



Name: Scott McKee Date: 7-5-10 Location: Buanson Captain's Test 5

Safety and operational proficiency are critical to standards of excellence at Ride The Ducks. This is an open-book test for refresher training. Please return it to your Operations Manager. Thank you for your hard work, your attention to safety and for creating Memories Worth Repeating.

Land Operations

The Duck is a very unique vehicle. The widest part of Duck is the top, so ensure you look above, below and on all sides for proper obstacle clearance in all situations.

The Duck has about (1) 8 FT. of tail and bow hanging out in front of and behind the wheel base. The width of the Duck is approximately (2) 8 FT.. There are a lot of blind spots and unique handling characteristics that other vehicles do not experience. Situational awareness is very important. Use your mirrors and ask passengers to assist you when necessary. When at a crosswalk, always look at all side mirrors and the bow mirror before moving.

Backing

It is very important to (3) use mirrors (and the assistance of passengers or a spotter if necessary) when backing up. You will not be able to see out the back in the same way you can in a car or other vehicle. If you don't hear the backup alarm when you shift into reverse, (4) do not Backup. It is DOT requirements that your alarm works prior to operation. On Stretch Ducks, the reverse actuator is wired through the alarm. It pulls a lever on the transfer case to allow the front end to ratchet freely so it won't damage the front end.

Water Excursion Safety

As a Duck Captain, safety is your primary concern. Operating safely on the water includes, but is not limited to: water entry speed, keeping a safe distance from other vessels, watching your water route so you do not wander and monitoring your bilge pumps and freeboard. Always be aware of the unique handling characteristics of your Duck.

Before you enter the water

- Warn the passengers of the forward surge when entering the water.
- Do the pre-water safety briefings.
- Instruct passengers to secure themselves and small children.
- Always read your group- you may need to lessen your entry speed.

When Not to Enter the Water

There are two categories of restrictions. The Coast Guard imposes regulations mandated through our stability letters and our COI, which is approved by the local OCMI. Each body of water may have different restrictions. Primary restrictions are:

- Winds may not exceed (5) 35 m.p.h.
- There may be no risk of down flooding



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- Waves may not be higher than (6) 2.5 Feet

There are many other restrictions on our COI, so consult zone's policies. Company policies is to forego water entry if:

- (7) There is lightning or low visibility
- The vehicle has any mechanical issues
- Severe weather is approaching the area

You do not need to enter the water if you feel unsafe for any reason. If you are on the water and any of the above situations occur, then come off the water. If you encounter unsafe water or atmospheric situations, you lose freeboard, or you have a system malfunction, come off the water and notify Dispatch as soon as possible. In some cases, a heavy amount marine traffic may cause unsafe conditions and it would be prudent to come off the water.

Wave Interaction

When you are on the water and you have a set of waves coming at you in a regular boat, you slow down and take them head on. The bow of a boat is pointed and cuts through the wave lessening the impact of the wave. However, on a Duck, the bow has no point. The width and the amount of overhang on a Duck amplify the power of the wave. You will go up higher and drop down lower if you hit waves head-on. This can cause you to take on water over the bow. If you anticipate taking on water over the bow, (8) Drop the Hood. The best technique is to take the waves (9) 45 Degree. You want the corner of the Duck to act as the point of the bow, to cut the wave and direct the water away from the Duck. When in doubt, drop the hood. If you do drop the hood, make your way out of the water, call in for a new Duck or for the shop to come out and open your hood. For land operation the hood

(10) must Be open.



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On the Water

- Check the (1) Bilge Pump Indicators and your bilge pump discharge.
- Check for listing and distribute your load if needed.
- Check (2) Free Board Reference marks.
- Open small hatch located below your feet to ensure no water is present in the hull. (Note you are always in control of your Duck even if you are letting someone drive)
- Always follow the rules of the road

Once Underway

- Keep your eyes on the route at all times.
- Stay on your designated route.
- Do not wander around or create a hazard for other vessels.
- Constantly monitor your
(3) gauges Indicators Bilge Pumps Freeboard
See STATE

Note: If you experience water expelling from any bilge pump, immediately head to shore and contact the MOD. If the bilge alarm goes off, follow the bilge alarm procedures. When you get out of the water, wait for replacement Duck to arrive. Always indicate (4) ANY Bilge Pump activity to Dispatch before the Duck goes back into service. **(ANY!!!)**

Use caution, good judgment and think about safety if encountering poor visibility, fog or bad weather. Never operate outside the restrictions placed on (5) Your Vessel's COI or Stability Letter. Each operational zone may differ. Ensure you are familiar with the restrictions placed on your operation for the body of water in which you operate. If you have any questions regarding weather conditions, ask your supervisor or Dispatcher for update on conditions and forecast.

Water Exit Procedures

- Line up the Duck square to the ramp at about (6) 50 FT from the ramp.
- Keep steady speed at the ramp (safe for your conditions).
- At about 15 ft out (about (7) 10 FT. of water depth), take your foot off the gas. Let the Duck coast onto the ramp. When the front wheels touch, apply a little gas to drive up the ramp.
- Place your hand on the prop lever. Once the prop clears the water it will fall right out of gear.



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Note: Truck Ducks have an (8) Air actuator for the front end. Take your foot off the gas and onto the brake to stop everything from turning. Flip the actuator and feather the brake. It should slip right in. To disengage, get out onto flat ground. Flip the switch, let off the gas and it should slide right out.

Pre-Trip Safety Briefing

Prior to starting your tour, cover the following items:

- Keep arms and hands in the vehicle at all times
- No smoking throughout the trip
- Remain seated throughout the trip unless authorized by your Captain/Driver
- Be prepared for sudden stops or turns and keep children firmly in laps/seats for their protection

Pre-Water Entry Safety Briefing

Prior to entering the water, cover the following items:

- Location of Adult PFDs
- Location of Child PFDs
- How to access the PFDs
- Demonstration of donning PFDs
- Location of PFD placard
- Location of emergency egress (over the side)
- Location of ring buoy
- How curtains will release in the event of emergency egress
- Passengers should follow the instructions of the Captain

Note: Pay special attention to (9) Child in Seat on Back Row, the special attention your passengers might need in case of emergency and whether children are standing, on laps or in seats.

Post-Trip Safety Briefing

After the tour and before disembarkation, cover the following items:

- Keep arms and legs inside the vehicle until we have come to a complete stop
- Keep children seated until you are ready for them to get up
- Remain seated until your Captain/Driver comes to the back of the Duck and opens the hatch or lowers the stairs
- Warn all passengers to watch their step as they exit the vehicle

When unloading passengers, (10) Ensure A employee is AT THE Bottom of STAIRS or outside of Hatch to assist in unloading.