**Appendix B Example Daily and Weekly Helideck and Equipment Readiness Checklist**

**This is an example only**

**1. Daily Helideck and Equipment Readiness Checklist**

|  |  |
| --- | --- |
| **Platform:** | **Date:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Helideck Team equipment** | **Yes** | **No** | **Remarks** |
| 1. Test Helideck Team mobile airband radios and other relevant radio equipment.
 |  |  |  |
| 1. Check Helideck PPE, breathing apparatus, and identifying vests ready for use.
 |  |  |  |
| 1. Check any other equipment.
 |  |  |  |
| **Passenger Pathways and Access Point Hazard Walk** |  |  |  |
| 1. Check for slip, trip, fall, and dropped object hazards.
 |  |  |  |
| 1. Check for work activity posing a hazard to passengers in transit.
 |  |  |  |
| 1. Check handrails for integrity and the proper operation of folding handrails.
 |  |  |  |
| 1. Check that frangible chain and warning sign is in place restricting access to helideck at access points.
 |  |  |  |
| **Area adjacent to Helideck** |  |  |  |
| 1. Check the area around the helideck for objects that could be dislodged or blown by helicopter downwash, causing a personnel hazard;
	1. Personnel lifting devices
	2. Wood and Plastic boxes
	3. Container lids
	4. Sheets of Plywood

All of these items are particularly vulnerable and must be secured. |  |  |  |
| 1. Check for ongoing work incompatible with helicopter operations.
 |  |  |  |
| 1. Other local considerations
 |  |  |  |

|  |
| --- |
| **Helideck** |
| 1. Check that the helideck is clear of unapproved equipment or supplies, obstructions, gas or flammable substances, loose articles, ice, snow, excessive bird guano or other hazards.
 |  |  |  |
| 1. Check 210 degree Obstacle Free Sector (OFS) and 150 Limited Obstacle Sector (LOS) for infringements. Check the 180 5:1//3:1 falling gradient sector for intrusions and loitering vessels.
 |  |  |  |
| 1. Check the landing net for security, tension and condition, if fitted.
 |  |  |  |
| 1. Check the perimeter safety net for security and condition.
 |  |  |  |
| **Fire and Crash Equipment** |
| 1. Check fire equipment is secured with quick-release lashings and is ready to deploy.
 |  |  |  |
| 16. Check fire extinguisher gauges. |  |  |  |
| 17. Check crash boxes for tampering and missing items. |  |  |  |
| 18. Check that helideck ladders are present.  |  |  |  |
| 19. Check helideck perimeter lights, floodlights, hazard lights, and status // wave off lights for operation. |  |  |  |
| 20.Check that access point frangible chains // barriers are in place to restrict helideck access. |  |  |  |
| 1. Other local equipment to be checked.
 |  |  |  |

|  |  |
| --- | --- |
| **Additional Remarks:** | **Helicopter Landing Officer Signature:** |
| **OIM/Vessel Master Signature:** |

**2. Weekly Helideck Equipment Checklist**

|  |  |
| --- | --- |
| **Platform:** | **Date:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **General** | **Yes** | **No** | **Remarks** |
| 1. Helideck clean and free from debris. Drains clear.
 |  |  |  |
| 1. Landing net in good condition and correctly tensioned (if applicable).
 |  |  |  |
| 1. Deck-edge safety net in good condition.
 |  |  |  |
| 1. All helideck perimeter lights and floodlights operational.
 |  |  |  |
| 1. Helideck status light system // Helideck waveoff lights operational.
 |  |  |  |
| 1. Helideck correctly marked and paintwork in good condition.
 |  |  |  |
| 1. Ground power unit operational.
 |  |  |  |
| 1. Refuelling system operational.
 |  |  |  |
| 1. Pump running warning light operational.
 |  |  |  |
| 1. Fuel test equipment in adequate supply.
 |  |  |  |
| 1. Wheel chocks and tie down strops available.
 |  |  |  |
| 1. De-icing equipment and materials available (if applicable).
 |  |  |  |
| **Emergency Equipment Box & Contents** |
| 1. Emergency equipment box in good condition.
 |  |  |  |
| 1. Felling axe, aircraft type.
 |  |  |  |
| 1. Firemen’s axe, aircraft type.
 |  |  |  |
| 1. Safety knife, aircraft type (for each crew member).
 |  |  |  |
| 1. Heavy duty hacksaw c/w six spare blades.
 |  |  |  |
| 1. Crow bar (large).
 |  |  |  |
| 1. Grab/boat hook.
 |  |  |  |
| 1. Lifting Strop, aircraft type.
 |  |  |  |
| 1. Pliers side-cutting (tin snips).
 |  |  |  |
| 1. Set of assorted screwdrivers.
 |  |  |  |
| 1. Adjustable wrench.
 |  |  |  |
| 1. Portable safety lamp (two).
 |  |  |  |
| 1. Bolt cutters.
 |  |  |  |
| 1. Two-section ladder.
 |  |  |  |
| 1. Fire resistant blanket.
 |  |  |  |
| **Fire Fighting Equipment** |
| 1. 9 kg dry powder extinguisher – serviceable.
 |  |  |  |
| 1. 45kg dry powder extinguisher, including 100% back-up – serviceable.
 |  |  |  |
| 1. 22.5kg CO2 extinguisher c/w lance including 100% back-up – serviceable.
 |  |  |  |
| 1. Fire hydrants – serviceable.
 |  |  |  |
| 1. Fire hoses available and in good condition.
 |  |  |  |
| 1. Branch/nozzle available and in good condition.
 |  |  |  |
| 1. Fire hoses boxes in good condition.
 |  |  |  |
| 1. Portable foam making equipment – serviceable.
 |  |  |  |
| 1. Portable foam branch c/q on/off control – serviceable.
 |  |  |  |
| 1. Self-contained breathing apparatus (two) – serviceable.
 |  |  |  |
| 1. Self-contained breathing apparatus locker in good condition.
 |  |  |  |
| 1. Firefighting suit locker in good condition
 |  |  |  |
| 1. Firefighting suits in good condition (one for each crewmember).
 |  |  |  |
| 1. Helmet and visor in good condition (one for each crewmember).
 |  |  |  |
| 1. Firefighting gloves and boots in good condition (one set for each crewmember).
 |  |  |  |

|  |
| --- |
| **Refuelling Installation (if applicable)** |
|  | List Findings (if any) | Action Taken | Date |
| 1. Floating suction arm.
 |  |  |  |
| 1. Pressure coupling cone strainer.
 |  |  |  |
| 1. Gravity refuel nozzle cone strainer.
 |  |  |  |
| 1. Water traps, inline oilers.
 |  |  |  |
| 1. Silica gel condition.
 |  |  |  |
| 1. Delivery hose inspection (under pressure)
 |
| Hose no. |  | Soft |  | Blisters |  | Crack cuts |  | Abrasions |  | Crushing |  | Permanent Kinks |  |

|  |  |
| --- | --- |
| **Additional Remarks:** | **Helicopter Landing Officer Signature:** |
| **OIM/Vessel Master Signature:** |