

## OD Duty for Club Racing

### *Preparation*

1. Check with the Bosun that the committee boat is available and ready to go. Ensure you understand how the anchor works. If unsure of any aspect of using the boat ask for a briefing. If you think the conditions are above your ability and experience in the committee boat ask the Bosun for assistance in moving it and anchoring it on the start line.
2. Check with the Bosun whether there is an open meeting, training or other event taking place. If there is, discuss how the lake should be divided up. Unless informed by the Sail committee or Office **Club racing has priority over area of lake and choice of equipment (Committee Boat)**. Please report any deviation of this to the Sail Committee in writing via the office.
3. Place the board showing number of laps over the balcony by the OD box. Normally the number of laps displayed is 6. The shortened course flag is then used to finish the race.
4. Find and attach the shortened course flag and the finishing flags for the start. See appendix 1. These flags will be used to indicate which starts are finishing at the end. By doing this now you avoid the mad panic at the end when you realise this step has been omitted.
5. Put out the signing on sheets for the next race in the signing on area. The office should have prepared these in advance.
6. Check the portable air horn is functioning, if there are 2 available check them both and load them on the Committee boat. Very embarrassing to not being able to run the Start sequence because the air horn is not working !
7. Check the stop watch on the clip board is working and you know how to start it. If you have another one use that as well, in case the clip board one is stopped accidentally. It happens !
8. Check the number tray has letters, numbers, burgee and required flags. See Appendix 2.
9. Get changed into suitable clothing for the conditions. You may be out on the water for 40 minutes running the start sequence.
10. While in the comfort and tranquillity of the OD work out a couple of suitable courses for the conditions. Use the computer generated courses as a starting point if unsure or **ASK**. Tips for course creation are shown in Appendix 3. If you're not sure of the conditions out on the water, go out in the committee boat or ask the Bosun to run you out on a RIB.
11. Allow yourself plenty of time to set the start line and finalise the course. An absolute minimum of 20 minutes before the First Warning and 30 minutes is preferable. A minimum of 2 persons from the OD team should go out and run the Start, 3 is better. Remember **Bouyancy Aid must be worn on any boat on the water**.

## **Start Line**

1. Having decided the Start mark and hopefully the Windward mark, using the Burgee pointing to the Windward mark manoeuvre the committee boat to give the Start line at right angles to the Burgee and long enough for the conditions. The committee boat should be at the right hand end of the line.
2. Then motor forward about 4 boat lengths and drop the anchor. On the new boat releasing the windlass clutch will allow the anchor to freefall. You did ask the Bosun to show you this during the briefing ? Using the depth finder and markings on the chain should allow you to know when the anchor is grounded. Depending on conditions a short burst of reverse will get the anchor to bite.
3. The committee boat can then be blown back to the start line or use the engine while letting the chain out. Go back a little bit further than the 90 degrees point, to make the other end of the line marginally the favoured end.
4. Attach the Green, Blue, Red, Flag X and First Substitute to halyards so they are ready to raise, and with good planning and any luck you have 5 to 10 minutes before first warning is due.
5. Raise the Green flag to show you're on station and ready to go!
6. With the Start Line decided on and the beat decided on, a last look at the proposed course and then commit to it.
7. Put the course on the board, remembering to put the latches down so the letters don't fall out of the track into the lake! Start mark goes on the top line, course marks on the line(s) below. Marks which are left to Port are posted on Red cards, marks left to Starboard are posted on Green. Don't do post the course any earlier than 10 mins before the start, as if you do the wind will change and make your course look stupid.

## **Starting Sequence**

1. At the allotted time for the first warning, 6 Minutes before the first start, you raise the yellow flag, Don't do this early, it needs to be on-time or slightly late. Sound the horn, start the stopwatch on the clipboard and start the spare stopwatch. You do have 4 arms of course!
2. It is the fleets and competitors responsibility to be at the Start line in time for their start. You do not delay the start because a fleet hasn't arrived.
3. The Start sequence is shown in Appendix 4.
4. With the well behaved fleets we have at Draycote everyone will be behind the line when its their turn to start and so you will have no need to be aware of the premature starter procedure! But in case there are some visitors or members with hangovers racing, make yourself aware of the Premature Start flags in Appendix 5.
5. If you have to do a General Recall and some / all of the fleet do not return then you disqualify them.
6. After the last start has gone, remove all the flags and either motor back to shore in the Committee boat or leave it at anchor and radio for rescue to come and collect you and take you back. This decision depends on conditions and your confidence in handling the Committee boat against a pontoon in the conditions. You will not be the most popular person if the Committee boat is damaged due to your ego!
7. Bring the watch back – still running - so you can calculate the length of the race accurately for the handicap boats.

