

TBYC Race Officer on one page, 2018

1. The week before

Check Dutyman to see what races are on & who else is on duty

Contact Duty Officer to get updates, e.g. marks missing; is there a cadet/cruiser race.

Contact Assistant RO

Try to find a third person to help

2. Day before and on the day

Check weather forecast

Think about likely courses

Check your equipment: Hand bearing compass, watch, binoculars, clipboard, pens & paper, SIS

Synch watch to:

<https://www.timeanddate.com/worldclock/uk/london>

3. T-90: Arrive at slipway

Find Duty Officer

Get Committee Boat keys

Get Recording sheets from Shore Box briefcase

Make sure sign-on sheets are in place

4. T-60: Board Committee Boat

RACE OFFICER

Switch on electrics

Check radio (Ch37 = M1)

Set up/check windex on bow

Check wind and decide whether to move CB – you'll usually have to

Move CB

ASSISTANT

Course board holders out

Attach flags to cross-trees halyard but don't raise:

Burgee, Orange, J, Red or Green

Put flags on gantry:

AP, P, NN0, 3rd Sub, D

Locate X & 1st Sub (on poles)

Plug in the horn & test

5. Set the course

Take several wind bearings at 3 minute intervals.

Work out the rough average to get mean wind direction.

Position the CB so there are two club marks more-or-less directly upwind:

The furthest will be Mark A1 of the course

The nearest Mark A of the course

Lay the Cadet mark approx. ½ way to Mark A

6. Display the course

Display courses by sliding numbered boards into holders

Holder at bow: Marks A1 & D for Windward/Leeward

Holder at stern: Marks A, B, C & D for the rest

Marks read left to right as viewed from the water

Use "SP" for any inflatable marks & D for the dist. mark

Make sure the red (port) or green (stb) flag is showing to indicate way marks are to be rounded

7. T-30: CB on station & course set

Raise the flags on the cross-trees halyard: Burgee, orange, J & Red or Green

Re-check average wind bearing

Lay start line at average wind bearing - 90°

8. Lay start line

Normally on the port side facing into the wind

Line from the Committee Boat mast is -90° to wind

The radio can be used but hand signals are better

The length should be 1.1 boat lengths per starter

Lay it for the number of boats in the largest fleet

9. Starting

Starting sequence is signalled by flags

Sounds are to call attention to the flags

Flags are DISPLAYED and REMOVED

Timing must be to the second

10. T-5: Starting sequence

Call everyone to attention & no chatting

Position yourself so you can sight down the start line

Count down to each flag, e.g

"50 seconds to D up and a sound signal"

"30 seconds to D up"

"15 seconds to D up"

"10 seconds to D up and one sound signal"

"5, 4, 3, 2, 1, now" (D hits cross-trees on "now")

Next warning flag displayed as previous removed

11. Overs

View down the line

No boats over – continue with next start

If boats are over at the start, signal a recall

A few boats = Individual Recall "X" & 1 sound

Lots = General Recall "1st Sub" & 2 sounds

If IR, watch OCS boats & lower "X" when all crossed back. Lower "X" after 2 minutes in any case.

If GR re-start the sequence with recalled fleet when you are ready, later fleets follow after

12. Recording

After start, shorten line for better W/L course

Tell Guard Boats where you want them to patrol

Record all boats for every lap

Record actual time of crossing line, to the second

13. Finishing

Aim is to start finishing boats after approx:

One race day: 90 – 120 minutes

Two race day: 45 – 60 minutes

Signal the finish by raising code flag "S" with 2 sounds (there is also a board that can be hung out)

Handicap fleets – all finish when next cross line

Single class fleets (Sandhoppers) – finish when done same number of rounds as leading boat


























14. After the race

Check everyone's safely ashore










Get results (inc sign-on sheets) to Results Officer

Well done!

Class start sequence

Time of first start = T			All normal flags have one sound signal	
	Time	Display	Remove	Comment
T-4			AP ↓ 	Only if start delayed
T-3		D ↑ 		
T-2		P ↑ 		
T-1			P ↓ 	
T		3 rd Sub ↑ 	D ↓ 	Start: W/L & Slow Cat fleets
Overs?		↑  OR 		 1 sound  2 sounds
T+1		P ↑ 		
T+2			P ↓ 	Remove X or 1 st Sub if raised
T+3		NNO ↑ 	3 rd Sub ↓ 	Start: F&S monohull+ Cadets
Overs?		↑  OR 		 1 sound  2 sounds
T+4		P ↑ 		
T+5			P ↓ 	Remove X or 1 st Sub if raised
T+6			NNO ↓ 	Start: Sandhopper fleet
Overs?		↑  OR 		 1 sound  2 sounds
T+8				Remove X or 1 st Sub if raised

Mass start sequence

Time of first start = T			All normal flags have one sound signal	
	Time	Display	Remove	Comment
T-4			AP ↓ 	Only if start delayed
T-3		R ↑ 		
T-2		P ↑ 		
T-1			P ↓ 	
T			R ↓ 	Start: all boats
Overs?		↑  OR 		 1 sound  2 sounds
				Remove X or 1 st Sub if raised