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**Skipper and Crew Briefing Checks**

The safety of a vessel and her crew is the sole and inescapable responsibility of the **SKIPPER** who must do their best to ensure that the vessel is fully found, thoroughly seaworthy and manned by an experienced crew who have undergone appropriate training and are physically fit to face bad weather. *Check your responsibilities as per Part 2, 2.0 of the 2025-2028 YNZ Safety Regulations of Sailing*

|  |  |
| --- | --- |
| **Yacht name:** |  |
| **Date:** |  |
| **Time:** |  |
| **The person in charge:** |  |
| **No of crew onboard:** |  |

|  |  |
| --- | --- |
| **Skippers’ responsibility for crew briefing** | |
|  | **Check** |
| Crew members’ boating experience and comfort level |  |
| Mobility and any medical conditions |  |
| History of seasickness and how it will be managed |  |
| Clothing and gear – warm layers, wet weather gear, hats, sunscreen |  |
| Establish the chain of command – allocate & introduce second-in-command |  |
| Post briefing all crew are confident they know the essential of boat operations and safety |  |

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| **Crew safety/departure briefing** | |
|  | **Check** |
| Today's passage plan/Navigational Hazards |  |
| Weather forecast/tide/Current/sea state |  |
| Lifejackets – location, try them on (explain use of tethers and jackstays) |  |
| MOB procedure and equipment (including MOB button and VHF channel 16 use) |  |
| Safety Equipment locations, EPIRB, first aid kit, flares, fire extinguishers, through hull valve location, Gas Safety |  |
| Hazards: Falling overboard, Boom and main sheet, winches, open hatches, hold on while down below |  |
| Crew positions and procedures (starting main engine, reefing, gybing, headsail changes, heavy weather plan) |  |
| Medical conditions onboard? (Identify medic onboard) |  |
| Get Crew emergency contact numbers (next of kin) |  |