

Pre departure drill checklist

Last updated: June 2024

This document is uncontrolled if printed. Please refer to the Maritime New Zealand website for the latest version.

About this checklist

This checklist is to be submitted prior to an International Voyage Certificate for a pleasure craft been issued and you can depart New Zealand. Your certificate will not be issued until this checklist is received.

You need to ensure that all crew complete these pre departure drills and that you only submit this form once all drills are done. Note you should also consider other drills that are appropriate to your vessel and record them on this checklist.

You can email this checklist though or print it out and give it to the vessel adequacy assessor when they visit your vessel.

Checklist

All crew need to do the following drills:

Man overboard: return and safe recovery of a person overboard, using all available equipment (lifebuoys), danbuoy, throw-line, GPS MOB alarm, radio etc) and who does what (including if the skipper is the one overboard).

Abandon vessel: a walk-through of the necessary actions including how to launch the liferaft, grab-bag, EPIRB & PLB location and what vital equipment to take and who in the crew does what. How to make a Mayday call.

Fire: a walk-through of the appropriate actions including raising the alarm, location of extinguishers and how to effectively use them.

Life Saving Gear: instruction on the location and correct use of lifejackets, lifebuoys, liferaft, danbuoy, flares, radio, etc.

Medical Emergency: location of the first aid kit, how to call on radio for medical assistance and basic reminder of actions to take if a casualty occurs.

Flooding: a walk-through of all through-hull fittings and associated bungs. The location and operation of the bilge pumping arrangements.

Other drills as appropriate for your vessel. Please provide details

I declare that all crew for this voyage have undertaken the pre departure crew drill checklist

Skipper Name:

Skipper Signature:

Date: