

# LMYC-CD Equipment Audit Form

Modified AUSTRALIAN SAILING (AS)

2017-2021 SPECIAL REGULATIONS EQUIPMENT AUDIT FORM, CAT 7



<b>ENCLOSED WATERS</b>	<b>MONOHULLS &amp; MULTIHULLS</b>	<b>Cruising in enclosed waters in daylight hours. May include overnight on anchor.</b>
DATE OF AUDIT ____/____/____	SAIL NO: _____	BOAT NAME: _____

**Audit form valid until \_\_\_\_/\_\_\_\_/\_\_\_\_ (annual audit period Jul 1 to Jun 30). Expiry dates to be updated as required at bottom of current page to maintain compliance.** Subject to spot checks Special Regulation (SR) 2.02.2.

**OWNER DETAILS**

OWNER(S) NAME(S):	_____		
OWNER(S) AS NO(S):	OWNER(S) CLUB(S)	_____	_____

**BOAT DETAILS**

LH:	DISPL (tonnes):	BOAT REGISTRATION NO:	_____
HULL COLOUR:	MAX CREW:	MARITIME STICKER ISSUED	YES NO N/A
DECK COLOUR:	DISTINGUISHING MARKS:		

**DECLARATION BY PERSON IN CHARGE**

I have read and understand my obligations as set out in the AS Special Regulations 2017-2021, in particular SRs 1.02.1, 1.02.2, 1.02.3 (Responsibility of the person in charge), and SR 2.03.1 (Function of equipment). I understand that this audit is carried out only as a guide to persons in charge and race organising authorities. I understand that an auditor does not limit or reduce the complete and unlimited responsibility of the person in charge as defined in SRs 1.02.1, 1.02.2, 1.02.3 and 2.03.1. I undertake that I will maintain in good working order all of the boat's equipment as specified in the AS Special Regulations 2017-2021, and ensure it will be on board for each race.

**Signed by Person in Charge:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**EQUIPMENT AUDITOR DECLARATION**

I have checked the abovementioned boat in accordance with SR 2.02.2, as summarised in the following list, and the items listed were compliant as per the regulations at the time and date of this Audit. *(Form not to be signed until all items below are complete).*

<b>Audited by AS NEA/CEA:</b>	<b>Signed by AS NEA/CEA:</b>
AS Number: _____	Date: _____

This section to be completed and **ticked or initialled** by person in charge (P) and auditor (A). If item not applicable, mark 'n/a' or dash '-'

Reg	Structural/Fixed Deck Items	P	A
2.03.1	Equipment functions & adequate for intended use		
2.03.2	Ballast & heavy equipment secured		
3.06.1	(b) Enclosed cabin, ≥5.5m LH, and carrying fuel below decks, 2 exits		
3.08.8	<b>Multihull</b> minimum drain sizes after allowance for screen 20cm <sup>2</sup> per m <sup>2</sup> of cockpit		
3.12.6 <b>If fitted</b>	(a) Lifelines uncoated stainless steel wire		
	(d) Gap secured by lanyard ≤ 100 mm; Lanyard replaced annually		
	(e) Total lifeline system ≥ strength of required wire		
3.20.6 3.20.7 <b>If fitted</b>	Bilge pump not to discharge into closed cockpit		
	Bilge pump not connected to cockpit drains		
	Bilge pump minimum suction bore 25 mm		
	Bilge pump & strum boxes accessible		
3.28.1	Hull identification, min 50 mm; name & state rego; OR name, sail number & club		
4.01.4	Sail numbers as per RRS 77 and Appendix G		
Reg	Structural/Fixed Items Below	P	A
3.17 <b>If fitted</b>	Cooking stove/heating appliance securely fastened, safe, accessible shutoff		
	Gas or methylated spirits only fuels for cooking		
	"REMEMBER Turn Off Gas At Bottle" sign		
	Gas detection for permanent pilot light		
	Disposable gas canisters ≤ 225 grams		
	Gas bottle, spare canisters in separate compartment ventilated overboard		
3.24.6 <b>If fitted</b>	If motor fitted, separate starter battery for electric starter		
3.24.7 <b>If fitted</b>	Separate generators, if carried, securely covered and permanently installed		
3.24.8 <b>If fitted</b>	Fuel tank shut off valve/cock if fuel can escape or siphon		
3.24.9 <b>If fitted</b>	(a) Petrol tanks – see regulation		
	(b) Diesel tanks metal or other certified material		
	(c) Fuel lines comply		
	(d) Outboard tanks secured on deck or ventilated compartment; manufacturer or standard compliant		

3.24.9 <b>If fitted</b>	(e) Petrol not below decks in portable containers		
	(f) Flexible fuel tank not permitted.		
Reg	Portable Equipment	P	A
3.20.9	2 x 8 litre buckets, stout construction with lanyard		
3.24.10	If no motor & <5.5m LH, oars or paddles x 2; blade area 0.04m <sup>2</sup>		
4.04.2 <b>If fitted</b>	If motor or stove fitted, 1 x fire extinguisher 10BE dry powder min or equiv.		
4.04.4	Fire blanket (for cooking device with open flame)		
4.05.1	(a) Anchors & ground tackle as per Table 1		
	(b) Anchor & warp sizes Table 2 or Table 3 Anchor 1 Type.....kg/size.....		
	(c) Anchor assembled, attached to tackle		
4.07.4	First aid kit, waterproof container; contents listed; alternative brands permitted, see end of form		
4.07.9			
4.40.3	<b>Current AS "Racing Rules of Sailing" and "Special Regulations Part 1"; electronic or hard copy</b>		
4.15.3	Sharp knife sheathed, restrained in or near cockpit		
4.16.1	Name on all buoyant equipment & items		
4.16.2	Personal lifejacket marked to identify owner		
4.17	Retro-reflective tape on lifebuoys, lifelines, liferafts		
5.01.1	(i) Lifejacket ≥ 50N in service Number (1 per crew)..... (See regulation for compliance standards)		

**4.07.9 First Aid Kit Contents List – within expiry date**

NON-PRESCRIPTION	P	A	NON-PRESCRIPTION	P	A
Soluble Aspirin x 20			Band-aids or equivalent roll of bandaid x 20		
Disposable gloves x 10			Normal saline 30 ml x 2		
Crepe bandages 75 mm x 1.5 m x 2			Sunscreen 30+ 250 ml x 1		
Non-adherent dressing or gauze (e.g. Melolin) x 2			Scissors, stainless steel x 1		
			CPR mask or 6 face shields		

**EARLIEST EXPIRY DATES – mark n/a if relevant**

Fire Ext (12 mth)	_____	Lifejackets	_____
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**END OF FORM**

# LMYC-CD Equipment Audit Waiver Approval



The following table is to be completed for all items where the boat owner is requesting a waiver of the audit requirements. Shown below is an example of a waiver that may be considered.

Reg	Audit form requirement	Description of non- conformance	How safety requirements are meet with this proposed non-conformance	Auditor Approval
3.24.7	Separate generators, if carried, securely covered and permanently installed	The boat equipment includes a portable generator that is used for battery charging that is not permanently installed.	The generator is securely stored in an enclosed locker, and moved to an open, well ventilated area when operated. The generator is only operated when the boat is stationary, and on anchor or a mooring.	

# LMYC-CD Equipment Audit Items Requiring Attention



The following table is to be completed for all items where the boat owner and auditor agree that attention is required to bring the boat to the required standard. An agreed date for completion is included to permit the owner to attend events while completing minor works. Shown below is an example of an item that may require attention.

Reg	Audit form requirement	Description of non- conformance	Work required to correct non-conformance	Completion Date
4.15.3	Sharp knife sheathed, restrained in or near cockpit	A knife is available, but is not stowed in a readily accessible location.	Knife is to be moved to an accessible location.	nn/mmm/yy

# LMYC-CD Equipment Audit



## Supporting Notes.

### General

1. The equipment audit form is part of the CD Towards Safe Cruising Program that supports operation of all on-water activities by the Lake Macquarie Yacht Club Cruising Division.
2. The Safety Management System includes the following documents, that are available on the LMYC web site.
  - CD Sailing Instructions
  - Equipment Audit forms
3. All boats participating in on water activities for the LMYC-CD must have an audit form completed.
4. Audits are to be completed on a three-year cycle. Year one (1) requires audit by a CD accredited auditor. Years two and three are self-assessment by the boat owners.
5. The audit form describes the **minimum** standard of equipment that is acceptable. All owners should assess their own situation and confirm that the equipment listed meets the needs of their particular situation.
6. RMS also specify minimum requirements for vessel equipment. These are legal equipment requirements that must be followed, and may include requirements beyond those of the above form. RMS requirements are included in the Boating Handbook. The handbook can be found at <https://roads-waterways.transport.nsw.gov.au/documents/maritime/licence/boating-handbook.pdf>.  
A check list of the equipment required by RMS is here. <https://roads-waterways.transport.nsw.gov.au/documents/maritime/safety-rules/publications/boating-safety-checklist-brochure.pdf>.
7. Owners' attention is drawn to the RMS requirements for.
  - Navigation lights.
  - Anchor lights.
  - Life jackets when using dinghy.
  - All round lights on dinghy.
8. The audit form has been based on the Australian Sailing, Cat 7 Equipment Audit. Boats that hold Australian Sailing, Cat 7 certification from affiliated sailing clubs meet the requirements of the LMYC – CD equipment audit.
9. The clause numbers in the Audit Form reflect the clause numbers in the Australian Sailing Special Regulations. The Special Regulations provide additional details on the requirements and can be found at <https://cdn.revolutionise.com.au/site/dcppqwtztf34alt.pdf>.

### Audit Process

When you are ready to have a safety audit for your yacht, please follow the following steps.

1. Print a copy of the LMYC-CD Equipment Audit Form.
2. Complete the top section with details of yacht and Person in Charge.
3. Go through the check list on the lower part of the form and ensure your yacht complies with each item and when compliant, tick the "P" (Person in Charge) box.
4. Pay particular attention to items that have an expiry date viz. fire extinguishers, inflatable life jacket service, medical kit contents.
5. If there is an item for which you wish to seek a waiver, complete the waiver form paying particular attention to the section "How safety requirements are met with this proposed non-conformance".
6. Once you are satisfied that all items are complete, sign and date the declaration at the top section of the form.
7. Contact a CD auditor (Tony Austin, Ross Shirtley, Eleanor Cunningham, Phil Cunningham, Hilton Jones) to arrange a suitable time and location for the audit.
8. On the day of the audit, have items such as the medical kit, life jackets, fire extinguishers laid out ready for inspection.