

**CHAPTER 9****900. CHECK LISTS**

The following check lists are designed to standardize procedures within the sail training program. Each check list provides an easy to use, ready-reference that will help to ensure evolutions are completed in a seamanlike, professional and safe manner. These check lists include:

- a. 901. UNDERWAY CHECK LIST
- b. 902. ENGINE START CHECK LIST
- c. 903. ANCHORING CHECK LIST
- d. 904. WEIGHING ANCHOR CHECK LIST
- e. 905. ENTERING PORT CHECK LIST
- f. 906. SANTEE BASIN SECURING CHECK LIST
- g. 907. SAFETY EQUIPMENT CHECK LIST
- h. 908. HEAVY WEATHER CHECK LIST

## 901. UNDERWAY CHECK LIST

- \_\_\_\_\_ STOW COMPANIONWAY BOARD
- \_\_\_\_\_ CHECK BILGE LEVEL
- \_\_\_\_\_ PREP NAV ITEMS, INCLUDING: (SEE SECTION 208.3)
  - CHARTS (12270,12282,12283 FOR LOCAL OPS)
  - HAND BEARING COMPASS
  - NAV KIT
  - OFFSHORE YACHT LOG
  - BEARING LOG
  - NAVIGATION WORKBOOK
  - PUBS
- \_\_\_\_\_ VERIFY REQUIRED SAFETY EQUIPMENT, INCLUDING:
  - PFDS (ONE FOR EACH PERSON)
  - BOAT HOOK
  - TWO ANCHORS WITH RODES ATTACHED
  - HORN & BELL
  - MOB POLE/LIFE RING WITH STROBE/LIFE SLING WITH STROBE/THROW SOCK
  - 3 DRY CHEM FIRE EXTINGUISHERS (GALLEY, LINE LOCKER, PORT CLOSET)
  - 1 CO2 FIRE EXTINGUISHER AFT OF NAV DESK
- \_\_\_\_\_ PLACE ENSIGN ON STAFF ON STERN PULPIT
- \_\_\_\_\_ REMOVE HELM AND MAINSAIL COVERS
- \_\_\_\_\_ BREAKDOWN THE INNER FORESTAY LEADING IT AROUND THE FAIRLEAD ON THE PORT SIDE OF THE MAST SECURING IT TO THE BUNGEE CORD ON THE CABIN TOP BENEATH THE BOOM VANG
- \_\_\_\_\_ MOVE JIB & SPINNAKER HALYARDS AND TOPPING LIFT BACK TO THE BASE OF THE MAST
- \_\_\_\_\_ VERIFY NAVIGATION LIGHT OPERATION IF YOU ARE GOING TO BE OUT AFTER SUNSET OR IN REDUCED VISIBILITY
- \_\_\_\_\_ SECURE A/C BATTERY CHARGER
- \_\_\_\_\_ SECURE A/C MAIN CIRCUIT BREAKER
- \_\_\_\_\_ DISCONNECT SHORE POWER (PIER, THEN BOAT)

DNASINST 3120.1D

- \_\_\_\_\_ STOW SHORE POWER CABLE (PORT LOCKER) OR COIL ON PIER
- \_\_\_\_\_ ENERGIZE D/C MAIN CIRCUIT BREAKER
- \_\_\_\_\_ TURN ON BOTH ALTERNATOR CIRCUIT BREAKERS
- \_\_\_\_\_ SELECT THE SHIP SERVICE PERKO SWITCH TO BOTH
- \_\_\_\_\_ CONDUCT ENGINE START CHECKS IAW ENGINE START CHECKLIST 902
- \_\_\_\_\_ RUN REEFING LINES. ENSURE LINES FREE TO RUN
- \_\_\_\_\_ PRESET HYDRAULIC BACKSTAY TO 2000 PSI
- \_\_\_\_\_ ENERGIZE THE FOLLOWING EQUIPMENT:
  - VHF RADIO (SET TO SCAN 09, 12, 13, 16 & 82A)
  - LORAN/GPS
  - SAILING INSTRUMENTS (AND DEPTH SOUNDER FOR NA1-NA8)
- \_\_\_\_\_ LISTEN TO VHF WEAX BROADCAST
- \_\_\_\_\_ CONDUCT NAVIGATION/SAFETY BRIEF
- \_\_\_\_\_ MAKE LINE HANDLING ASSIGNMENTS
- \_\_\_\_\_ FAKE SPRING LINES ON THE FRIENDSHIP LINES
- \_\_\_\_\_ OBTAIN PERMISSION TO GET UNDERWAY
- \_\_\_\_\_ GET UNDERWAY

