

Race Committee

Every skipper is assigned at least one evening or afternoon where they will run the weekly races using their own boat as the Committee Boat (CB). This document does not cover every eventuality but is meant to assist you with running the races.

- **Before you go out on the water**

- Ideally have at least 2 persons on the boat for Club Racing and 4 persons for the Regatta Committee.
- Before you leave the Marina make sure you have all the **equipment**. You will need:
 - Flags, flag holder and course holders. These are found inside the metal shed just inside the gate.
 - In the clubhouse board room on the bottom floor, second drawer of the file cabinet closest to the wall is a blue bag which should have inside it: a clip board with blank race result sheets for A and B fleet, a copy of the Sailing Instructions, a list of skippers with their phone numbers and **boat names**, pen or pencil, list of courses and a copy of the **safety plan with emergency numbers**. Spare copies of the race result sheets and protest sheets are also found in this drawer. The list of courses is also in the sailing instructions.
 - At the base of the file cabinet is a green box which is a horn for you to use. You will need a sound device so if you forget it, you will have to use your own horn.
 - You will have to supply your own timing mechanism ie cell phone, wrist watch, etc. Just make sure it shows seconds too, as seconds are important. Have a spare pen or pencil on board. Check out clockz app.
- If possible, check weather reports for possible weather events before going out on the water. Should the weather be a problem ie too much wind, rain, cold etc call a skippers meeting at the gate to get input from the skippers - the final decision is the Race Committees' as to whether to call the race or not. If in doubt, refer to the Chair of the Racing Group.
- **It is recommended to take along a cell phone or VHF should you need to contact the fleet. But remember not to send personal information out over the VHF (channel 68). Not all boats have cell phones and/or VHF radios so do NOT send race instructions that way.**
- It is handy to have a decal showing the different flags and their meanings along with their sound requirement. If your boat does not have a flag decal showing the various combination of flags, they are shown within your Racing Rules of Sailing book along with the necessary sound requirement ie one, two or three blasts of the horn.

2. Getting ready

- Give yourself time to bring the Committee Boat to starting buoy with plenty of time to prepare. Hook up to the middle buoy on the split start/finish line. Set up flag holder. Insert Race Committee flag. See Start/Finish line section below for setting up orange and blue flags.
- Check if all course marks are in place.
- The course holder is placed on the pulpit and the flag holder is attached to the boat usually towards the bow.

- Suggested Duties:
- One person is designated to be the timer, operate the horn on countdown and recorder of finishes. This person should also note which boats are racing that day/night.
- Second person to handle flags, and eyeball the start line for over early boats. They will also call out the boats as they finish and blow the horn.

3. Start/Finish line – New procedure 2021

The orange flag now becomes one end of the starting line. The orange flag should be situated on the CB so that you may stand behind it to observe whether boats are over early at the start. The line between the orange flag and X mark will be the start line. The solid blue flag indicates one end of the finish line so place the blue flag on the Committee Boat at a place that you can watch the boats finish between the Committee Boat and Y-mark and blow the horn. Remember that if the CB swings, you may have to exchange the orange and blue flag. **For the start or finish it is when the hull crosses the line, not the pulpit, not the spinnaker and not the crew. (New in RRS 2021-2024)**

