



DEPARTMENT OF THE NAVY
OFFICE OF THE COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS MARYLAND 21402-5100

DIVPRODEVINST 4780.5D
30 Dec 2019

DIVISION OF PROFESSIONAL DEVELOPMENT INSTRUCTION 4780.5D

From: Deputy Commandant for Professional Development

Subj: PROCEDURES FOR INSPECTION, ACCEPTANCE, AND TURNOVER IN
SUPPORT OF SAIL TRAINING CRAFT (STC) MAINTENANCE AND
REPAIR

- Encl: (1) STC Navy 44/Donated Boat Preparation, Inspection, and SCRD Turnover Checklist
(2) STC Colgate Preparation, Inspection, and SCRD Turnover Checklist
(3) STC Navy 44/Donated Boat Winter Inspection Package
(4) STC Colgate Winter Inspection Package
(5) STC Navy 44/Donated Boat Inspection and Cutter Shed Acceptance Checklist for
Commissioning and Associated Sea Trials
(6) STC Colgate Inspection and Cutter Shed Acceptance Checklist for Commissioning
(7) STC Discrepancy Log Sheet for Acceptance
(8) Sail Training Craft Redlines

1. Purpose. To promulgate instructions, procedures, and checklists for conducting acceptance and turnover inspections of all Sail Training Craft (STC) for programmed, emergent, depot-level winter maintenance and/or commissioning.

2. Cancellation. DIVPRODEVINST 4780.5C

3. Policy. All STC transferred between Small Craft Repair Department (SCRD) and Sail Training Department (Cutter Shed) for programmed, emergent, depot-level winter maintenance and late winter to early spring commissioning shall be prepared and inspected utilizing enclosures (1) through (8), which will be completed by designated personnel. Any discrepancies noted during STC turnover shall be noted on enclosures (3) and (4) prior to entry into Automated Work Network (AWN).

4. Discussion. This instruction establishes STC responsibility and accountability during transitional periods for maintenance, storage, and commissioning, with associated dock and sea trials, ensuring documentation is maintained. Joint inspections by SCRD and Cutter Shed, as well as completion of enclosures (1) through (8), are mandatory. If preparations and inspections are not completed or significant discrepancies are found, turnover and acceptance shall not occur. Listed discrepancies shall be corrected by the responsible organization. Turnover is defined as Cutter Shed transfer to SCRD; acceptance is SCRD transfer to Cutter Shed.

5. Action

a. Director, Waterfront Readiness (DWR) shall ensure SCRD adheres to the requirements of this instruction. SCRD consists of a small craft shipyard responsible for depot-level industrial repairs in support of STC throughout the year, to include major repairs to dry-dock hull, sail and rigging, main propulsion diesel engine (MPDE), propeller, shaft, rudder, main mast and navigation equipment.

b. Director, Naval Academy Sailing (DNAS) shall ensure the Cutter Shed and Program Directors adhere to the requirements of this instruction. Cutter Shed consists of a maintenance crew responsible for continuous maintenance repairs in support of STC throughout the year, to include minor repairs and routine preventive/corrective maintenance, based on capabilities and limitations of facility and personnel.

c. SCRD General Foreman and/or Repair Officer shall be designated the official Liaison Inspection Officer for acceptance and turnover of all STC. Navy Sailing Maintenance Director shall be designated the official Liaison Inspection Officer for the various Sail Training Department Program Directors. Only these two individuals can approve acceptance and turnover inspections and repairs and will communicate maintenance needs with SCRD management or WFR Deputy if needed. Representatives from each Sailing program, including Varsity Offshore Sailing Team (VOST), Junior Varsity Sailing Team (JVOST), Offshore Sail Training Squadron (OSTS), and Basic Sail Training (BST), are expected to participate in the preparation, inspection, and turnover of their designated STC.

d. All written discrepancies must be corrected by the responsible organization and jointly re-inspected before being signed off.

e. Sailing Department representatives will inspect STC and request progress reports periodically during the winter maintenance overhaul period. SCRD General Foreman and/or Navy Sailing Maintenance Director will coordinate all such inspections and keep DNAS and DWR informed of status. Progress of STC winter maintenance will be discussed during weekly Sailboat Production Meetings and additionally as needed.

f. SCRD Ship Superintendent (SHIPSUP) Office will provide the standard winter maintenance packages (boat book) for each STC. Additional required maintenance shall be submitted into AWN at least one week prior to scheduled haul for availability.

g. SCRD SHIPSUP Office shall maintain the original work packages and review/update annually for compliance, material costs, and effectiveness with input from Sail Training Department Program Directors and SCRD Planners.

