

Captain's Check List—Interisland and Day Sails Polynesian Voyaging Society

The captain is responsible for the vessel and all personnel. This checklist is to assist you in ensuring the safety of the crew and the vessel. After checking each item, the captain must sign on the last page of this form.

I. Pre-departure Check List

- _____ 1. Crew picked, informed of sail, and ready to go.
- _____ 2. All crew informed of departure time, at sea time, and an estimated time of arrival.
- _____ 3. Inform all crew to make own arrangements home after arrival.
- _____ 4. Escort vessel confirmed and given in formation on sail: Departure time, sailing to where, arrival time estimate
- _____ 5. Approval obtained and anchorage confirmed.
- _____ 6. Someone asked to say "pule".
- _____ 7. Menu made up - Someone assigned to purchase food.
- _____ 8. Crew informed of personal gear to bring.

II. Canoe Equipment

- _____ 1. Hull's o.k. - No damage.
- _____ 2. All compartments dry.
- _____ 3. Anchor(s) on board, chain, and line (Indicate how many: _____)
- _____ 4. Pumps on board, tested, and diaphragm checked (Indicate how many: _____)
- _____ 5. Two hand buckets and two bailers
- _____ 6. Two stern lines, four spring lines, two bow lines on board.
- _____ 7. Two running lights - (one red, one green), one stern light (white) are all operational.
- _____ 8. Sail repair kit (canvas, needle, palm, thread)
- _____ 9. Tool chest.
- _____ 10. Towing bridle secured to front čiako (cross beam).

- _____ 11. Forward and back mast set, tension on stays checked.
- _____ 12. Stays inspected for chafing and damage.
- _____ 13. Running rigging inspected for chafing and damage: Halyards, tricing and sheet lines.
- _____ 14. Tie downs inspected for chafing and damage: Boom bangs, spar to mast, spar to saddle, and sweep ties.
- _____ 15. Sails tied onto booms, raised, and checked for fit, holes and chafing.
- _____ 16. Regular paddles - at least 12 on board.
- _____ 17. Port, starboard, and center sweeps intact and operational. Yokes inspected.
- _____ 18. Safety railing securely tied down.
- _____ 19. Boom, spar, mast inspected for cracks.
- _____ 20. Hand flashlights - 2 each in "on deck" cooler.
- _____ 21. Replacement batteries for flashlights.
- _____ 22. All hatch covers closed and tied off.
- _____ 23. Safety nets secure and in place.

III. Safety Equipment/Emergency Procedures

- _____ 1. First aid kit
- _____ 2. Life jackets - one per person issued.
- _____ 3. Safety harness at toilet, bath area, and extras on railing.
- _____ 4. Fire extinguishers - two at stern, two at midship, two at bow.
- _____ 5. Flares and survival equipment in safety cooler on deck.
- _____ 6. Epirb tested and secured (If Necessary or Required)
- _____ 7. Hand-held Radios and Cell phones—charged and tested.
- _____ 8. Emergency procedures reviewed
 - _____ A. Man overboard
 - _____ B. Fire
 - _____ C. Raising - lowering sails
 - _____ D. Coming about
 - _____ E. Flooding

IV. Personnel on Board

- _____ 1. Waivers signed by all on board.
- _____ 2. Crew informed on no alcohol or drugs on board.
- _____ 3. Review location of emergency equipment.

- _____ 4. Instruct on safety harness usage anytime you go outside railing.
- _____ 5. Choose watch captains, watches.
- _____ 6. Inform crew on watch rotation schedule.
- _____ 7. Check to see that each person on board can swim.
- _____ 8. Review Do's and Don'ts.
- _____ 9. Establish buddy system.
- _____ 10. Collect all time pieces.

V. Supplies

- _____ 1. Food loaded.
- _____ 2. Galley operational (If needed).
- _____ 3. Extra propane on board (If needed).
- _____ 4. Cooking utensils on board (If needed).
- _____ 5. Sufficient number of eating utensils.
- _____ 6. Sufficient water per person.
- _____ 7. Fishing gear (If allowed).

VI. Arrival Check List

- _____ 1. Assign watch while canoe is at anchor.
- _____ 2. Account for all equipment before leaving the canoe:
 - _____ A. Steering sweeps
 - _____ B. Life jackets
 - _____ C. Safety harness
 - _____ D. First aid kit
 - _____ E. Emergency flares/survival kit
 - _____ F. Flash lights
 - _____ G. Hand pumps
 - _____ H. Anchors
 - _____ I. Fire extinguishers
 - _____ J. EPIRB (if carried on board)
 - _____ K. Radio
- _____ 3. Secure all gear in holds (or in safe place on land at end of voyage).
- _____ 4. Report all injuries, damage to canoe, or occurrences immediately to the PVS.
- _____ 5. Lower sails, secure to canoe.
- _____ 6. All anchors and docking lines secured properly for all weather conditions.
- _____ 7. Canoe deck and compartments cleaned.

_____ 8. All compartments pumped and sponge dried.

_____ 9. Secure all hatch covers.

_____ 10. Report arrival.

I have personally checked and completed all of the prior items.

SIGNED: _____

CAPTAIN

DATE: _____

FROM: _____ TO: _____

E.T.D. _____ E.T.A. _____

ESCORT VESSEL: _____

ESCORT VESSEL

CAPTAIN: _____

WATCH CAPTAINS / CREW:

LOG:

Watch Captain's Check List—Interisland and Day Sails
Polynesian Voyaging Society

- _____ 1. Hull's o.k. - no damage
- _____ 2. Reviewed man overboard drill
- _____ 3. Compartments 1 and 7 port and starboard are dry
- _____ 4. Buddy system in effect
- _____ 5. Bilge pumps working - diaphragm checked
- _____ 6. Two hand buckets and bailers
- _____ 7. Running lights working - one red, one green, mast head light, and white stern light
- _____ 8. Towing bridle operational and secured to front çiaako
- _____ 9. Inspect sails for holes and chafing. Assign someone to repair if needed
- _____ 10. Inspect standing rigging for chafing and damage
- _____ 11. Inspect running rigging - halyards, tricing and sheets for chafing and damage
- _____ 12. Inspect safety ties - boom bangs, sweep ties, spar to mast and spar to saddle tie for chafing and damage
- _____ 13. Steering paddles and center sweep operational; yokes are secure.
- _____ 14. Safety railing secure and tied down
- _____ 15. Safety line around the canoe secure and tied off
- _____ 16. All hatch covers closed and tied off
- _____ 17. Four flashlights operational
- _____ 18. At night safety equipment issued - strobe light and whistle
- _____ 19. Personal life jackets issued and easily accessible to crew members.
- _____ 20. Personal safety harness issued and hung on safety railing
- _____ 21. Fire extinguishers located at stern, midship and bow
- _____ 22. Safety harness hung at toilet and bath areas
- _____ 23. All safety equipment stored in safety locker on deck
- _____ 24. Safety nets secure
- _____ 25. Man overboard pole in place
 - _____ A. Two strobes working
 - _____ B. Flag attached to pole
 - _____ C. Floatation device attached to pole

_____ D. 2,000' line tethered to end of pole, coiled in basket and able to run free
_____ 26. On watch log entry made, all occurrences noted

SIGNED: _____ DATE:

TIME: _____ WATCH: _____

WATCH CAPTAIN'S LOG

WATCH CAPTAIN: _____

WATCH MEMBERS:

WIND SPEED: _____ DIRECTION: _____

WEATHER:

LOG: