

## Charleston Ocean Racing Association Race Committee Volunteer Brief

**Principal Race Officer:** The person in charge on the water is called the “principal race officer” (or **PRO**). He or she is responsible for directing the actions of race committee personnel during the race. The PRO sets the standard for the race committee’s conduct and is responsible for representing the race committee. He or she is knowledgeable of the rules, as they pertain to the conduct of the races, and of good, safe, race management procedures. He or she is an experienced racing sailor.

The race committee is comprised of a number of functional positions. No one is more important than any other. The purpose of the structure is to create a team which can effectively perform all the functions required to conduct a race. Although one person may assume more than one of those positions, or one position may be split among many people, the positions are:

**Timer:** The timer must keep the time before and after the start, and precisely call out the starting sequence to those persons on the race committee, particularly the signaler and sounder, whose functions are governed by the time. The timer also calls out the finish times based on the line sighter’s announcement of each boat finishing.

**Recorder:** The recorder logs all boats starting and finishing, including competitors who do not complete the course. The recorder, who is sometimes called the scribe, also records much of the information being communicated to the race officer, including wind readings, bearings to marks, apparent rules breaches by competitors, alternative penalties taken, protest flags and “I” flags observed, and the time of each.

**Scorer:** The scorer determines the points for each boat and each race in one-design racing and calculates corrected times for handicapped racing using handicaps and finish times.

**Upon reporting to the designated area to conduct the race, the following functional positions will be assigned by the PRO. Please express prior experience or functional preference to the PRO at that time.**

<p><b>Sounder:</b> The sounder is responsible for all sound signals (gun, horn or whistle) that draw attention to the signaler’s visual signals. CORA employs the automated iStart starting equipment that will sound horns at the designated times automatically (<a href="http://www.balboaracing.com/">http://www.balboaracing.com/</a>)</p>
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<p><b>Signaler:</b> The signaler is responsible for all visual signals given by the race committee before, during and after the race. <b><u>Visual signals are the official communications.</u></b></p>
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<p><b>Line sighter:</b> The line sighter is responsible for sighting the starting line to identify boats on the course side, and tracks boats returning to start. He or she also sights the finishing line to determine the order and time of finishers.</p>
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<p><b>Mark setter:</b> Operating from a mark boat, the mark setter works with the race committee to position, set, or relocate the start and finishing marks of the race course.</p>
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<p><b>Course Poster:</b> The course for each class is posted on the course board. Courses must be posted prior to the warning for each class.</p>
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## Pre-Start:

### 1. Position and test race committee equipment:

- Course Board and Flag Holder
- Sound Signal: I-Start + air horn back-up.
- Base Radio: VHF Ch 73 for RC general com
- Hand Held: VHF Ch 74 for competitor check-in
- Flags: Class Flags: A–Pink, B–Green, C–Purple, Dt Blue, S–White, N–Purple  
RC Flags: RC, Line, Papa, AP, X-ray, First Substitute, November, Sierra, Lima
- Start and Finish marks with ground tackle (and inflator, if required)
- Clip boards with check-in sheets (+ pencils)
- Clip Board with finish sheets (+ pencils)
- Course Numbers and Letters

**Race committee equipment is stored in a Dock Box at the head of the fixed dock at Carolina Yacht Club. Start and Finish marks are in the possession of CYC dock personnel, who will assist in their deployment.**

- ### 2. Order of Start and Course Posting : Courses are set forth in Sailing Instructions or *Charleston Ocean Racing Association Skippers Guide*. Courses when selected by the PRO are then posted on the course board according to Class. Multiple Classes may sail the same course and/or share the same start sequence. Courses must be posted by the Class Warning. A Sample course board for a moderate southerly wind:

***Course Board Display***

A	S	B	C	N	D
12		11	19		18

***Announced Order of Start on VHF 73***

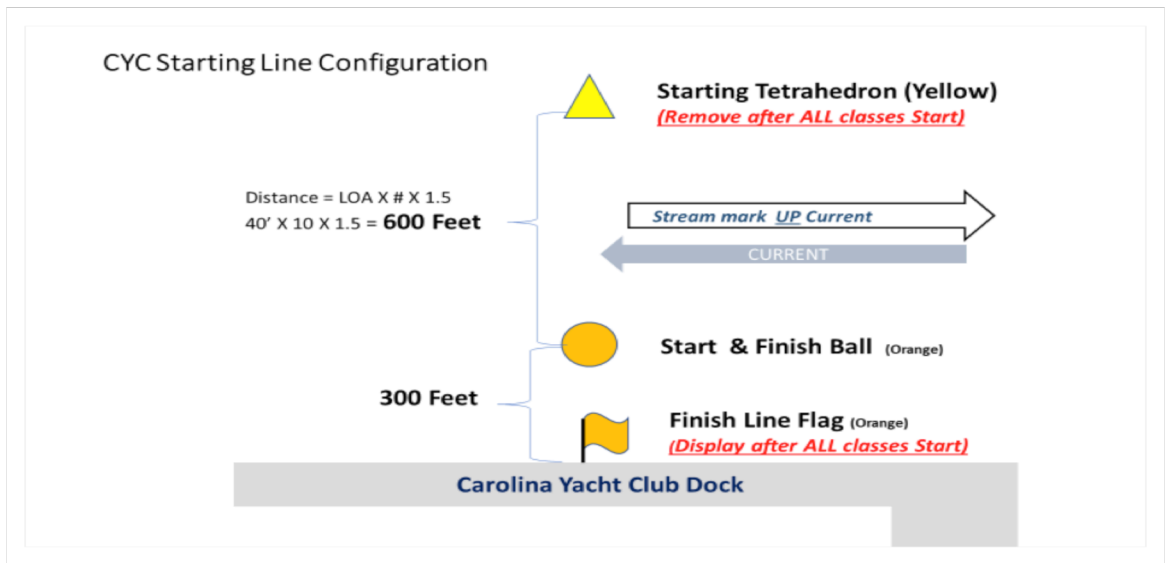
**D & N                  A                  B                  C & S**

