

ANCHORAGE YACHT CLUB

COMMITTEE BOAT INSTRUCTIONS - THURSDAY SERIES - 2009

PREPARATION ACTIVITIES: Start soon enough to assure you will have the starting line set by 6:30 pm, typically leaving the harbor by 5:30 if possible. There will be a race committee chairman assigned to every race. Use them for guidance. Tune your radio to Channel 69.

- 1) Assure:
 - a) A complete crew (three or more, skippers must be present)
 - b) Pick up Committee Boat equipment (AYC Briefcase and Buoy Bag)
 - i) Check race committee briefcase for flags, flagpole harness, clipboard, race instructions and score sheets. Familiarize yourself and your RC crew with the meaning of each of the flags. (See the end of this document for a detailed description of each of the flags and their function(s))
 - ii) Mount the race committee flag and race flag assembly.
 - iii) Test the Horn(s)
 - iv) Check the Buoy Bag for the starting buoy, anchor and pump.
 - v) Attach flag harness / board to stern pulpit or similar.

Inflate the starting buoy and assure it is holding air. Be sure buoy and anchor are securely attached.

- c) Complete boat equipment check list
 - i) PFD's for all crew
 - ii) VHF radio (emergencies, recalls) Ch. 16 and 69.
 - iii) Binoculars
 - iv) Flashlight(s) & Spotlight.
 - v) Have enough anchor rode for up to 60 ft of water depth.
 - vi) Watch or timer readable to the second synchronized with GPS time.
- d) Assign responsibilities for:
 - i) Preparing and setting the starting buoy
 - ii) Checking in boats before the start and recording finish times
 - iii) Keeping the official time using GPS to the second
 - iv) Sounding the horn
 - v) Sighting the starting and finishing lines
 - vi) Handling flag poles, and placement

One person can handle more than one assignment, but all assignments must be handled.

- e) Be sure you have completed all the above steps and are **ready to leave the dock at least one hour before the first start.**

- 2) **Assume control of the evening's race.** It is your responsibility to see that the race is run in accordance with the rules and in accordance with fair sailing. If you have any questions before you leave the dock or before the first warning, ask one of the Race Committee members to stop by your boat. If you have questions on the water, please radio the race chairman or race committee.
- 3) **The race will be two times (four legs) around a windward/leeward course.** The race will start at the Mark "S" (Inflatable buoy), which you will position either ½ or 1 mile to the lee of the center Mark "C" (Permanent buoy)
 - a) Review the wind direction and velocity at the marina and on the water before establishing the starting line.
 - b) Establish the race course with the starting/finishing mark dependent on the wind direction.
 - c) The starting/finishing mark should be ½ or 1 mile leeward from the windward Mark "C" with the course to the windward mark the same as the **true wind direction.**
 - d) A race will be two times (four legs) around the course. On the first leeward leg the boats should go around the inflatable buoy **only**. On the final leg the boats should finish **between** the inflatable buoy and committee boat.
 - i) Be prepared to use the standard course, which is a 1 mile course with four legs. (See Diagram attached)
 - ii) If the winds are between are light and/or variable, consult with a member of the AYC sail racing committee before setting the ½ mile course. (See Diagram attached) **Do not use the ½ mile course unless instructed to do so.**
 - iii) If the winds are less than 5 knots or if the winds diminish before the first boat is half way to the committee boat, then the race will be only two legs and the finishing line will be between the inflatable buoy and the committee boat. (See Diagram attached) Raise shortened race flag and make an announcement.
 - iv) If there is not enough wind to determine a wind direction, postpone the race until there is enough wind to determine a fair course and raise the postponement flag. (See item 4 in the Race Instructions for Horn and Flag requirements). Call the race committee chairman for guidance.
 - v) If the weather conditions are questionable before the start or during a race, you may consult with the race committee chairman for guidance. (The Racing Rules of Sailing 2005 – 2008 states in Fundamental Rule #4 “The responsibility for a boat’s decision to participate in a race or to continue racing is **hers alone.**”) The decision to race by the race committee and/or committee boat does not obligate sailors to race.

4) **Determine the location of the start/finish line:** You can either:

- A) Go to the windward mark (permanent buoy) and sailing directly down wind for 1 mile or ½ mile using the windward mark as the “goto mark” in your GPS. **Or**
- B) Use your GPS to determine 1 or ½ mile directly down wind from the windward mark (permanent buoy). In the latter case, please verify that the windward mark actually exists.

