

The NPFVOA Vessel Safety Program recommends the following checklist to be used as a guide. This checklist should be reviewed and tailored to your specific operation.

PRE-DEPARTURE CHECKLIST

DOCUMENTATION

- USCG Certificate of Documentation with current sticker
- ADFG Vessel Fishing License (or other state vessel license)
- Display the metal triangle with current year sticker
- Display number on vessel sides with 12" numerals
- FCC Radio Station License displayed near radios
- Display current Radio Operators Permit for operator
- Alaska Dept of Revenue Business License copy

POSTINGS

- "Oil Discharge Prohibited" placard near pump station
- MARPOL V waste dumping placard
- Written "Waste Management Plan" aboard
 - Maintain waste log aboard with entries properly logged
- Injury Notification placard
- Station Bill with emergency procedures and signals
- Locations and instructions for all emergency equipment
- Instructions for making a Radio Distress Call
- Reportable Marine Incidents placard
 - Maintain blank forms USCG-2692 on board for reporting
- Instructions for operating CO2 fire suppression system
- "Zero Tolerance" placard
- Marine Mammal Protection Act placard
- Stability letter and calculation instructions
- Post licenses of ship's crew
- Check safety stickers throughout vessel

TRAINING AND DRILLS

- Have certified on-board Drill Instructor
- Pre-season Safety Equipment & Survival Procedures training with crew
- Conduct and log monthly drills, OSHA training, safety equipment
- Minimum of one crew trained in Advanced Medical
- Minimum of three crew trained in First Aid/CPR
- Oil spill response team with current HAZWOPER card
- Oil spill drill conducted and logged
- Certify two crew to collect drug testing onboard

SAFETY AND SURVIVAL EQUIPMENT

- Life rafts rated for "SOLAS A" or "Ocean Service"
 - Must be labeled with vessel name
 - Must be annually inspected and tagged
 - Must have current hydrostatic release, check expiration date

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- Immersion suit for each person aboard, sized to fit
 - Must be labeled with vessel name or company name
 - Must be regularly inspected for repairs and accessories needed
- Flare kit to include 3 smoke, 3 parachute, 6 handheld, check expiration date
- Medical chest with manual, restocked and updated
- EPIRB, tested monthly per CFR's with tests logged
 - Must be marked with vessel name
 - Must have current NOAA registration sticker affixed
 - Must have current date on battery
- Life rings, minimum of three orange, minimum 24" diameter
 - At least one must have beacon light and current batteries
 - All must have at least 90 ft. of line attached
 - All must have retro-reflective tape and vessel name
- Portable emergency radio (handheld VHF with "baggie")
- SSB radio, VHF radio operable for 3 hours on battery power
- Electronic position indicator, i.e. LORAN, GPS, etc

FIREFIGHTING EQUIPMENT

- Portable fire extinguishers located per USCG regs
 - Must be labeled as "Marine" and "USCG" or "UL"
 - Must be serviced annually and tagged
 - Must be inspected monthly and logged (by captain)
- Fire fighting hose (or wash-down hose) with nozzle
- Two SCBA units, with at least one spare cylinder per unit
 - Must be inspected monthly and logged
 - Must be serviced annually, hydro-tested every 5 years
- At least one fireman's suit with hat, coat, pants, boots

FUEL AND OIL TRANSFER

- Fuel Transfer Procedures
 - Line drawing of fuel piping and valves
 - Fuel Transfer Procedures displayed near pump station
 - Warning sign displayed near pump station and gas tank
 - Current Fuel Transfer Plan posted with names listed
- Red "Baker" flag aboard, red fueling light tested
- Fuel vent and fill pipe containments empty and plugged before transfers
- Declaration of Inspection checklist with carbon copies
 - Used in deliveries to vessels of over 10,000 gal cap
 - Maintain on file for 30 days
- USCG "Oil Transfer Log", kept current and signed (check for latest version)
- Minimum of one crew with "Tankerman PIC" letter

OTHER

- Pilothouse publications for current year, includes: Light List, NOTAMS, Tide and Current Tables, COLREGS, Charts with corrections, etc.
- MSD in good working order, turned "ON" when boarded (or holding tank).

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- USCG approved horn, tested weekly
- Ship's bell at least 12" diameter
- Navigation lighting in good working condition and for service intended
- Navigation compass with current deviation card posted

- Bilge pump system, with indicator lamp at operating station
- Send NOAD
- Bilge high level alarm, tested weekly, fwd and aft, all compartments below deck
- RSW tank High Level/Low Level alarms tested (slack tank alarms)
- Steering gear tested before leaving dock
- Propulsion tested before leaving dock
- Watertight doors and deck hatch gaskets checked for sealing
- General alarm operable from pilothouse
 - o Bells labeled with proper placard
 - o Noisy areas to be fitted with red strobe light w/label
- ADFG licenses for all crewmembers (or other state required licenses)
- Oil Spill Response Plan for drills and emergency use
- Engine room log book with entries for monitoring engine operating conditions, equipment breakdowns and repairs, maintenance performed, etc.
- EPA Freon log book, maintained current, as needed
- Review OSHA plans and make necessary updates
 - o Update OSHA log 300
 - o Update MSDS sheets
 - o Administer hearing tests for crew (annual)

CREW ISSUES

- Contract signed for every crewmember
- Minimum 75% of crew to be US citizen, 10 required
- Pre-employment drug test done for all crew members
- Provide emergency contact information to home office
- Provide complete crew list to home office

PRE-DEPARTURE SIGN-OFF

Captain

Date