



Operational Procedure

- The vessel is in sound condition and has the full inventory. Complete the following before departure on any passage with the crew.
- Conduct a Safety Briefing which includes:
 - Engine Checks
 - Safety Equipment Checked- Location of all safety equipment
 - Personal Safety briefing - All Crew are allocated lifejackets and fit them to size along with harnesses, and know where to clip them.
 - Action to take in a MOB situation
 - Fire Brief
 - Action to be taken in an emergency
 - Location of sea cocks
 - How to use the heads no undigested food or Tampons or WET WIPES
 - How to stop and start the engine
 - The Weather Forecast
 - Complete a Passage Plan (as appropriate)
 - You have read the **Pre Departure checklist** and prepared the vessel before departure

PRE DEPARTURE CHECK LIST

ENGINE / STARTING :

- Open engine inlet sea-cock
- Open fuel valve
- Check engine oil level
- Check coolant level
- Check battery level
- Throttle lever to mid-travel, clutch into neutral
- Turn on ignition
- Start
- Check water output
- Warning and indicator lights go out
- Leave engine to warm up at idling speed for 5–6 minutes
- Check for leaks on all the cooling, fuel, oil and exhaust systems





PRE DEPARTURE CHECK LIST(contd)

GEN SET/ STARTING :

- Open engine inlet sea-cock
- Open fuel valve
- Check engine oil level
- Start – Depress switch on starter panel until green light blinks and engine starts
- Check water output
- Warning and indicator lights go out
- Leave engine to warm up at idling speed for 5–6 minutes
- Check for leaks on all the cooling, fuel, oil and exhaust systems

ENGINE / GENERATOR STOPPING:

- Leave engine idling for 5 minutes
- Press the 'Arrêt/Stop' button
- Turn off the ignition
- Close the various valves and sea-cocks.

FUEL TANK FILLING:

- Fire-extinguisher to hand
- Engine stopped
- Electrical equipment turned off
- Deck hatches and portholes closed
- To allow room for the fuel to expand, do not fill the tank completely

PROVISIONING:

- Liquids
- Grab bag prepared
- Food for meals for passage plus 2 days
- Snacks for watch
- Stowed adequately on board
- Medical stores





BEFORE LEAVING PORT

- Weather forecast
- Refueling
- Sailing apparel
- Mandatory documents and equipment aboard and in working order
- Safety equipment (life-jackets, harnesses, fire-extinguishers, distress flares, emergency tiller)
- Safety instructions given to crew, including pointing out the location of equipment
- Bilge pumps in working order
- Navigation lights in working order
- Fuel tanks filled
- Water tank filled
- Check all systems for leaks
- Check coolant level
- Check proper rudder operation
- Diesel filters clean and in good working order
- Engine oil level
- Battery levels
- Rigging in good order (shroud tension)
- Deck equipment in working order (pulleys, winches, ropes, roller-reefer, cranks, clutches)
- Sails in good order (stitching, bolt ropes, lugs)
- Close ports and deck hatches

RETURNING TO PORT:

- Boat correctly moored and fendered
- Boat watered up and refueled
- Sails dried and stowed
- Safety equipment dried and stowed
- Rinse boat off with fresh water
- Dress the halyards so they won't slat
- Stow the various ropes
- No fuel system leaks
- No sanitation or drainage system leaks
- Sea-cocks closed
- Fridge left open
- Electrical circuit isolated
- Lock boat
- Alarm set



