

# Emergency check list sailing yacht

**The sea doesn't care who you are  
Only how prepared you are.**

## CONTENT EMERGENCY CHECKLIST

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## NZ1 - Distress & mayday (Channel 16)

### DSC Distress and Mayday call (Channel 16)

In case of GRAVE and IMMEDIATE DANGER to PERSON or VESSEL and IMMEDIATE ASSISTANCE is required

1. Lift cover & push distress button (> 5 sec)

2. Voice message :

- *Mayday – Mayday – Mayday*
- This is .....( name of vessel )
- This is .....( name of vessel )
- This is .....( name of vessel )
- C/S : ..... MMSI : .....
- *Mayday*
- This is .....(name of vessel)
- C/S : ..... MMSI : .....
- My position is .....
- We are ..... (nature of distress)
- Need immediate assistance
- ..... persons on board
- .....additional information
- Over

## NZ2 - First Aid for Sick or Injured Persons

### Actions to Take in Case of a person is sick or injured on a sailing yacht :

- o **Your own safety first!**
- o First look, then listen, then feel
- o If the person is conscious, apply first aid.
- **Is person unconscious?**
- Ask for help
- Open airways and check for normal breathing

<b>NORMAL BREATHING</b>	<b>NOT BREATHING</b>
put victim in recovery position.	Makes a DSC Distress and MAYDAY distress call
make sure the victim is warm.	start CPR with 30 chest compressions
Monitor the breathing.	give 2 breaths
search for medical information from the victim .	30 chest compressions
Seek medical advice via DSC Urgency and Panpan	repeat

Report incident in logbook

## Medical form for radio medical advice

Name ..... First name .....

Gender ..... Age.....

Last meal (sober or not) : .....

Personal medication.....

Allergies.....

Date of last Tetanus vaccination .....

By illness ask medical history .....

By accident give details of the accident.....

Degree of consciousness (AVPU): .....

If possible / applicable:

- Blood pressure: .....
- Heart rate: .....
- Visual observation : .....

Ask medical advice by VHF ( pan pan – “need medical advice “)

In case of evacuation, check that the person takes his or her personal documents with him or her (ID card or passport, insurance card, etc.).

If emergency services are hours or days away - monitor the patient's medical condition and use a pre-printed form . [Click here for the "medical observation of casualty "](#)

## NZ3 - Fire Alarm

### **Actions to Take in Case in case of a fire alarm engine room :**

- Stop the vessel – heave to if under sail.
- Turn off the engines.
- Turn off the external gas supply.
- Switch off the engine and all service batteries.
- Shut off the diesel supply.
- Close the engine seacock (without opening the engine compartment!).
- Notify the Coast Guard immediately (even if in doubt).
- Take a fire extinguisher (one per crew member).
- Check whether it is possible to extinguish the fire (never open the engine compartment!).
- For crew evacuation, gather on the windward side.
- Prepare to abandon ship with the liferaft (see abandon ship checklist).

## NZ4 - Flooding alarm checklist

### Actions to Take in Case of a water alarm on a sailing yacht:

- Stop the vessel (heave to if under sail).
- Ensure everyone puts on a life jacket.
- Start the engine immediately.
- Close all seacocks except the engine seacock.
- Check the amount of water ingress.
- If required, inform the Coast Guard or VTS, or make a Mayday call.
- Start the electric bilge pumps.
- Use the manual bilge pumps and, if necessary, use buckets.
- Investigate the cause and location of the leak (fresh or salt water?).
- Prepare and, if necessary, use wooden plugs.
- Turn off the electricity if there is a risk of short circuit.
- Switch on the shower pump if the water level is above the shower drain (open the discharge seacock).
- Consider connecting the engine coolant hose for additional pumping capacity.
- If necessary, prepare the liferaft for evacuation.
- Report the incident in the logbook.

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## **NZ5 - Helicopter evacuation sailing yacht**

### **Actions to Take in Case of a helicopter evacuation :**

- Listen carefully to the helicopter pilot's instructions and follow them exactly.
- Use the engine for best speed
- Lower the headsail.
- Reef the mainsail to the maximum and secure the boom tightly.
- Steer a steady course with the wind 30° on portside
- Remove or secure anything that could be blown away.
- Remove or secure anything protruding, such as the flagpole, dan buoy, etc.
- When the helicopter is in sight, throw a smoke canister into the water (never a parachute rocket).
- Ensure the helicopter's hi-line first touches the water or the boat before handling it.
- Retrieve the hi-line (wear gloves).
- Make sure the hi-line does not become tangled.
- Coil the hi-line into a bucket.
- Note: The hi-line must never be secured to the boat.
- Report the incident in the logbook.

## NZ6 - Gas alarm checklist

### **Actions to Take in Case of Loss of gas alarm:**

- Notify the skipper and crew immediately.
- Secure the vessel.
- Have the crew gather outside in a safe area.
- Shut off the external gas supply.
- Ensure everyone puts on a life jacket.
- Ventilate the interior by opening all hatches and portholes.
- Open the cabin sole/floorboards to ventilate the bilges.
- Use the manual bilge pump to help ventilate (do not use an electric pump).
- Do not operate any electrical equipment or create open flames.
- Sail downwind if possible.
- Turn off the electricity only if the main switch is outside the danger zone.
- Notify the Coast Guard and VTS if the radio is outside the danger zone.
- Detect the gas leak using the appropriate equipment.
- Record the incident in the logbook.

## Z7 - Grounding sailing yacht

### Actions to Take in Case of Loss of grounding :

- Keep calm.
- Check the crew – has anyone been injured or fallen overboard?
- Determine whether the tide is flooding or ebbing.
- Assess the seabed (sand, rock, mud, etc.).
- Start the engine and immediately try to motor in the opposite direction.
- If that does not work, drop the anchor to prevent drifting further aground.
- Display the anchor ball (or the international NUC signal, if applicable).
- Lower the sails.
- Notify the Coast Guard.
- Ask nearby vessels by radio to reduce speed and avoid creating waves (to prevent further damage).
- Monitor for water ingress.
- Determine whether you can refloat the vessel yourself or if you need to request a tow.

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### Once free, check the following:

- Inspect the hull, rudder, and keel attachment for damage.
- Check for leaks around the propeller shaft.
- If damage is found, notify your insurance company.
- Record the incident in the logbook.
- Haul the boat out of the water as soon as possible to inspect the keel attachment thoroughly.

## **NZ8 - Abandoning a sailing yacht**

### **Actions to Take in Case of Abandoning ship**

**Stay on board as long as possible. Only abandon ship if absolutely necessary.**

Before abandoning ship:

- Notify the Coast Guard and MRCC.
- Crew members must dress warmly (wear a survival suit if available).
- Ensure everyone puts on a life jacket.
- Drink sufficient water and take seasickness medication .
- Throw as much floating material as possible overboard s.a cushions, mattresses, fenders, clothing, etc. –
- If offshore consider open fuel tank

Prepare a grab bag with:

- As many bottles of water as possible.
- Portable marine VHF radio.
- Satellite communication device.
- Distress flares.
- EPIRB and SART.
- First aid kit.
- Thermal protective aids (TPA) or emergency blankets.
- Food (if readily available).
- If possible, take the dinghy with you.

Preparing and launching the liferaft:

- Secure the painter line to the vessel.
- Launch the liferaft into the water.

- Pay out approximately 10 meters of painter line.
- Inflate the liferaft by pulling firmly on the painter.
- Board the liferaft dry if possible (do not jump into it).

Once everyone is in the liferaft:

- Cut the painter line.
- Deploy the sea anchor (drogue).
- Close the overpressure valves.
- Secure the EPIRB to the raft with a lanyard and place it in the water.
- Close the canopy.
- Switch off the interior and exterior lights during daylight (turn them on at night).
- Remove any water from the floor of the raft.
- Take inventory of all equipment and supplies.
- Establish a lookout schedule.
- Do not eat or drink during the first 24 hours (unless medically necessary).
- Prepare for long-term survival.

## NZ9 - Towing a sailing yacht

### Actions to Take in Case of towing

If you require a tow:

- Agree clearly on the terms and price via VHF before accepting assistance.
- Provide your own towline if possible (preferably a long, strong line).
- Rig a bridle and use a long towline (minimum 30 meters).
- Secure the towline to strong points such as primary cleats or winches.
- Maintain continuous radio contact with the towing vessel.
- Maintain steering control and provide clear instructions regarding speed and destination.
- Protect the towline against chafing.
- Continuously check the towline for wear and tension.
- Keep a knife ready at all times in case the towline needs to be cut quickly.
- Place a weight (e.g., a bucket or spare anchor) in the middle of the towline to reduce shock loads.
- Be prepared to deploy a sea anchor or drogue to reduce speed if necessary.
- Record the towing operation in the logbook.

## NZ10 - Man Overboard Sailing Yacht

### Actions to Take in Case of a MOB

- Shout “Man Overboard!” and continuously point at the MOB.
- Ensure the remaining crew are safe and accounted for.
- Note the vessel’s heading (look at the compass) and steer a reciprocal course if required.
- The helmsman must keep the MOB in sight at all times.
- Press the MOB button on the GPS/chartplotter.
- Throw flotation and rescue equipment toward the MOB (lifebuoy, dan buoy, etc.).
- Start the engine.
- Heave to if appropriate to slow and regain control.
- Centre and secure the boom.
- Lower the headsail when approaching under power.
- Make a distress call
- Always remain close to the MOB, without endangering the vessel or crew.
- Approach the MOB carefully under engine power.
- Prepare a crew member safely secured in the cockpit to assist with recovery.
- Position the vessel between the MOB and the wind at a safe distance.
- Allow the vessel to drift slowly down toward the MOB.
- Recover the person from the water as quickly and safely as possible.
- Inform the Coast Guard.
- Administer first aid immediately.
- Record the incident in the logbook.

## **NZ11 - Collision checklist sailing yacht**

### **Actions to Take in Case of a collision**

- Keep calm.
- Ensure everyone puts on a life jacket.
- Check that all crew members are accounted for.
- Assess and treat any injuries.
- Determine whether the other vessel requires assistance.
- Notify the Coast Guard and request assistance if necessary.
- Check for water ingress or structural damage.
- Conduct a thorough inspection of the vessel (hull, rigging, steering, engine).
- Take photographs of all damage (both vessels, if possible).
- Record the names and details of the other vessel and any witnesses.
- Notify your insurance company as soon as possible.
- Record the incident fully in the logbook.

## **NZ12 - No mechanical propulsion sailing yacht**

### **Actions to Take in Case of Loss of Propulsion**

- Hoist the sails – Use wind power to regain control and maintain steerage.
- Sail to open and deep water .
- Ensure everyone wears a life jacket.
- Prepare the anchor – Ready it for manual deployment if necessary.
- Assess the mechanical problem – Attempt to identify the cause of failure.

If necessary:

- Send a DSC Urgency Alert and broadcast a PAN PAN message, or
- Send a DSC Distress Alert and make a MAYDAY call if there is immediate danger.
- Find a safe anchorage (under sail) .
- Prepare the life raft .
- Prepare to abandon ship