

# ***CHECKLIST*** ***For Trailerable Vessels***

## **VESSEL CHECKLIST**

- Float Plan Filed
- Boat Keys Secured
- Adequate Oil/Fuel (1/3 rule)
- Adequate Number of PDFs
- 1 Type-IV Throwable Device
- Horn Works
- Fire Extinguisher (2 on Garveys)
- Tool/First Aid Box
- Adequate Anchor and Lines (5:1)
- Adequate Dock Lines
- Oar, Boat Hooks
- GPS/VHF Radio (VIMS-07A)
- Navigation Lights Checked
- Fathometer
- Deck Winch Works
- Boat Plugs
- Boat Clean/Lines Coiled



## **ENGINE TROUBLESHOOTING**

### **Difficult Start**

- Gear Shift in Neutral Position
- Safety Lanyard Attachment
- Fuel Line Properly Connected and Primed
- Throttle Position

### **Engine Alarm Alert**

- Check Tachometer Warning Indicators
- Flashing: Thermometer – Check Telltale
  - No H<sub>2</sub>O – Stop Engine, Clear Obstruction
  - Yes H<sub>2</sub>O – Increase Engine RPM
- Flashing: Yellow Arrow – Check Oil Level
  - Red Arrow – Shut down engine

★ CALL VESSELS: (804)684-7056,7055,7059,7000

## **Vessels Service Center**

Virginia Institute of Marine Science  
School of Marine Science  
College of William & Mary  
Gloucester Point, VA 23062



# **TRAILERING CHECKLIST**

## **Pre-Inspection**

- Review Vessel Checklist
- Operate Engine Tilt to Confirm Battery Power
- Engine Locking Lever Engaged
- Boat Strap On
- Vessel Bow Eye Secured (Check Winch Cable/Safety Chain)
- Field Gear- (Not to Exceed 100 lbs.) Secured and Distributed/Tongue Wt.
- Secure Davit and Winch, If Equipped
- Tire Inflation

## **Trailer Hook-Up**

- Coupler Secured and Inspected
- Safety Chains Attached in "X" Pattern
- Emergency Break-Away Cable Attached to Truck Body (Tandem Trailers)
- Light Plug Engaged. Test Turn, Stop and Driving Lights
- Verify Trailer Winch Operation
- Trailer Jack Removed
- Load Wheel Chocks into Truck
- Visually Examine Towing Package for Levelness
- Adjust Mirrors
- Test Brakes and Re-Examine Coupler Attachment Prior to Boat Basin Departure

## **Re-Examine Towing Package Within First Half-Hour, Then Every 2 Hours During Extended Road Travel**

- Hub Temperature
- Boat Strap Secure
- Bow Eye Attachment
- Coupler/Safety Chain Check
- Lights
- Engine Position
- Tires

### **Suggested Safety Practices During Highway Travel**

- ◆ Do Not Exceed Maximum Posted Speed Limits
- ◆ Do Not Tailgate! To Stop You Need ONE Second for Every TEN Feet of Vehicle Length at Speeds Below 40MPH. At Greater Speeds, Add ONE More Second.
- ◆ Wet Roads Can Double Stopping Distance- Reduce Speed by 1/3.

## **BOAT RAMP ACTIVITIES**

### **Launching**

- Inspect Boat Ramp Conditions
- Verify End of Boat Ramp Surface
- Disconnect Trailer Lights Plug
- Remove Boat Strap
- Place Vessel Key in Ignition
- Disengage Engine Locking Lever
- Check Status of Boat's Drain Plug
- Position Vessel Launch Lines
- Check Bow Eye Attachments

### **Retrieval**

- Re-Examine Ball/Coupler Connection
- Extend Winch Cable
- Utilize Wheel Chocks
- Center Boat on Trailer
- Attach Winch Cable/Safety Chain
- Lift Engine, Secure Locking Lever
- Pull to Level Ground
- Put on Boat Strap
- Attach Light Plug, Test Lights
- Secure Field Gear in Boat (100 lbs. Max.)
- Secure Winch and Davit, If Equipped
- Examine Towing Unit for Levelness
- Check Tires/Adjust Vehicle Mirrors
- Test Brakes/Examine Coupler Attachment
- Did You Retrieve Wheel Chocks?

## **ADDED SAFETY PRACTICES**

### **Blow Your Horn:**

- ◆ If you are entering an intersection and the light changes.
- ◆ To notify oncoming traffic on rural winding roads.
- ◆ On multiple lane highways- travel in the right lane. The right lane offers more options in placing your unit off the highway during an emergency, *i.e.* tire or bearing failure.

## *Are You On Schedule In Relation to Your Filed Float Plan?*

If not, take the time to telephone your land-based support person.

### **VIMS / SMS**

## **Mandatory Personal Safety Requirements**

### **Personal Flotation Devices (PFDs) must be worn:**

- ◆ At all times when vessel is underway.
- ◆ At all times when a person is on an open deck and the vessel is not at a dock.
- ◆ At all times when loading, unloading or cleaning a deck on a docked vessel.
- ◆ Weak swimmers and non-swimmers must wear a PFD that offers inherent flotation; use of inflated devices is especially prohibited.

### **Two Person Rule**

- ◆ At least two people are required on board any boat involved in Institute activities except when launching/retrailer the boat, or motoring in the VIMS marina.
- ◆ When trailerable vessels are operated on the Chesapeake Bay or coastwise, beyond three miles from shore, two vessel operators endorsed to operate in these waters must be present.

Persons who are not swimmers must be exceptionally prudent. These individuals shall identify themselves to the vessel captain/operator and fellow crew members.

Approved protective headwear (hard hats) shall be worn by all personnel on-board vessels where there is a danger of head injury from impact, or from falling or flying objects (*e.g.* broken cables.) Hard hats are required whenever lifting booms or davits are in operation for any purpose.

Hand protection should be worn whenever field requirements necessitate the handling of materials with potentially sharp surfaces, or which may prove abrasive to the handler (*e.g.* cables)

Appropriate footwear must be worn on-board vessels. The season may dictate the type of soles or the degree of comfort required; **but flip-flops, sandals and bare feet are specifically forbidden.** Safety shoes with built-in protective toe box should be worn if there is a danger of heavy objects falling.