



For each item, score the status with a check mark and add any additional comments in the text box.

*** Bi-Monthly Inspection ***					
Station PPE	Spare - Gortex pants/coats in good condition & available		Drying Room or Lockers	Organized – nothing laying on the floor	
	Spare helmets – in good condition			Drying heaters and fans functioning	
	PFD: Strobe/Emergency light, whistle, reflective mirror, knife (sharp & rust free), flashlight, lanyard, nitrile gloves, Red LED light				
	Dry suits: gaskets, seals, zippers, seams. Lubricate zippers – if required Clean off any dirt and sunscreen. Smell for odor.				
	Portable radio station: organized, seated properly and in good condition		Station First Aid	Additional/Spare First Aid equipment stored in clean dry containers	
				Enough gloves sizes & boxes	
				Hygiene – Disinfectant pump bottles of isopropyl alcohol bleach/detergent available Green soap to wash down equipment	
Housekeeping					



*** Bi-Monthly Inspection ***							
Fire Safety	Shore Power – male end not corroded, wires – not frayed, cut, melted.			Life Safety	Person In the Water Retrieval system Dock reboarding apparatus functioning properly. Throw ring & rope		
	Fire Extinguisher located near door entrance. Easily accessible, inspection up to date, properly mounted and charged. Turn upside down and a shake				Guard rails around dock in good condition		
	Flammable materials – stored correctly, in containers & with WHMIS labels. (Fuel, oils, coolants, etc)				Hygiene – evidence of rodents, pests, or bird - droppings		
					Extra drinking water/food/sunscreen available for extended missions or training		
					Lighting (red/white)		
Vessel docking lines and dock cleat in good condition, bumpers (if applicable)			RCMSAR Branding	Notice Board – have up-to-date safety information: annual policy, safety alerts, maintenance items			
Cooler/Fridge – secured from movement, electrical plug secured.				Boat Shed office desk – branding, neat & tidy, computer secured,			
Roof not leaking				GAR checklist posted			
				Flags, signage, posters in good condition			
Housekeeping	Shelving units				“Key” netting in the gap between the boat shed and the dock – installed and not ripped		
	Garbage cans emptied						
	Exterior doors lock properly						
	Are walkways free from liquid, tools/materials or equipment						
Lighting access to the boat shed							
Red/white lighting inside the boat shed functioning							
Extra tools/equipment/materials creating a tripping hazard							



*** Annual Inspection ***					
Fire Safety	Electrical Safety – all through lines entering the boat house in good condition with rubber grommets.		Life Safety	Boat Shed Securing method to the dock -	
	Electrical wiring & plugs – properly grounded, junction boxes in good conditions, plugs not overloaded, GFCI rated plugs, all plugs are 3-prong plugs			Dock Loading – has extra shelving, equipment, materials been added to the dock system? Is the loading still within Marine Engineer's parameters	
	Electrical Safety – has there been additional electrical loading to the system? This within electrical capacity? Breaker panel – appropriately labeled breakers			Dock floatation system level & proper height above water. Not listing – less than 6 degrees tilt or 1 ¼" rise per foot. No excessive marine growth on floatation systems. Deck structure – sound and free of rot or holes	
	Flammable products (fuel/Oil/etc.) – excessive removed and recycled			Deck Guard rails – structurally sound, in good condition, 125 lbs. resistance fore & 42" top rail & mid rail 25"	
	Shore Power – verify grounding type/effective and proper ampere rating			PPE Drying locker – heater	
Boat House Insurance – up to date Permit # _____			RCMSAR Branding	RCM SAR signage in good condition (not faded or ripped) – multiple locations. (door entrance, gate entrance, other locations)	
Roof structure – securely fastened to the superstructure and non-damage from high winds or storms, and not leaking				Exterior doors to the boathouse in good condition – no paint flaking, peeling, or rusting	
PPE	Dry suits – Servicing required? Is there a method to wash with fresh water? Wash inside/outside with detergent. Life Span 3-5 years.			Curtains and support structure in good condition, roll/slide smoothly, no rips or tears	
	PFD's – verify life span and replace			Storage of RCMSAR branded documentation are properly secured, stored in a warm/dry location	
	Supporting equipment: batteries, flash lights, lubricant, etc.				
Housekeeping	Storage Lockers sufficient for needs				
	Spill kits in good condition and appropriate materials available. Old/used materials removed				
	Deck anti-slip paint in good condition				
	Walkways 3' wide – have the walkways been impeded with additional objects.				