NOTE

RESELECT SCAN AFTER OBTAINING PERMISSION TO UNDERWAY

## 902. ENGINE START CHECK LIST

- \_\_\_\_\_ VERIFY THE RAW WATER SUCTION HULL VALVE IS OPEN
- \_\_\_\_\_ VERIFY THE EMERGENCY ALTERNATOR SWITCH IS OFF
- \_\_\_\_\_ COMPLETE ENGINEERING DIESEL ENGINE PMS R-1D USING THE ENGINE LOG
- \_\_\_\_\_ SELECT THE ENGINE PERKO SWITCH TO ON, OBSERVING:  
  
4 SECOND AUDIBLE RACOR ALARM ACCOMPANIED BY LIGHT (ON THEN OFF)  
HALON SYSTEM CHARGED LIGHT ON
- \_\_\_\_\_ VERIFY CLUTCH DISENGAGED, INCREASE THROTTLE TO 10:00 POSITION
- \_\_\_\_\_ ENERGIZE ENGINE ALARM ON SWITCHBOARD LISTENING FOR AUDIBLE ALARM
- \_\_\_\_\_ ENERGIZE ENGINE PREHEAT FOR 15 SEC
- \_\_\_\_\_ START ENGINE. CONFIRM ALTERNATORS ARE CHARGING THE BATTERIES, THEN REDUCE TO 1200 RPM FOR WARM-UP.
- \_\_\_\_\_ VERIFY OVERBOARD DISCHARGE

### **WARNING**

**SHOULD ENGINE FAIL TO START WITHIN 15 SECONDS,  
DISCONTINUE ALL STARTING ATTEMPTS AND REPORT THE  
CONDITION TO THE OIC.**

- \_\_\_\_\_ VERIFY OIL PRESSURE NLT 10 / NMT 50 PSI
- \_\_\_\_\_ VERIFY COOLANT TEMP NMT 190 DEGREES
- \_\_\_\_\_ CHECK FOR LINES IN WATER NEAR TRANSOM
- \_\_\_\_\_ OPTEST TRANSMISSION IN AHEAD / ASTERN DIRECTIONS
- \_\_\_\_\_ RECORD COMPLETION IN CHECKLIST 901

## 903. ANCHORING CHECK LIST

- \_\_\_\_\_ REVIEW PROPOSED ANCHORING PLAN INCLUDING DROP BEARINGS, DANGER BEARINGS AND BOTTOM TYPE. DISCUSS REQUIRED SCOPE AND ANCHOR(S) TO BE EMPLOYED.
  
- \_\_\_\_\_ WEATHER PERMITTING, FAKE OUT ANTICIPATED SCOPE OF ANCHOR RODE ON THE FOREDECK. ATTACH BITTER END OF RODE TO MAST WITH A BOWLINE.
  
- \_\_\_\_\_ CAREFULLY LOWER ANCHOR OVER PULPIT TO THE WATER'S EDGE, TAKING CARE NOT TO SCRAPE THE ANCHOR ON THE DECK OR HULL IN THE PROCESS. ANCHOR IS NOW "READY FOR LETTING GO."
  
