

On watch duties

- ☐ Helm/Steer to stay on the intended course
- ☐ Keep a proper lookout: frequently scan the entire horizon for other vessels, take bearings if another vessel is crossing the course, make radar and ais checks (every 15 minutes)
- ☐ Monitor VHF (write down distress and safety info) and show navigation lights at night
- ☐ Trim sails and make sail changes in response to actual and expected wind changes
- ☐ Navigate to avoid any hazards
- ☐ Make ship's log entry every hour (or whatever agreed) and plot a position on the chart at the end of the watch
- ☐ Prepare meals and clean the boat as per the watch rota
- ☐ Do the Deck walk as per the watch rota and look around the deck for chafe and wear
- ☐ Follow Standing Orders, e.g. when to call a skipper

Watchkeeping rules

- ☐ Respect the off-watch: keep the boat sailing well and eliminate unnecessary noises
- ☐ Agree on who is responsible for waking the next watch. Will the current watch wake the off-watch crew, or will the off-watch set alarms and come on deck without assistance
- ☐ Come on deck about 5 minutes before the changeover
- ☐ Make hot water available and replenish the snacks before the off-watch crew gets out of bed (make a note of what everyone likes to drink, eg. black tea with 2 teaspoons etc.)
- ☐ Make a handover to the next watch. Explain the current situation, including a position on the chart, course, weather and sail changes, vessels in vicinity and any trends that might be useful to the next watch.
Useful mnemonic: *What Would Travor Do* meaning *Weather Wind Traffic Direction*
- ☐ Keep the kitchen spotless by the end of the watch
- ☐ Keep the deck free of clutter by frequently tidying up lines and making sure everything is in order
- ☐ The off-watch should rest as much as possible to avoid fatigue, especially on longer passages
- ☐ The off-watch that was the last on-watch should help the current on-watch if being called
- ☐ No matter how you feel try to always show up for meals and maintain watches to keep the morale and health (feeling good is a collective responsibility)
- ☐ Always clip on at night, when going to the bow and when you are alone on deck
- ☐ Drink water regularly throughout the watch to avoid dehydration
- ☐ Wear the right gear for the conditions