

## **RACE OFFICERS AIDE-MEMOIRE**

### ***DECISION TO RACE***

1. Importance of practice races. (For weekend series)	Did all the safety systems work? Is it safe to start Race 1?
2. Ability to secure current weather forecast.	Before and during the race is the weather suitable?
3. Rescue support services in place.	Rescue boats on station Communication confirmed
4. Links with emergency service established.	Coastguard/Inshore rescue Ambulance/Red Cross
5. Ability to shorten course, cancel or abandon	Can you cope if the wheel comes off?

### ***DURING THE RACE***

1. Awareness of condition of participants	Competitors and safety crews, Are they able to self-rescue?
2. Awareness of weather on competitors.	Number of capsizes, are they coping? Are the rescue services coping? Condition of tail-enders?
3. Shorten course or cancel.	

### ***AFTER THE RACE***

1. Are all competitors accounted for?	Does the system work?
2. Debrief Race team	Where the rescue/support services adequate and able to cope?

**SEQUENCE FOR LAYING AND STARTING A SIMPLE TRIANGULAR COURSE**

<b>TIME</b>	<b>EVENT</b>	<b>REMARKS</b>
1:30 hour to go	Check wind direction	Make diagram of wind swings
1 hour to go	Continue to check wind, instruct No1 mark laying boat to get into position (Correct distance, GPS)	Give him your wind bearing.
55 mins to go	Ask No 1 mark layer for wind bearing. Continue to check wind every 2-3 mins. Check distance is correct.	If different split the difference for actual wind bearing.
30 to go	Prepare to lay Wind Mark (No 1)	If fluctuating work out mean and frequency of oscillations.
25 to go	Work out bearing of Gybe Mark (No 2)	Use tables or Roberts Calculator.
20 to go	If happy with No 1, instruct mark-layer to head for gybe mark position on bearing xxx	Get somebody to monitor his progress, when on correct bearing from Comm Boat drop No 2 mark
18 to go	Instruct ODM mark-layer to get into position down wind of start-line at the correct distance form Committee Boat	Get him to stream the mark behind boat and motor slowly into the wind.
15 to go	Drop ODM when on correct bearing. Hoist Orange flag	Using the Roberts Indicator
12 to go	Check Race Team all ready, Flags ready, Guns ready. Time keeper to call out time every 30 Secs	Check wind bearing hasn't altered significantly.
5:30 to go 5:10	Display course  Course displayed? - No then 'AP'	OR bearing of No1 mark on blackboard.
5:00 to go	Warning Signal displayed 1 sound signal	Class Flag for first class starting
4:00 to go	Preparatory Signal displayed 1 sound signal	'P', 'I' or Black Flag & 1 sound signal.
3:50 to go	Record all boats in start area.	Watch for late comers.
1:05 to go	If penalty period – check no boats over the line.	Get ready to record them as OCS
1 min to go	Preparatory Flag down, 1 long sound signal	Start of penalty period.

	Switch on Tape Recorder.	
55 secs to go	Monitor boats OCS If boats OCS take appropriate action.	Record any OCS 'V' flag them
30 secs to go	Pin end boat on transit of Start Line.	There to record any boats OCS.
00:00 Start	The Start. Record any boats OCS. If multi-class hoist next class flag	Class Flag down & 1 sound signal.
4 secs after	Hoist 'X' & 1 sound signal if identified boats OCS	This signal must be prompt. Record OCS
4 mins After	Drop 'X' Flag even if some OCS boats haven't returned.	Record OCS.

**IF GENERAL RECALL**

***Don't go to back of the queue***

10 secs after	Hoist General Recall & 2 sound signals	If multi-class and don't go to the back of queue, then drop class flag.
4 mins after	Drop Recall Flag & 1 sound Signal	Wait 1 minute then go into Warning signal.
5 mins after	Class Flag Up & 1 sound signal	Carry on with start sequence

***Go to the back of the queue***

00:10 after	Hoist General Recall & 2 sound signals Class Flag of second class remains in position	If multi-class and go to the back of queue
1 min after 4 min	Prep Flag of second start displayed 1 sound signal To go to New start	
4 min after	Drop Recall Flag & no sound Signal. (This action should be in S.I.'s)	As before check for boats OCS
1 min to go	Prep flag down & 1 sound signal	As before
00:00 Start	Second Start Class Flag down & 1 sound signal.	As before.