4. On the Water

- Check the wind direction to be able to choose the right course. Races SHOULD be started into the wind but sometimes the wind changes direction during the countdown. Not too worry, just continue with the countdown and there will be a spinnaker start. Check for any "holes" around any of the marks to help decide on a course.
- It is good to start with a short course for the first race unless steady wind is blowing. Typically we try to have two races each evening/Sunday for each fleet but we are at the mercy of the wind. Should you run more than two races per fleet, only the first two will count.
- Most of our courses have the fleets travel through the line between the Y mark and the RC boat so you can shorten at this point should the wind die.
- If the wind is very light or non-existent postpone the start until the wind fills in. It is all about fair sailing. Is it fair to start a race if only one half of the fleet has wind?
- When to shorten? Our time limit on Wednesday is 90 minutes so at 45 minutes check the progress of the fleet. Are at least half of the fleet over half way through the course? If not, consider shortening at the next available mark, which might mean moving your boat or shortening as they go between the CB and Y mark unless you see some wind coming which will speed up the race. You must raise the shorten Course flag and sound two blasts. This can be done anytime as long as a boat in that fleet has not finished the race. RRS 32.2
- At the start of the race, one or more boats may be over early on the start line. Make the necessary horn blasts and raise the correct flag. This is marked on the staff of the flag - a blue cross is individual recall (raise with one horn blast), general recall is a blue triangle with yellow insert (raise with two horn blasts). **Should there be a general recall, the offending fleet goes to the END of the line.** Start the countdown procedure for the next fleet. Individual recall requires the offending boat(s) to cross from the wrong side of the line to the correct side of the line completely before lowering the individual recall flag. If the offending boat does not return, lower the individual recall flag no later than 4 minutes after the starting signal.

- If during the countdown, you lose track of time then raise the Postponement Flag (striped like the Cat in the Hat) with 2 sound signals but remember one horn blast when you take it down to start the countdown over. If after starting the race, you realize you screwed up or wind dies or foul weather or mark missing or for any reason that directly affects the fairness of the competition, you can cancel the race by raising the Abandonment Flag (checkerboard) with three blasts. RRS 27.3 and 32.1

- **The CB also can mark any boat DNS, DNC, DNF, NSC (did not sail course) without a hearing. RRS 28.1, 63.1 and A5.1**

5. Countdown to the Start

Before starting the countdown, you MUST have the course number displayed before the fleet flag is raised. RRS 27.1

No boat shall run its motor after their preparatory flag is raised.(definition of racing and RRS 42.1)

If the wind is light or intermittent, you might want to start A fleet first as they can clear the line faster. If a B fleet boat is still at the docks and you don't want them caught with their motor running after the preparatory flag, you would start A fleet first. Do NOT start the fleets together unless there are 10 or less boats in total (Fleet A + Fleet B). Make your decision and start:

60 sec before sequence	5 short horn blasts warning	
5 minutes to start	raise Fleet Flag	1 horn
4 minutes to start	raise P flag*	1 horn
1 minute to start	lower P flag*	1 horn
Start	lower Fleet Flag	1 horn

Wait for the first fleet to clear the start line before starting the second fleet. There should be at least a one minute delay between the start of the first fleet and raising of the fleet flag for the second fleet.

For the second race of the night for each fleet, it does not matter which fleet starts first. Whichever fleet has all its boats finished, goes first.

*Preparatory Flag is blue with white square. ** **A fleet is a Yellow flag. B fleet is a red flag.**

Should the CB want to raise the life Jacket Flag, the Life Jacket Flag (Y Flag) must be raised prior to or with the warning (fleet) flag along with one horn blast. RRS rule 40

6. Filling out Results forms

The result forms are designed to help you with keeping track of time during the countdown. Not everyone needs this help but it is there. Some of the important lines that MUST be filled out:

Date – as it may be days or weeks before these forms are picked up, it would help to be dated

Start Time – Remember the seconds if you do not start on the minute. If you do not want to fill in the lines for the warning flag, prep flag just make sure the Start Time is on the correct line.

Course #- essential for calculating results

Is the course shortened? Then indicate where eg xBEy or xAEC. The results person may not be out on the course so this information is necessary

Finishes – Recording Times - record the real time rather than elapsed time to avoid mix ups. Remember the seconds, we race under handicaps so seconds can be crucial. Write CB beside your boat's name so you get credit for running the races.

Example: 18:15:00 or 6:15:00, 20:36:15 or 8:36:15

7. After the racing is over

Return the flags and flag holders to the metal shed, return horn and blue bag to the board room then give the race sheets to the Results person unless there is a PROTEST. If there is a protest, the protest sheets are in the file cabinet in the board room. Give them to the parties involved and arrange a protest committee. If the boats are from A fleet, make up a committee from B fleet and vice versa. If the results person is not at the club, leave the results in the second drawer of the file cabinet.