6. Sailing Department and SCRD Turnover/Acceptance Process

a. The Cutter Shed will offload and clean all STC prior to turnover and deliver the vessels to SCRD per enclosures (1) and (2).

b. The Navy Sailing Maintenance Director will ensure that Sailing Department Program Directors, along with a Maintenance Work Leader, conduct a walkthrough and inspection of all STC prior to delivery and turnover with SCRD, per enclosure (1) through (4). Note: Enclosure (3) will be modified by VOST for donated boats and included in the donated STC boat books.

c. Upon completion of inspection, the STC will be delivered to SCRD. Prior to haul out, SCRD will conduct separate inspections and winterization per enclosures (1) through (4).

d. During the overhaul winter maintenance period, SCRD and Cutter Shed personnel will complete all preventative maintenance items listed in enclosures (3) and (4). Work will be coordinated at SCRD to complete the maintenance and discrepancy items listed in enclosures (3) and (4). Any discrepancies or jobs not fully completed will be annotated on enclosure (7).

e. The Navy Sailing Maintenance Director will ensure that Sailing Department Program Directors conduct a walkthrough and inspection of all STC prior to acceptance and commissioning. All inspection results and discrepancies will be annotated on enclosure (7) prior to acceptance.

f. Sailing Department Program Directors will be involved with the inspection and satisfactory acceptance of a STC, but the ultimate decision whether a boat returns from SCRD will reside with the Navy Sailing Maintenance Director in consultation with the DNAS and DWR, especially if not in Fully Mission Capable (FMC) status per enclosure (8).

g. Cutter Shed personnel will conduct load out of all STC in order to achieve FMC status.

7. Review. SCRD General Foreman and/or Repair Officer and Navy Sailing Maintenance Director are responsible for the annual review and update of this instruction.



W. S. SWITZER

Distribution:

Director, Waterfront Readiness (electronically)
Director, Naval Academy Sailing (electronically)

**STC NAVY 44/DONATED BOAT PREPARATION, INSPECTION, AND SCRD
TURNOVER CHECKLIST**

STC Hull (Number, Name)

Date

1. CUTTER SHED RESPONSIBILITIES

- a. Inspect all deck gear (travelers, genoa tracks, sheet stoppers, etc.), hydraulic rigging adjusters, running rigging, lifelines, stanchions and hull for malfunctions, noting all discrepancies.
- b. Inspect each boat in accordance with Enclosure (3), noting all discrepancies.
- c. Offload all tools, parts and materials, including lifesaving equipment, sails, tool kits and habitability items. Deliver to sail loft or respective warehouse.
- d. Clean boat, to include all bilges, heads and lockers.
- e. Inventory, replace as necessary, and store running rigging.

Maintenance Work Leader

OSTS/VOST Work Leader

Cutter Shed LCPO

f. All signatures are complete from sections 1a through 1g. Inspection and layup is complete IAW Enclosure (3). The boat is ready for turnover to SCRD.

Navy Sailing Maintenance Director

2. SCRD RESPONSIBILITIES

- a. M Division
 - (1) Change engine oil, filters, and marine-gear oil. Run engine and inspect for leaks.
 - (2) Run engine, check engine controls and gauges, and report malfunctions.
 - (3) Winterize the engine and any mechanical cooling systems (lay up only).
 - (4) Inspect propeller shaft system and prop zinc (if applicable).

M Division Supervisor

b. E Division

- (1) Conduct electrical operation inspection, i.e. in the water checks, RPMs, pull speedo's (once hauled); etc.

E Division Supervisor

c. Sail Division

- (1) Unstep mast (as needed).

Sail Division Supervisor

d. H Division

- (1) Haul, clean hull, inspect for damage and secure in assigned location.
- (2) Winterize potable water, salt water, and sanitation systems including the manual bilge, head, and galley pumps.

Hull Division Supervisor

- e. All sections are completed and SCRD is prepared for continuous, emergent depot level and/or winter maintenance.

WFR General Foreman/Deputy

**STC COLGATE PREPARATION, INSPECTION, AND
SCRD TURNOVER CHECKLIST**

Colgate Hull Number

Date

1. CUTTER SHED RESPONSIBILITIES

- a. Inspect all deck gear (travelers, genoa tracks, sheet stoppers, etc.), running rigging, lifelines, stanchions and hull for malfunctions, noting all discrepancies.
- b. Inspect each boat in accordance with Enclosure (4), noting all discrepancies.
- c. Offload all tools, parts and materials, including life jackets, floating cushion, bucket, sail-ties, tow line, sponge, charts, first aid kits, ice packs, and whistle. Deliver to sail loft or respective warehouse.
- d. Clean boat, to include all bilges and lockers.
- e. Inventory, replace as necessary, and store running rigging

Maintenance Work Leader

BST/JVOST Work Leader

Cutter Shed LCPO

f. All signatures are complete from sections 1a through 1e. Inspection and layup is complete IAW Enclosure (7). The boat is ready for turnover to SCRD.

