

LAUNCH VESSEL SAFETY CHECKLIST



Please complete this section prior to the Vessel Safety Check. This page is retained by Office.

Member Details

Name: Phone:
Email:

Vessel Details

Vessel Name: Make:
Model: Colour:
LOA: VHF
Length Call sign:
Overall

Vessel Type: (Other than launch - Please specify)

Engine Type: Outboard Stern Drive Shaft Drive Jet Other

Engine: Single Twin

Engine Make: Engine HP:

Names of co-owners/alternative skippers: Note: OBC membership required for all owners.

Owner 1: Owner 2:
Owner 3: Owner 4:

Note: Where there are multiple owners/skippers using this vessel, each user must undergo a Vessel Handling competency test. The named Licensee above must sign the declaration below on behalf of all named users of the vessel.

Disclaimer/Declaration

All vessels are required to complete and pass the OBC Vessel Safety Check. This must be completed within four weeks of moving your vessel into the Marina. The OBC vessel safety check is not an assessment of vessel structure, any systems, engine(s) or auxiliary equipment. Once passed as the owner of the vessel named above, I agree on behalf of the others listed above to maintain / update the safety equipment to the required standard:

Name: Signature: _____
Date:

This page is to be completed by the vessel inspector.

Berth Pier: Berth Number:

Membership Stickers Issued? Yes No Serial No.:

New Members Night Book Details Checked? Date Attended:

Boating Safety Questionnaire: All answers completed?

Current member change of Boat: Yes No

Items requiring re-inspection

Re-Inspection Complete

1.
2.
3.

Notes

Inspectors Name: Signed:

Date:

Final Inspection

Inspectors Name: Signed:

Date:

Note: Final Inspection Must be carried out within two months of the first failed safety check.

Please return this page to the OBC Administration Office following vessel safety check.

*To be retained by the Primary Skipper of the vessel.
The OBC recommends all members hold a Coastguard Membership.*

- 1. Length Overall**
Vessel to be measured if necessary (Measurement to be entered on page 1).
Vessels must fit inside the berth without overhanging piles or walkway.
- 2. Boat name and Identification.** For more information, [ref. page 5.](#)
Names must be displayed on both sides and be legible by day from a distance of at least 50 meters.
- 3. Current Electrical Warrant of Fitness.** For more information, [ref. page 6.](#)
Will you be connecting to Shore Power: Yes No If Yes,
Current EWof label.
Current EWof label must be visible from marina, preferably on the finger side of the vessel.
Shore power lead tag must be current and displayed at the shore end connection.
- 4. Marina Mooring Lines.** For more information, [ref. page 5.](#)
Marina mooring lines in specification: refer "OBC Marina Mooring Guidelines".
All loops must be spliced.
No shackles or chains connecting with the marina.
Lines to be fixed to berth rings by passing through end loop.
Two lines forward and two aft with vessel secured centrally between finger and central pile.
Springs are optional but recommended to prevent contact with marina structure.
Cleats must be present and suitable for this purpose.
Mooring lines showing deterioration must be replaced.
- 5. Navigation Lights.** For more information, [ref page 5.](#)
Navigation and anchor lights must be working and conform to MNZ rules.
- 6. Anchors and Chains.** For more information, [ref. page 5.](#)
Anchors must be of a suitable size for boat.
Suitably sized chain at least 1.5 x vessel length (pref. longer) and in good condition.
The anchor warp must be a minimum of 50 metres in length.
A spare anchor, chain, and warp. Recommended, not required.
- 7. Docking Lines & Boat Hook**
Suitable docking lines. Recommended to be 1.5 times the length of the boat (10mm diameter).
A suitable boat hook.
- 8. Fire Extinguishers.** For more information, [ref. page 5.](#)
Vessels of less than 6m length overall a 2kg Portable fire extinguisher.
Vessels from 6m to 12m length overall a 2.5kg Portable fire extinguisher.
Vessels from 12m to 24m length overall a 4.5kg Portable fire extinguisher.
All vessels with petrol inboard engines need a working bilge blower.
- 9. First Aid Kit.** For more information, [ref. page 6.](#)
A suitable first aid kit must be available.
- 10. Emergency Beacons & Flares (EPIRB and/or PLB required).** For more information, [ref. page 5.](#)
EPIRB or Personal Locator Beacon (PLB) to be carried.
Two currently dated red distress flares and one daytime orange smoke flares in watertight plastic container.
2 x Paracute Flares (Accepted in place of EPIRB or PLB until their expiry).
- 11. Life Jackets.** For more information, [ref. page 5.](#)
Suitable lifejackets supplied for all people aboard.
Note: Auckland Transport Bylaws state, Personal Flotation devices must be worn in times of heightened risk and on vessels six meters of length or less.

