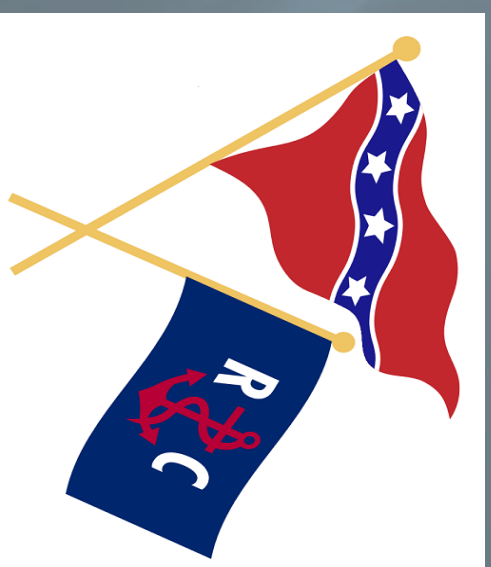# Charleston Ocean Racing Association
Race Management Work Shop

RACE MANAGEMENT
HANDBOOK

2019 SKIPPER'S GUIDE

May 1, 2018

Foundation

The Racing Rules of Sailing (RRS)

Notice of Race (NOR)

Sailing Instructions (SIs) or CORA 2019 Skippers Guide

Scratch Sheet

RACE COMMITTEE TEAM

"On the Dock"

Principal Race Officer
Timer
Recorder
Signalers
Line Sighters
Scorer

"On the Water"

Operator
Crew

EQUIPMENT

- Course Board/Flag Holder
- Flags: Class and RSS
- Sound signals: i-Start and air horn backup
- Timing Device: Watch/GPS
- Radios: Base and Hand-helds
- Marks: Start and Finishing
- Clipboards with Scratch, Check-in and Finishing Sheets
- Board Letters and Numbers
- Binoculars

SIGHT

SIGNALING

SOUND

CHECK-IN PAPER WORK

CORA CHECK IN

Race: _____ Date: _____

Check In By: _____

	Tally
Fleet	
A	
B	
C	
D	
N	
S	

	Sail No.	Fleet	Name (Opt)		Sail No.	Fleet	Name (Opt)
1				21			
2				22			
3				23			
4				24			
5				25			
6				26			
7				27			
8				28			
9				29			
10				30			
11				31			
12				32			
13				33			
14				34			
15				35			
16				36			
17				37			
18				38			
19				39			
20				40			

Charleston Ocean Racing Association

SCRATCHSHEET 2018

Boat	SailNo	Fleet	SS Fleet	Rating	HelmName	Class	NAT
COUGAR	USA 105	A	A	42	Goss	Melges 30	
DAUNTLESS	28477B	A	A	27	Terwilliger	BENETEAU 47.7	
FEARLESS	184	A	A	24	Lucas/Durlach	MELGES 32	
FOGDOG	35029	A	A	36	Guhl	ID 35	
GUILLOTINE	142	A	A	24	Mossman	Melges 32	
ILLYRIA	51882	A	A	48	Keenan	J 120 CF	
KINETIC	73	A	A	39	Stein	J 111	
MOOSE DOWN	521201	A	A	48	Moore	J 120 CF	
MUTINY	4204	A	A	-6	Herrstromer	Swan 42	
PHOTON	239522	A	A	36	Hibdon	ID 35	
WARHORSE	35006	A	A	36	Brown	ID 35	
SCEPTRE	28693	A	N	45	Musor	J 130 CF S	33/45
ARROW	32864	A	S	72	Schwenzfeier	J 35	
DIFFERENT DRUMMER	1000	A	S	66	Gaag	Azzura 310	
EASTERLY	16	A	S	102	Cramer/Barnes	e 33	102/120
ECHO	22763	A	N	78	Forbis	Beneteau First 36.7	78/97
JOY RIDE	TBD	A	S	90	Scribner	J 105	
POINTE BLANK	25517	A	S	69	Hebert	C&C 121	
RELOAD	60848	A	S	90	Popov	X-Treme 26	
RUCKUS	239	A	S	90	Self	J 105	
RUMFRONT	51306	A	S	90	Martschink/McKenzie	J 105	
SKIMMER	313	A	S	90	Martschink/Hagood	J 105	
SOUL	63393	A	S	84	College of Charleston	J 36	
LIME	151	V	V	102	Fairchild	VX One	
SENDIT	160	V	V	102	Wiggins	VX One	

Pre-Race Activity

- **Assignments**
- **Set-up and Check Base VHF**
- **Deploy Start/Finish Marks**
- **Populate Course Board**
- **Understand Order of Start**
- **Check Signals & VHF Radios**
  - **Competitor Check-in VHF CH 74**
  - **RC Announcements VHF CH 73**

Carolina Yacht Club Dock
Starting Line Configuration

Distance = LOA X # X 1.5

40' X 10 X 1.5 = **600 Feet**

300 Feet

Carolina Yacht Club Dock

Start & Finish Ball (Orange)

Stream mark UP Current

CURRENT

Starting Tetrahedron (Yellow)
(Remove after ALL classes Start)

Streaming a Mark

- Slow Speed UP Current
- Anchor Line Fully Let Out
- Hold Anchor in Boat
- Stand-by and Drop on Command

Mark's in the Water

Stand-by……. Drop, Drop, Drop!

R C

COURSE BOARD

Wind Speed and Direction: Moderate
                            Southerly

A S	B	C N	D
15	9	11	18

ORDER OF START

ANNOUNCED ORDER OF CLASS START SEQUENCE:

1	2	3	4
D & N	A	B	C & S

NO Rolling Starts

FLAG DISPLAYED AT CLASS START:

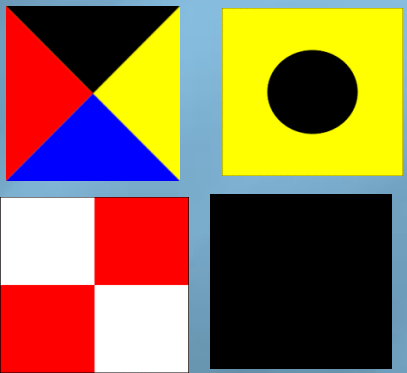| LT. BLUE	PURPLE	PINK	GREEN	YELLOW	WHITE

RRS Rule 26

5 Minute Starting Sequence

-5 Minutes
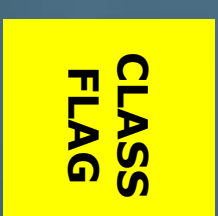**WARNING**

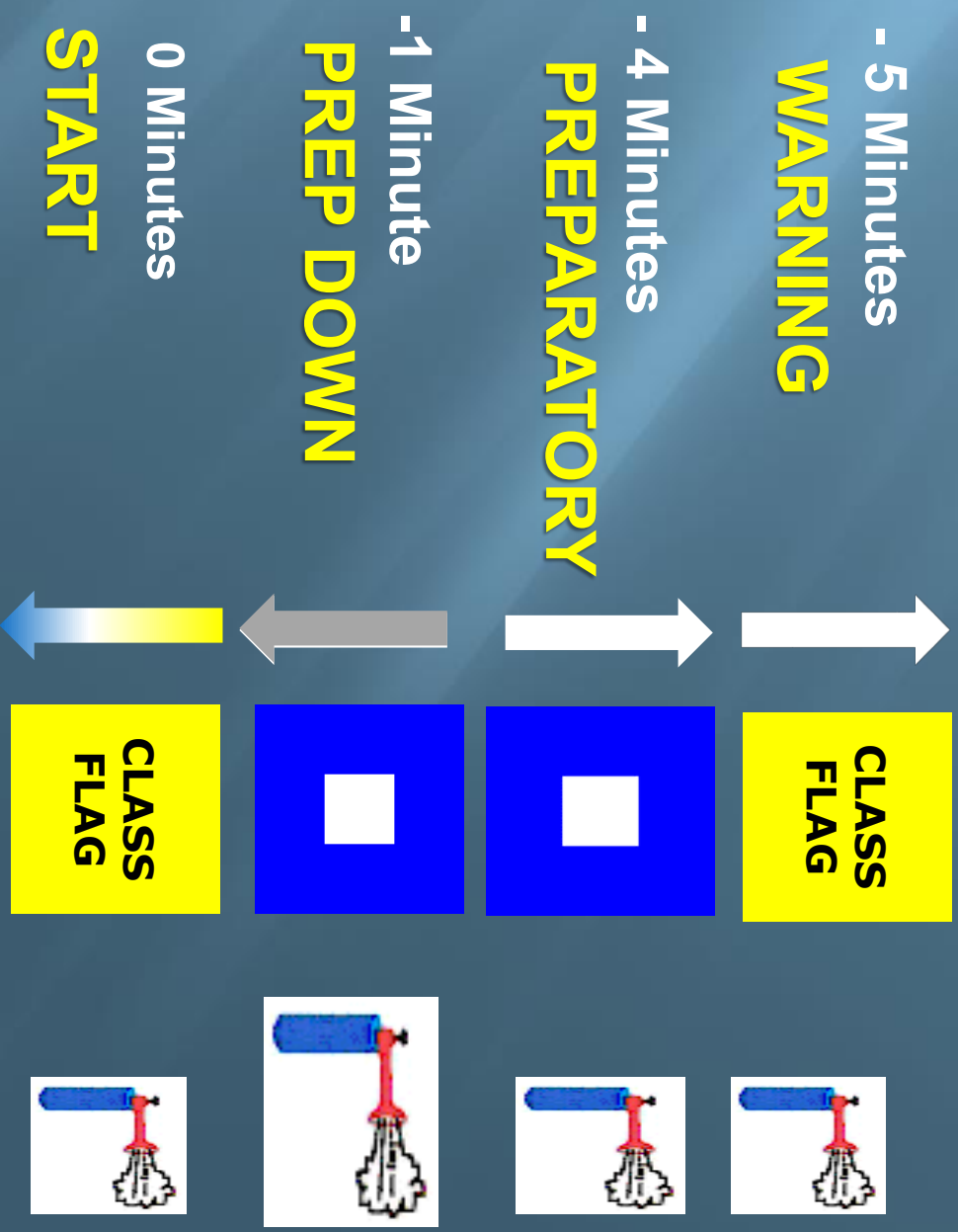**- 4 Minutes**
PREPARATORY

-1 Minute
PREP DOWN

START

CLASS FLAG
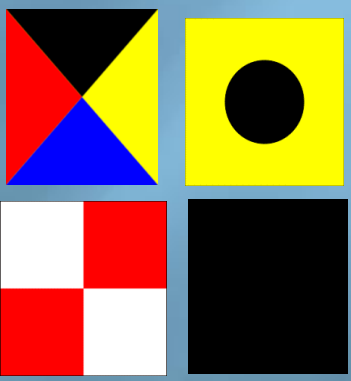
RRS Rule 26
5 Minute Starting Sequence

Any starting penalties?
I, Z, I & Z, Black, U

- 5 Minutes
WARNING

- 4 Minutes
PREPARATORY

-1 Minute
PREP DOWN

0 Minutes
START

CLASS FLAG

CLASS FLAG

CORA RRS 26 Start Sequence

SI START TIME EVENT			18:15
	CLASS D&N		
EVENT	Time	Visual	Sound
GATHER	18:09		(sounds)
WARNING	18:10	(blue flag)	(sound)
PREPARATORY	18:11	PAPA DOWN	(sound)
PREP DOWN	18:14	CLASS FLAG DOWN	(sound)
START	18:15		(sound)
INTERVAL TO NEXT SEQUENCE	1:00		
WARNING	18:16	(pink flag)	(sound)

	CLASS A		
	Time	Visual	Sound
WARNING	18:16	(pink flag)	(sound)
	18:17	(blue flag)	(sound)
PAPA DOWN	18:20	PAPA DOWN	(sound)
START	18:21	CLASS FLAG DOWN	(sound)
INTERVAL TO NEXT SEQUENCE	1:00		
WARNING CLASS B	18:22	(green flag)	(sound)

CORA START SEQUENCE

EVENT	GATHER	WARNING	PREPARATORY	PREP DOWN	START	INTERVAL TO NEXT SEQUENCE
SI START TIME					18:15	
CLASS D&N						
Time	18:09	18:10	18:11	18:14	18:15	1:00
Visual				PAPA DOWN	CLASS FLAG DOWN	
Sound						
CLASS A						
Time		18:16	18:17	18:20	18:21	1:00
Visual				PAPA DOWN	CLASS FLAG DOWN	
Sound						
CLASS B						
Time		18:22	18:23	18:26	18:27	1:00
Visual				PAPA DOWN	CLASS FLAG DOWN	
Sound						
CLASSES C & S						
Time		18:28	18:29	18:32	18:33	
Visual				PAPA DOWN	CLASS FLAG DOWN	
Sound						

RRS 26 Starting Recalls

□ **X Flag- Individual Recall**

Some identifiable boats are over and must return to start properly

□ **1st Substitute- General Recall**

Too many boats are over to identify all that violated the starting procedure
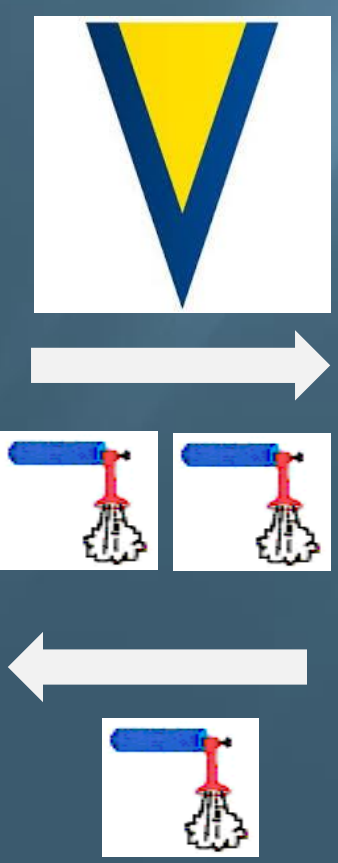
Sighting a Line

