



Boat Maintenance Policy

Aim

The aim of this policy is to outline the minimum requirements for maintaining the boats and associated equipment.

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1 Revision

This policy is to be maintained and reviewed by the AUSC Committee.

2 Application

This policy applies to the club's boats and members.

3 Boat servicing

It is recommended that the boats be serviced annually. The responsibility for this to happen is the AUSC Boating Officer.

4 Boat semi-annual review

4.1 Fire Extinguishers

- Do you have all required quantities and types of fire extinguishers?
- Have they been checked within the past year?
- Are serviceable units tagged by a licensed facility?
- Are units accessible?
- Is at least one accessible from the helm or cockpit?
- Are you and your crew familiar with their operation?

4.2 Safety Equipment

- Lifelines or rails in good condition.
- Stanchions or pulpit securely mounted.
- Hardware tight and sealed at deck.
- Grab rails secure and free of corrosion or snags that may catch your hands.
- Non-skid surfaces free from accumulated dirt or excess wear.
- For any enclosed or semi-enclosed area, ensure you have at least one properly installed and working carbon monoxide detector
- Consider an EPIRB for situations of distress to ensure you can be found

4.3 Fuel System

- Is the system properly grounded at the filter, tank, deck, pump, etc.?
- Is the fuel tank free from rust or contamination?
- No leaks from tank, hose or fittings.
- Hoses U.S.C.G. approved and free of cracking or stiffness with adequate slack to account for vibration.
- Is tank secured?
- Fuel shut-off valve on tank and at engine.
- Engine compartment and engine clean and free of oily rags or flammable materials.
- Blower switch at remote location.
- Is your fuel system protected from siphoning?

TIP: Look before you pump. Don't fill your tank with fuel that contains more than 10% ethanol (E10) as it will damage engine.

4.4 Ground Tackle

- At least two anchors on board.

- Anchor and rode adequate for your boat and bottom conditions.
- Tackle properly secured.
- Length of chain at anchor.
- Thimble on rode and safety wired shackles.
- Chafing gear at chocks for extended stays or storm conditions.
- Anchor stowed for quick accessibility.

4.5 Stoves

- Labeled and designated for marine use.
- Properly ventilated to remove carbon-monoxide from cabin.
- Retainers or rails for pots and pans while underway.
- If built-in, properly insulated and free from combustible materials, CNG and LPG (propane).
- Stored in separate compartment from vessel's interior and engine room.
- Tightly secured shut-off valve at tank.
- Proper labeling and cautions in place at tank location.
- Hoses, lines and fittings of approved and inspected type.
- Compartment is ventilated overboard and below level of tank base.

4.6 Electrical System

- Wiring approved for marine applications.
- Is system neatly bundled and secured.
- Protected against chafing and strain.
- Adequate flex between bulkhead and engine connections.
- Clear of exhaust system and bilge.
- System is protected by circuit breakers or fuses.
- Grounds to Zincs if required.
- Wire terminals and connections sealed to prevent corrosion.

4.7 Personal Flotation Devices (PFDs)

In addition to your pre-departure inspection of PFDs check for wear or abrasion, weak or torn seams, secure straps and buckles. Some types of PFDs are equipped with inflation devices; check to be sure cartridges are secure and charged.

4.8 Bilge Pumps

Will pump(s) adequately remove water in emergency? Do you have a manual backup? Are bilges clean and free to circulate (clear limber holes)? Do you check bilges frequently and not rely on automatic pumps?

4.9 Corrosion Prevention

- Through-hulls, props, shafts, bearings, rudder fittings, and exposed fastenings free of destructive corrosion.
- Zincs are adequate to provide protection.
- Through-hulls are properly bonded.
- Inspect the steering cables, engine control linkage and cables, engine mounts and gear case for corrosion.
- These items are properly lubricated or painted to prevent undue corrosion.

4.10 Through-hulls

- Strainers, intakes and exhaust or discharge fittings are free from restrictions such as barnacles, marine growth or debris.
- Inspect sea valves for smooth operation.
- Handles are attached to valves for quick closure.
- Hoses are in good condition and free from cracking.
- Double hose-clamps below the waterline.
- Anti-siphon valve fitted to marine toilet.
- Through-hull plugs are near fittings or attached to hose in case of emergency.

4.11 Batteries

- Stored in non-corrosive, liquid tight, ventilated containers.
- Non-conductive covers are fitted over posts.
- Batteries are well secured.

5 References

Discover Boating (2015) – *Semi-Annual Checklist*, with content provided by boatsafe.com, <http://www.discoverboating.com/owning/maintenance/semiannualchecklist.aspx>.

6 Document control

Revision (Date)	Person	Comments
0 (15/11/2009)	Author: David Warren, Treasurer Reviewed: Emily Moskwa, Secretary Approved: Mostyn Walker, President	Document released to club membership.
1 (13/10/2015)	Author: David Warren Reviewed: Committee (via Meeting 13/10/2015) Approved: David Warren	Updated to new format. Added boat maintenance guidance.