

Form Number LLCF-082	Issue Date 03/17/16	Revision Date 06/15/23	Form Number LLCF-082
	<b>Voyage Planning Form</b>		

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) \_\_\_\_\_

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