***Class Flag Displayed at Start Sequence WARNING***

<b>LT. BLUE</b>	<b>PINK</b>	<b>GREEN</b>	<b>YELLOW</b>
<b>PURPLE</b>			<b>WHITE</b>

- ### 3. Competitor Check-In:
- Competitors are required to Check in with race committee prior to their start. Competitors are requested to do so VHF Channel 74 (or verbally in rare instances) by identifying themselves by boat name, sail number and class. Verbal check-in is not permitted for offshore races. Competitors are considered to have checked-in only when acknowledged by the race committee. When acknowledged the competitor will switch to VHF Ch 73 for general race committee communication. Check- ins should be recorded on CORA check in sheets and delivered to the Recorder.

4. **Starting and Finish line:** The starting and finish lines are set from a mark boat as provided. Marks should be set by fully streaming the mark on its ground tackle, up CURRENT and dropping on



instructions received from the PRO via VHF CH 73 (“Stand-by to drop...drop, drop, drop”). The length of the lines may vary based on conditions and number of competitors. A guide to setting the start/finish at the Carolina Yacht Club **for Summer Series Wednesday night races** is above. Note, the Line Flag on the dock should only be displayed after all classes have started and cleared the area.

### Starting Sequence:

The PRO oversees the starting sequence. He will initiate and control the process. Remember that visual signals (**FLAGS**) prevail. Sound signals and VHF broadcasts are a courtesy only. Flags must be displayed and removed crisply (No half ways!). If a sound signal is missed the starting sequence can continue however, if a flag signal is missed the AP (Answering Pennant postpone flag) will be displayed with two sounds (2) and process recommenced when the AP is lowered with one (1) sounds.



















The starting sequence for the first class to start is initiated by an alert (“**the gather**”) consisting of multiple (4) short horn blasts one (1) minute before the **Warning Signal** which is given by a display of the **CLASS FLAG** and one sound to call attention to the start of the starting sequence for that class. One minute after the Warning signal is given, the **Preparatory Signal (PAPA FLAG)** is displayed with one sound. Three minutes later the **PAPA FLAG** is removed with one long sound to indicate the Class start is one (1) minute away. At the Start the signal the CLASS FLAG is removed.

The line is sighted at the start to identify any competitors over the starting line early. If a competitor(s) is touching or completely over the starting line, the individual recall signal, code **flag X-Ray** is displayed immediately with one (1) sound and the offender(s) is identified by sail number(s). The X-ray flag remains displayed until the competitor(s) return to the prestart side of line and start properly or four (4) minutes which ever occurs first. Individual recalls do not affect the start of the remaining classes.

If there are too many boats over the starting line early to identify offending boats fairly, then a general recall is signaled with the **First Substitute Flag** and two (2) sounds and all competitors return to the prestart side of the line. This class may not be the next to start. The First Substitute will be lowered with one (1) sound followed by the **Warning Signal** (CLASS FLAG) for the next class to start.

As a courtesy, the Race Committee will attempt to hail all recalls on VHF Ch 73.

### Starting Sequence Timing and Signals

Event	Time	Visual Signal	Sound Signal
<b>GATHER</b>	- 6 minutes to First Class Start		Multiple Short Sounds (4)
<b>WARNING</b>	-5 minutes to Start	CLASS FLAG 	1 Sound
<b>PREPARTORY</b>	-4 minutes to Start	PAPA 	1 Sound
<b>PREP DOWN</b>	-1minute to Start	PAPA  	1 Long Sound
<b>START</b>	<b>0 Minutes</b>	CLASS FLAG 	1 Sound
<b>Interval to Warning for Next Class 1 minute</b>			
<b>If Rolling Starts Announced on VHF 73</b>			
<b>WARNING at Previous Class Start</b>	<b>0 minutes</b>	Class Flag 	1 Sound
<b>Postponement</b>		AP  	2 Sounds
<b>Postponement Ends</b>	-1 Min to Warning	AP  	1 Sound
<b>Individual Recall</b>		X-Ray  	1 Sound
<b>Individual Recall Ends</b>	All Clear or 4 minutes	X-Ray 	
<b>General Recall</b>		1 <sup>st</sup> Sub  	2 Sounds
<b>General Recall Ends</b>	-1 Min to Warning	1 <sup>st</sup> Sub  	1 Sound
<b>Abandonment</b>		November 	3 Sounds

### Finishing and Scoring:

Finish line will be established between mark and orange line flag on the dock. Line Sighter will announce finisher with verbal "Mark" and sound. Recorder will record sail number and time of finish (hours, minutes, seconds). A back up noting order of finish (sail numbers without time) will be kept as well. CORA Finish Sheets will be prepared and transmitted to the Scorer as soon as practical. At Carolina Yacht Club the finish mark will be retrieved by dock personnel. **ALL EQUIPMENT SHOULD BE RETURNED TO THE DOCK BOX AT THE CONCLUSION OF RACING AND BEFORE RELEASE BY THE PRO.**