

# A Pre-Departure Checklist

Use this checklist prior to leaving the dock as a final review of important safety items.

- Ensure you have adequate fuel for your planned trip. The rule is one-third out, one-third back and one-third for safety.
- Check all fluid levels; water, antifreeze, battery, oil and transmission. Add to your list any fluid levels for other needed equipment, such as cooking or generator.
- Ensure you have an engine maintenance manual on board and are familiar with it.
- Ensure your batteries are fully charged. If they aren't, ensure you find out why before you leave the dock.
- Check your supplies of spare parts and tools. Be especially mindful of what you can bring to plug leaks and repair your propulsion system.
- Check the marine weather forecast beyond the planned duration of your trip.
- Ensure your bilge pumps, both manual and electric, are working.
- Ensure your mandatory safety equipment is on board and is in working condition. Ensure your guests know where the lifejackets are and how to use them.
- Ensure your emergency kit is on board containing such items as a first aid kit, dry clothes, signalling equipment and dried food. Ensure your guests know where it is.
- Ensure your navigation lights are functioning. This should involve operating them for 30 minutes.
- File a Trip Plan with the marina or another responsible person.
- Ensure your VHF radio is working, if you have an operator's licence.