

## How to prepare for an Equipment Audit

To book an equipment audit [please select this link](#) or contact the Sailing Office.

### Summary:

To prepare for the audit, the owner and possibly a crew member should work through the Special Regulations which can be downloaded from the RSYS website – [RRS and Special Regulations 2021-2024](#). It is essential to ensure you have all the required equipment in good working condition and if necessary, ensure that it has been serviced and/or is in date (in particular - flares, medical Items, fire extinguishers, personal floatation devices (PFDs) and life rafts).

The correct [Equipment Audit form \(Categories 1 - 7\)](#) can be downloaded from the Australian Sailing website at the link above and should be completed (items initialed) and available for the auditor when your yacht is audited. To assist the auditors, you should layout all the equipment from its normal storage position, for ease of inspection.

### Preparing for an Equipment Audit:

The owner or his representative **must** carry out an initial inspection and tick/sign the appropriate box on the form. Make sure you check expiry dates and quality of equipment and identify the location of equipment that will be presented during the inspection.

The skipper or knowledgeable crew member must be on board during the inspection.

The owner's Australian Sailing number and vessel registration form must be made available to the auditor or the Equipment Compliance form cannot be completed.

### Equipment Layout for Inspection:

Please be on time for your audit. All items required for safety inspection should be laid out prior to the auditor coming on board. Prior preparation will significantly reduce the time taken to complete the inspection.

- Storm boards ready to be put in place.
- Sea cocks and plugs exposed, not hidden by equipment.
- Know the water and fuel capacity of your tanks.
- Fire extinguishers taken from brackets so date tags can be sighted.
- First Aid kits open and items with use-by dates visible.
- Publications and charts on chart table including copies of service certificates and any additional safety documentation, i.e., stowage plans, EPIRB registration, PFD service certificates, emergency navigation lights with batteries fitted. PFDs, harnesses, tethers, and flares laid out.
- Lifelines tightened and lashings replaced annually if applicable.

### Owners Responsibility:

It is the owner's responsibility to ensure that the boat continues to comply with the category audited and that all equipment remains on the boat, is kept in good working order and is replaced or repaired as necessary. The audit only verifies that the equipment is on board at the time of inspection.

**AUSTRALIAN SAILING (AS)  
SPECIAL REGULATIONS EQUIPMENT AUDIT FORM**



<b>CATEGORY 4</b>	<b>MONOHULLS</b>	<b>Short Offshore races, close to shore in relatively warm or protected waters, normally held in daylight</b>
DATE OF AUDIT ____/____/____	SAIL NO:	BOAT NAME:

**Audit form valid for 12 months from date of audit, or unless stated in Notice of Race. 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) CLUB(S):	

**BOAT DETAILS**

LH:		BOAT REGISTRATION NO:
DISPL (tonnes):		VARIABLE (WATER) BALLAST:    YES    NO
HULL COLOUR:		FIXED KEEL or LIFTING KEEL or CANTING KEEL (circle)
DECK COLOUR:		DISTINGUISHING MARKS:
MAX CREW:		

**RADIO & EPIRB REGISTRATION**

SR 4.18.1 EPIRB(s): Registered    YES    NO	Number of units for boat:	Number to be hired:
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**DECLARATION BY PERSON IN CHARGE**

I have read and understand my obligations as set out in the current AS Special Regulations (<https://www.sailingresources.org.au/safety/specialregs/>), 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 current AS Special Regulations, and ensure it will be on board for each race.

**Signed by Person in Charge:**

**Date:**

**OUTSTANDING ITEMS – The equipment listed in the following pages was complete except for the following items**

Outstanding Item	Re-Inspected by	AS No.	Date

**EQUIPMENT AUDITOR DECLARATION**

I have checked the abovementioned boat in accordance with SR 2.02.1, as summarised in the following list, and the items listed were compliant as per the AS Special Regulations at the time and date of this audit. *(Form not to be signed until outstanding items detailed above have been rectified).*

Audited by AS NEA:(print name)	Signed by AS NEA:
AS Number:	Date:

**EARLIEST EXPIRY DATES – indicate 'hire' or not applicable 'n/a' if relevant**

ITEM	EARLIEST EXPIRY	UPDATED EARLIEST EXPIRY	AUDITOR	ITEM	EARLIEST EXPIRY	UPDATED EARLIEST EXPIRY	AUDITOR
Fire ext (12 mth.)				Flares red hand			
EPIRB(s) if NoR				Flares white hand			
Inflatable lifebuoy(s)				Flares orange hand			
				Lifejackets			

