



CREW BRIEFING CHECK LIST

Use this form as a guide to explain or demonstrate each of the following to the crew.

<u>WATER SYSTEM</u>		<u>CHART TABLE</u>		<u>GALLEY</u>	
<input type="checkbox"/>	Water Usage	<input type="checkbox"/>	Charts	<input type="checkbox"/>	Stove Use
<input type="checkbox"/>	Water Tank Valves/Controls	<input type="checkbox"/>	Deck Keys	<input type="checkbox"/>	Oven Use
<input type="checkbox"/>	Ice Box Drain / Pump	<input type="checkbox"/>	Plotting Instruments	<input type="checkbox"/>	Fuel Safety
<input type="checkbox"/>	Shower / Head Sink Operation	<input type="checkbox"/>	Binoculars Location	<input type="checkbox"/>	Ice Box /
<input type="checkbox"/>	Shower Drain Sump(s) / Switch	<input type="checkbox"/>	Tool Box Location	<input type="checkbox"/>	Refrigerator Use
<input type="checkbox"/>	Head Operation	<input type="checkbox"/>	VHF Radio Channels	<input type="checkbox"/>	Portable Ice Chest
<input type="checkbox"/>	Galley Sink Operation	<input type="checkbox"/>	VHF Radio Use		
<input type="checkbox"/>	Manual Water pump Operation				
<u>SEACOCK LOCATION</u>			<u>ENGINE</u>		<u>MECHANICAL</u>
Engine	<input type="checkbox"/>	Intake	<input type="checkbox"/>	Engine Start/Stop Procedure	<input type="checkbox"/>
	<input type="checkbox"/>	Exhaust/Discharge	<input type="checkbox"/>	Engine Controls	Bilge Pump - Manual Use
Head	<input type="checkbox"/>	Intake	<input type="checkbox"/>	Engine lights and gauges	
	<input type="checkbox"/>	Discharge	<input type="checkbox"/>	Maximum RPM	Bilge Pump - Automatic Electric Use
Galley Sink	<input type="checkbox"/>	Intake	<input type="checkbox"/>	Fuel Tank Location(s)	
	<input type="checkbox"/>	Discharge	<input type="checkbox"/>	Fuel Cut-off at engine	
	<input type="checkbox"/>	Head Sink	<input type="checkbox"/>	Precautions while motoring	
Other Seacocks	<input type="checkbox"/>	Shower Sump			
	<input type="checkbox"/>	Cockpit Scuppers			
	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>				
<u>ELECTRICAL PANEL</u>		<u>SAFETY (Use and Location)</u>			<u>ON-DECK SYSTEMS</u>
<input type="checkbox"/>	Battery Switch(s)	<input type="checkbox"/>	Air Horn / Bell	<input type="checkbox"/>	Mainsail Operation
<input type="checkbox"/>	Instruments	<input type="checkbox"/>	Extra Horn Gas	<input type="checkbox"/>	Jib Operation
<input type="checkbox"/>	Interior Lights	<input type="checkbox"/>	Life Preservers:	<input type="checkbox"/>	Other sail Operation
<input type="checkbox"/>	Navigation Lights	<input type="checkbox"/>	Life jackets (How many?)	<input type="checkbox"/>	Reefing and furling systems
<input type="checkbox"/>	Anchor Light	<input type="checkbox"/>	Horseshoe	<input type="checkbox"/>	Boom Vang/preventer
<input type="checkbox"/>	Conservation	<input type="checkbox"/>	Life Sling	<input type="checkbox"/>	Traveler
		<input type="checkbox"/>	Fire Extinguishers (How many?)	<input type="checkbox"/>	Topping Lift
		<input type="checkbox"/>	Flares	<input type="checkbox"/>	Fuel fill
		<input type="checkbox"/>	First Aid Kit	<input type="checkbox"/>	Water fill
		<input type="checkbox"/>	Survey crew for allergies, medications, medical restrictions, non-swimmers, etc.	<input type="checkbox"/>	Hldg. Tank Pump-Out
		<input type="checkbox"/>	Radar Reflector	<input type="checkbox"/>	Anchor/rode and windlass operation
<u>COCKPIT</u>			<u>DINGHY</u>		Please use the space below and/or on back for any additional items or questions to be covered.
<input type="checkbox"/>	Stove Fuel Location	<input type="checkbox"/>	Boarding Procedure		
<input type="checkbox"/>	Bilge Overboard Discharge	<input type="checkbox"/>	Outboard Use		
<input type="checkbox"/>	Emergency Tiller	<input type="checkbox"/>	Oars		
<input type="checkbox"/>	Location	<input type="checkbox"/>	Air Pump		
<input type="checkbox"/>	Use	<input type="checkbox"/>	Procedures While Motoring		
<input type="checkbox"/>	Hatch Boards	<input type="checkbox"/>	Anchor or painter use		
<input type="checkbox"/>	Locks and Keys and/or Combinations				
<input type="checkbox"/>	Engine Key				
<input type="checkbox"/>	Winch Handles (2 or more)				
<input type="checkbox"/>	Boat Hook				
<input type="checkbox"/>	Dock Lines Storage Location				
<input type="checkbox"/>	Fenders Storage Location				
<input type="checkbox"/>	Shore Power Cable				
<input type="checkbox"/>	Storage Location & Use				
<input type="checkbox"/>	Mop / Deck Brush / Bucket				