**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:  |