



MARINA LAUNCH

OBC SAFETY EQUIPMENT AND BOAT HANDLING FORM

This section is to be completed by the member **prior** to the Inspection - please print clearly

Member Details

NAME:

ADDRESS:

Postal Zone: **Telephone:** **Mobile:**

E-mail:

Vessel Details

BOAT NAME:

Make: **Model:** **Colour:**

LOA: **VHF Call sign:**

Vessel Type: Launch Other please specify:

Engine Type: Outboard Stern Drive Inboard shaft drive Jet

Other specify: **Engine Single/ Twin:**

Engine Make: **Model:** **Engine No:**

Auxiliary Make: **Model:** **Engine No:**

Names of co-owners/alternative skippers:

1 member (Y/N) 2 member (Y/N)

3 member (Y/N) 4 member (Y/N)

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

Disclaimer:

All vessels must undergo and pass the OBC safety equipment inspection check prior to being able to use the Club marina, ramps or jetties. The OBC safety equipment inspection check is not an assessment of vessel structure, any systems, engine(s) or auxiliary equipment. The successful completion of the OBC safety inspection check is solely for OBC purposes and may not be suitable for, or used for, other purposes.

Signed:.....**Name:**.....**Date:**.....

Declaration:

Having passed all the requirements of the OBC vessel safety equipment checklist as the owner / co-owner / alternative skipper of the vessel named above, I agree to maintain / update such safety equipment to the required standard as applicable from time to time.

Signed:.....**Name:**.....**Date:**.....

Inspection Checklist

Mooring Location: Marina Number:

Membership Stickers Issued? Yes No Serial No.:

New Members Night Book Details Checked? Date Attended:

Change of Boat: Yes No If yes record in the Boat Inspector's Book.

Items requiring re-inspection:

Re-Inspection Complete

1 () Yes () No

2 () Yes () No

3 () Yes () No

Notes:

.....
.....

Inspectors Name: Signed:

Final Inspection:

Date: Inspectors Name:

Signature:

Note: Final Inspection Must be carried out within two months of first inspection

Please return this page to the OBC Administration Office after Inspection.

OBC Launch Safety Equipment and Boat Handling Check List

To be retained by the Skipper of the boat

All vessels, new to the OBC Marina after June 1st 2020, including new Marina Berth Licence Holder's and Renters, must comply with the requirements of this Checklist.

All marina berth holders are encouraged to ensure their vessel complies at all times.

The marine berth licensee is reminded that under the Terms of the Marina Berth Licence they are required to comply with the all the Club Bylaws.

MEMBERS NOTE: Please refer to the attached notes and the By-laws in the club Year Book.

Boating Safety Questionnaire: answers filled out correctly

Must have attended new members club night

Vessel is new to the assigned berth?

Yes No

If 'Yes'

Vessel is to have an extreme length measurement taken, either in the vessels' intended new berth or a berth in front of the club.

1. **Length Overall**

Boat measured (Measurement to be entered on page 1).

Vessels must fit inside the berth without overhanging piles or walkway

2. **Boat name and Identification** All Boats must be named (**NO manufacturer, model or trade name accepted**).

Names must be displayed on the side of the vessel in letters no less than 90mm high and visible from a distance of at least 50 metres (Per Auckland Council Navigational Safety Bylaws 2014)

3. **Current Electrical Warrant of Fitness**

Yes No Vessel has shore power connection

If 'Yes'

Current EWOFF.

Current EWOFF displayed on marina finger side.

Current EWOFF displayed on shore power lead (If applicable)

4. **Gas Installation Certification**

Yes No The vessel is equipped with fuel gas appliance.

Yes No Is a current Gas Certificate displayed.

Yes No If gas is fitted, the vessel must be fitted with a suitable gas detector/ alarm.

