



Yacht Safe Software As A Service (SAAS) user guide

How to get to the Yacht Safe SAAS Log In Page:

<http://app.yachtsafe.com.au>

Enter you user name and password here, if you have forgotten your password use the tool.

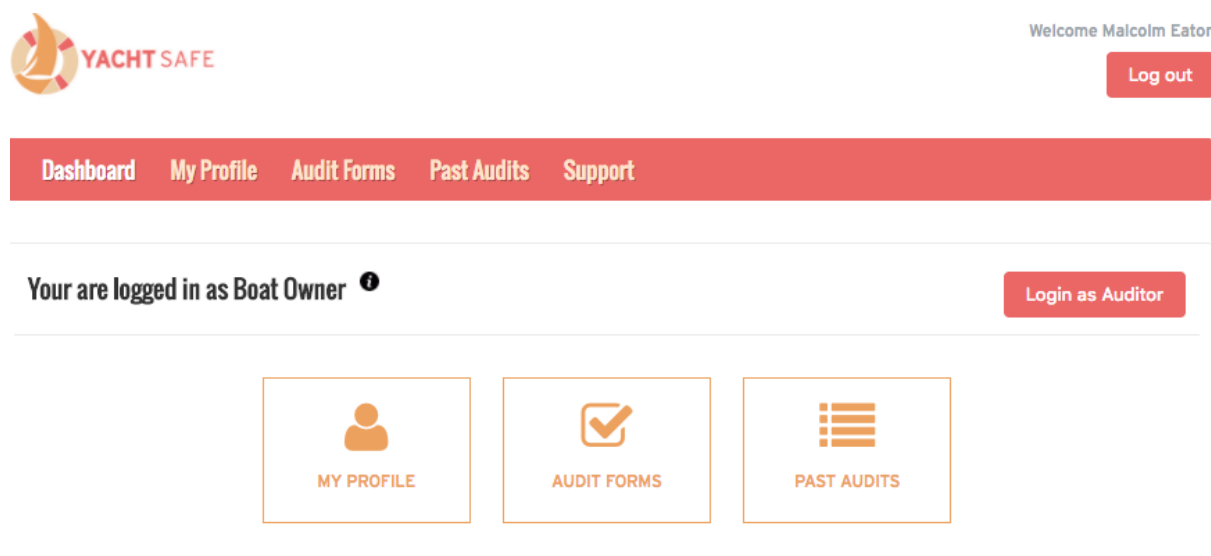
Note if you have changed your email address since the last log in please let the office know this can be edited for you, your email is where ALL your notices go to, including log in tool info.

If you have a new boat or have had a change of boat name “ADVISE THE OFFICE PRIOR TO LOGGING IN”

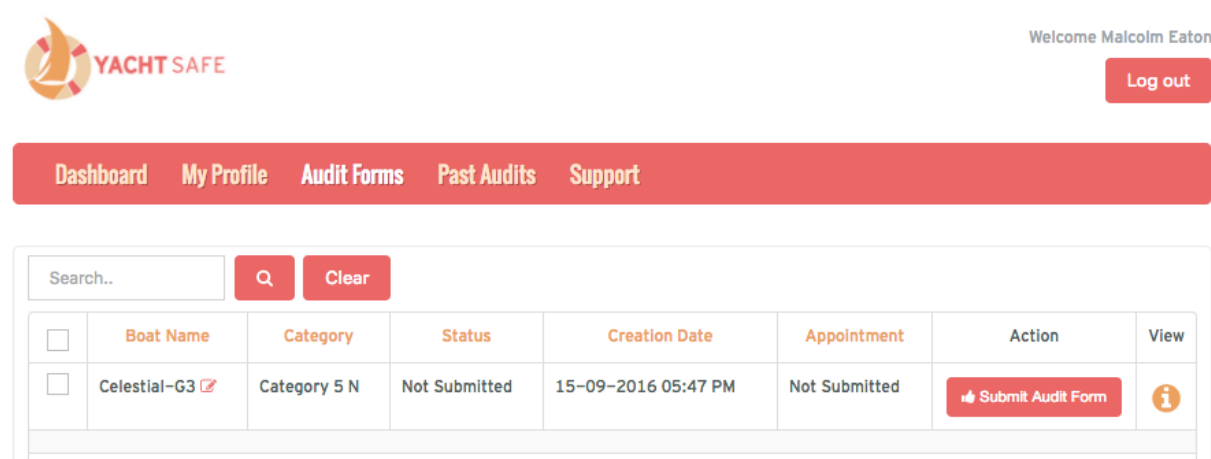


Username *	<input type="text" value="admin"/>
Password *	<input type="password" value="....."/>
Remember me	<input type="checkbox"/>
<input type="button" value="Log in"/>	
Forgot your password?	
Forgot your username?	

Once logged in you will see the following: From here you can manage your declaration and audit.



Next thing to do is click on the menu item Audit Forms, see the small icon next to your boat name on the left, click that, you can make some profile changes here, note that there is the ability to add your TOP YACHT boat ID here please do this its easy and in the coming months we will be linked to TOP YACHT and your audit status will be present for any of your race entries.



<input type="checkbox"/>	Boat Name	Category	Status	Creation Date	Appointment	Action	View
<input type="checkbox"/>	Celestial-G3	Category 5 N	Not Submitted	15-09-2016 05:47 PM	Not Submitted	Submit Audit Form	


Next thing is to Submit your Declaration / Audit forms disregard the notice regarding the time to go message this is being sorted as we speak. When you click the Submit Audit Form you will be presented with you nominated category form, Eg cat 5 or 5n Etc See next page >>>

Please note: This boat has selected N night so some of the boxes are pre populated, note the GREEN boxes, please check all boxes to ensure we have it right.

Note the RED boxes are for you to tick Colum "0" is for you "EA" is for the auditor you cannot tick this box. Some of the red areas are for the auditor to complete and you will see a symbol restricting you access.

Dashboard
My Profile
Audit Forms
Past Audits
Support

2013-2017 YA SPECIAL REGULATIONS EQUIPMENT AUDIT FORM ©



CATEGORY 5 N	MONOHULLS & MULTIHULLS	Races with limited rescue availability in protected waters in daylight and sheltered waters at night
DATE OF AUDIT	SAIL NO.	BOAT NAME
00-00-0000 00:00 AM	G3	Celestial-G3

Print
Close
Save
Submit

Audit Form valid until 30th June next from the date of this form 30/06/ or whichever is the earlier.
* Subject to spot checks Regulation 2.02.2

NIGHT RACING COMPLIANT YES NO (SEE 3.15.2, ,3.23.1-3.23.4, 4.14.1, 4.14.2, 5.01.1(E), 5.03.1)

OWNER DETAILS

OWNER/S NAME	Malcolm Eaton		
OWNER/S YA NO.	528454	OWNER/S CLUB	Royal Geelong Yacht Club

BOAT DETAILS

LOA	11.90	DISPL (tonnes)	4
HULL MATERIAL	Strip Plank Cedar	HULL COLOUR	Grey
DECK MATERIAL	Marine Ply / Cedar	DECK COLOUR	White
MAX CREW	6		

RMS (MARITIME) HULL REGISTRATION NO ON 85000 RMS (MARITIME) STICKER ISSUED Yes No

DISTINGUISHING MARKS

Further down note there are date fields to complete, you can enter these manually or as I have shown use the inbuilt calendar.

DISTINGUISHING MARKS														
Grey Hull														
DECLARATION BY OWNER/PERSON IN CHARGE														
<p>I have read and understand my obligations as Owner/Person in Charge set out in the YA Special Regulations 1.02.2, 1.02.3 Owner's Responsibility, and 2.03.1(a) Function of equipment. I understand that this applies to all Owners/Persons in Charge and Race Organising Authorities. An Auditor does not limit or reduce the compliance obligations of the Owner/Person in Charge as defined in Special Regulations 1.02.1, 1.02.2, 1.02.3 and 2.03.1.</p> <p>I undertake that all of the boat's equipment as specified in the YA Special Regulations 2013-2017 will remain in working order and repair for the duration of each and every race.</p> <p>Items designated with a shaded box <input type="checkbox"/> are for the Owner/Person in Charge to ensure compliance with the regulations. The Owner/Person in Charge is responsible for ensuring compliance with the regulations.</p> <p>Signed by Owner/Person in Charge</p> <p><input type="text"/></p>														
EQUIPMENT AUDITOR DECLARATION														
<p>I have checked the above mentioned boat in accordance with 2.02.2 summarised in the following list, and the items listed were found to be on board, and as per the regulations at the time and date of this Audit. Outstanding Items are detailed below.</p> <table border="1"> <tr> <td>Audited By (print by)</td> <td><input type="text"/></td> <td>Signed By Equipment Auditor</td> <td colspan="2"><input type="text"/></td> </tr> <tr> <td>YA Number</td> <td><input type="text"/></td> <td>Signed Date</td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>					Audited By (print by)	<input type="text"/>	Signed By Equipment Auditor	<input type="text"/>		YA Number	<input type="text"/>	Signed Date	<input type="text"/>	<input type="text"/>
Audited By (print by)	<input type="text"/>	Signed By Equipment Auditor	<input type="text"/>											
YA Number	<input type="text"/>	Signed Date	<input type="text"/>	<input type="text"/>										
OUTSTANDING ITEMS – THE EQUIPMENT LISTED WAS COMPLETE EXCEPT FOR THE FOLLOWING ITEMS														
Equipment Outstanding	Re-inspected by	YA Auditor No.	Date	OK										

September, 2016

Today

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
34					1	2	3
35	4	5	6	7	8	9	10
36	11	12	13	14	15	16	17
37	18	19	20	21	22	23	24
38	25	26	27	28	29	30	

Select a date.

This sample is to show you the GREEN and RED boxes if it's RED you need to tick it GREEN means it's done.

See the small menu on the top right Print, Close, Save, Submit

Use the save button often it may save you some pain if you have to leave your audit, Do Not submit the form until you filled the Declaration form..

