

# **2008 RACE COMMITTEE INSTRUCTIONS**

## **EUGENE YACHT CLUB - TRITON YACHT CLUB JOINT RACE COMMITTEE**

**PURPOSE:** These instructions are intended to advise the Race Committee and to help it keep things running smoothly, with the goal of keeping the racing safe, fair and consistent from event to event.

**ALCOHOL AND DRUGS:** Race committee and race rescue membership and participation demand the highest degree of alertness, judgment, and attention to detail to assure fair and safe racing. There are to be **absolutely no alcoholic beverages or illegal drugs consumed by committee members before or during a race.**

**RACE CHAIR:** The chair is responsible for overseeing the conduct of the race(s) and of the committee members. The chair therefore has the authority to make final decisions as to how the races are to be conducted. The race chair and committee members in general, should feel free to solicit and implement suggestions from racers, both at the skippers meeting or on the water. This is not a requirement. You may anticipate complaints about starting groups, starting orders, race courses and other procedures. A willingness to listen shows maturity; however, once a decision has been announced, stick to it.

**MINIMUM NUMBER OF RACE COMMITTEE:** Five members are assigned to each race; Three on the committee boat and two on the chase boat. **The minimum requirement for leaving the dock or starting a race is two people on the committee boat and two people on the rescue boat.** Fewer members for each assignment is not safe for racing. Safety must always be the committee's primary consideration. Weather conditions sometimes change suddenly; accidents can occur.

If the number of committee members is less than four prior to the end of the skippers meeting, or before the time the committee boat departs the dock for an evening race, a lottery must be held from among those members present to select a substitute. The lottery should start with members of the yacht club and fleet of the missing committee member. If no racers from the same yacht club and fleet are present, the pool extends to all members of the same yacht club; then to all racers.

**SKIPPER'S MEETING:** There will be no meeting for evening races. There will be a skippers meeting for weekend races to begin one hour before the scheduled 1<sup>st</sup> class flag. The meetings will be held at the south end of the EYC clubhouse or by the Richardson courtesy dock and will be conducted by the Race Committee chair, with the assistance of the other committee members. The committee will make a sign-up sheet available for completion by the days intended racers; sheets should be available in the committee briefcase. Late entrants may be permitted to race, at the discretion of the committee.

For WEEKEND RACES the Race Committee will determine the starting order. Racers may request and be granted a separate start for a group as small as two boats. (Announce this at the skippers meeting)

**SAILING INSTRUCTIONS:** We have tried to provide a fairly detailed and comprehensive set of sailing instructions. Be sure to familiarize yourself with them prior to race time. **ORAL instructions contradicting written instructions DO NOT APPLY -- so do NOT GIVE THEM.**

**STARTING:** The Race Chair will decide when to begin a race. The sequence should be at or after the scheduled first class preparatory signal. It is a good idea to wait no longer than 15 minutes for shifty winds to steady. If they stay shifty, set a start line and course, stick to it, and start the race. Remember, even if one end is favored, conditions will be the same for all starters. It is very frustrating for racers to see good winds wasting.

It is recommended that the digital recorder be used during the start sequence. First rewind the recorder. Next synchronize the recorder with the elapsed time clock by starting it exactly ten minutes before the first start. Then follow the verbal instructions and countdowns for flag raising, flag lowering and sound signals.

Starting sequence for the evening race:	5 Minute Warning	Class Flag Up;	1 sound
	4 Minute Preparatory	P Flag Up;	1 sound
	1 Minute	P Flag Down;	1 long sound
	Start	Class Flag Down;	1 sound
	(Next class's flag is raised for their 5-minute warning)		

**THE ACTUAL STARTING TIME FOR EACH FLEET START OF EACH CLASS MUST BE RECORDED.**

INDIVIDUAL RECALLS will be signaled in accordance with Rule 29.2. Display the X flag with one sound. Display until all OCS (on course side) starters have restarted but not later than 4 minutes after the start. Attempt to hail, verbally and on VHF premature starters, even though it is not required. **If a boat is OCS** and does not restart properly record the boat as OCS on the result sheet.

GENERAL RECALLS will be signaled in accordance with Rule 29.3. Display the first substitute flag with two sounds. The starting sequence for the recalled class will be after the last scheduled start.

### **RACE COURSE**

**STARTING LINE:** For all races the line will be set to the port side of the committee boat using a green buoy. An orange flag in the committee boat will mark the other end of the starting line. The length of the line should be a total of one and a half boat lengths for the number of yachts in the largest start. If the committee is to err, make it in favor of a longer line than is required. Nothing can generate accidents and protests more quickly than a starting line too short for the conditions.

Every effort should be made to square the line, or to give the line a moderate pin-end favor. Ideally, this favor should be no more than approximately FIVE degrees. Again, favored boat-end starts are fruitful sources of controversy.

**RACE COURSES:** All courses are designated on the "Club Races Olympic Circle Sheet".

**FINISH LINE:** The finish line is between a green buoy and the EYC race tower for T-Courses. All other courses the finish line is between a buoy to the starboard of the committee boat and an orange flag on the committee boat. In this case set the finish line before the first starting sequence.

**FINISHING PROCEEDURE:** One member should identify each boat as it finishes while another member records the finish.

**RECORD THE SAIL NUMBER OR BOAT NAME AND FINISH TIME FOR ALL BOATS. RECORD BOAT CLASS IF KNOWN.** Just as the start time is recorded as the time of day, the finish time is also recorded as the time of day. **Record any boat that indicates they are protesting as well as the boat they are protesting.**

**TIME LIMIT:** There is a 2-hour time limit for the first boat to finish. A boat that does not finish within 45 minutes of the first boat, in her start, to finish will be scored DNF. This modifies Rule 35.

**PROTESTS:** Protests shall be written on Protest Forms. The race committee shall hand Protest Forms out to competitors upon request. The race chair will accept completed protest forms submitted within 30 minutes of the protesting boats' finish. The race committee chair will convene a protest committee of not less than 3 EYC or TYC members including him or herself. If time does not permit that evening, an alternate time may be scheduled prior to the next race. **The race committee may disqualify a boat for hitting a committee boat, failing to start properly, crossing the start finish line improperly or unsportsmanlike conduct.** For all other infraction witnessed, the race committee may protest a boat, per rule 60.2. Then the EYC or TYC race chair will convene a protest committee.

**RESCUE BOAT RESPONSIBILITIES:** Assist in setting the start and finish lines at the direction of the Race Chairman; monitor the progress of the race, from a reasonable distance, being on the lookout for boats in distress. Close attention should be given to the dingy fleet. Make sure that all temporary marks and buoys have been retrieved.

If a boat has capsized or is otherwise in difficulty, the rescue crew may give assistance. There is no requirement that assistance first be requested, and whether to render assistance or not is always up to those on the rescue boat. Some situations require that rescue personnel assist a yacht in difficulty over the crew's objections. Injury or exposure may affect the judgment of those who are in difficulty. If assistance is rendered, the assisted boat is immediately disqualified from the race.

**AT LEAST TWO COMMITTEE MEMBERS MUST ALWAYS BE ON BOARD A RESCUE BOAT.** If a rescue requires that one crew leave the rescue boat, the other crew should pick up a second crew member from the committee boat, as soon as is practicable.

The rescue boat's primary responsibility is to assist those who are racing. If no racing yacht is in difficulty, however, the rescue boat may render assistance to other boats on the lake. Assistance in this regard, however, should normally be limited to standing by, or giving emergency assistance to the yacht in distress, rather than leaving the race course.

**POST RACE PROCEEDURES:** Except for races that finish at the tower, the committee is to stay on the water until the last qualified boat finishes the final race of the day or the time limit expires. **The rescue boat should remain on the water until the last boat finishes.** When it is windy, blustery, or the weather is otherwise inclement, committee members should remain alert to yachts having difficulty, even after the conclusion of racing, and help make sure that all boats are off the water safely.

Race results for the day should be left in the race committee briefcase, and returned to the grounds keeper's trailer.

When club boats are returned, all boat equipment used should be stored away, the radio turned off and the ignition key returned. All race equipment used (buoys and flag sets) should be returned to the equipment shed. If one of the gas tanks on board is empty **IT MUST BE REFILLED AND RETURNED TO THE BOAT** before your duty is completed.

Any malfunction or problem with a club boat should be noted on the committee checklist sheet and reported to Dave Brown at 343-4434.