5. **Marina Mooring Lines**

- [] Marina mooring lines in specification: refer "OBC Marina User's Guide" for marina mooring line arrangement and specifications
 - [] All loops must be spliced
 - [] No shackles or chains
 - [] 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
 - [] Lines have no deterioration or fraying
 - [] Cleats must be present and suitable for this purpose.

6. **Anchors and Chains**

- [] Anchors must be of a suitable size for boat.
- [] **Suitably sized** chain* (see below) 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.
- [] Launches must also carry a spare anchor chain and warp.

7. **Navigation Lights**

- [] Navigation Lights are compulsory and must conform to MNZ regulations.

8. **Docking Lines & Boat Hook**

- [] Vessels must carry a minimum of two docking lines at least 1.5 times the length of the boat (min 10mm diameter).
Four lines are recommended – two for bow and stern, two for springs
- [] A suitable boat hook

9. **Fire Extinguishers**

- [] Two x2kg or four x1kg of an approved type in good condition each to be a minimum of 1.0kg stored pressure multi-purpose dry chemical for classes A,B,C or A,B,E..
- [] Fire extinguishers must be readily accessible and properly mounted, at least 3m apart where possible
- [] All vessels with petrol inboard engines: A working bilge blower.

10. **First Aid Kit**

- [] A suitable first aid kit must be available. All local marine retailers carry stocks of these kits.

11. **Emergency Equipment** (minimum requirement)

- [] Two currently dated red parachute flares, 2 red distress flares and 2 daytime orange smoke flares.
It is strongly recommended that vessels carry a current 406 MHz EPIRB (Emergency Positioning Indicating Radio Beacon) GPS capable in an easily accessible location. (Note: the old 121.5 MHz EPIRB is no longer supported.)

12. **Life Jackets**

Suitable lifejackets supplied for all passengers.

All foam filled life jackets should comply with NZS 5823 or you must provide proof of MSA 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, an attached pea-less whistle and must be in good condition. **Buoyancy vests are not acceptable as life jackets. Small children's life jackets must have a crotch strap.**

Note: It is law that you must wear your life jackets in conditions that are considered dangerous, such as rough seas, at night, non-swimmers or when the skipper deems it necessary.

13. **Navigation Aids, Charts and Literature**

The following navigational aids must be carried on board the vessel:

GPS or mobile device with navigation application (eg: Navionics)

Chart NZ532 Approaches to Auckland.

Charts NZ5321, NZ5322, NZ5323 and NZ5324 are recommended though not required.

Latest edition of "Safety in Small Craft"

14. **Safety Square**

This must be a minimum of 900 mm x 900 mm air-sea rescue orange material with corner ties or clips to secure it over the deck, or cabin or hoist on a boat hook or paddle.

15. **Bailing**

One robust bucket (minimum)

An effective bilge pump

16. **Robust Knife/ Hacksaw**

A sheathed robust knife

One hacksaw (including spare blade(s))

17. **Powerful Torch**

A powerful torch powered independently of the boat batteries

Spare torch or batteries and spare bulb

18. **Compass**

Vessels must have a fixed compass

19. **VHF Radio, VHF Call Sign & Horn**

A VHF marine radio and Call Sign is compulsory. Callsign is to be displayed close to or on the VHF radio.

A VHF marine radio operator's licence.

Test call to Coastguard completed

A suitable loud horn is compulsory. Electric or Air horns are recommended, aerosol or mouth horns are acceptable.

20. Club Pennant

- A satisfactory means of flying the club pennant so it is clearly visible preferably from all sides whilst at sea.
- Pennant must be in good condition.

21. Bilge Condition

- Bilges Inspection Passed.
 - 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
- Refer also "OBC Marina User's Guide*

22. Battery Security

- All batteries are secured to the boat hull with straps or brackets to prevent them from breaking free under rough sea conditions.

23. Launch Berthing Evaluation

- Demonstrate ability to leave and return to vessels assigned berth.