Navy Sailing Maintenance Director

2. SCRD RESPONSIBILITIES

a. Sail Division

- (1) Un-step mast (as needed).

Sail Division Supervisor

b. Hull Division

- (1) Haul, clean hull, remove and store drain plug and block.
- (2) Inspect hull for damage or deterioration.
- (3) Inspect condition of paint/gel coat on hull, deck, and superstructure.

Hull Division Supervisor

e. All sections are completed and SCR D is prepared for continuous, emergent depot level and/or winter maintenance and/or lay-up.

WFR General Foreman/Deputy

STC NAVY 44/DONATED BOAT WINTER INSPECTION PACKAGE				
CUTTER SHED INSPECTION LIST				
Item		Performance	Notes	Initials/Date
Load out gear	1	All gear removed		
Lockers	2	All lockers cleaned		
Interior	3	Clean		
Topside	4	Dorades left installed		
Bilges	5	Vacuum and clean to include main bilge sump and main engine bilge		
Standing rigging	6	Remove tape		
Inspect/Test 125 Vac Shore Power System for Proper Operation & Condition	7	Shore power cable (if applicable)		
Spinnaker Pole	8	Inspect for condition & proper operation		
	9	Inspect condition of tripwire		
FW System	10	Empty tanks (3)		
Head	11	Pump out and clean inside holding tank		
	12	Pump salt water through macerator and overboard		
Fire Suppression System	13	Perform semi-annual maintenance		
Winches	14	Remove winches, clean, inspect, lubricate and reinstall		
Fire Extinguishers maintenance	15	5 pound dry-chem installed in line locker		
	16	5 pound dry-chem installed on fwd bulkhead over bunk		

	17	5 pound dry-chem installed on aft bulkhead		
	18	10 pound dry-chem installed next to wet locker		
Man Overboard Gear	19	Condition of Lifesling bag		
	20	Man overboard pole, horseshoe, strobe light, bracket & drogue		
Fwd Anchor Line and Chain	21	Rode removed, rinsed, moused/condition		
Aft Anchor Line and Chain	22	Anchor removed, rinsed, moused/condition		
Running rigging	23	Remove, rinse and inspect		
Sails	24	Remove, dry, fold and turn into sail loft		
Cushions	25	Remove, have covers cleaned and taken to sail loft		
Life raft maintenance	26	Inspect in place and remove for every three year recertification		
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ELECTRICAL (E) DIVISION INSPECTION LIST			
Item	Performance	Notes	Initials/Date
PRIOR TO HAUL OUT Inspect/Test/Repair Engine Alarm & Indicating System for Proper Operation & Condition	1	House and engine start battery system operating properly	
	2	Engine RPM tachometer with integral hour meter at cockpit panel	
	3	Engine coolant temperature gauge with red alarm light + buzzer	
	4	Engine oil pressure gauge with red alarm light + buzzer	
	5	Engine oil pressure switch for alternator	
	6	RACOR water in fuel alarm sensor (if applicable)	
	7	Fresh water pump, test and check for proper operation	
Blower inspect and test	8	Engine exhaust blower	
	9	Bilge blower	
Battery and charging system	11	Belt condition and tightness	
	12	Battery cables, lugs, terminals and hold downs	
	13	Battery rotary master selector switch on outside, forward enclosure wall	
	14	Battery charger	
	15	100A isolation circuit breaker on enclosure aft wall	
	16	100 amp circuit breaker mounted inside front on engine enclosure	

Inspect and test LPG System	17	LPG Controller operation (above galley sink)		
	18	LPG Solenoid (In propane locker)		
	19	LPG Alarm optest (at DC panel)		
Shore power inspect and test	20	Shore power 125 Vac 30 amp 1PH connector with cover in cockpit		
	21	125 Vac GFCI outlets in compartment test GFI button		
Inspect/Test Overhead Cabin Fans System for Proper Operation & Condition	22	Cabin lights port circuit breaker with indicating lights on DC distribution panel		
	23	Cabin lights STBD circuit breaker with indicating lights on DC distribution panel		
	24	Navigation/chart table flexible LED RED lights (two)		
Inspect/Test Over Head Cabin Fans System for Proper Operation & Condition	25	Cabin fans circuit breaker with indicating light on DC distribution panel		
	26	Cabin circulating fans with speed selector switches (five)		
Inspect and test navigation lights	27	25W bow pulpit REG/green light, light ASSY		
	28	25W tricolor light ASSY atop the mast		
	29	FOREDECK light on front of mast		
	30	Steaming light on front of mast		
	31	10W anchor light ATOP of mast		
	32	10W stern light, white light ASSY, on the radar post		
	33	Compass light in binnacle		
DC Panel	34	Red LED on vessel silhouette on DC distribution panel for each navigation light		

	35	Red indicator light comes on for each circuit breaker and load powers up		
Test and inspect bilge pump circuit and alarm	36	Float switch for automatic pump control		
	37	Pump running indicating light on DC distribution panel		
	38	Float switch for alarm light & buzzer on DC & AC distribution panel		
Test and inspect communications equipment and antennas	39	VHF radio ICOM IC-M504 & command microphone		
	40	AIS CLASS B transponder/receiver		
	41	HF Radio and microphone		
Test Instruments	42	B&G HYDRA 3000 central processing unit		
	43	Graphic function display (GFD) at the chart table		
	44	Full function displays (FFD) (two) visible to helmsman		
	45	Analog apparent wind angle display visible to helmsman		
	46	Magnified analog apparent wind angle display visible to helmsman		
	47	B&G HYDRA 3000 masthead unit		
	48	Paddlewheel speed sensors with plastic dummy plug attached (two)		
	49	Thru-hull gravity switch for speed sensors in locker opposite FWD head		
Furuno NZTouch Chart Plotter	50	FURUNO 1920C BBWGPS WAAS/GPS/chart plotter display unit		
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MACHINERY (M) DIVISION INSPECTION LIST				
Item		Performance	Notes	Initials/Date
Prior to haul out	1	Engine mount condition & align engine		
	2	Clean Racor bowl and replace fuel filter		
	3	Replace secondary fuel filter		
	4	Oil & filter change		
	5	Saltwater strainer cleaned, basket and O-ring inspected		
	6	Coolant system operational Record Freeze Point (-20), check pencil zincs (N/A). Replace coolant as required by Yanmar Maintenance Guidelines		
	7	Winterize engine		
Throttle	8	Throttle operation		
Fuel	9	Fuel tank, hoses and valves condition		
Cooling	10	Check water pump impeller and wear plates		
	11	Hose condition		
Propeller	12	Check for wear/grease		
Shaft	13	Install new shaft prop zinc		
	14	Inspect PYI dripless shaft seal and stop collar		
Bearing Strut	15	Inspect Cutlass Bearing		
Inspect and test refrigerator	16	Proper operation		
	17	Cold plate frozen in <3 hours		

	18	Thermostat works		
Tank Tender inspection and test	19	System operates for each tank read		
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YANMAR MAINTENANCE INSPECTION						
System	Item	Before Starting	Initial 50 Hrs	Every 50 Hrs or Monthly *1	Every 250 Hrs or Yearly *1	Every 1000 Hrs or 4 Years *1
Fuel System	Check the fuel level and refill	○				
	Drain the fuel tank		○		○	
	Drain the fuel/water separator			○		
	Replace the fuel filter				◇	
	Check the injection timing					
	Check the injection spray condition					2
Lubricating System	Check the lubricating oil level	Crankcase	○			
		Marine gear	○			
	Replace the lubricating oil	Crankcase		◇		◇
		Marine Gear		◇		◇
	Replace the engine lubricating oil filter		◇		◇	
Cooling system	Seawater outlet	○ During operation				
	Check cooling water level	○				
	Check the impeller of the cooling water pump (seawater pump)				○	◇
	Clean & check the water passages					
	Replace the freshwater coolant				See Note 3	

Air intake and exhaust system	Clean the element of the air intake silencer					
	Clean the exhaust/water mixing elbow				○	
	Diaphragm assembly inspection					
Electrical system	Check the alarm lamps & devices	○				
	Check the electrolyte level in the battery			○		
	Adjust the tension of the alternator driving belt		○		○	◇
	Check the wiring connectors				○	
Cylinder head, etc	Check for leakage of water & oil	○ After starting				
	Retighten all major nuts & bolts					
	Adjust intake/exhaust valve clearance		○			
Remote control system, etc	Check/adjust the remote control operation	○	○			
	Adjust the propeller shaft alignment		○			
1 Whichever comes first						
2 For EPA requirements refer to Yanmar Manual Section 4.4						
3 Every year when long life coolant is used of a specified type, a replacement of two years can be obtained						
○ Check						
◇ Replace						
Consult local dealer						
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SAILING & RIGGING (S/R) DIVISION INSPECTION LIST				
Item		Performance	Notes	Initials/Date
Paint/Gel coat	1	Inspect condition of paint/gel coat repair as marked with tape		
Name and hailing port decals	2	Inspect condition		
Topsides (Spring)	3	Awlcare and Awlwax		
Bottom	4	Prep and paint bottom		
Lifelines/Stanchions	5	Inspect stern gate pelican hooks		
	6	Inspect lifelines for kinks, turnbuckles/swage fittings		
Tack Shackles	7	Two proper jib tack shackles installed		
	8	Proper staysail tack shackles installed		
Blocks	9	Tightened screws/bolts		
	10	Ensure rubber boots installed		
	11	Ensure bearings present and smooth		
	12	Ensure cotter pins installed		
	13	Lube all roller bearings/light oil on pawls		
Lee cloths and sail racks	14	Inspect/adjust blocks and lines		
Forestay	15	Inspect turnbuckle/swages		
Halyards	16	Inspect for fraying/damage		
Halyard Shackles	17	Inspect for cracks/proper operation		

