



Cullaun Sailing Club Kilkishen Co. Clare

www.cullaunsailingclub.com

GUIDELINES FOR THE OFFICER OF THE DAY

GENERAL

- Any club member may serve as Officer Of the Day (OOD).
- The Officer Of the Day is responsible for starting, finishing, and recording the results of each evening's races.
- At the Club Safety Officer's discretion, the OOD may act as an assistant aboard the rescue boat, in this case the primary responsibility switches to safety the OOD role becomes secondary.
- Race Officers should also read Club Safety statement before undertaking their duty.
- Clothing, On the day of the event, **dress warm**, sailing gear or rain gear is ideal, for footwear wellington boots are probable the best.
- Aim to arrive at the club an hour before start to allow for preparation.
- Bring a **digital stop** watch and a **sailing knife**.

SETTING THE COURSE MARKS

1. First refer to sailing instructions for course details, and refer to Fig.1 and 2 below.
2. The most common course set is an "Olympic" triangle. (Fig 1)
3. The course should be sailed in an anti clock wise direction (Leave all marks to PORT)- avoids boat conflict at the windward mark
4. The classic Olympic race is over 9 legs (**T-S-T-B**):-
 - i. From the start line, Beat, Starboard Reach, Port Reach (**Triangle**)
 - ii. Beat, Run (**Sausage**)
 - iii. Beat, Starboard Reach, Port Reach (**Triangle**)
 - iv. **Beat**, Finish line
5. Set the **windward mark** (#1) of the course, ensure the RC boat is **stationary** when checking wind direction and that the buoy is far enough away from land.
6. Next proceed directly downwind to set the **leeward mark** (#3).
7. Now set **jibe mark** (#2) of the triangle. Return back up the windward line until both buoys visually appear to be the same size (halfway point) and then proceed at a right angle and set the jibe mark.

TYPICAL PORT HAND COURSE LAYOUT (rounding marks to port)

