

RACE OFFICER TEAM MANAGEMENT AND RESPONSIBILITIES

Thank you for agreeing to be a Race Officer for Bala Sailing Club.

The Duty Rota list defines the number of people (number of rescue craft) required for each particular day. All Race Officers have an assistant assigned to them.

DELEGATION OF SAFETY DUTIES

- You will be notified of the names and contact details of the people who will be helping you 2 weeks beforehand.*
- Contact the team to confirm that they will be present - contact the Rota Secretary if there is a problem.*
- Confirm with them the time that you require their presence - it is recommended that everyone should arrive 1 hour before racing commences as defined in Basic Principles of Safety and dressed to enable water emersion rescues.*
- Upon arrival, obtain the keys for the bridge and boat shed. (There will be a list of those holding keys in the Clubhouse)*
- Note that for club racing two rescue boats need to be launched. One is a RIB moored **unmanned** on the jetty. If the driver is PB2 qualified, the other RIB is used to provide rescue cover on the water. If not PB2 qualified, the Cap 400 is used.*
- Brief the rescue team of your racing programme and the courses.*
- Open the fuel shed if necessary for refuelling. Keys are in the computer room. For assistance, see the bosun.*
- Issue and check radio communications.*
- Collection of Committee Boat - the rescue team is there to help you in this task.*
- Note those boats cruising and free sailing who have requested safety cover and inform rescue craft. (See separate page)*

RACE MANAGEMENT

- *The aim of the Race Management Team is to provide the best possible sailing and racing experience in the prevailing conditions.*
- *Unless weather conditions are difficult, **you should use the fully equipped committee boat to run the races.** If weather conditions do not permit this, races may be started from the Bridge. Please seek the guidance of an experienced race officer, if required.*

COMPLETION OF DUTY SHEETS

- *Attendance of your team members*
- *Note wind and weather conditions*
- *Injuries report*
- *Complaints report*
- *Equipment fault report*
- *Duty sheet (all on one sheet of A4) & race sheets to the Results Officer*

END OF DUTY

- *Call rescue crews off the water no earlier than 5 pm in normal weather conditions*
- *Oversee return of boats to moorings / boat shed*
- *Return of radios to the bridge for recharging*
- *Secure the bridge and boat shed*
- *Return of keys*
- *Check all sailors have returned to shore*

RESCUE COVER FOR CRUISING AND FREE SAILING BOATS

On racing days, **helms requiring safety cover must inform the Duty Officer of their sailing intentions**, sign in on a separate sheet at the Bridge and sign off when they return.

The Duty Officer response will depend on: -

- a) Weather conditions
- b) Number of boats racing
- c) Rescue cover available

In good weather conditions: -

- a) It would be reasonable to expect safety craft to be on the water until at least 5pm on Saturdays and 4pm on Sundays.
- b) Normal rescue cover would be provided over the racing area only.

Notes

The rescue crews will have a break for lunch at midday.

If the intention is to sail beyond the racing area, it is advisable to take a spare radio in case of emergency.