Shrouds/Standing Rigging	18	Inspect shroud chainplates/turnbuckles/swages. Ensure cotter pins installed and secured		
Rod Rigging	19	Verify rod rigging tension		
Mast	20	Inspect condition of paint		
	21	Trysail track w/bolts tightened		
	22	Trysail sail stop installed		
	23	Trysail lower car stop installed		
	24	Mainsail slide stop installed		
	25	Mast spartite		
	26	Mast boot tape		
	27	Mast step bolt installed		
	28	Inner forestay securing guide and block condition		
	29	Spinnaker pole track w/bolts tightened		
	30	Spinnaker pole car condition		
	31	Spinnaker pole track stops		
	32	Spinnaker pole cam cleats		
	33	Deck light guard		

Gooseneck	34	Gooseneck condition		
	35	Gooseneck bolt		
	36	Reefing horn condition		
	37	Tack/tack pin condition		
Boom	38	Inspect reef clutches		
	39	Reefing lines installed		
	40	Cunningham installed		
	41	Ensure cotter pins installed		
	42	Inspect for cracks, bottom of boom, aft of vang attachment point		
	43	Outhaul cam cleat condition		
	44	Outhaul pennant proper length		
	45	Condition of adjuster line at cam cleat		
	46	Preventer tails installed/no sag		
	47	Bale condition, washers present		
	48	Inspect outhaul/track fittings		
49	Sheave condition			

	50	D shackle condition		
Vang	51	Boom vang pins and line/cable condition		
	52	Boom vang toggle condition		
	53	Ensure cotter pins installed		
	54	Supports boom at correct height		
Genoa Tracks	55	Inspect track end stops		
	56	Inspect genoa car bungees and spectra strop		
	57	Track fastenings are tight		
Traveler	58	Cam cleat condition		
	59	Check traveler line		
	60	Check car bearing condition & shackles		
Backstay	61	Inspect backstay hydraulic adjuster, turnbuckle and swages		
	62	Cotter pins installed		
	63	Bungee for handle		
	64	Holds pressure @ 1,200 psi for 5 minutes		
Steering	65	Sheaves greased and cotter pins in		
	66	Quadrant centered on stops		

	67	Condition of stops/spectra		
	68	Rubber shock absorber (2/side)		
	69	Cable tension correct		
Sails	70	Inspect sail cloth		
	71	Inspect sail hardware		
Helm	72	Helm brake operational		
	73	Helm elk hyde condition		
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HULL (H) DIVISION INSPECTION LIST				
Item		Performance	Notes	Initials/Date
At haul out	1	Winterize plumbing systems		
Bow & Stern Pulpit and Dorade Guard	2	Inspect for cracked base		
	3	Inspect light fixtures secure		
	4	Ensure base properly bedded		
Stanchions	5	Tighten stanchion set screws/base attachment		
	6	Inspect for bent stanchions		
Keel	7	Check fairing		
Rudder	8	Inspect tightness in lower bearing/inspect "gaiter"		
Fiberglass Deck	9	Inspect for fiberglass damage		
Bottom	10	Haul, power wash, clean waterline (yellow stains), block		
Lifelines/ Stanchions	11	Ensure base tightened and caulked		
	12	Inspect for cracked base		
Toe rail	13	Inspect for damage		
Cockpit Lockers	14	Inspect condition of gaskets/hasps		
Radar Mast	15	Mast secure		
	16	Ensure base caulked		
	17	Ensure adjuster works		
Chocks	18	Ensure secure and unbent		

