

**Woods Hole Oceanographic Institution Marine Operations
Inspection Check List for Chartering of Non-UNOLS Vessels Under 40ft**

Please fill in as many details as possible

| | |
|--|--|
| Vessel Name/Year Built/Description: | |
| Charter Vessel Owner/Operator: | |
| Address and Contact Information: | |
| Charter Vessel Owner/Operator: | |
| Address and Contact Information: | |
| Licenses held: | |
| Vessel Type and General Description: | |
| Length Overall: | |
| Displacement: | |
| Tonnage [GT/GRT/NT]: | |
| Draft: | |
| Radio Call Sign: | |
| Vessel Material/Type of Construction: | |
| Certificate/Letter of Designation (type/exp date, ID #'s, etc) | |
| Marine/ Crew Maritime Licenses | |
| Charter Vessels Home Port: | |
| Number of Passengers/Scientists that can be carried: | |

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Check each category listed below as appropriate for the charter mission and operating area. Ensure necessary equipment is aboard and operates properly.

To be filled out by vessel owner prior to cruise.

Motorboats operating in coastal waters should carry at least the following equipment:

- ___ One VHF or agency radio, or cell phone, whichever is more appropriate to the environment.
- ___ Class I, II, III or V PFD for each person on board, plus one 'throwable' device.
- ___ Signal flares - smoke flare(s) and ≥ 3 day/night signaling devices.
- ___ Fire extinguisher(s) which meet or exceed those required by law
- ___ Horn, whistle, or other audible signaling device.
- ___ Proper registration and documentation for the vessel.
- ___ Each vessel shall meet federal, state, and local numbering requirements.
- ___ Anchor and anchor line
- ___ First aid kit and, if diving, an oxygen unit, rescue blanket, etc.
- ___ Navigational items – compass, GPS, charts
- ___ Bailer
- ___ Bilge pumps manual and electric if feasible

Suggested equipment as appropriate for vessel & operations:

- | | |
|--|---|
| ___ Alternate method of communication and a personal locator beacon or comparable emergency signaling device | ___ Spare fuel and oil, if needed |
| ___ Oars or paddles | ___ Sea anchor |
| ___ Boat Fenders | ___ Spare parts including prop, nut, etc. |
| ___ Emergency repair kit and tools | ___ Suitable tool kit |
| ___ Running and RAM lights as needed. | ___ Extra lines and tow harness |
| ___ Dock lines | ___ Extra food rations |
| ___ Boat hook | ___ Flags – dive and alpha- If diving |
| ___ Drinking water | ___ EPIRB &/or PLB |
| ___ Radar | ___ Spare key and deadman clip |
| ___ AIS | ___ Depth Sounder |
| ___ Boarding ladder | |
| ___ Search lights | |

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EQUIPMENT CHECKLIST

To be filled out by the PI upon arrival for in person inspection of the vessel

TRIP DATE: ___ / ___ / ___
Month day year

- Personal papers; operator's certificate or license (if required) onboard, current.
- Ship's papers; registration or documentation certificate.
- Life jacket suitable for each person on board, readily accessible, in good condition.
- Throwable flotation aid immediately available.
- Fire extinguishers conveniently placed, fully charged, in good condition.
- Visual distress signals with current expiration dates.
- Horn working.
- Bell (if required) onboard.
- Anchor and anchor line appropriate to area, depth, conditions.
- Compass properly adjusted.
- Charts for the area, up to date.
- Navigation tools.
- Boat hook.
- Mooring lines and fenders in good condition.
- Paddles or oars.
- Tool kit and spare parts (including light bulbs, fuses).