

# Achieving a Safe and Well-Maintained Marina:

## Marina Safety And Prevention Checklist

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Chubb Marine Facilities' loss control specialists are pleased to share with you some basics for achieving a safe and well-maintained marina. Whether you are gearing up for the high season or as part of your routine maintenance, these nine checkpoints may help you identify and reduce the likelihood of an incident that could interrupt your operation, impact your income and damage your reputation.

To learn more about Chubb Marine Facilities' insurance products and resources for commercial marinas and yacht clubs, please contact [MarineFacilitiesInfo@chubb.com](mailto:MarineFacilitiesInfo@chubb.com).

### **Launch Areas**

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- Marina property clear of overhead power lines
- Launch ramps clean with good traction full-length
- End of ramp prominently marked
- Forklift launch area with adequate guards to prevent over-shooting end
- Portable fire extinguisher on each forklift
- Travelift straps in good condition

- Travelift certified annually
- Two persons (minimum) on all lifts, launches and moves

### **Fueling**

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- Appropriate signage at fuel dock
- Fuel nozzles grounded
- No latch open devices on nozzles
- Employees trained in fueling operation
- Pollution response kit at pump area
- At least one size III/60BC portable extinguisher at fuel dock

### **Buildings/Structures**

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- Buildings in good structural condition
- Exits well marked and lit
- Portable fire extinguishers located at exits and meeting areas
- Electrical system in good repair
- Date electrical system last checked \_\_\_/\_\_\_/\_\_\_
- No storage of propane inside buildings

## Housekeeping

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- Dumpsters and large trash receptacles located away from buildings and stored boats
- Shop kept neat and clean
- Shop trash emptied daily
- Oily rags kept in fire-resistive metal containers and emptied daily
- Storage rooms kept neat and orderly
- Showrooms kept clear of all trip and fall hazards
- Flammable liquids kept in fire-proof metal locker when not being used

## Storage

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- Jackstands/blocks every 8-10 feet
- Jackstands chained together
- Jackstands on asphalt or crush and run
- Jackstands on dirt/sand provided with 3/4" plywood pads
- Sailboats stored with masts removed
- Fuel tanks topped off
- Batteries disconnected and/or removed from boat

## Docks

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- Lighting adequate
- No cords, water hoses, etc., run across dock
- Free and clear of owner's belongings
- Access gangways to floating docks provided with non-skid surface and/or cleats
- Pier planking is all fair without bulges, loose planks, popped nails, etc.
- Ring buoy with line attached at each portable fire extinguisher location
- Egress ladders provided for fixed piers and docks
- Per NFPA\* 303, electrical system checked annually for proper grounding of all electrical power pedestals
- "No swimming" signs posted in visible locations
- Marine grade shore power cords only

- Unattended portable heaters prohibited on boats (liveaboards cannot leave portable heaters on when not present)
- Bulk (larger than 20#) propane bottles prohibited

## Burglary and Theft Prevention

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- Fence or other means to deter access to stored boats
- Intrusion alarms on doors, windows and central areas
- Surveillance cameras
- Security patrol makes frequent rounds after normal working hours
- All cash and valuables kept in safe and secure area
- Inventory of valuable items kept locked in a secure area
- All areas are well lit

## Fire Protection

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- All portable fire extinguishers serviced annually
- Extinguishers conspicuously located on all piers, shop areas, restaurants, meeting areas, office, etc.
- At least one AIBI portable fire extinguisher at the foot of all piers and along docks and accessible within 75 feet)
- Sprinkler system services and tagged annually
- Sprinkler system inspected and tested monthly
- Is welding or flame cutting performed on the premises

If yes, list marina personnel or subcontractors:

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- Special area set up for welding/cutting
- Smoke and fire detection system in all shop areas, office, meeting areas, restaurant, etc.
- Central station alarmed

## General

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- Marina storage contract reviewed by an attorney in the past five years
- All boat owners required to sign contract annually
- All boat owners (including temporary slip users) required to provide proof of insurance at least annually in the case of seasonal users
- Copy of storage contract provided
- Do-it-yourself work limited to minor jobs
- All subcontractors required to sign in
- Subcontractors provide proof of valid, current insurance, with copy kept on file
- Shrink-wrapping done only by trained individuals away from other

\*To access NFPA materials, visit [www.nfpa.org/catalog](http://www.nfpa.org/catalog)

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