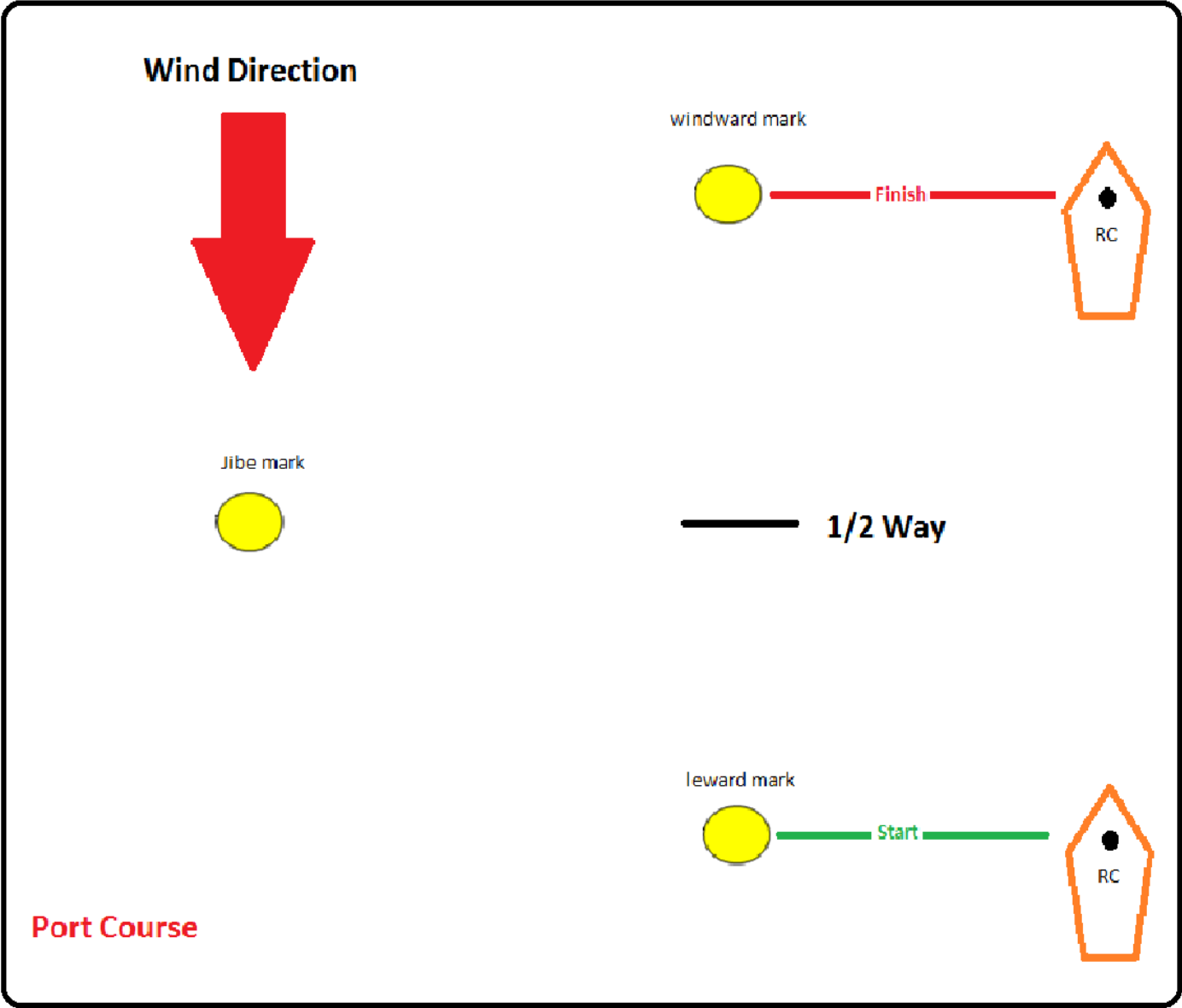


Fig.1

SETTING THE START LINE

Proceeding to the leeward mark, Anchor the committee boat a little to windward (to allow for drift when setting the anchor) on the Starboard side of the mark (port course), leave plenty of space for the start line. Moving forward or backward will set "bias" on the line, i.e. there will be a favoured end of the start line and boats may bunch at the favoured end. You should aim to set a start line with No Bias, To avoid "bias" the start line should be set at right angle to the wind direction.

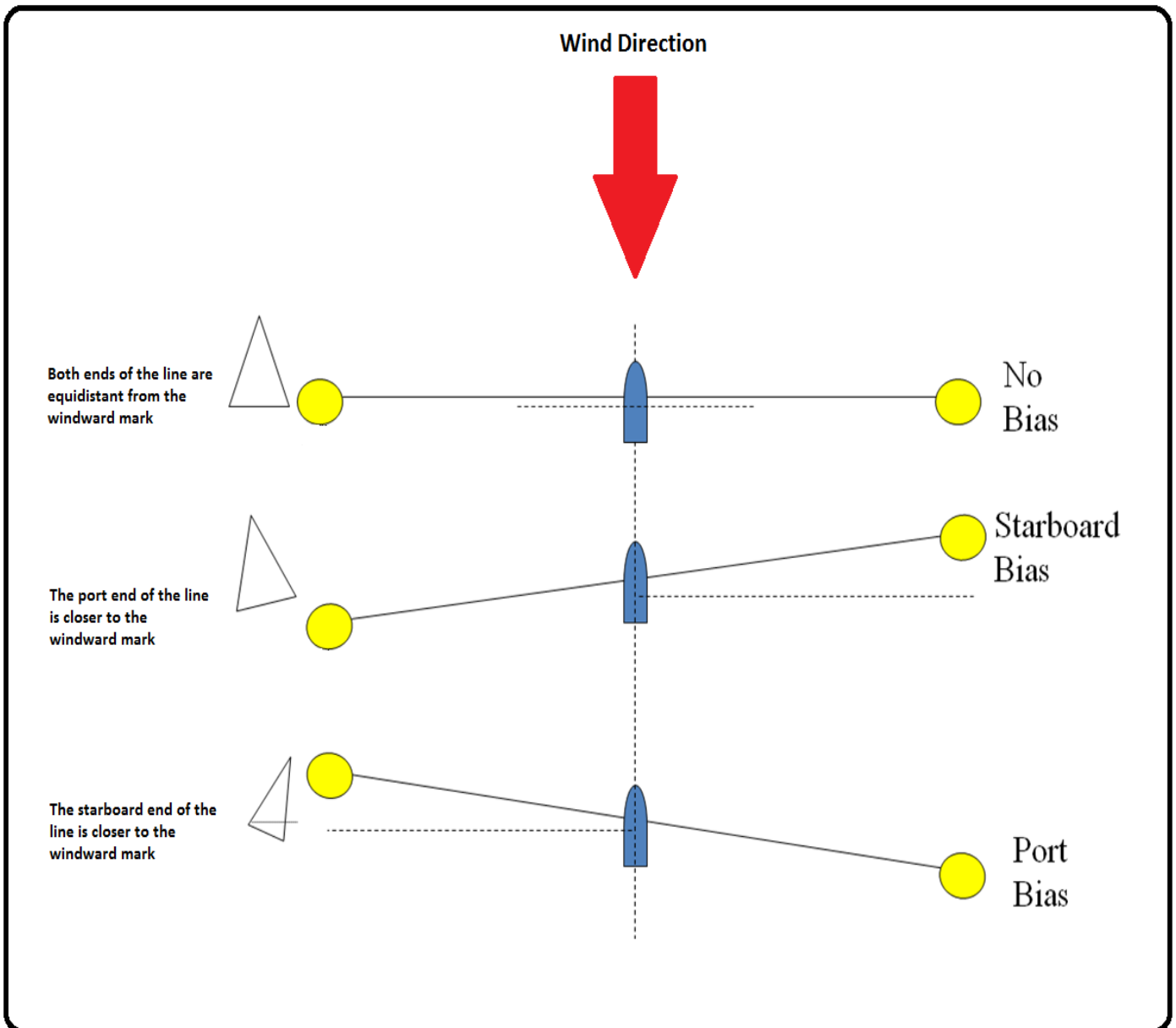


Fig.2

THE START SEQUENCE

Once the race committee boats is in position set up the flag staff and begin the race start sequence. The start line is formed between the mark and the flagstaff. Using the flags and a horn/whistle the Race Officer provides a count down to all sailors for the start of the race. The sequence is as follows (refer to Fig.3 below)

- **5 min's** before race: Horn is sounded, one flag is raised.
- **4 min's** before race: Horn is sounded, Second flag is raised.
- **1 min** before race: Horn is sounded, Second Flag Lowered.
- **Start:** The horn is sounded a final time and the remaining flag is lowered.






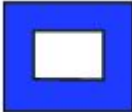


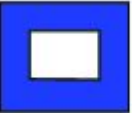



Stage	Visual Signal	Time to Start	Signal Sound	
Warning	Class flag; M Flag (mixed fleet) raised	5 Minutes	1x 	  Mike
Preparatory	P Flag raised	4 Minutes	1x 	  Papa
One-minute	Preparatory P flag removed	1 Minutes	1x 	  Papa
Starting	Class flag removed	0 Minutes	1x 	  Mike

Fig.3

THE FINISH LINE

The finishing line will be between the flag staff of the race committee boat and the nearby finishing mark or mark of the course at the port end (refer to Fig1. and Fig2). The race committee boat should display a blue flag when it is on station for the finish,



Blue Flag raised

Sound the horn as each boat crosses the line, and record details of the boats, one of the following entries should be made in the “Finish Time” column on the “Race Record sheet” for each boat.

DNS: Did Not Start the race. All boat must start within 5 minutes of the start time.

DNF: Did Not Finish. All boat must finish within 10 minutes of the first boat over the line.

Actual Time: If none of the above terms are entered then an actual time should be entered for a boat on the water.

BACK AT THE CLUB

- Return all equipment to the storage area.
- Report any equipment loss or failures to the Boson.
- Return completed time sheets to the sailing secretary.

Cullaun Sailing Club OOD Sheet

OOD

Day, Date:-

Start sequence (min):

5, 4, 1 Go

Event	Race#					Elapsed Time (Sec.)	T/PV*1000 Result	Points	Comment
	Helm	Crew	Club	Boat	Sail No.				
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

Start Time

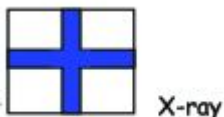
No of Starters

Wind Direction

Wind Force

OTHER RACE FLAGS

Individual Recall



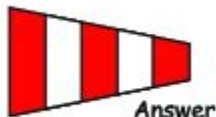
Individual Recalls shall be signalled with X-Flag, however an attempt will be made to hail premature starters as a courtesy. Premature starters will be hailed as they are identified. Failure to hail, failure of a competitor to hear his hail, the order that boats are hailed and failure to identify all premature starters shall not be cause for redress.

General Recall



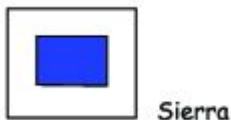
In the event of a general recall, the first substitute displayed with 2 sound signals. The recalled fleet shall clear the starting area while the succeeding fleet prepares to start. 1 minute after the recall, the Preparatory Signal for the next fleet is displayed and the First Repeater removed with 1 horn. The starting sequence is continued without interruption. The recalled fleet's re-start is moved to the end of the starting order.

Postponement:



Answering Pennant / "AP" flag – If you wish to delay the start due to lack of breeze or if you are unprepared, raise with two sound signals at the time of the warning signal. You may also raise this flag with two sound signals any time during the starting sequence to bring everything to a halt.

Shorten Course



"S" Flag /Shorten Course – If you find yourself in a situation where the course needs to be shortened during a race, move the Committee Boat to the Rounding Mark nearest to where the lead competitor is approaching, anchor the boat to provide a finish line between that marker and the race committee flag staff, and raise the "S" Flag with two (2) sound signals to signify that you are finishing the fleet at this new point.