

Instruction for Preparation of Float Plan

Purpose

The purpose of this float plan is to provide information and notification in case the crew is overdue, perhaps because of an emergency. This float plan form should be given to a responsible person who will expect contact from you when you reach shore. If you do not contact them by the pre-arranged time indicated on this form, they will attempt to contact you directly and failing that, they will contact the appropriate search and rescue authorities.

Instructions for item 5. Trip Expectations

Time expected to return:

This is the time that you expect to be on shore. When you reach shore, you will contact the individual with whom you left your float plan, informing them that you are back.

IN ANY CASE NOT LATER THAN:

This is the latest time at which you expect to reach shore. If you do not contact your shore-side contact that you have arrived safely, that individual will try to contact you by radio or phone (as appropriate). If they fail, they will notify the authorities that you are overdue.

Where to Submit Completed Forms

Float Plans can be filed with a University employee with University responsibilities unless prior arrangements have been made with the office of DWS.

Float Plans filed with the DWS office can be closed during regular business hours by calling 252-328-4041.

It is extremely important to properly close all float plans so that a false emergency is not assumed.

FLOAT PLAN

Date of Operations _____

1. BOAT OPERATOR: Name _____
Home Phone: _____
Boat Cell Phone: _____
Other Phone: _____

2. Name of person whom you will be filing this float plan with:

Their phone number _____

3. Boat description: Make _____ Length: _____ ft.
Boat Name: _____ Color Hull: _____
Registration No: NC _____ P Engine Make: _____
Engine Size: _____ hp Onboard Fuel: _____ gal.

4. PERSONS ABOARD: (In addition to operator, continue on reverse if necessary)

Name and Tel. No	Name and Tel. No.
1) _____	4) _____
2) _____	5) _____
3) _____	6) _____

5. TRIP EXPECTATIONS:

Departing at: _____ am/pm
from which Marina/Ramp/Location _____
Destination: _____
Time expected to return: _____ am/pm and
IN ANY CASE NOT LATER THAN: _____ am/pm

6. VEHICLE DESCRIPTION:

Make: _____ Model: _____ Color: _____
License No: _____ Parked at: _____

To holder of float plan: If operator does not return or call you by the
“IN ANY CASE NOT LATER THAN” time listed above, contact someone at one of these emergency phone
numbers:

Director of Diving and Water Safety- Mark Keusenkothen: Office (252) 328-4041, Home (252) 327-4439

Marine Dock Master- Mike Baker: Office (252) 328-744-1302, Home (252) 916-9340

Research Vessel Captain – Eric Diaddorio: Office (252) 744-1303, Home (252) 531-2936

Campus Police (252) 328-6787

U.S. Coast Guard 24-Hour Operations Center – Search and Rescue: (910) 362-4015