<div style="text-align: right;"> <input type="button" value="Print"/> <input type="button" value="Close"/> <input type="button" value="Save"/> <input type="button" value="Submit"/> </div>				
THIS SECTION TO BE COMPLETED AND INITIALLED BY OWNER /PERSON IN CHARGE(O) AND AUDITOR/INSPECTOR (EA)				
		Upper rails of pulpits shall be at no less height above the working deck than the upper lifelines as in 3.12.5.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
		Openable upper rails in bow pulpits shall be secured shut whilst racing.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
		Pulpits and stanchions shall be permanently installed. When there are sockets or studs, these shall be through-bolted, bonded or welded. The pulpit(s) and/or stanchions fitted to these shall be mechanically retained without the help of the lifelines. Without sockets or studs, pulpits and/or stanchions shall be through-bolted, bonded or welded.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
		The bases of pulpits and stanchions shall not be further inboard from the edge of the appropriate working deck than 5% of maximum beam or 150 mm, whichever is greater.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
3.12.3	If fitted	Stanchion bases shall not be situated outboard of a working deck. For the purpose of this rule a stanchion or pulpit base shall be taken to include a sleeve or socket into which a stanchion or pulpit tube is fitted but shall exclude a baseplate which carries fixings into the deck or hull.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
		Provided the complete lifeline enclosure is supported by stanchions and pulpit bases effectively within the working deck, lifeline terminals and support struts may be fixed to a hull aft of the working deck.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
		Lifelines need not be fixed to a bow pulpit if they terminate at, or pass through, adequately braced stanchions set inside and overlapping the bow pulpit, provided that the gap between the upper lifeline and the bow pulpit does not exceed 150 mm.	NA <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>

Sample of a saved form and message above.

Message ✕
 Audit form saved successfully. However you still need to "submit" it on time after which editing will be disabled and forwarder for further processing.

Print Close Save Submit

THIS SECTION TO BE COMPLETED AND INITIALLED BY OWNER /PERSON IN CHARGE(O) AND AUDITOR/INSPECTOR (EA)

3.12.3 If fitted	(d)	Upper rails of pulpits shall be at no less height above the working deck than the upper lifelines as in 3.12.5.	NA <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
	(e)	Openable upper rails in bow pulpits shall be secured shut whilst racing.	NA <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/>
	(f)	Pulpits and stanchions shall be permanently installed. When there are sockets or studs, these shall be through-bolted, bonded or welded. The pulpit(s) and/or stanchions fitted to these shall be mechanically retained without the help of the lifelines. Without sockets or studs, pulpits and/or stanchions shall be through-bolted, bonded or welded.	NA <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/>
	(g)	The bases of pulpits and stanchions shall not be further inboard from the edge of the appropriate working deck than 5% of maximum beam or 150 mm, whichever is greater.	NA <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
	(h)	Stanchion bases shall not be situated outboard of a working deck. For the purpose of this rule a stanchion or pulpit base shall be taken to include a sleeve or socket into which a stanchion or pulpit tube is fitted but shall exclude a baseplate which carries fixings into the deck or hull.	NA <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/>
	(i)	Provided the complete lifeline enclosure is supported by stanchions and pulpit bases effectively within the working deck, lifeline terminals and support struts may be fixed to a hull aft of the working deck.	NA <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>
	(j)	Lifelines need not be fixed to a bow pulpit if they terminate at, or pass through, adequately braced stanchions set inside and overlapping the bow pulpit, provided that the gap between the upper lifeline and the bow pulpit does not exceed 150 mm.	NA <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/>

Once you submit your Declaration form you will see the following and should receive an email like this one.

Important notice:

Dear Malcolm Eaton

Thank you for lodging your Safety Declaration.

Your boat Celestial-G3 with the sail number G3 has been selected for a club audit for your nominated category Category 5 N

Please log into the Yacht Safe app and select an audit appointment from the times available.

Should you have any difficulties please contact your club's sailing administrator.

Regards

The Yacht Safe Team

The screenshot shows the Yacht Safe web interface. At the top left is the Yacht Safe logo. At the top right, it says "Welcome Malcolm Eaton" and has a "Log out" button. Below this is a navigation bar with "Dashboard", "My Profile", "Audit Forms", "Past Audits", and "Support". A yellow message box states: "Message: Audit form was submitted successfully. Please check your e-mail and watch for status of your application for further actions. Audit form was updated successfully". Below the message is a search bar and a table of audit appointments.

<input type="checkbox"/>	Boat Name	Category	Status	Creation Date	Appointment	Action	View
<input type="checkbox"/>	Celestial-G3	Category 5 N	Appointment Not Taken	21-09-2016 08:30 AM	-	Book Appointment	View

Next thing to do is book your appointment, click Book Appointment “ button and you will see the following, If it’s GREEN you can take it RED and it’s not available.

20th, Tue	RED	RED	RED	RED	RED	RED
21st, Wed	RED	GREEN	GREEN	GREEN	GREEN	GREEN
22nd, Thu	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN

Once you book your appointment an auditor is allocated to you and you will get another email confirming your booking details and the name and contact details of your auditor.