

Form Number LLCF-082	Issue Date 03/17/16	Revision Date 06/15/21	Form Number LLCF-082
Voyage Planning Form			

Vessel Name: _____ Type of Voyage: Inland Near-Coastal Offshore

Departure Time: _____ Hour: _____ Date: _____

Port of Origin: _____

Lay-Ports on Voyage: _____

Voyage Destination: _____

Estimated Distance: _____ Mi. Speed _____ Knots _____

Estimated Sea-Time: _____ Days _____ Hours _____ Minutes _____

Estimated Lay-Time: _____ Days _____ Hours _____ Minutes _____

Estimated Arrival: _____ Days _____ Hours _____ Minutes _____

All voyage planning must be verified by all watch officers prior to departure. The plan must be made available at all times during the voyage. A contingency voyage plan is to be displayed and verified prior to deviation from the original voyage plan

For both the intended route and the contingency route the following should be collected and verified to be adequate and updated;

- Navigational Charts Coastal Pilots and Sailing Directions
 Local Notice to Mariners Tidal/Current Tables

The intended route is required to be displayed and the following routing information listed;

- Courses and tracks laid-out on paper charts
 Identify and label predictable and permanent hazards on the track
 Identify and prevailing weather / currents / tides / vessel traffic

Voyager planners must verify the following:

- Vessel Secure for voyage
 Ensure routing is sanctioned by the Administration
 Identify any travel restrictions issued by governments in the transit area
 Identify all "Ports of Refuge" in the event of an emergency
 Verify the availability of meteorological data and safety broadcast
 Verify that the vessel is properly manned and fit for service
 Verify that the vessel and crew have the proper training and documentation
 Voyage plans relayed to Office personnel
 Crew Members aware of assigned watches
 Crew Members fit for duty
 Officer in charge of nav. watch aware of posting lookout during times of restricted visibility

Voyage planners must ensure that the following logistics are adequate for both the intended voyage and contingency track and allowance for "special circumstances".

- Bunker Range Spare Parts Provisions Potable Water Expendables
 Adequate lifesaving arrangement Adequate communication for "Sea Areas" of the voyage

Voyage Planner(s) _____