Drop the inflatable buoy in place. If you have any questions on setting a proper starting line, radio the race committee chairman for guidance. Next set the committee boat anchor to establish a start line at least the length of the number of boats times 30 feet, or typically 450 feet for a fleet of 15 sailboats; Error on the long side. Aim to have the line set 30 minutes before the first start. It may take up to one half hour to anchor properly (use 150 feet of rode). If you are late to the starting area, you are better off postponing the start and take your time to set a proper course and start late than to set a poor course and start on time. Remember the quality of the race run depends entirely on you. The line should be as close to perpendicular to the wind as possible. Remember to compensate for the anchor line length, you will drift back some. If the starting line is too short, one end is too favored or the wind changes, ask one of the sail racing committee members to assist with repositioning the starting buoy and/or starting line.

5) **The objectives of a good starting line are:**

- a) To provide a windward start toward the first mark, **the starting line should be perpendicular to the wind direction.**
- b) The distance from the committee boat to the starting mark should be approximately **30 feet for each boat starting** per largest section, (i.e., 15 boats in largest section times 30 feet equals a 450 foot long starting line); Error on the long side if necessary.
- c) The race committee boat should **anchor at the starboard end** of the line so that the boats crossing the line will leave the starting mark to port as they start.
- d) The start and finish lines are defined by the mark at port end of the line and the race committee flag at the starboard end. **Fly the race committee flag and the course flag** from the main halyard and secured to the boom just aft of the gooseneck.
- e) **Assure that your anchor won't drag** (in heavy air use a lot of rode, i.e. 150 ft or more) during the entire start sequence and that you have set a line perpendicular to the wind. It is better to postpone the start than to start a race with an unfair line that is not perpendicular to the wind and or too short.
- f) If you set a bad line or the wind shifts, then signal a postponement of the start of the race and ask the race committee chairman to assist in moving the inflatable buoy if necessary. If deemed necessary, before the first start the race committee chairman may move the starting mark in an assist to assure a perpendicular arrangement.

PRESTART ACTIVITIES:

1) **Check in:** REQUIRED

This is important in order to account for all boats at the end of the race.

Record sail numbers of all participating boats by checking the box on the scoresheet.

Do not use radio or allow use of radio for check in. The radio is for your communication to the racers and race committee. It may only be used by racers in case of an emergency.

If a racer does not check in, then they do not get scored

2) If a course is shortened to two legs, then use the “S” Flag.

All marks are to be passed to port except for the finish. Refer to course diagram.

START ACTIVITIES:

- 1) There are two starts; (pending RC change) boats starting in later section are not to interfere with boats in earlier starts. The starting area is defined as an area extending one half the length of the starting line at both sides of the starting line and extending one half the length of the starting line beyond each end of the starting line. After the warning signal for the first start sections, all boats that are not starting are required to stay outside the starting area so as to not interfere with boats that are starting.
- 2) **START SEQUENCE** - Raise and remove the starting sequence flags (Poles 1, 2, and 3) as follows in accordance with your official GPS timer. A message over the radio at 10 minutes prior to the first start (18:30) if possible, helps: and another one at 1 minute (18:39). “This is the committee boat and we will be starting the start sequence in ____ minutes”.)

Note: First Start = Jam B (Section 4), Spin B (Section 3)
Second Start = Jam A (Section 2), Spin A (Section 1)

<u>SIGNAL</u>	<u>FLAG AND SOUND SIGNAL</u>	<u>MINUTES BEFORE STARTING</u>	
		<u>TIME</u>	<u>TIME</u>
Warning first start	Section flag(s) for first start up, 1 sound	5	18:40
Preparatory	"P" flag up, 1 sound	4	18:41
One-minute	"P" flag down, 1 long sound	1	18:44
First start	Section flag(s) first start down, 1 sound	0	18:45
Warning second start	Section flag(s) second start up	5	
Preparatory	"P" flag up, 1 sound	4	18:46
One-minute	"P" flag down, 1 long sound	1	18:49
Second Start	Section flag(s) down, 1 sound	0	18:50

Repeat the above sequence for each start as needed

Third start warning	18:50
Third Start Prep	18:51
Third start 1 min.	18:54
Third start	18:55
Fourth start warning	18:55
Fourth start prep	18:56
Fourth start 1 min.	18:59
Fourth start	17:00

Note: Section 1 flag is white with a red dot, section 2 flag is blue with a white dot. The “P” flag is a blue square flag with a white square center and is attached to a pole.

For each start, **sight the line for premature starters.** If one or two boats are over early, hail the boat(s) by sail number or boat name using the hailer and VHF radio, Ch. 69. If several boats are over early, sound the general recall and restart that section 5 minutes after the last scheduled start. Boats over early will be scored as DNS unless they properly restart (See rule 30.1 in Racing Rules of Sailing 2005-2008). Record the boats that actually start, by section.

FINISH LINE ACTIVITIES:

- 1) During the race maintain constant observation of the fleet.
 - a) If no boat rounds the first mark within one hour after its start, the race is abandoned.
 - b) No boat will be scored after 2 ½ hours of its start.
 - c) If no boat completes the course in 2 ½ hours of its start, the race is abandoned.

- 2) At the finish of the race,
 - a) Sight the finish line from the race committee’s flag to the finish mark.
 - b) Call out the finishing boat's sail number (If you have trouble identifying the finishing boat, record the finish time anyway) The boat can usually be identified later, the finish time cannot.
 - c) Call "**MARK**" the moment each vessel (**any part thereof in normal position**) crosses the finish line (an invisible vertical plane) stretching from the race committee boat's flag to finish mark. Acknowledge the finish of each boat with a horn blast at the time that it crosses the finish line.
 - d) The Recorder should legibly record the precise finish time. Hint: record the boats, in the order of finish, on a separate sheet of paper and then transfer the results to the score sheet that is turned in to the scorer. This makes identifying and correcting errors easier. If you have a micro-cassette recorder consider using it, leaving it running while you are recording finishes, it will give you valuable source of information if there are issues with the paper records.

- 3) Committee boat should watch for and **record on the score sheet any protests**, confrontations and any alternate penalty turns taken.

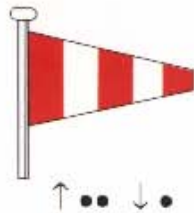
- 4) After the race or the expiration of the time limit, **account for all participants.** The use of the VHF Radio is appropriate to contact all remaining boats, and advise that the race is ended. **Be sure and retrieve the race starting buoy.**

- 5) Return to the harbor:
 - a) Give the **score sheet to Bob Dick (primary) or Tim Walsh (back-up).**
 - b) Return the **race committee brief case and race buoy bag to the race committee dock box**, so that it is available for future races on Saturday or the next Thursday.

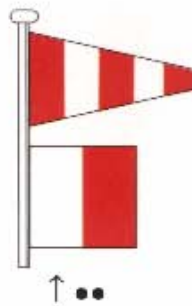
Race Signals

The meanings of visual and sound signals are stated below. An arrow pointing up or down (↑ ↓) means that a visual signal is displayed or removed. A dot (●) means a sound; five short dashes (-----) mean repetitive sounds; a long dash (—) means a long sound. When a visual signal is displayed over a class flag, the signal applies only to that class.

Postponement Signals



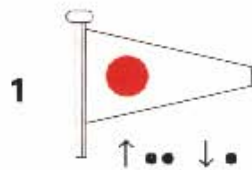
AP Races not started are *postponed*. The warning signal will be made 1 minute after removal unless at that time the race is *postponed* again or *abandoned*.



AP over H Races not started are *postponed*. Further signals ashore.



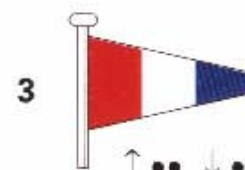
AP over A Races not started are *postponed*. No more racing today.



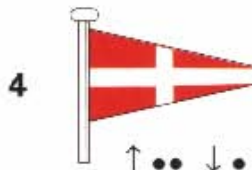
1



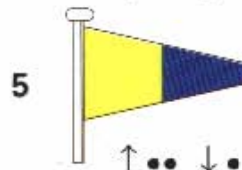
2



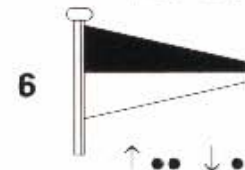
3



4



5

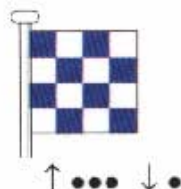


6

AP over a numeral pennant 1–6

Postponement of 1–6 hours from the scheduled starting time.

Abandonment Signals



N All races that have started are *abandoned*. Return to the starting area. The warning signal will be made 1 minute after removal unless at that time the race is *abandoned* again or *postponed*.

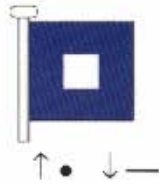


N over H All races are *abandoned*. Further signals ashore.

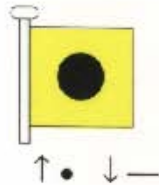


N over A All races are *abandoned*. No more racing today.

Preparatory Signals



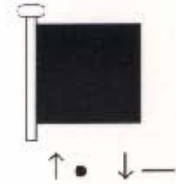
P Preparatory signal.



I Rule 30.1 is in effect.



Z Rule 30.2 is in effect.



Black flag
Rule 30.3 is in effect.

Recall Signals



X Individual recall.



First Substitute General recall.
The warning signal will be made
1 minute after removal.

Course Change Signals



S The course has been shortened. Rule 32.2 is in effect.



C The position of the next *mark* has been changed.

Other Signals



L Ashore:
A notice to competitors has been posted.
Afloat: Come within hail or follow this boat.



M The object displaying this signal replaces a missing *mark*.



Y Wear personal buoyancy.



Blue flag or shape. This race committee boat is in position at the finishing line.