	19	Ensure base caulked		
	20	Inspect for cracked base		
	21	Tightened screws/bolts		
Cleats	22	Ensure secure and unbent		
	23	Ensure base caulked		
	24	Inspect for cracked base		
	25	Tightened screws/bolts		
Padeyes	26	Ensure secure and unbent		
	27	Ensure base caulked		
	28	Inspect for cracked base		
	29	Tightened screws/bolts		
Treadmaster	30	Chipped/cracked/bonded to deck		
Forward Hatch	31	Inspect gaskets		
	32	Inspect operation & locking handle		
Cabin Hatches, Deck Prisms and Portlights	33	Inspect caulking/delaminating		
	34	Check frame for weld cracks		
	35	Scratched/broken Plexiglass		

	36	Dogs adjusted, support arms functional and lubricated		
	37	Inspect seal		
Companionway Hatch	38	Scratched/broken Plexiglass		
	39	Lanyard & hook installed		
	40	Inspect steps		
Engine Box	41	Inspect latches		
	42	Inspect insulation and gasket		
	43	Inspect inspection ports and hatches		
	44	Inspect for crushing of hoses and wires		
Life raft Hatch	45	Inspect operation of handle/latch mechanism & lube same. Inspect gasket		
Boat Inspection	46	Inspect hull exterior		
	47	Inspect cabin interior for leaks and re-bed		
	48	Inspect deck rigging		
	49	Inspect deck plate hold down tabs		
	50	Inspect interior cabinet fiddles, Plexiglass doors, glides, latches, hinges and catches		
HT SECTION				
Seacocks	51	Inspected for hoses cracked		
	52	Lubricate seacocks and cycle them		

Plumbing	53	Inspect FW, SW, Grey and Black Water hoses and fittings		
	54	Verify foot pumps work for refrigerator drain, SW and FW		
Inspect and Test Bilge pumps	55	Cockpit bilge pump		
	56	Main manual bilge pump		
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STC COLGATE WINTER INSPECTION PACKAGE			
CUTTER SHED INSPECTION LIST			
Item		Performance	Notes
			Initials/Date
Load Out Gear	1	All gear removed	
Lockers	2	Anchor locker clean	
	3	Cockpit lockers clean	
Interior	4	Clean	
Bilge	5	Clean and vacuum	
Winches	6	Port winch inspected and tested	
	7	Starboard winch inspected and tested	
Forestay and Shrouds	8	Remove all tape	
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HULL DIVISION INSPECTION LIST			
Item	Performance	Notes	Initials/Date
Mooring Cleats	1	Port Stern	
	2	Port amidships	
	3	Port bow	
	4	Starboard stern	
	5	Starboard amidships	
	6	Starboard bow	
Bilge Pump	7	Properly works	
	8	Handle connected to boat	
	9	Pump securely fastened to hull	
Tiller	10	Tiller at correct height to clear seats	
	11	Tiller inspected for cracks	
	12	Tiller attached properly to rudder head with bolts	
	13	Tiller bolt properly tightened	
	14	Tiller extension attached properly - 3 1/2 inches back from end of tiller	
	15	Inspect tiller for integrity, dry rot, and delamination. Properly varnish for season	

	16	Tiller and rudder properly aligned/centered		
Lockers	17	Stern locker operates properly with cockpit slat securely attached		
	18	Port locker hinges work properly and latch works properly		
	19	Starboard locker hinges work properly and latch works properly		
Jib Track	20	Port track properly attached to deck with end caps		
	21	Port jib car slides properly		
	22	Port jib car stopper pin works correctly		
	23	Port jib block swivels and works properly		
	24	Starboard track properly attached to deck with end caps		
	25	Starboard jib car slides properly		
	26	Starboard jib car stopper pin works correctly		
Spinnaker Deck Hardware	27	Starboard jib block swivels and works properly		
	28	Port twing cleat with keeper operational		
	29	Starboard twing cleat with keeper operational		
	30	Port twing fairlead intact and secured properly		
	31	Starboard fairlead intact and secured properly		
	32	Port attachment point for spinnaker sheet block inspected		

	33	Starboard attachment point for spinnaker sheet block inspected		
Companion Way Area	34	Top hatch watertight		
	35	Companionway hatch		
	36	Hatches moves smoothly and hatch tracks are secure		
	37	Winch pocket		
Ventilation	38	Two louvered vents		
Inside Boat	39	Stern foam flotation properly secured under cockpit seats- port and starboard		
	40	Bilge cover has latch		
	41	Bilge pump hose proper length and has integrity		
	42	Bilge inspected and clean of debris		
	43	Compression pole checked for integrity		
	44	Port chain plate inspected for integrity and proper fasteners		
	45	Starboard chain plate inspected for integrity and proper fasteners		
	46	Port bulkhead checked for integrity and fastened properly		
	47	Starboard bulkhead checked for integrity and fastened properly		
	48	Keel bolts checked for proper torque		
49	Check inside hull and underside of deck for delamination and cracks			

	50	Limber holes cleared so boat drains efficiently		
	51	Check rudder post for leakage and integrity		
	52	Ensure port and starboard leeboards are securely attached		
	53	Ensure leeboard below companionway is secure and properly attached		
Pit/Control Lines	54	Spin lock on port side tested to work properly		
	55	Spin lock on starboard side tested to work properly		
Anchor Locker	56	Inspect for holes and leaks		
	57	Locker cover properly attached and operational		
	58	Latch for locker cover secure		
	59	Eyebolt in place to attach bitter end of anchor line		
	60	Anchor locker drain to bow is intact, and works properly (water-tight)		
Bow Pulpit	61	Inspected for cracks and integrity		
	62	Secure properly to hull at each stanchion		
Hull	63	Rudder post inspected		
	64	Hull inspected		
	65	Deck inspected		
	66	Garboard drain plug inspected and removed upon haul out		

	67	Garboard drain plug installed prior to launch		
	68	Bow bumper inspected		
	69	Rub rail inspected		
	70	Chain plates inspected		
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RIGGING INSPECTION LIST			
Item	Performance	Notes	Initials/Date
Backstay	1	Backstay triangle splitter has three clevis pins with cotter pins properly installed	
	2	Middle block on backstay adjuster properly pinned	
	3	Port block on backstay adjuster properly pinned	
	4	Port turnbuckle properly pinned upper/lower	
	5	Port turning block for backstay properly attached to deck	
	6	Port stay checked for integrity of strands and swage	
	7	Starboard block on backstay adjuster properly pinned	
	8	Starboard turnbuckle properly pinned upper/lower	
	9	Starboard turning block for backstay properly attached to deck	
	10	Starboard stay checked for integrity of strands and swage	
End of Boom	11	End cap properly attached	
	12	Boom bail bolted properly and inspected for integrity	
	13	Clevis pin through sheaves secured properly	
	14	Outhaul sheaves intact	
	15	Reef sheaves intact (port and starboard)	

	16	Reefing line inspected for integrity, proper length, color, and specification		
	17	Lines properly cut/burned		
	18	Small shackle at boom end for main halyard to hold boom up		
	19	Outhaul shackle inspected/ operational		
	20	Outhaul wire/line inspected for integrity		
Traveler	21	Traveler lines run properly to both sides with 2:1 purchase		
Stern Mainsheet Block	22	Spring		
	23	Properly fastened with pin and ring ding		
	24	Cleat is operational		
	25	Cleat position adjusted to the highest level		
	26	Mainsheet 3:1 ratio		
	27	Block on boom operational		
	28	Boom bail solid and properly attached		
Mainsheet Block	29	Properly attached with clevis pin and ring ding		
	30	Spring		
	31	Line led through ratchet properly (clicks as sheet pulled in)		
	32	Ratchet is operational		

	33	Cleat operational with eye strap		
	34	Block attached to boom bail properly attached with pin and ring ding		
	35	Block on boom operational		
	36	Boom bail solid and properly attached		
	37	Webbing on boom for mainsheet intact and properly attached		
	38	Mainsheet checked for integrity, proper color, spec, and length		
	39	Ends properly cut and burned with stopper knot		
Pit/Control Lines	40	Turning blocks at base of mast properly pinned and secured		
	41	All control lines the proper color, length and spec per cut sheet		
	42	All control lines checked for integrity with ends properly cut and burned		
Boom Vang	43	Fitting at base of mast secure with all rivets		
	44	Bolts at mast base properly secured		
	45	All blocks on BV operate properly and pinned with ring dings		
	46	All shackles tightened securely		
	47	Cleat w/keeper works properly		
	48	Fiddle block works properly		

	49	Control line proper length and no frays		
	50	Sheaves in boom vang mechanism inspected for integrity		
	51	Internal spring in boom vang works properly to hold boom		
	52	Fitting on boom attached properly and secure		
	53	Bolted to boom properly with washers at pivot points		
	54	All bolts inspected and secured properly		
Gooseneck	55	Rivets inspected and properly installed		
	56	Gooseneck end fitting installed properly to boom (side and bottom bolts/rivets) - three points		
	57	Tack pin connected to lanyard		
	58	Gooseneck properly bolted to boom and inspected		
	59	Cotter pin luff slide stopper inserted into hole in mast- swaged to lanyard		
	60	Reef hooks (port and starboard) checked for integrity		
	61	Outhaul sheave inspected and properly bolted/pinned		
	62	Reef sheaves inspected		
Spinnaker Pole Ring	63	Check for integrity and not bent		
	64	Check that fitting is properly attached to mast with all rivets		

Mast Step	65	Mast step pin secured properly		
	66	Mast rides on step properly		
Halyards	67	Jib halyard inspected for frays, proper color, length and spec.		
	68	Jib halyard properly cut/burn ends		
	69	Jib halyard shackle operates properly		
	70	Jib halyard shackle pull pin has tether		
	71	Main halyard inspected for frays, proper color, length and spec.		
	72	Main halyard properly cut/burn ends		
	73	Main halyard shackle operates properly		
	74	Main halyard shackle pull pin has tether		
	75	Spinnaker halyard inspected for frays, proper color, length, and specification		
	76	Properly cut/burn ends		
	77	Spinnaker halyard shackle operates properly		
	78	Spinnaker halyard shackle pull pin has tether		
	79	Topping lift line inspected for frays, proper color, length and specification		
	80	Topping lift properly cut/burn ends		

	81	Topping lift shackle inspected		
	82	Topping lift shackle has pull pin tether		
Forestay and Shrouds	83	Forestay properly pinned		
	84	Forestay turnbuckle pinned top and bottom		
	85	Forestay luff stopper secured on top of turnbuckle		
	86	Inspect stem fitting		
	87	Port upper properly pinned to chain plate		
	88	Port upper turnbuckle pinned top and bottom		
	89	Starboard upper properly pinned to chain plate		
	90	Starboard upper turnbuckle pinned top and bottom		
	91	All shrouds adjusted to proper tension		
	92	Inspect spreaders for integrity (proper height, swage, and tape)		
Jib Tack Fitting	93	Shackle operates properly		
	94	Properly secured to boat		
	95	Pull pin has tether		
Mast, Boom, and All Stays/Shrouds	96	Boom extrusion inspected for integrity		
	97	Mast extrusion inspected for integrity		

	98	Inspect all wire, fittings, and attachment points		
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PAINT BAY INSPECTION LIST			
Item	Performance	Notes	Initials/Date
Hull/Keel	1	Hull clean and buffed	
	2	Hull number decals	
	3	Navy 26 and cockpit decals	
	4	Bottom painted	
	5	Bottom side of keel painted before launch	
	6	Hull painted under jack stand pads before launch	
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**STC NAVY 44/DONATED BOAT INSPECTION AND CUTTER SHED ACCEPTANCE
CHECKLIST FOR COMMISSIONING AND ASSOCIATED SEA TRIALS**

STC Hull (Number, Name)

Date

1. COMMISSIONING

- a. Perform operational test on communication, navigation, and electronic equipment.

E Division Supervisor

- b. Inspect hull, unblock, haul, and launch (if required).

H Division Supervisor

2. SEA TRIALS

- a. Inspect/test for leaks and proper operation.

- (1) Seacock valves
- (2) Heads/salt water plumbing
- (3) Manual bilge, head, and galley pumps

H Division Supervisor

- (4) Hydraulic rig adjusters

Rigging Shop Lead

- (5) Engine
- (6) Refrigeration
- (7) Packing glands
- (8) Exhaust system

**STC COLGATE INSPECTION AND CUTTER SHED ACCEPTANCE CHECKLIST
FOR COMMISSIONING**

Colgate Hull Number

Date

1. COMMISSIONING

a. Inspect hull, unblock, haul, launch, and step mast (if required). Test and inspect all rigging and manual bilge pump. Install garboard plug and check for leaks.

Rigging Shop Supervisor

H Division Supervisor

2. CUTTER SHED ACCEPTANCE

All jobs are complete with the exception of those annotated on enclosure (7). All redlines, IAW enclosure (8), have been met and the boat is ready to get underway for sea trials.

Navy Sailing Maintenance Director

JVOST/BST Representative

SAIL TRAINING CRAFT REDLINES

1. Fully Mission Capable (FMC): Navigation, propulsion, habitability, rigging, and safety equipment is fully functional and supports Out of Area Operations (OOA).
2. Partially Mission Capable (PMC): Degradation of navigation, propulsion, habitability, rigging, safety, or equipment that prevents OOA operations but supports midshipmen training in the local OPAREA.

PMC-1: One or more pieces of navigation equipment are degraded (i.e. GPS, radar, B&G).

PMC-2: Any piece of propulsion equipment is degraded.

PMC-3: One or more pieces of habitability equipment are degraded (i.e. head, sinks, refrigerator, etc.).

PMC-4: One or more pieces of rigging gear are degraded, i.e. winches, sails, back stay adjuster, sheets, guys.

PMC-5: Any piece of safety gear is degraded, i.e. fire extinguishers, man overboard pole, life sling, EPIRB.

3. Not Mission Capable (NMC): Major Casualty to one or more systems that prevents the craft from being operated safely.

