

		<h1>Port Pre-Departure Checklist</h1>		Form: NAV-05 Revision 01 / 01.04.2012 Approved: Marine / VG	
Port:		Date:		Yes / No / NA	Remarks
Information					
Passage plan prepared and discussed with the Bridge Team				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Voyage charts and nautical publications corrected, courses laid				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	NTM week no.:
Equipment – checked and ready					
Clocks synchronised with engine room				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Ancillary bridge equipment (e.g. binoculars)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Bridge movement book				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Course and engine movement recorder				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Echo sounder				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Electronic navigational position fixing aids				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Gyro compass, all repeaters including steering gear room (if appl.)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Magnetic compass				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Radar, ARPA and other plotting aids, all on suitable range				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Speed indicators & distance recorders				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Integrated Bridge System - ECDIS				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Communications tested (walkie-talkies, talk-back, PA system)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Deck power				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Navigational lights and shapes, signalling equipment				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Ships whistles fore'n'aft, if permitted				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
LRIT and SVDR found operational				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Steering Gear tested (NAV-15 completed) incl. manual, auto & NFU				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Time:
Main Engine tested (astern and ahead) (check port requirements)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Time:
Thrusters (if fitted) powered on and ready for use				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Anchors cleared & ready for use (check port requirement)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Port and Pilotage Information / Requirements					
VHF channels for various port services noted and checked				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Has port / agents been advised of any special vessel requirements				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Pilot card prepared				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Pilot boarding arrangements prepared / in hand				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Pilot boarding time confirmed				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Has a Master / Pilot information exchange been completed				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Has passage plan been amended as per Master / Pilot Exchange				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Before Sailing					
GMDSS station reactivated. All communication systems tested				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
GMDSS log filled with details				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
NAVTEX operational, correctly set for area reception				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
AIS reactivated / full power mode (Port requirements)				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
All crew on board and notified for mooring stations				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Are necessary personnel sufficiently rested				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Has a stowaway search been completed				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Other checks:				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Time:		Date:		OOW	
Time:		Date:		Master	

1) To be filled in by hand and retained in ship's file for 2 years; 2) Completion of this checklist to be logged in Deck Log Book

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