PADDLING LAUNCH READINESS NOTES

Build the baseline

Write facts and sources before filling the main table. Do not guess at missing information.

Project or subject

Date or period

STEP 1 List an administrative or equipment check with a clear owner.

STEP 2 Reference current source information and the actual check performed.

STEP 3 Record unresolved items rather than treating a planned check as complete.

STEP 4 Which fact or document still needs checking?

PADDLING LAUNCH READINESS NOTES

Keep a dated record

Record what actually occurred. Reprint this page whenever you need more rows.

Reference period

Review date

RECORD OR REVIEW DATE	LAUNCH PREPARATION CHECK	PERSON RESPONSIBLE	REVIEW PROGRESS	INFORMATION SOURCE AND OPEN ACTION

Outstanding question or record to confirm

PADDLING LAUNCH READINESS NOTES

Make the next step happen

Each useful action has an owner, a date and a result that can be checked.

ACTION 1 List an administrative or equipment check with a clear owner.

Concrete next action	Owner / due

ACTION 2 Reference current source information and the actual check performed.

Concrete next action	Owner / due

ACTION 3 Record unresolved items rather than treating a planned check as complete.

Concrete next action	Owner / due

IMPORTANT CONTEXT

This organizer is not a safety clearance, rescue service or navigation tool. Use qualified guidance and current authoritative condition information before any outing.

- [ ] Source checked
- [ ] Next action assigned