

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.

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



CATEGORY 7	MONOHULLS & MULTIHULLS	Short races in sheltered waters in daylight hours only with effective rescue availability
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:		

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.)				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		
3.06.1	(b) Enclosed cabin, ≥ 5.5m LH, and carrying fuel below decks, 2 exits		
3.08.8	Multihull minimum drain sizes after allowance for screen 20 cm ² per m ³ of cockpit		
3.20.6	Bilge pump not to discharge into closed cockpit		
3.20.7	Bilge pump not connected to cockpit drains		
If Fitted	Bilge pump minimum suction bore 25 mm		
	Bilge pump & strum boxes accessible		
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		
Reg	Structural/Fixed Items Below	P	A
3.12.6 If fitted	(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		
	(e) Total lifeline system ≥ strength of required wire		
3.17 If fitted	Lifeline size minimum: LH < 8.5 m: 3 mm; LH 8.5 m – 13 m: 4 mm; LH > 13 m: 5 mm		
	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		
3.24.6 If fitted	Disposable gas canisters ≤ 225 grams		
	Gas bottle, spare canisters in separate compartment ventilated overboard		
	Dedicated starter battery if electric starter is only method of starting		
	Separate generators, if carried, securely covered and permanently installed		
	Fuel tank shut off valve/cock if fuel can escape or siphon		
3.24.8 If fitted	(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		
Reg	Portable Equipment	P	A
3.20.9	2 x 8 litre buckets, stout construction with lanyard		
3.24.10	If no motor & <5.5m LH, oars or paddles x 2; blade area 0.04m ²		
4.04.2	If motor or stove fitted: 1 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		
4.07.4	Anchor 1 Type.....kg/size.....		
4.07.9	First aid kit, waterproof container; contents as listed at end of this form (alternative brands permitted)		
4.10.3	Current AS "Racing Rules of Sailing" and "Special Regulations Part 1"; electronic or hard copy		
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		
5.01.1	(i) Lifejacket ≥ 50N in service Number (1 per crew) (See regulation for compliance standards)		

4.07.9 First Aid Kit Contents List – within expiry date		
NON-PRESCRIPTION	P	A
Soluble Aspirin (e.g. Disprin) x 20		
Disposable gloves x 10		
Crepe bandages 75 mm x 1.5 m x 2		
Low absorbency non-adherent dressing/plain gauze (e.g. Melolin) x 5		
Band-aids or equivalent rollof bandaid x 20		
Normal saline 30 ml x 2		
Sunscreen 30+ 250 ml x 1		
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