- You may be asked to contribute to calling boats over early by *SAIL NUMBERS*

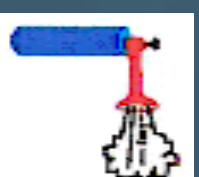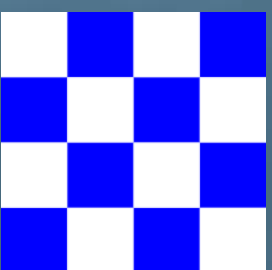- Follow procedure outlined by PRO

- PRO has ultimate say and may overrule

RRS 26 Starting Procedures

- Before WARNING – Courses are posted
- Up to PREPATORY – A Starting Mark can be moved
- Anytime up Start signal

Postpone
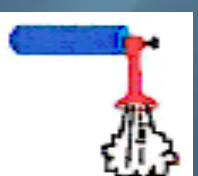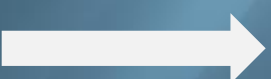
Abandon

After Class Start

- Confirm number of boats starting.

- Competitors must START with in 4 minutes or are scored DNS.

- **If <u>Individual Recall</u> confirm OCS starters return and start properly. Remove X-RAY with no sound, when all have returned and started properly of after 4 minutes which ever occurs first.**

- **Prepare for next class sequence in 1 minute.**

After All Classes Start

- ☐ Re-confirm number of boats in each class.
- ☐ Mark Boat to Remove Yellow Starting Pin.
- ☐ Display orange finish line flag.
- ☐ Remove Courses from Course Board
- ☐ Prepare finish sheet clipboards.
- ☐ Actions permitted by the RRS
  - Shortening or Abandoning the Course (RRS 32)
  - Changing the Course (RRS 33)
  - Mark Missing (RRS 34)
  - Outside Help (RRS 41)

Finishing

▫ **A boat *finishes* when any part of her hull, or crew or equipment in normal position, crosses the finishing line from the course side. However, she has not *finished* if after crossing the finishing line she:**

1. takes a penalty under rule 44.2,

2. corrects an error under rule 28.2 made at the line, or;

3. continues to sail the course.

Carolina Yacht Club Dock
Finish Line Configuration

Carolina Yacht Club Dock

Finish Line Flag (Orange)

Start & Finish Ball (Orange)

Starting Tetrahedron (Yellow)

RRS 32

32 SHORTENING OR ABANDONING AFTER THE START

32.1 After the starting signal, the race committee may shorten the course (display flag S with two sounds) or *abandon* the race (display flag N, N over H, or N over A, with three sounds), as appropriate,

(a) because of an error in the starting procedure,

(b) because of foul weather,

(c) because of insufficient wind making it unlikely that any boat will *finish* within the time limit,

(d) because a *mark* is missing or out of position, or

(e) for any other reason directly affecting the safety or fairness of the competition,

or may shorten the course so that other scheduled races can be sailed. However, after one boat has sailed the course and *finished* within the time limit, if any, the race committee shall not *abandon* the race without considering the consequences for all boats in the race or series.

Carolina Yacht Club Dock
Shortened Course Finish Line

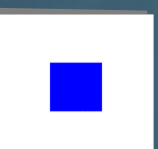**Signaled before First Boat in class begins the final leg.**

RC Hails on VHF CH 73
1. **Identifying last mark**
2. **Direction of rounding**
3. **Classes effected.**
4. **Substitutes Sierra for Line Flag**

Finish Line SIERRA

Carolina Yacht Club Dock

Finish Ball (Orange)

Recoding a Finish

- At the approach, the Line Sighter announces "Stand-by" for "Sail Number".

- The moment of finish is announced with "MARK" and a sound signal .

- Spotter confirms the SAIL NUMBER and records the order of finish by sail number only.

- At "stand-by" Timer announces the Hour, Minutes & Seconds.

- At "Mark" the Recorder records the Hour, Minutes & Seconds.

Remember
multiple Starts but only ONE Finish
So get it right !!!

FINISH PAPER WORK

CORA Finish Sheet

Race: _____ Recorded By: _____ Date: _____

Page _____

time	Sail number	Boat name / comments

In The Real World

- Wind Shifts
- Current Changes
- Marks Drag
- Marks Deflate
- Equipment Breaks
- Wind Quits
- Stuff Happens

Emergency Procedures

- Every event should have an emergency procedure in place

- Know where to take someone in case of an emergency

- Know who in the RC team has medical training

- Make sure everyone is on the same page

THANK YOU