturned it is likely that the traveller was shortened temporarily to keep the traveller blocks off the ground. Remove any temporary knots. There should only be a stopper knot at or near each end.

DE-RIGGING FOR WINTER LAYUP

The Hansa Liberty hulls are stored over winter upturned on pallets. They therefore require all rigging to be removed and stored separately.

Keel – remove using hoist at end of pontoon. Transport to behind Hansa wall using sack barrow or equivalent. Note: Weighs 72kg. NOTE: A-frame cannot be used to remove keel as it has insufficient height to lift keel out of slot. Ensure keel is labelled for the correct boat – they are not interchangeable due to marginal tolerance in keel and boat hull manufacture!

Keel Pins (Long and short) - remove and put in accessories box

Helming stick - remove and put in accessories box

Bailer/sponge - remove and put in accessories box

Rudder Blades – remove and store in shoreside blue container

Windex – remove and put in accessories box

Jibsheet – remove, wash, and put in accessories box

Sails – remove, rinse and store in sail bags in ISO. [Leave block for jibsheet and shackle for jib strut in clew plate of jib sail]

Masts – remove and store at Piggery (along with Hansa 303 equipment). Ensure labelled for blue or black boat

Mast bobbin and foremast claw - remove and put in accessories box

Seat – remove and store in tent at Piggery. Keep retaining pins with seat

Jib Strut – disconnect from downhaul control line tether and store in shoreside blue container with rudder blades – less likely to get damaged than at Piggery

Jib Strut Downhaul – leave in boat, taking slack in at the cleat and coiling and stowing so that it is kept off the ground when boat upturned

Painter, Stern line and Breast line (tied around mast) – remove, wash and put in accessories box

Mainsheet – remove, wash, and put in accessories box

Boom control (only used when running) – unreeve, wash, and put in accessories box

Outhaul – unreeve, wash, and put in accessories box

Boom – remove and store in tent at Piggery (along with Mast)

Traveller – left fitted, but loosely shortened to keep block off ground when hull inverted for storage

Hull – store inverted on pallet to keep it off the ground. Jib strut downhaul line kept forward in cockpit so that it rests on underside of foredeck in mast area when hull is upside down, and doesn't fall out onto ground.

Accessories box to be stored in ISO alongside equivalent Hansa 303 boxes

Covers (when washed and dry) folded and stored in ISO alongside Hansa 303 covers

Contents of Accessories Box:

- Keel Pins (Long and short)
- Helming stick
- Bailer/sponge
- Windex
- Mast bobbin and foremast claw
- Painter, Stern line and Breast line
- Mainsheet
- Jibsheet
- Outhaul
- Boom control line



Tie each boat's set of ropes together to assist rerigging