### Purpose

To aid in safely and quickly locating and rescuing a crewmember who has fallen overboard.

### Responsibilities

* Master – Ensure this procedure is carried out as written and to make any changes needed to this procedure to ensure the safety of the crew.
* Crew – Follow the procedure below at the direction of the vessel master.

### Procedure

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| **Step** | **Locating a Missing Crewmember** |
| **1.** | Alert all crew to be on the lookout for the missing individual.  |
| **2.** | Transmit a distress to alert other vessels in the area and the local rescue authorities.  |
| **3.** | Turn the vessel around onto the reverse course by carrying out a “Williamson” turn. 1. Put the rudder “hard over” until the boat as altered course about 60 degrees off the original track
2. Put the rudder “hard over” in the opposite direction until the vessels heading has reached the reverse direction to the original course when the incident occurred.
3. The vessel should then be following back on the original track.
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| **4.** | If the missing person is found, then bring the vessel upwind of their location. Stop the vessel with the person in the water alongside, well forward of the propeller(s). |
| **5.** | Safely bring them aboard and administer first aid.  |
| **6.** | Notify the authorities that the missing person has been found and report their condition.  |
|  | ***Note: Attempt the Williamson turn only after gear is either cut or retrieved.*** |