

Beaver Sailing Club Race Officer's Guidelines

The following notes are intended as a guide for Race Officers to assist in presenting a uniform racing procedure. The flags and pennants used in club racing are indicated at the foot of this document.

Preparation

Hoist the Beaver flag on the clubhouse mast.

Secure I.C. flag "S" (Shorten course) to one of the signal halyards ready for use at the end of the race.

Complete the headings on the appropriate number of signing-on sheets and clip them to the board downstairs making sure that pens are available.

Ensure that arrangements have been made to collect the race fees.

Have the red/green numbered boards available for indicating the course

Boats

Use the rescue boat to fetch the Committee Boat from its moorings checking that boat hooks and towropes are in place.

When not in use the boats should be moored on the windward side of the jetties so that competitors boats can be moored on the leeward side.

Hoist the Beaver flag on the Committee Boat and check that the yellow inner and outer distance marks are on board.

Setting the course

It is very important that the course is set correctly, as a poorly set course can spoil the racing. If there is any doubt about any aspect please ask for help.

Note the wind direction and ensure that the first leg is a true beat, ie the windward mark must be upwind of the start line. The downwind mark must also be in the vicinity of the Start line to ensure that on the subsequent laps there is still a beat to sail. If the existing marks, i.e. 1 to 5 do not coincide with the wind direction to form a beat, a temporary drop mark can be used, i.e. 6 to 9.

Complete the course by including reaches and downwind legs to bring the boats back to the starting area for the commencement of further laps.

If the wind conditions permit, try and use all the water, remembering to leave enough room between the marks and obstructions, such as the jetties and the bank to enable boats to manoeuvre in safety.

Keep the course tidy and remove any unused drop marks.



Use the red/green boards to indicate the direction of rounding the marks and draw the course on the reservoir plan in chalk. A red board indicates that a mark is rounded in an anticlockwise direction, i.e. with the mark on the port side of the boat. A green board indicates that a mark is rounded in a clockwise direction, i.e. with the mark on the starboard side of the boat.

Safety

It is the Race Officer's responsibility to organise adequate safety cover. These arrangements should be made prior to the start of racing and updated throughout the day as the conditions and availability of assistance dictate.

Account should be taken of:

- * The existing and forecast weather conditions
- * The age and experience of the competitors
- * The race officer should also be aware of the activities on the cruising pond and, if necessary, arrange for safety cover to be provided.

On the Water

Leave the jetty with plenty of time to reach the start area, set the line and complete the starting sequence so that the race commences at the published time.

Position the start line so that it is square to the wind and downwind of the first mark of the course. Keep the line away from the bank and jetties so that the boats have plenty of room to manoeuvre before the start. Is the length of the line correct? If there are 16 starters, the line should be 17 boats long.

Drop the yellow OD mark at the port end of the line and anchor the Committee Boat at the starboard end so that the sound signal horns are pointing down the line. Drop the yellow ID mark over the stern to prevent competitors from sailing too close to the Committee Boat. The start line is between the Committee Boat mast and the OD mark.

If the wind direction changes before the start, do not be afraid to reposition marks or alter the course. In the event of the wind changing direction after the Committee Boat has left the jetty area it is possible to alter the course on the water. Hoist the first substitute flag and give 3 sound signals. Chalk the new numbers of the course on the board in the Committee Boat and fasten the board to the Port side handrail on the cuddy roof. After the competitors have noted the new course the first substitute flag should be lowered, Accompanied by one sound signal. The race start sequence should be started one minute later.

Starting

For club racing at Beaver the starting sequence timing may vary according to race event. For example it may be 6,3,0 minutes or 4,2,0 minutes. Using 6,3,0 it will occur as follows.

Warning Signal **6 minutes:** Class flag displayed in the dip position plus one sound signal. For Handicap races, remember to start your watch and keep it running during the race!

Preparatory Signal **3 minutes:** Class flag displayed plus one sound signal.

Start Signal **0 minutes:** Class flag removed plus one sound signal.

Remember that the signal is *the flag, not the sound*, so try and ensure that on multi-fleet starts all flags move together in conjunction with the sound signal.

In the three minutes before each fleet starts, ensure that any boat on the course side of the start line returns to the correct side by sailing around either end of the line. Do not give a finishing gun to any boat that fails to observe the correct procedure.

If the boats over the line cannot be identified, signal a general recall by giving two sound signals and displaying the first substitute flag. The warning signal for a new start for the recalled class shall be made one minute after the first substitute is removed (one sound), and the starts for any succeeding classes shall follow the new start

Before leaving the start line to return to the clubhouse, recover the yellow marks and place them in the Committee Boat.

During the Race

Record on the signing on sheet the number of laps completed by each boat as it crosses the finishing line.

Keep a lookout for boats in trouble and arrange rescue facilities if required.

Please ensure that all competitors have paid their race fees by checking the payment sheet against the number of boats on the water. If there are any missing please remind those who have not paid that a fee is required for each race.

The Finish

As all handicap events, including handicap fleet races, are run as "average lap" races and are, therefore, time based, it is not necessary to specify the number of laps to be sailed. Approximately one hour after the start display I.C. Flag "S" accompanied by two sound signals which indicates that the race is about to finish. As each boat crosses the finishing line, irrespective of the number of laps completed, they should be given a sound signal, to indicate that they have finished the race, and their time recorded on the signing on sheet. The first boat to be finished does not have to be the leader on the water.

When fleet racing is taking place, i.e. the Handicap fleet along side Toppers and Mirrors etc, the flag also indicates that as the leader of every other fleet on the water crosses the line they should be given a finishing gun. Please remember that fleet boats must complete the same number of laps as the leader, even if they have been lapped.

It is possible to shorten the race for one or more fleets by hoisting flag "S" above the class flag on the same halyard. To finish the race for the remainder of the fleets additional flag signals are required.

Calculating the position

To Calculate the positions for handicap racing, the following simple formula is used:

$$\text{Corrected time (C)} = \frac{\text{Elapsed time E} \times 1000 \times \text{Number of laps sailed by lead boat}}{\text{Portsmouth Number (N)} \times \text{Number of laps sailed}}$$

(E) is the time from the start gun to the finish gun in seconds. (N) can be found on the list in the race box.

*The winners is the boat with the **LOWEST** corrected time.*

The final results should then be entered on the appropriate sheets on the back wall of the race box.

In fleet racing-.i. e. Toppers, Mirrors, Lasers or RS200's - as each boat crosses the finishing line after sailing its allotted number of laps, it should be given a sound signal to indicate that it has finished the race. Its position in the race should be recorded on the signing on sheet.

Not Quite the End

Before you go home for a well deserved drink, please remember to carry out the following tasks:

- * Copy the positions from the signing on sheets on to the results sheets and place the used sheets in the appropriate tray.
- * Lower the flags on the Committee Boat and remove the flags at Race Control
- * Moor the committee boat by the stern, remove the rudder and tiller, and replace the cover.
- * Ensure that the rescue boats on both reservoirs have been put away.

Thank you for reading these notes and I hope you have an enjoyable day as Race Officer.

INTERNATIONAL FLAGS AND PENNANTS

























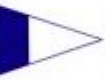








ALPHABET FLAGS			NUMERAL PENNANTS
Alfa 	Kilo 	Uniform 	1 
Bravo 	Lima 	Victor 	2 
Charlie 	Mike 	Whiskey 	3 
Delta 	November 	Xray 	4 
Echo 	Oscar 	Yankee 	5 
Foxtrot 	Papa 	Zulu 	6 
Golf 	Quebec 	SUBSTITUTES	
		1st Substitute 	7 
		2nd Substitute 	8 
India 	Sierra 	3rd Substitute 	9 
Juliett 	Tango 	CODE (Answering Pennant or Decimal Point) 	0 

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http://www.nga.mil/portal/site/maritime/?epi_menuItemID=923e01c531c0a3825b2a7fbd3227a759&epi_menuID=35ad5b8aabcefa1a0fc133443927a759&epi_baseMenuID=e106a3b5e50edce1fec24fd73927a759, Public Domain, <https://commons.wikimedia.org/w/index.php?curid=7837576>