

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.
- 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.

Additional RSYS Safety Requirements for Category 7:

Boat Name:

Sail Number:

Item	Owner	Auditor
Communications - Operational handheld or installed VHF radio		
Navigation Lights - Operational navigation lights, either permanent or portable		
Torch - Operational and waterproof		
Sling Inspection (if applicable) - Fit for purpose and authorized annual inspection		

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.