8. Safety – see safety plan attached

As per PART 1 Fundamental Rules in the RRS 2021-2024, the responsibility for a boat's decision to participate in a race or to continue racing is hers alone.

All boats on the course must carry the equipment deemed necessary by the Canadian Coast guard or Department of Transport.

All boats shall render aid to any person or vessel in danger.

Anytime the CB raises the Life Jacket Flag (Y flag) - it must be raised prior to or with the warning flag and with one horn blast. See RRS 40

Should the CB be notified of any emergency happening on the water they should raise the V flag with ONE LONG Horn blast and notify the fleet over the VHF channel 68 of any safety instructions. If the CB does not have a VHF then phone the chairperson (Bob Annand in 2021 cell 250 938-0209) who will circulate the message on his VHF. Should the emergency require the races to be cancelled, the CB will raise the abandonment flag with three short blast.

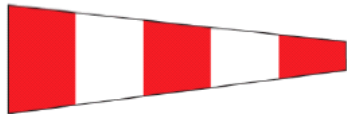
The V flag (white with diagonal red cross) will be kept in the blue drawstring bag inside a plastic bag. It can be raised on your halyard (just remember to attach a line to the lower tab on the flag) or on a staff.

As a courtesy, Boats leaving the race course prior to the end of the racing, should notify the RC.

RACE SIGNALS

The meanings of visual and sound signals are stated below. An arrow pointing up or down (↑↓) means that a visual signal is displayed or removed. A dot (•) means a sound; five short dashes (-----) mean repetitive sounds; a long dash (—) means a long sound. When a visual signal is displayed over a class flag, fleet flag, event flag or race area flag, the signal applies only to that class, fleet, event or race area.

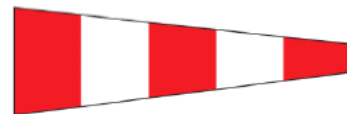
Postponement Signals



AP Races not started are *postponed*. The warning signal will be made 1 minute after removal unless at that time the race is *postponed* again or *abandoned*.



AP over H Races not started are *postponed*. Further signals ashore.



AP over A Races not started are *postponed*. No more racing today.

Fleet Flags

AKA
Warning Flag
or
Class Flag



A Fleet



B Fleet

Recall Signals



X Individual recall.



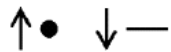
First Substitute General recall.
The warning signal will be made
1 minute after removal.

Shortened Course

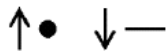
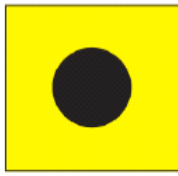


S The course has
been shortened. Rule
32.2 is in effect.

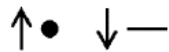
Preparatory Signals



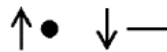
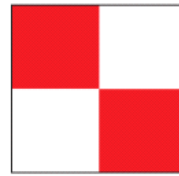
P Preparatory
signal.



I Rule 30.1
is in effect.



Z Rule 30.2
is in effect.



U Rule 30.3
is in effect.



Black flag.
Rule 30.4 is
in effect.

Abandonment Signals



N All races that have
started are *abandoned*.
Return to the starting area.
The warning signal will
be made 1 minute after
removal unless at that time
the race is *abandoned*
again or *postponed*.

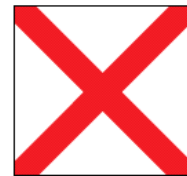


N over H
All races are
abandoned.
Further signals
ashore.



N over A All races
are *abandoned*. No
more racing today.

Safety



V Monitor
communication
channel for safety
instructions
(see rule 37).

Other Signals



L Ashore: A notice to competitors has been posted.

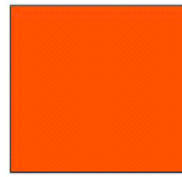
Afloat: Come within hail or follow this vessel.



M The object displaying this signal replaces a missing *mark*.



Y Wear a personal flotation device (see rule 40).



(no sound)

Orange flag. The staff displaying this flag is one end of the starting line.



(no sound)

Blue flag. The staff displaying this flag is one end of the finishing line.