

Offshore Preparation & Planning Record

ITEM	RQMT	Y/N	EXPIRY DATES	STORAGE AREA									
				GRAB BAG	DAILY EMERG KIT	Stbd Fwd Maintenance Locker	Port Aft Maintenance Room	Diesel Locker	INSIDE SALOON	INSIDE COCKPIT	INSIDE HELM	INTERNAL GENERAL	EXTERNAL GENERAL
AC Multi Plug for other country Marina connections													
AMSA - Check/update EPIRB and PLB's, Radios and new handheld MMSI's	AMSA												
Anchor - trip-line with buoy for separate recovery													
Anchor Chain bolts - all must have mousing wires, secure													
Anchor Chain - Joiners													
Anchor Mechanism for Tandem Anchoring (10m chain between)													
Anchor Rode/chain - tied off to bitter end													
Anchor Swivel - screws secure & all mousing wires secure													
Anchor Winch Windlas - serviced & oiled													
Antifoul complete ¹													
Barometer - on boat	Cat1												
Smoke Alarm - Battery replaced, tested	AUS												
Binoculars - Image Stabiliser with Compass (Steiner)													
Bungs - 1 x each below waterline inlet/valve (secured, soft, tapered, timber, in plastic ziplock to prevent swelling)	Cat1												
Captains Document Folder (number refers to paper copies):													
Copies of all crew passports (x3)													
One-way letters to travel into a country, approved and signed (x3)													
ORIGINAL Yacht Registration + (x2 paper)													
VHF Radio Licence (1)													
Boat Operators Licence(1)													
All Crew Advice Forms (originals)													
Crew Medical Documentation &/or Envelopes (Refer Crew Advice Form)													
Vessel Insurance (Offshore & Overseas) (5)													
Private International Medical Insurance (1)													
Private OFFSHORE Evacuation Insurance (1 from each crew member)													
Proof of last Antifoul (See NOTE 1) and Vermin Control Record (1)													
<u>Electronic copy</u> of Serial Numbers (See NOTE 2)													
Inbound & Outbound of ALL Foreign Country Documentaion (3 of each)													

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Currency (in cash small) suitable to new country (AUD500 equivalent)														
Records of Crew Training Completed (1)														
Copy of the AMSA record of Registered EPIRB & PLB's (1)														
Covers and helm clears - cleaned and polished														
Dingy anchor and chain, anchor buddy, mouse tied														
Dinghy Propeller - checked														
Dinghy Propeller (spare prop) - pins, seal, plugs and 2-stroke oil														
Dinghy padlock and chain (4m)														
Dinghy servicable (puncture kit?)														
Bicycle, Scooter + chain and padlock														
EPIRB: Servicable and in date, AMSA registered	Cat1													
Emer Air Horn: air horn servicable	Cat1													
Emer Air Horn: Manual Pump Up														
Emer Angle Grinder with charger fitted with diamond blade														
Emer Bilge Pump Float switch - test (and Spare float switch)														
Emer Bilge Pumps, check (and Spare Pump OR alternative pump system)	Cat1													
Emer Bungs - 2 TRUEPLUGS														
Emer Dan/Jon Buoy - Serviceable														
Emer Dan/Jon Buoy Bag/Holder - remove service replace														
Emer Grab Bag - service, check all contents	Cat1													
Emer ‘Hull Survivor’ Emergency (2) Hull Seal if fitted														
Emer Knife to cut Tether x 3														
Emer Inflatable Life Jackets x 2 - serviced, in date, spare cartridge (x1)	Cat1													
Emer PFD’s - standard type mimimum of 4														
Emer Mousing wires on <u>all U-bolts</u> (anchors, sails, mast - any ext. bolt)														
Emer Personal PLB - serviced in date (minimum x2)														
Emer Pot Pan Retainer servicable														
Emer SCORKL Hand pump recharge scuba tank (optional)														
Emer Window ‘blowout timber pieces’ plus large bolts														
Engine - Descale within three years														

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Engine - Exhaust Risers, check siphon block works													
Engine - refresh how to bleed air from Engine													
Engine Magnet on Stick (1)													
Engine Mirror on stick (1)													
Engine oil leaks - justified													
Engine Prop Protector (optional)													
Engine ALL Start within 3 seconds													
Engine water leaks - justified													
Fire Extinguishers - Check, service (7)	Cat1												
First Aid Kit - <u>Cat 1</u> - Check, service	Cat1												
First Aid Kit - <u>Daily Use</u> - Check, service													
First Aid - Defibrillator - Check, service													
First Aid - Blow-up multiple Splints													
First Aid - Israel Bandage Tourniquet													
Nav Lights (Tri Mast and Tri Hull) - service, spare bulbs	Cat1												
Nav Lights (Portable battery operated) - service	Cat1												
Flag pole plus Australia Ensign flag - serviceable	Cat1												
Flags - destinations + quarantine	Cat1												
Fuel - check all fuel pipe joins (Inc: Long Range Diesel tank, Xfer Pump)													
Fuel - Transfer pump operational + locate CB's													
Haulout - Rudder - remove before placing on hardstand.													
Headlights 3 x 200+ lumen, spare batteries (multiple)													
Hull gelcoat painting/matching (if required)													
Hull/Cabin (Sugarscoop and various fittings)													
Satellite Aerial pole - serviceable													
Satellite Card Installed and activated (if needed)													
OPEN CPN plus download charts - check servicable													
Log of Serial Numbers of electroninc equipment and engines (see Captains Document Folder)	AUS												
Life Raft - 4-person (minimum) - emergency knife in place	Cat1												

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Life Raft - 4-person (minimum), serviceable, secure	Cat1												
Logbook - Nautical up to date, in place													
Epoxy - Underwater													
Radio - Fixed VHF Marine - MMSI (if fitted) - serviceable	AMSA												
Radio - Handheld VHF Marine - MMSI (if fitted) - charged and serviceable	Cat1												
Radio - Handheld VHF Marine (captain) - charged and serviceable (option)													
Radio - Handheld VHF Aviation: Icom IC-A16E (option)													
Radio VHF Aerial Spare: ZCG SCALAR ZM24-VHF HIGH PERFORMANCE 2.4M VHF ANTENNA													
VHF Radio - Emergency card near radio	CAT1												
Rehydration Packs													
Rescue Ladder													
Rubber mallet (for soft bungs)													
Sails - Genoa, Main, Parasail - checked													
Solar Charger - checked (refer history readout)													
Steering backup (Autopilots, hydrovane, manual tiller)	Cat1												
Steering Cable - checked/serviced, plus spare in place													
Verman Control - Operational system in place (cockroaches and verman)	AUS												
Water Inlet Filters - replace all filters annually													
Water Pump - service filter - check spare pump - ready													
Watermaker - filters, replace													
Watermaker - Test all Valves and outlet													
Yacht ‘shades’ to cockpit windows - clean and service													
Yacht Signage - check & ensure compliance for State & Country	AUS												
NOTES:													
¹ Certain countries will NOT permit you entry unless you have a clean hull and <u>a record of cleaning and internal vermin control</u> , including Australia and New Zealand.													

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² Certain countries require serial numbers of all electronic equipment on <u>departure and return</u> . This includes <u>Australia</u> . Save yourself the stress and save them all as an attchment to their documentation when required.													