

## Crew Briefing Reminder List

### CABIN

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- Head use
- Not to pump out when others are swimming if applicable
- Fresh Water tank switch over
- Water conservation. Tell captain when switching over tank.
- Oven and Stove use instructions
- Location of propane shut off
- Position of windlass reset switch.
- Battery isolation switch in case of electrical fire
- Location of fire extinguishes
- No wet bodies inside cabin
- No sand inside cabin
- House tidiness rules: wet clothing, towels, food, cooler, bathrooms
- Hygiene - Soap it up.
- Close hatches in cabin when underway
- Close hatches in salon when raining at night
- Dealing with seasickness – take the helm - eat ginger.
- First aid kit location
- Shower pump switches
- Water pump switches
- Cabin light switches
- VHF emergency broadcast if captain overboard

### ON DECK

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- Extreme high tension on lines. Be careful when releasing. Wrap lines around the winch first before releasing.
- Whipping of jib sheet as the boat is tacked
- Sailing downwind: Walk on the boom side of the boat when going forward
- Wind in fishing line when approaching anchorage.
- Bow to helm communication signals
- Man over board routine. Follow my lead.
- Captain overboard. Appoint able body.
- MOB button on chart plotter
- Life jacket location
- Throwable lines and floatation device
- Watch elbows when starting the dingy engine.
- Pull dingy up to boat when anchoring or mooring. Watch out for the Dinghy painter before starting the engine
- Windlass use – let boat do the work
- Morning clean up and deck wash down

### DOCKING

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- Fender Clove Hitch and fender placement
- Fending off the boat with roving fenders **not arms, legs and hands.**
- Stereo off
- The Cleat Hitch
- Follow my lead for line responsibility appointment
- Step don't jump between the dock and boat
- Watch out for dock lines in water before starting engine.