**NOTE: Some clubs will not accept self-servicing of lifejackets. Check with the club for specific requirements.**



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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		
3.01 - 3.05	Section 3 Part 1 – Structural Features, Stability, See Keel and Rudder Inspection Form, and Organising Authority requirements		
3.06.1	(a) 2 exits, 1 forward of mast (Refer to regulation for minimum clearance)		
3.07.1	No hatches forward of maximum beam open inwards except if size < 0.071 m <sup>2</sup>		
3.07.2	(a)(i) Hatches above water when heeled 90°		
	(a)(iii) Non-conforming hatches; size < 0.071 m <sup>2</sup>		
3.07.2	(a)(iii) Non-conforming hatches kept shut while racing		
	(b) Hatches capable of being immediately shut; permanently attached lid		
3.07.3	Non-conforming hatches labelled 'Not to be opened at sea'		
3.07.4	Blocking device for low sill companionway		
	(a) Companionway hatch securing arrangement		
	(i) Operable from above and below		
	(b) Blocking devices (e.g. washboards)		
3.07.4	(i) Capable of being retained with hatch open or shut		
	(ii) Secured to boat (e.g. by lanyard)		
	(iii) Permit exit in event of inversion		
3.08.1	Cockpit strong, self-draining, & watertight (3.08.2)		
3.08.3	Bilge pump outlet not connected to cockpit drain		
3.08.7	Number of cockpit drains required: <8.5 m: 2 x 25 mm Age/Series Date pre 07/77 & >8.5 m; 2 x 25 mm Age/Series Date post 07/77 & >8.5 m; 4 x 20 mm		
3.12.1	(a) Lifelines, stanchions, pulpits effectively continuous deck barrier		
	(b) Minimum heights of lifelines and pulpit rails above working deck, note 1993 Primary Launch or LH < 8.5m		
	(c) Lifelines supported at intervals ≤ 2.20m		
	(d) Pulpits & stanchions permanently installed		
	(e) Pulpit & stanchion bases not inboard by > 150 mm or 5% of Bmax nor outboard of working deck		
	(f) Stanchions straight, vertical; first 50 mm ≤ 10 mm displ. and angle ≤ 10 deg. from 50 mm above deck		
	(g) Bow pulpit opening does not exceed 360mm		
	(h) If applicable, lifelines set inside bow pulpit are adequately braced and terminated		
3.12.6	(i) Lifelines taut with 4kg applied; ≤ 50mm for upper, ≤ 120mm for intermediate		
	(a)(i) Lifelines uncoated stainless steel wire, or		
	(a)(iii) HMPE rope of minimum diameter		
	(b) Loose sleeve permitted		
	(d) Gap secured by lanyard ≤ 100 mm; Lanyard replaced annually		
3.12.6	(e) Total lifeline system ≥ strength of required wire		
	Lifeline size minimum: LH < 8.5 m: 3 mm; LH 8.5 m – 13 m: 4 mm; LH > 13 m: 5 mm		
3.14.1	Toe rail min height 25 mm (age date from 01/81)		
3.14.1	Toe rail min height 20 mm (age date before 01/81)		
3.20.3	1 manual bilge pumps operable with boat/seats shut		
3.20.6	Bilge pump not to discharge into closed cockpit		
	Bilge pump not connected to cockpit drains		
3.20.7	(a) Bilge pump minimum suction bore 25 mm		
	(b) Bilge pump & strum boxes accessible		
3.20.8	Pump handle each with lanyard or catch unless permanently fitted		
3.21.1	Marine magnetic compass permanently installed, non-electric		
3.23	Navigation lights carried complying with IRPCAS		

