**DEPARTURE CHECKLIST**

**ENVIRONMENT**

* Weather actual/forecast: cloud cover/ precip/ dew point/ winds/ obscuring/ local advisories
* Ambient light: sunset and rise/ moon rise and set/ phase/ cultural lighting
* Notice-to-Mariners/ active ranges/ local activity
* Tides and currents for departure & arrival
* Bridge schedule/ height restrictions
* Estimate travel times/ locations
* Wx for duration of sail + 24hours

**GENERAL OUTLINE**

* Route/pax/cargo
* Departure plan
* Plan under way
* Arrival plan
* Alternate locations for wx

**CREW**

* Crew/passenger status
	+ experience/qualifications/last sleep
	+ expectations/limitations
* All personal equipment onboard and stowed
	+ Lifejacket/PFD for everyone/ non-swimmers wearing
	+ Headlamp/flashlight
	+ Foul wx gear
	+ Leatherman/Knife on belt
	+ Crew Sunscreen/ Dramamine
	+ Provisions
* Crew duties and actions
	+ General boat-living guidelines
	+ Locations/no-go locations
	+ Anchoring/mooring
	+ Coming along side
	+ Expected calls
	+ Radio Usage
	+ Fog/Foul wx tasks
	+ Safety brief

**TRIP PLAN**

* Authorized/cleared out
* Float plan/trip itinerary filed
* Fuel required/fuel avail/enroute stops
* Cruising guide/Coast Pilot/Paper Chart/e-Chart

**EMERGENCY ACTIONS**

* Engines out of departure/arrival
* Grounding
* Boat dragging into you
* Taking Water/Flooding
* Man over board (MOB)
* Rigging Failure
* Runaway Engine/Generator
* Imminent Collision
* Loss of steering
* Stuck anchor
* Crew/ Passenger Illness/ Medical Condition
* Towing
* Docking/anchoring under sail
* Unknown Position/ Lost
* Distress signals
* Next-in-command/ Suddenly-in-command
* Electrical failure
* Lightening strike
* Fire
	+ Cabin fire extinguisher location/operation
* Comms
	+ Mayday/Pan
	+ InReach
	+ EPIRB
* Abandon Ship/Egress
	+ Water
	+ Dinghy
	+ Life Raft

**RISK ASSESSMENT**

* Identify Hazards (terrain/sea bed/wx/traffic/gear)
* Evaluate Hazard (probability/severity)
* Develop Control Measures/options (reduce/eliminate risk)
* Go/No-go decision w/ control measures.

**BELOW**

* Prep Log
* Note water tank amount
* Empty heads/serviceable
* All cabin/ salon/ head doors latched
* All lockers/cabinets door closed/latched
* Hatches and portholes closed
* Holding-tank through-hull valve position?
* Galley secure/propane off/valve off
* Batts/Inverter set A/R
* Anchor Light Off
* Nav/ deck/ steaming lights A/R
* Instrument/Electronics breakers A/R
* Radio:
	+ Main/Hand held
	+ On/Squelch/Volume/Transmit power A/R
	+ Channel 16 or A/R
	+ User manual/crib sheet
	+ Crew trained in radio procedures
	+ Listen for SA before departure

**TOP SIDE**

* Engine clean/ no fumes
* LPG tank filled/leaks/valve off
* BBQ Cover Latched/Cover secure
* Emergency tiller present
* Stern anchor present/ready
* Disconnect shore power cable
* Dinghy
	+ Secured on davits
	+ Tied at both ends for chafe
	+ Safety line/strap in place
	+ Spare fuel tanks in dinghy (short passage)
	+ Plug out (long passage)
* Engine
	+ Before engine is started:
		- W - Water cock is open
		- O – Oil quantity/quality of eng & SD oil (Note)
		- B - Belts condition
		- B – Bilge change
		- L - Leaks
		- E - Everything else (coolant)
	+ Describe engine start/shutdown/ runaway technique
	+ Alarm/Buzzer/Warning sound on engine panel
	+ Check steering and engine controls are functional
	+ Note fuel tank amount (1/3 rule)
	+ Start Engine/ Cooling flow/Oil Pressure
* Ensure battery is charging
* GPS home waypoint/Destination
* Heaving Line/Lifelines
* Pencil/Notepad
* Boarding/Swim ladder
* Stopper knots on sheets.
* Halyards untied/Mail sail uncovered

**PULLING AWAY**

* Wind direction
* Anchor/Mooring/ Slip procedure
* Traffic
* Reiterate engine failure plan
* Lines and fenders
* Note time/location

**AFTER DEPARTURE**

* Fenders raised/stowed
* Dinghy secure
* Recheck weather/conditions
* Batteries/Inverter A/R
* Float plan activated