- \_\_\_\_\_ WHEN AT THE DESIRED ANCHORAGE POSITION AND ALL WAY HAS COME OFF THE VESSEL, ORDER THE FORECASTLE TO "LET GO THE ANCHOR." FOREDECK CREW WILL VEER RODE/CHAIN SLOWLY AND IN A CONTROLLED MANNER UNTIL THE ANCHOR HITS BOTTOM. HELMSMAN WILL BACK DOWN, DEVELOPING SLIGHT STERN WAY AND RODE WILL BE VEERED TO DESIRED SCOPE AND SNUBBED. HELMSMAN WILL CEASE BACKING AND ALLOW RESIDUAL STERN WAY TO SET THE ANCHOR.

### NOTE

**SCOPE OF 5:1 IS THE ACCEPTED NORM FOR ANCHORING IN GOOD WEATHER. IF HEAVY WEATHER IS EXPECTED, SCOPE SHOULD BE INCREASED TO 7:1 (OR GREATER) AND ADDITIONAL ANCHORS MAY ALSO BE SET.**

- \_\_\_\_\_ TAKE A ROUND OF BEARINGS TO DETERMINE THE FINAL ANCHORAGE POSITION.
  
- \_\_\_\_\_ ENSURE THE SWING CIRCLE WILL NOT FOUL ADJACENT BOATS AT ANCHOR AND REMAINS CLEAR OF ANY SHOAL WATER.
  
- \_\_\_\_\_ RIG CHAFING GEAR AT BOW CHOCKS.
  
- \_\_\_\_\_ TAKE FIXES EVERY HOUR ON THE HOUR. (FIX INTERVAL MAY BE MODIFIED AT OTC DISCRETION).
  
- \_\_\_\_\_ ENERGIZE ANCHOR LIGHT BETWEEN SUNSET AND SUNRISE. BE PREPARED TO SOUND FOG SIGNALS IF VISIBILITY REQUIRES.

## 904. WEIGHING ANCHOR CHECK LIST

\_\_\_\_\_ COMPLETE DIESEL ENGINE CHECK

\_\_\_\_\_ START ENGINE IAW ENGINE START CHECK LIST.

### NOTE

**DEPARTURE FROM ANCHORAGE MAY BE MADE UNDER EITHER SAIL OR POWER. MOTORING IS THE NORM; PROCEDURAL DIFFERENCES FOR “SAILING OFF THE ANCHOR” WILL BE HIGHLIGHTED BELOW.**

\_\_\_\_\_ HEAVE IN ON ANCHOR RODE UNTIL ANCHOR IS AT “SHORT STAY” (TENDING STRAIGHT UP AND DOWN).

### NOTE

**IN HEAVY WINDS, IT MAY BE NECESSARY TO ENGAGE THE TRANSMISSION AND MOTOR SLOWLY FORWARD IN ORDER TO REDUCE THE STRAIN ON THE ANCHOR RODE BEFORE HEAVING AROUND. IF UNDER SAIL, THE SAME END MAY BE ACHIEVED BY EXECUTING A SERIES OF SHORT TACKS, HAULING IN THE SLACK IN THE RODE EACH TIME THE BOAT ROUNDS UP THROUGH THE EYE OF THE WIND. CARE MUST BE TAKEN TO QUICKLY SNUB THE RODE BEFORE FILLING ON THE OPPOSITE TACK OR ANY GAINS MADE IN THIS MANNER WILL QUICKLY BE LOST.**

\_\_\_\_\_ CONTINUE TO HEAVE IN. WHEN IN SIGHT, REPORT ANCHOR IS CLEAR (NOT TANGLED IN DEBRIS, UNDERWATER CABLES, ETC) TO HELMSMAN.

\_\_\_\_\_ CLEAN ANCHOR, RODE AND CHAIN OF ALL BOTTOM RESIDUE USING A BUCKET AND SCRUB BRUSH AS IT COMES ABOARD.

### NOTE

**IN CALM CONDITIONS, ANCHOR MAY BE HOISTED UNTIL IT LIES JUST AT THE WATER’S EDGE AND THEN DRAGGED THROUGH THE WATER FOR CLEANING. WHILE EFFECTIVE, THIS METHOD REQUIRES EXTRA CARE TO ENSURE THE ANCHOR DOES NOT CONTACT THE HULL.**

\_\_\_\_\_ SECURE THE ANCHOR/RODE BELOW DECKS IN APPROVED STOWAGE LOCATION.

