

## Annex 5

### End courses check list

At the end of each course, candidate and the instructor must leave the boat in a ready to go condition.

The following must be checked . If any replacement or spare part has been used during the course, it must be recorded in the defect list and reported to miceli vela.

<b>Actions</b>	<b>Check</b>
Charts must be erased of all pencil lines	
Food equipment must be cleaned up and stowed	
Equipment returned to the correct stowage location. Wet Lifejackets / waterproof clothing should be hung up to dry inside the yacht	
Covers on instruments, <u>including the flybridge!!!</u>	
Fridge left OPEN and OFF	
Fuel tanks must be left FULL	
Batteries switches OFF	
Shore power cable ON and checked!!!!!!	
Turn off gas bottle	
Leave all seacocks open unless otherwise instructed by Micela Vela	
Deck and cockpit - halyards, sheets and ropes must be rinsed off	
Sails covered, furlled or bent and winches handles back inside	
Remove all personal belongings	
Remove all food and rubbish	
Invite to complete the Feedback online and return End of course debriefing forms	
Instructor's Signature	Date