## ***Recording the Race***

1. With any luck you should be back in the OD box before the first boats cross the finish line for the first time.
2. If not, all is not lost because you left a 3<sup>rd</sup> member of the OD team in the box while you started the races, and they can record the boat numbers as they pass OL on the first lap!
3. The sheets to record this are supplied with the OD kit from the office.
4. If you can, note the boat numbers for each class each lap. Also note the time that the first boat in each class passes OL. This will give you an idea of the lap time, which will help you decide whether or not to let each fleet go round again as the end of the race draws near.
5. When you go and fetch coffee or tea for the rest of the team, collect the top sheet and carbon of the signing on forms. Leave the bottom sheet in the signing on area.
6. While the race is progressing and you're feeling good about yourself, start filling in the OD report, being as accurate as possible.

## ***Finishing the Race***

1. Under normal conditions each fleet should have at least an hour of racing (80 mins for the 2<sup>nd</sup> race on Sunday). After this you should start to finish the fleets. However if the conditions are severe or became severe through the race, consider finishing some fleets early. You may be advised by the Bosun to finish the racing because conditions have changed so much that safety cover is being stretched and sailors are not coping. **The Bosun's decision is final and not up for discussion.** See below on how to finish the racing in these conditions.
2. The fleets do not have to be finished in order. You may decide to finish the Solos or Lasers first because to send them round again would extend the race time too much. When to finish a fleet is a difficult decision and you can't please all the people all of the time. But try to give each fleet at least one hour of racing, and bear in mind that the slower boats start up to 20 mins after the fast ones, so they shouldn't ideally be the first to be finished. Use the average lap times (pt.4 above) to help you decide.
3. You can finish all the fleets together by raising just the shorten course flag alone and giving 2 hoots on the claxon as the first boat rounds the mark before OL. You then record and hoot each boat as it passes between OL and the string. You always wondered why a piece of string was stretched across the window in the OD box didn't you?
4. Normally you finish each fleet individually, that way you can finish the slower boats but let the speed merchants do another lap.
5. To finish a fleet the shorten course flag needs to be raised, if its not already, and the finish flag for the fleet in question, together with 2 hoots as the lead boat rounds the mark before OL. The finish flags are shown in Appendix 1.
6. All boats in the Fast Menagerie fleet require their elapsed times to be recorded when they finish. These boats are easily recognisable since they will be flying a red pennant from the boom. Include their time on the signing off sheet instead of awarding a position – the office will then work out the position on handicap.

### ***Finishing the Race urgently***

1. If instructed to finish the race quickly, raise the shorten course flag and finish and record all boats as they cross the line.
2. If conditions dictate (eg, if very severe weather strikes or if instructed by the bosun), clear the water by blowing 4 long blasts on the horn and taking down the club burgee. Racing is then abandoned.

### ***Recording Results***

1. 30 minutes after the last boat has finished, collect the second copy of the signing off sheets. Compare the sheets to the first copy to ensure no one tried to sign on after the racing started. Discount any boats that have not signed off. Put the positions on the second sheet and hang in the display cabinets outside the OD box. Flying Fifteen sailors are generally given a bit longer to sign off for various reasons.
2. Its at this point that all the experts arrive and tell you what you did wrong. Most of it is well meaning and some of it is downright useful. However if any member is abusive, ask them to put their complaint in writing to the sail committee, ask them for their name and or membership number and add the incident to the OD's report.
3. You are doing a great job. You now have about 15 minutes before you start the whole thing again, enjoy.

### ***At the end of the day***

1. Gather up all the sheets, binoculars, instruction manuals etc and return them to the secretary.
2. Retire to the bar for a drink. You've earned it.