- 12. Navigation Equipment, charts, and publications.** For more information, [ref. page 6.](#)
The following navigational equipment must be carried on board the vessel:
GPS navigation unit fixed to vessel.
Mobile device with navigation application (eg: Navionics).
Or:
Chart NZ532 Approaches to Auckland.
Publication dealing with safety at sea is recommended, not required.
- 13. Bailing**
One robust bucket (minimum).
An effective bilge pump (see also bilge condition below).
- 14. Robust Knife/ Hacksaw**
A sheathed robust knife.
A hacksaw with spare blades and an axe are recommended, not required.
- 15. Torch/Flashlight** For more information, [ref. page 6.](#)
A torch powered independently of the boat batteries.
Spare torch or batteries.
- 16. Compass.** For more information, [ref. page 6.](#)
A fixed compass is recommended, not required.
- 17. VHF Radio, VHF Call Sign & Horn.** For more information, [ref. page 6.](#)
A VHF marine radio and Call Sign is compulsory. Callsign is to be displayed close to VHF radio.
A VHF marine radio operator's licence.
Radio test call to Coastguard completed.
A suitable loud horn is recommended, not required.
- 18. Club Pennant** (Provided once safety check passed). For more information, [ref. page 6.](#)
A means of flying the club pennant so it is visible preferably from all sides whilst at sea.
Pennant should be in good condition (for change of vessel check only).
- 19. Bilge Condition**
No visible contaminants pooling or laying in the bilge.
No signs of leaking fuel, antifreeze, oils, gas or other pollutants.
No visible leakage at seawater intake.
Seaworthy and compliant sea cocks, shaft seals and wash tanks free of leaks.
Storage of liquid and fuels in appropriate containers.
Approved fuel/oil separator and/or absorbent mat in place.
Bilges Inspection Passed.
- 20. Battery Mounting & Health**
All batteries are secured to the boat hull with straps or brackets to prevent them from breaking free under rough sea conditions.
Battery terminals clean, dry and corrosion free.
Suitably sized battery jump pack to vessel engine(s) recommended, not required.
- 21. Launch Berthing Evaluation.** For more information, [ref. page 5.](#)
Demonstrate ability to leave and return to vessels assigned berth.
- 22. Man Overboard**
Demonstrate how a man overboard (MOB) will be able to re-board the vessel without assistance.
Emergency throw rope in a specifically designed bag to allow accurate and easy deployment is recommended, not required.

Additional Notes & Recommendations to Vessel Safety Equipment Check List

Boat name and Identification (Manufacturer, model or trade name not accepted).

Names must be displayed on the side of the vessel, refer to Auckland Council Navigation Bylaw 2021.

Fire Extinguishers

Fire Extinguishers of an approved type currently certified and / or serviced within the previous 12 months, stored pressure multi-purpose dry chemical for classes A,B,C or A,B,E.

Skippers should shake and turn dry powder types monthly and regularly check to see when last serviced or weighed. Aerosol extinguishers are only acceptable as secondary units.

(The larger the extinguisher the better). If cooking facilities are present, one extinguisher should be installed within easy reach. One extinguisher should be installed close to the location of the engine.

We recommend a fire blanket is readily accessible by cooking facilities as these are effective for smothering a small fire without the mess left behind after using a powder extinguisher. N.B. If dry powder extinguishers have been used to extinguish a fire on an aluminium vessel, any powder or resulting residue in the vessel should be thoroughly washed away as soon as possible to avoid metal corrosion, especially where rivets are present.

Emergency Beacons (EPIRB and/or PLB)

A Personal Locator Beacon (PLB) 406 MHz OR EPIRB, 406 MHz (marine) must be carried on all vessels moored in the marina.

The EPIRB or PLB should be fitted with GPS and must have a minimum of 12 months battery life remaining.

The 406 MHz EPIRB and/or PLB must be registered with the Rescue Coordination Centre New Zealand (RCCNZ) at www.beacons.org.nz. (**Note:** the old 121.5 MHz EPIRB is no longer supported.)

Life Jackets

All foam filled life jackets should comply with NZS 5823 or you must provide proof of MNZ approval. (Kapok filled jackets are not acceptable.) Inflatable life jackets must be marked with either: NZ, Australian, European, or US Standards. All life jackets must have a flotation collar. It is recommended a pea-less whistle is also attached. Buoyancy vests are not acceptable as life jackets. Small children's life jackets must have a crotch strap fitted.