\_\_\_\_\_ SCRUB FORECASTLE AREA WITH BUCKET AND SWAB TO REMOVE ANY RESIDUAL MUD/DEBRIS

## 905. ENTERING PORT CHECK LIST

- \_\_\_\_\_ SHUNT Y-VALVE (MSD DIVERTER) TO HOLDING TANK
- \_\_\_\_\_ CONDUCT NAVIGATION BRIEF
- \_\_\_\_\_ CONTACT THE HARBOR MASTER OR SHORE SIDE POINT OF CONTACT. PROVIDE  
ETA AND REQUEST MOORING INSTRUCTIONS.
- \_\_\_\_\_ COMPLETE DIESEL ENGINE CHECKLIST
- \_\_\_\_\_ START ENGINE IAW ENGINE START CHECK LIST

### NOTE

**DOUSE HEADSAIL, BAG AND STOW BELOW DECKS. FLAKE  
MAINSAIL OVER BOOM AND SECURE WITH SAIL TIES BUT LEAVE  
HALYARD MADE FAST TO HEAD SO THAT MAIN IS READY TO  
HOIST IN THE EVENT OF AN ENGINE MALFUNCTION.**

- \_\_\_\_\_ RIG MOORING LINES OR GROUND TACKLE / BRING BOAT HOOK ON DECK / ASSIGN  
LINE HANDLING POSITIONS
- \_\_\_\_\_ BRIEF CREW ON MOORING PLAN
- \_\_\_\_\_ VERIFY ASTERN PROPULSION
- \_\_\_\_\_ SECURE BOAT IAW SECURING CHECK LIST ONCE MOORED

## 906. SANTEE BASIN SECURING CHECK LIST

- \_\_\_\_\_ ENSURE BOW OF BOAT IS ABEAM THE YELLOW MARK ON FINGER PIER.
- \_\_\_\_\_ SECURE THE ENGINE BY PULLING UP ON THE T-HANDLE. ONCE ENGINE IS SECURED, PUSH THE T-HANDLE DOWN.
- \_\_\_\_\_ CROSS STERN LINES. FAKE BITTER END OF LINES ON STERN PULPIT.
- \_\_\_\_\_ CROSS BOW LINES. CLEAT LINES SUCH THAT THE WORKING END COMES TO THE AFT, INBOARD SIDE OF THE CLEAT FIRST. FAKE BITTER END ON BOW PULPIT.
- \_\_\_\_\_ RUN SPRING LINES THROUGH MIDSHIPS CLOSED CHOCKS TO PRIMARY WINCHES. MAKE DOWN TO HORN CLEAT, DO NOT USE THE WINCH JAMCLEAT.
- \_\_\_\_\_ ENSURE BOOM IS LEVEL (PARALLEL TO CABIN TRUNK), WITH OUTHHAUL EASED. RUN TRAVELER TO EXTREME END ON SIDE AWAY FROM FINGER PIER.
- \_\_\_\_\_ ENSURE MAIN IS FLAKED OVER BOOM WITH BATTENS ON TOP OF BOOM.
- \_\_\_\_\_ COIL REEFING LINES, HANG THE LINES ON THE REEFING HORNS.
- \_\_\_\_\_ MAKE JIB HALYARDS FAST TO THEIR RESPECTIVE TACK SHACKLES AT STEM, SPINNAKER HALYARDS MADE FAST TO BASE OF FIRST STANCHION, PORT AND STARBOARD SIDES. INNER FORESTAY ATTACHED TO TANG ON FOREDECK. MAKE TOPPING LIFT TO THE STORM JIB TACK SHACKLE.
- \_\_\_\_\_ ENSURE ALL SHEETS, GUYS AND EXTRANEIOUS LINES ARE COILED NEATLY AND HUNG FROM THE STOWAGE RACK IN THE PORT COCKPIT LOCKER.
- \_\_\_\_\_ STOW ALL WINCH HANDLES AND SNATCH BLOCKS IN THE HERNIA BOX. PLACE HERNIA BOX IN THE STBD COCKPIT LOCKER.
- \_\_\_\_\_ FURL ENSIGN AND PLACE IN AFT END OF BOOM.
- \_\_\_\_\_ SAIL COVER PROPERLY BENT ON (MAST END FIRST, WORK AFT).
- \_\_\_\_\_ WHEEL COVER ON
- \_\_\_\_\_ WHEEL DAMPENER TIGHTENED. (DO NOT OVER TORQUE DAMPENER. JUST TIGHTEN UNTIL SNUG)
- \_\_\_\_\_ DORADES FACING FORWARD EXCEPT THE TWO ON THE TRANSOM, WHICH FACE AFT
- \_\_\_\_\_ BACKSTAY TO 500 PSI
- \_\_\_\_\_ INSTRUMENT COVERS IN PLACE