3.24.4	If using outboard motor, provision for it being mounted at all times (may be raised but not removed)		
3.28.1	Hull Identification, min 50 mm; name & state rego; OR name, sail number & club		
4.01.1	Sail numbers as per RRS 77 and Appendix G		
4.03.2	(a) Clipping points through bolted or welded deck plates or other suitable strong points		
	(b) Positioned to clip/unclip from below and move between cockpit and deck		
	(c) Clipping points for 2/3 crew		
Reg	Structural/Fixed Items Below	P	A
3.09.1	(a) Seacocks permanently installed		
	(b) Plugs for each opening attached or stowed nearby		
3.11	Keel stepped mast; heel securely fastened		
3.15.2	Toilet or securely fastened bucket		
3.17 If fitted	Cooking stove/heating appliance safe use in seaway e.g. Gimballed with accessible shutoff		
	Gas or methylated spirits only fuels for cooking		
	"REMEMBER Turn Off Gas At Bottle" sign		
	Gas detection for permanent pilot light		
3.17 If fitted	Disposable gas canisters ≤ 225 grams		
	Gas bottle, spare canisters in separate compartment ventilated overboard		
3.19.1	Handholds below decks		
3.24.3	Inboard engine to SR 3.24.1, OR outboard engine with tanks, fuel supply; all securely fastened		
3.24.6	Dedicated starter battery if electric starter is only method of starting		
3.24.7	Separate generators, if carried, securely covered and permanently installed		
3.24.8	Fuel tank shut off valve/cock if fuel can escape or siphon		
3.24.9	(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 supplied or recognised national standard		
	(e) Petrol not below decks in portable containers		
	(f) Flexible fuel tank not permitted		
3.25.1	(b)(i) Permanently installed VHF transceiver (new installations DSC capable)		
Reg	Portable Equipment	P	A
3.18.4	Emergency water 1 litre per crew additional		
3.20.9	2 x 8 litre buckets, stout construction with lanyard		
3.23.4	Reserve navigation lights, independent of main power		
3.25.5	(b) Emergency VHF antenna where regular antenna relies on mast		
3.25.7	Two means of receiving weather bulletins		
4.04.1	2 x fire extinguishers 1A: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..... Anchor 2 Type.....kg/size.....		
4.06.2	(c) Primary anchor assembled, attached to tackle		
	1 x flashlight floating type; spare batteries & bulbs if replaceable		
4.07.2	First Aid Manual (St Johns or Red Cross) (current ed.)		
4.07.4	First aid kit, waterproof container; contents listed;		
4.07.9	alternative brands permitted		
4.07.9	First aid contents as per list at end of this form		



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4.10.1	Charts (may be solely electronic), plotting equipment	
4.10.2	Collision Regulations; electronic or hard copy	
4.10.3	Current AS "Racing Rules of Sailing" and "Special Regulations Part 1"; electronic or hard copy	
4.11.1	GPS, may be handheld, water resistant with spare batteries	
4.14.1	Emergency tiller if not tiller steered	
4.14.2	Alternative steering method for rudder loss	
4.15.1	Tools, spares parts, effective way to cut rigging	
4.15.2	Bosun's chair or climbing harness	
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	Retroreflective tape on lifebuoys, lifeslings, liferafts	
4.18.1	(b) 406MHz EPIRB; GPS capable for races more than 2 miles offshore	
4.18.3	(a) Stored in an easily accessible, protected location	
	(c) Regularly tested	
	(d) Registered with relevant authority	
	Crew trained in use of EPIRB	
4.21.1	(a) Lifebuoy; self-igniting light, drogue; in reach; OR Lifesling, self-igniting light; in reach	
4.21.4	Lifebuoys, lifeslings fitted with retroreflective material	
4.21.5	Lifebuoys, lifeslings safety colour	
4.22.1	Waterproof container for flares	
	2 x red hand flares	
	2 x white hand flares	
	2 x orange smoke flares	
4.23.1	Heaving line minimum 15 m	
4.24.1	(c) Heavy weather jib; area compliant	
4.24.2	(b) Sheeting positions for storm, heavy weather sail	
4.24.3	(a) Aromatic polyamides, carbon fibre & similar not used for storm jib, trysail	
4.26	Retrieval method of crew from water	
4.27	V Distress sheet or International signal (square/circle)	
4.28.1	Stowage chart, displayed	
5.01.1	(a) Lifejacket ≥ 150N (not "Mae West"), in service; 1 per crew Number (1 per crew) .....	
	(See regulation for compliance standards)	
5.02.1	(d) Each lifejacket retro tape, whistle, crotch strap/s	
	Safety harness, line with snap hook each end (≤2 m); 1 per crew Number .....	
	(See regulation for compliance standards)	

4.07.9 First Aid Kit Contents List – within expiry date		
NON-PRESCRIPTION	P	A
Paracetamol 500 mg (e.g. Panadol) or Ibuprofen 200 mg (e.g. Nurofen) x 20		
Soluble Aspirin (e.g. Disprin) x 20		
Butterfly or Steristrips (strips of 5) x 10		
Disposable gloves x 20		
Crepe bandages 75 mm x 1.5 m x 2		
Triangular bandage x 1		
Low absorbency non-adherent dressing/plain gauze (e.g. Melolin) x 10		
Band-aids or equivalent roll of bandaid x 20		
Antiseptic skin solution 15 ml (e.g. Betadine) x 1		
Antiseptic cream e.g. Medicrome x 1		
Normal saline 250 ml x 1		
Sunscreen 30+ 250 ml x 1		
Seasickness tablets (e.g. Avomine, Travacalm) x 10		
Scissors, stainless steel x 1		
CPR mask or 6 face shields		

**END OF FORM**  
As this form is for national use and portability, please use a separate checklist page for additional club/race organiser requirements