A life jacket must be carried for each person on board the vessel and must be in good condition. Unconscious people will respond better if they hear their name called. If not worn because when not underway they should be readily accessible and located where everyone knows where they are. At least one of the life jackets should have 5 -10 metres of 5 - 6mm rope attached to it. This will allow a group in the water to attach themselves together so that no one will drift away.

Launch Berthing Evaluation

Note 1: Skipper and/or owner of vessel has the responsibility to organise the appropriate crew for the berthing evaluation and should not rely on OBC operations staff to be on-board the vessel while the berthing evaluation is conducted.

Note 2: If needed, OBC staff will recommend you contacting an experienced powerboat instructor to organise further guidance in specific techniques regarding mooring and manoeuvring your vessel in and out of the assigned berth. OBC staff can provide a list of suitable powerboat instructors.

Anchors and Chains

Recommended Chain size.

- Vessel length between 8 and 14 metres overall = 8mm minimum diameter chain.
- Vessel length over 14 metres overall = 10mm minimum diameter chain.

Navigation Lights

Always check to see that all lights are still working prior to using the boat. Navigation lights must be used in times of restricted visibility and not only during the hours of darkness.

For details on the regulations refer the "Safety in Small Craft – by Mike Scanlan".

Marina Mooring Lines, Docking Lines

Recommendation for Launches:

- Polyester line only
 - For launches 10.5m or less 12mm

- 10.5m - 12 14mm
- 12 - 14 16mm
- 14 or more 18mm

It is recommended docking lines be a minimum rope diameter of 12 mm is required as thin ropes can more easily cause skin burns. All cleats should be checked regularly and be strong enough to hold mooring lines in all weather conditions. It is recommended to also carry spare lines for emergencies.

First Aid Kit

The severity of any accident cannot be pre-determined prior to the accident, extra bandages, plasters and sterile pad are recommended. Check the expiry dates of the contents carried in the kits. All boats should carry and you should be familiar with a copy of "Hypothermia First Aid" (available from Water Safety NZ, also covered in "Safety in Small Craft").

Navigation Equipment, Charts and Publications

Current marine charts should be carried and updated in either digital or hard copy form.

If in doubt about a buoy, marker, symbol, light, flag or what action to take, check charts or book immediately.

A highly recommended reference is the publication "Safety in Small Craft".

Torch/Flashlight

The torch is to be independently powered for use in times when the boat's batteries have failed. We recommend spare bulbs stow the in the first aid kit. A second operational powerful torch is a better standby than a spare bulb and battery.

Compass

It is recommended that all vessels should carry a reliable compass for use in foggy or low visibility conditions.

This can be either a fixed or hand-held device. It is recommended that launches also have a hand-held compass for use in a dinghy should it be needed as a life raft.

VHF Radio, VHF Call Sign

A Marine VHF radio (hand held or fitted) is compulsory for all types of boats. Other boats are likely to hear a distress call over the radio (e.g. VHF channel 16), whilst mobile phones are limited to the person being called, effectively a "collective security". Call Signs are available from Coastguard Boating Education.

It is recommended you lodge trip reports with Coastguard using your VHF or the Coastguard App and a person ashore to raise the alarm if the TR is not closed via the VHF.

TR logged via the App, and not closed, will trigger a text message to the emergency contact listed.

Club Pennant and Identification Stickers

Club boats should fly the club pennant at all times when at sea, once passed the Vessel Safety Check. Be proud of the club and the high level of safety at sea we represent.

OBC membership stickers should be placed on the marina finger side of the launch.

Current Electrical Warrant of Fitness

If the vessel has a shore power connection, please refer to the relevant NZ electrical regulations and Club Marina by-laws governing the connection of external electricity to vessels and the requirement or otherwise of the vessel to comply with these regulations. If you are connected to shore power the lead must be tested and tagged, attached at the shore power end of the cable.

Tool Kit

All boats going to sea should carry a tool kit, spare fuses, spark plugs etc. Your type of boat will dictate your tool kit.

Refuelling

Club by laws and resource consent prohibit refuelling within the club boundaries apart from at the designated fuel jetty accessible only by water at the end of "B" pier.

Club House and Club Bylaws

The clubhouse and facilities are available to all Club members for your use. Please leave the clubhouse clean and tidy for others.

For safety reasons it is essential that you carry out regular maintenance on your boat and all its equipment.