- \_\_\_\_\_ TEST THE REVERSE POLARITY LIGHT BY PUSHING IT IN.
- \_\_\_\_\_ CONNECT SHORE POWER AS FOLLOWS: VERIFY AC SHORE POWER OFF, LEAD CABLE BETWEEN THE LOWER LIFELINE AND TOERAIL, LEAD CABLE AFT AND PLUG INTO COCKPIT RECEPTACLE THEN PLUG CABLE INTO THE PIER.
- \_\_\_\_\_ CONFIRM NO REVERSE POLARITY AND ENERGIZE THE 110VAC MAIN CIRCUIT BREAKER AND BATTERY CHARGER
- \_\_\_\_\_ DEENERGIZE ALL COMPONENTS DRIVEN BY THE 12VDC BUS AND SECURE THE DC MAIN AND BOTH ALTERNATOR CIRCUIT BREAKERS
- \_\_\_\_\_ ENERGIZE THE BILGE ALARM
- \_\_\_\_\_ SECURE HOUSE AND ENGINE START PERKO SWITCHES BENEATH NAV DESK
- \_\_\_\_\_ SHUT/LOCK ALL HATCHES
- \_\_\_\_\_ RINSE TOPSIDES WITH FRESH WATER (AS REQUIRED)
- \_\_\_\_\_ REPORT ANY DISCREPANCIES TO ROBERT CROWN AND CUTTER SHED
- \_\_\_\_\_ RETURN THE ENGINE LOG TO THE CUTTERSHED
- \_\_\_\_\_ REMOVE ALL TRASH AND PLACE A CLEAN TRASH BAG IN THE TRASH CAN

**NOTE**

**IF MOORING AWAY FROM SANTEE BASIN, OTHER FACTORS TO CONSIDER INCLUDE:**

- POSITIONING CHAFE GEAR ON MOORING LINES
- PLACING MULTIPLE FENDERS WHERE REQUIRED
- RIGGING STORM LINES IF EXPECTING INCLEMENT WEATHER
- IF MOORED IN A NEST, STAGGERING BOAT ALIGNMENT TO PREVENT RIGS FROM TOUCHING WHEN ROCKED BY WAKE. RECOMMEND MOORING BOW-TO-STERN ("CHINESE") TO ENSURE RIGS REMAIN WELL CLEAR OF EACH OTHER.

**NOTE**

**IF KEEPING THE REEFER OR ANOTHER DC LOAD ON:**

- LEAVE THE DC MAIN SWITCH ON
- KEEP THE DC PERKO SWITCH IN BOTH

## 907. SAFETY EQUIPMENT CHECK LIST

THE FOLLOWING EQUIPMENT SHALL BE MAINTAINED ON BOARD AND READILY ACCESSIBLE:

- \_\_\_\_\_ 1 HEAVING LINE (50 FT OF POLYPROPYLENE LINE STOWED IN THROW SOCK ON STERN PULPIT)
- \_\_\_\_\_ 1 HORSESHOE LIFE RING WITH ATTACHED STROBE
- \_\_\_\_\_ 1 MAN OVERBOARD POLE (ATTACHED TO HORSESHOE RING)
- \_\_\_\_\_ 1 LIFESLING (MOUNTED ON STERN PULPIT)
- \_\_\_\_\_ 1 AIR HORN
- \_\_\_\_\_ 1 FOUR PART PURCHASE (STOWED IN HERNIA BOX, STARBOARD LOCKER)
- \_\_\_\_\_ 1 HIGH INTENSITY 12V OR HANDHELD SPOTLIGHT
- \_\_\_\_\_ 1 RED FLASHLIGHT
- \_\_\_\_\_ 1 WHITE FLASHLIGHT
- \_\_\_\_\_ 8 SAIL TIES

### **NOTE**

**VHF COCKPIT SPEAKER SHOULD REMAIN IN THE "REMOTE" OR "BOTH" POSITION AT ALL TIMES**

## 908. HEAVY WEATHER CHECK LIST

THE HEAVY WEATHER CHECK LIST WILL BE CONSULTED ON RECEIPT OF INFORMATION THAT HEAVY WEATHER WILL BE ENCOUNTERED WITHIN THE NEXT 24 HOURS, OR ALTERNATIVELY, AT THE DISCRETION OF THE OINC/COACH. RESPONSIBILITIES ARE BROKEN DOWN BY BILLET.

### A. MIDSHIPMAN SKIPPER:

- \_\_\_\_\_ ADJUST THE WATCH BILL AS NEEDED TO MAINTAIN REQUISITE EXPERTISE ON DECK
- \_\_\_\_\_ ENSURE CREW IS WELL RESTED PRIOR TO ONSET OF HEAVY WEATHER
- \_\_\_\_\_ MONITOR AVAILABLE WEATHER PRODUCTS CLOSELY; CONSULT WITH THE OINC/COACH TO DETERMINE BEST COURSE OF ACTION UNDER THE GIVEN CONDITIONS
- \_\_\_\_\_ BRIEF THE CREW ON STORM EVASION TACTICS AND PRECAUTIONS
- \_\_\_\_\_ ENSURE CREW USES HARNESSSES WHEN TOPSIDE
- \_\_\_\_\_ ISSUE SEASICKNESS MEDICATION WELL IN ADVANCE OF THE STORM

### B. FIRST LIEUTENANT

- \_\_\_\_\_ INSPECT RUNNING AND STANDING RIGGING FOR CHAFE OR OTHER OBVIOUS PROBLEMS
- \_\_\_\_\_ SECURE ALL DECK HATCHES. INSPECT HATCH DOGS FOR SECURITY
- \_\_\_\_\_ REMOVE COCKPIT DRAIN GRATES (IF INSTALLED)
- \_\_\_\_\_ TURN DORADE VENTS AFT, OR REMOVE AND REPLACE WITH STORM PLATES. HAVE PLATES READILY AVAILABLE FOR THOSE DORADES NOT COVERED OVER
- \_\_\_\_\_ SET COMPANIONWAY WASHBOARDS IN PLACE, SECURING THEM WITH BARREL BOLTS
- \_\_\_\_\_ SET UP INNER FORESTAY AND RUNNING BACKSTAYS (AS NEEDED)
- \_\_\_\_\_ READY STORM SAILS. BEND STORM TRYSAIL TO MAST TRACK AND SECURE BAGGED SAIL ON DECK. PLACE STORM JIB WHERE READILY AVAILABLE.
- \_\_\_\_\_ STRIKE ALL UNUSED SAILS AND EQUIPMENT BELOW AND SECURE FOR SEA.

- \_\_\_\_\_ CHECK MAN OVERBOARD GEAR FOR SECURITY AND READINESS
- \_\_\_\_\_ CHECK LIFE RAFT(S) FOR SECURITY AND READINESS
- \_\_\_\_\_ INSPECT ANCHORS TO ENSURE THEY ARE FIRMLY SEATED IN THEIR RESTRAINING CHOCKS.
- \_\_\_\_\_ BREAK OUT GALERIDER AND BEND ON LARGEST ANCHOR RODE. STORE BELOW DECKS WHERE IT CAN QUICKLY BE ACCESSED IF NEEDED.

**C. ENGINEER:**

- \_\_\_\_\_ APPLY HYDROMETER TO BATTERY CELLS TO VERIFY BATTERIES ARE CHARGED TO CAPACITY. RECHARGE IF REQUIRED
- \_\_\_\_\_ TOP OFF FLUID LEVELS IN ENGINE AND BATTERIES
- \_\_\_\_\_ PUMP ALL BILGES. CHECK ALL BILGE POCKETS FOR CLEANLINESS. REMOVE ANY DEBRIS THAT MIGHT CLOG BILGE PUMP STRAINERS
- \_\_\_\_\_ VERIFY SECURE STOWAGE OF ALL SPARE PARTS
- \_\_\_\_\_ INSPECT STEERING GEAR FOR CORRECT CABLE TENSION. REMOVE OR SECURE ANY LOOSE GEAR IN THE VICINITY OF THE STEERING QUADRANT
- \_\_\_\_\_ SHUT ALL THRU-HULLS EXCEPT THOSE ACTUALLY IN USE.
- \_\_\_\_\_ ENSURE DC REPAIR KIT IS POSITIONED IN A SECURE BUT ACCESSIBLE LOCATION. READY TWO BUCKETS FOR EMERGENCY USE AS BAILERS

**D. NAVIGATOR:**

- \_\_\_\_\_ ASSIST THE OINC/COACH IN EVALUATING OPTIONS, INCLUDING HAZARD AVOIDANCE, STORM EVASION AND SAFE HAVEN SELECTION
- \_\_\_\_\_ CONTINUOUSLY MONITOR WEATHER BROADCAST UPDATES ON HF, VHF AND WEATHERFAX. NOTE ANY DEVELOPING TRENDS AND BRING THEM TO THE ATTENTION OF THE OINC/COACH.
- \_\_\_\_\_ CHECK FLASHLIGHT BATTERIES/REPLACE AS NECESSARY
- \_\_\_\_\_ ENSURE EMERGENCY GEAR (FLARES, EPIRB, HAND-HELD VHF) ARE STORED IN THEIR ASSIGNED LOCATIONS, READY AND AVAILABLE FOR USE

**E. SUPPLY OFFICER:**

\_\_\_\_\_ PREPARE A HOT, SUBSTANTIAL MEAL BEFORE THE ONSET OF THE STORM

**NOTE**

**DON FOUL WEATHER TROUSERS WHEN COOKING IN HEAVY WEATHER TO AVOID BURNS.**

\_\_\_\_\_ PREPARE ENOUGH INDIVIDUALLY-WRAPPED SANDWICHES TO LAST THE CREW FOR AT LEAST 12 HOURS

\_\_\_\_\_ PLACE HONEY, PEANUT BUTTER AND OTHER HIGH-ENERGY FOODS WHERE THEY ARE CONVENIENT BUT SECURE.

\_\_\_\_\_ SECURE ALL STORAGE COMPARTMENTS AND LOOSE GEAR. ELIMINATE ANY POTENTIAL MISSILE HAZARDS IN THE EVENT OF A KNOCKDOWN OR PITCH-POLE.

\_\_\_\_\_ INVENTORY WATER AND FOOD SUPPLIES TO BE TAKEN OFF IF FORCED TO ABANDON SHIP. SECURE THESE ITEMS IN A READILY ACCESSIBLE LOCATION.

\_\_\_\_\_ SECURE CABIN SOLE PLATES WITH SCREWS. TAPE SOLE HATCHES CLOSED.

**NOTE**

**DEVELOP A “GRAB BAG” (A SACK FILLED WITH CRITICAL ITEMS, EASILY GRABBED IN AN EMERGENCY). SEE SECTION 816.3d FOR SUGGESTED CONTENTS.**