

Regatta Duties – Revised April 14, 2006

Chairperson

1. Arrange for trophies at **least three** weeks prior to the regatta
2. *Arrange for food/beverage post regatta service, 1 week prior to regatta with. Joan Bell, if needed*
3. Arrange for donuts, orange juice coffee (if desired)
4. Confirm with the PRO that all is set regarding race committee at **least 2 weeks** prior regatta, including SI/NOR posted on website (Mick Osman email : webmaster@westriversc.org)
5. Register race participants
6. Assist in Skipper's meeting
7. Get race entry forms to PRO by 10:00 A.M.
8. Arrange for hearing of protests if required
9. Get race results from the PRO after the awards presentation , check they are posted on window & Club computer (outside Joe's office is a new computer for this purpose)
10. Send or take regatta money & Activity form (extras in foyer desk) to WRSC treasurer N. Irey
11. Congratulate yourself on a great regatta!

PRO

1. Assure that the race committee members are set to assist in the race management & SI/NOR is on website (Mick Osman email : Webmaster@westriversc.org).
(It is the duty of the assigned RC member to serve on their prescribed days or get someone to replace them. It is not the duty of PRO or Race Management Chairman to find a replacement!!)
2. Designate personnel for the race management positions (Scorer, Timer, Mark Boat, etc)
3. Assure that equipment (boats, gas, anchors, life jackets, lines, flags shapes, sound signal devices, score sheets etc. are on board the respective boats in sufficient time **to leave the dock at least one hour prior to the warning signal**. Please sound horn with 2 long signals when leaving WRSC Dock. *New in 2006 Billy Locke/ Race Equipment Manager will bring boats to dock , equipped with marks, anchor, tackle, flags*)
4. Assist and speak at the skipper's meeting
5. Run the races in accordance with the SI and Racing Rules
6. Raise code flag B (& sound signal) upon reaching the dock (if there were noted protests on water)
7. Notify Regatta Chairman of potential protests
8. Lower code flag B one hour later (and sound signal)
9. Assure that the scores are completed and posted on the WRSC window after the first day of racing (competitors like to know how they did after racing mother nature and their fellow sailors)
10. Assure that the scores are given to the Regatta Chairman, posted in the window & in the computer
11. Notify the WRSC person in charge of boats and/or equipment Billy Locke, by completing form & leaving it in sight on RC Boat if a problem exists (We can't fix it if we don't know it's broken)
12. Congratulate yourself and fellow RC folks on a great job!

Race Committee

1. Call PRO a week prior to the regatta and confirm that you will be present for your prescribed RC duty. (Or tell the Pro of the substitute **you have found** for your RC position) **(It is the duty of the assigned RC member to serve on their prescribed days or get someone to replace them. It is not the duty of the PRO or the Race Management Chairman to find a replacement !!)**
2. Assist the PRO in organizing equipment, running races, etc

Congratulate yourself on a job well done and hope that your fellow WRSC sailors perform as well when you are racing!!

Website : <http://www.westriversc.org>