Note: 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 contacting an experience skipper to organise further guidance in specific techniques regarding manoeuvring your vessel in and out of her assigned berth. OBC staff can provide a list of preferred skippers.

24: Man Overboard

- Demonstrate how a man overboard (MOB) will be able to re-board the vessel without assistance.

Additional Notes & Recommendations to Boat Safety Check List

○ **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 "OBC Yearbook" or "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

Docking Lines

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.

○ **Fire Extinguishers**

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.

○ **First Aid Kit**

All local marine retailers carry stocks of these kits.

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"). A small container of vinegar for jellyfish wasp bites is also useful.

- **Emergency Equipment**

It is recommended that all boats travelling outside the pilotage limits carry 2 parachute flares. The first flare will draw attention; the second will identify the location and should be fired a reasonable time afterwards when it is considered very likely that the first flare would have been spotted. This would depend on the time of day or night.

Flares should be stored in a water tight plastic container with a handle. Attached to the handle should be a cord 1 - 2 metres long attached to the container to the body when in the water.

- **Life Jackets**

All foam filled life jackets should comply with NZS 5823 or with proof of MNZ approval. Inflatable life jackets must be marked with either NZ, Australian, European, or US Standards and have a crotch strap. All life jackets must have a flotation collar, an attached pea-less whistle and must be in good condition. Small children's life jackets must have a crotch strap.

Buoyancy vests are not acceptable as life jackets. Kapok filled jackets are not acceptable.

A life jacket must be carried for each person on board the vessel and must be in good condition. A location light is recommended. 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. Care should be taken to ensure that children cannot slip out of their life jacket.

Note it is law that life jackets must be worn in conditions that are considered dangerous, such as rough seas, at night, if persons can't swim, or when the skipper deems it necessary.

- **Navigation Aids, Charts and Literature**

Current marine charts should be carried and updated. Contact a chart agent or update charts regularly from the weekly marine notices in the clubhouse or use the Internet site- <https://www.lin.govt.nz/sea/maritime-safety/notices-mariners> Use extreme caution while cruising in areas for which don't have current marine charts.

It is recommended that navigation cards or a cockpit flip page book be carried at all times. If in doubt about a buoy, marker, symbol, light, flag or what action to take, check reference cards or book immediately.

A highly recommended reference is "Safety in Small Craft – by Mike Scanlan"

- **Robust Knife/ Hacksaw**

Knives should be sharp, preferably stored in a sheath and located in an easily accessible position.

An anchor rope or fishing line may need to be cut quickly. An axe may help gain quick access to the hull through floor boards (where fitted) to stem leaks.

- **Powerful Torch**

The torch is to be independently powered for use in times when the boat's batteries have failed. In that condition a spot light is useless. 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**

All boats should carry a reliable compass for use in foggy or low visibility conditions. This can be either a fixed or hand-held device, in launches there must be a fixed compass. 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 cell phones are limited to the person being called, effectively a "collective security". Call Signs are available from Coast Guard Boat Education Service.

- **Club Pennant and Identification Stickers**

All club boats should fly the club pennant at all times when at sea. Be proud of the club.

OBC stickers must be affixed on the marina finger side of the launch.

Marina occupiers must display Marina Car parking card when parking in reserved marina parking areas. Failure to comply with the above may result in having the vehicle towed away

- **Current Electrical Warrant of Fitness**

If the vessel has a shore power connection, please refer to the relevant NZ electrical regulations and Club and Marina by-laws governing the connection of external electricity to vessels and the requirement or otherwise of the vessel to comply with these regulations.

- **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 absolutely essential that you carry out regular maintenance on your boat and all its equipment. In the interest of your family and friends do not take any unnecessary risks with your boat, the weather or sea. If you follow these simple rules you will enjoy your boating. Don't be tempted to skimp on safety equipment. Random inspections may be carried out in accordance with rule 8(h) of the OBC By-laws found in the club Year Book. All members are required to be fully familiar with the Club By-laws.