**Annual Small Motorboat Inspection Checklist**

Oregon State University – Small Boat Program (sources: USCG, NOAA, SBSA, USDOI)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Personnel Information:** | | | | **Vessel Information:** | | | |
| Owner/Operator Name: | | | | Make/Model: | | | |
| Location of Inspection: | | | | Registration Number: | | | |
|  | Yes | No | N/A | HIN: | | | |
| Operator OSU boating authorization: |  |  |  | Length/Beam: | | | |
| Operator has OSMB Card: |  |  |  | Powered by: Gas, Diesel, Other | | | |
| Operator has MOTC: |  |  |  | Area of Operations: Inland, Coastal | | | |
| OSU Vessel Info Form on file: |  |  |  | Type: PWC, Outboard, Inboard, I/O, Jet | | | |
|  |  |  |  | Call Sign: | | | |
|  |  |  |  |  |  |  |  |
| **Vessel Safety Check:** |  |  |  |  |  |  |  |
|  | Yes | No | N/A |  | Yes | No | N/A |
| 1. Display numbers |  |  |  | 18. Marine radio (VHF) |  |  |  |
| 2. Registration / documentation |  |  |  | 19. Dewatering device |  |  |  |
| 3. Personal flotation devices (PFD) |  |  |  | 20. Anchor and line for area |  |  |  |
| 4. Visual distress signals (VDS) |  |  |  | 21. First aid kit |  |  |  |
| 5. Fire extinguishers |  |  |  | 22. Capacity plate (if ≤ 20’) |  |  |  |
| 6. Ventilation |  |  |  | **23. DISCUSSION ITEMS:** |  |  |  |
| 7. Backfire flame control |  |  |  | a. Float plan use |  |  |  |
| 8. Sound producing devices |  |  |  | b. Accident reporting |  |  |  |
| 9. Navigation lights |  |  |  | c. Offshore operations |  |  |  |
| 10. Pollution placard |  |  |  | d. Navigation aids/charts/GPS |  |  |  |
| 11. MARPOL trash placard |  |  |  | e. Survival Equipment |  |  |  |
| 12. Marine sanitation devices |  |  |  | f. Weather and sea state |  |  |  |
| 13. Navigation rules |  |  |  | g. Insurance considerations |  |  |  |
| 14. State and local requirements |  |  |  | h. Planned science gear and tasks |  |  |  |
| **15. Overall vessel condition:** |  |  |  | i. Boat box - tools, spares |  |  |  |
| a. Deck free of hazards/clean bilge |  |  |  | j. Local Knowledge |  |  |  |
| b. Electrical system |  |  |  | k. Logbook |  |  |  |
| c. Fuel system |  |  |  | l. Inspections/maintenance |  |  |  |
| d. Heating systems |  |  |  | m. Condition of engine(s) |  |  |  |
| e. Hull condition |  |  |  | n. Redundant propulsion? |  |  |  |
| 16. Kill Switch (open cabin <26') |  |  |  | o. Fenders |  |  |  |
| 17. Engine start test |  |  |  | p. Dock lines |  |  |  |
|  |  |  |  | q. Boat hooks |  |  |  |
|  |  |  |  | r. **OSU Small Boat Checklist** |  |  |  |
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| **Boat Trailer:** | | | | |  |  |  |
|  | | | | | Yes | No | N/A |
| 24. Registered with DMV if combined weight >1,800lbs? | | | | |  |  |  |
| 25. Hitch correct size and non-binding? | | | | |  |  |  |
| 26. Safety Chains and hooks adequate for weight? | | | | |  |  |  |
| 27. Safety chains adequate length to cradle tongue? | | | | |  |  |  |
| 28. Are all lights operational? | | | | |  |  |  |
| 29. Are tires in good condition (adequate tread, free of dry rot, inflation, date codes) | | | | |  |  |  |
| 30. Wheel bearings lubricated and proper torque on wheel nut? | | | | |  |  |  |
| 31. Bearing caps properly installed and functional? | | | | |  |  |  |
| 32. Bearing seals watertight? | | | | |  |  |  |
| 33. Are brakes working properly? | | | | |  |  |  |
| 34. Master cylinder checked for proper fluid level, any leaks in lines? | | | | |  |  |  |
| 35. Trailer tongue weight proper for boat? | | | | |  |  |  |
| 36. Rollers and/or bunks in good condition? | | | | |  |  |  |
| 37. Is the boat secured at the bow and stern? | | | | |  |  |  |
| 38. Proper suspension system for boat and load? | | | | |  |  |  |
| 39. Has a transom saver been installed? | | | | |  |  |  |
|  |  |  |  |  |  |  |  |
| **Tow Vehicle:** | | | | |  |  |  |
|  | | | | | Yes | No | N/A |
| 40. Adequate weight and power to tow load? | | | | |  |  |  |
| 41. Is the hitch properly rated for weight of boat? | | | | |  |  |  |
| 42. Is the hitch properly secured to the frame (not bumper)? | | | | |  |  |  |
| 43. Is the remote breaking mechanism properly adjusted? | | | | |  |  |  |
| 44. Does tow vehicle have adequate mirrors for size of load? | | | | |  |  |  |
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| **Notes:** |  |  |  |  |  |  |  |
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| Printed Name of Examiner: | | | | | | | |
| Date of Exam: | | | | | | | |
| Phone Number: | | | | | | | |