

ANCHORAGE YACHT CLUB

COMMITTEE BOAT INSTRUCTIONS - THURSDAY SERIES - 2022

PREPARATION ACTIVITIES: A member of the Sail Racing Committee will be in contact with assigned on-the-water team in the days prior to the Thursday race. If this contact person from the Sail Racing Committee is not going to be available on race day, the on-the-water team will be notified of who the contact will be for that specific day. The on-the water team should plan to start soon enough to assure they will be moored to the Starting mark by 6:30 pm, typically leaving the harbor by 5:30 if possible.

Use the Sail Racing Committee member for guidance.

Tune your radio to Channel 69, using low power. Remember on certain days you can be heard all the way down to Chicago and up to Racine.

- 1) Assure:
 - a) A complete crew (three or more, skippers must be present)
 - b) Pick up Committee Boat Equipment (AYC Backpack, bag and Buoys). The dock box combo is AYC in numbers or 1-25-3. The AYC dock box is located at slip N6-15
 - i) Check to ensure all race committee equipment is present. Look for flags, flagpole harness, course direction board, clipboard, Notice or Race, Sailing Instructions, 2 buoys 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) Attach flag harness / board to stern pulpit or similar.
 - c) Complete boat equipment check list:
 - i) PFDs for all crew
 - ii) VHF radio (emergencies, recalls) Ch. 16 and 69.
 - iii) A copy of 2021-2024 World Sailing's Racing Rules of Sailing including US Sailing Prescriptions (**RRS**).
 - iv) Binoculars
 - v) Flashlight(s) & Spotlight.
 - vi) Watch or timer readable to the second synchronized with GPS time.
 - d) Assign responsibilities for:
 - i) Checking in boats before the start and recording finish times
 - ii) Keeping the official time using GPS to the second
 - iii) Sounding the horn
 - iv) Sighting the starting and finishing lines
 - v) 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, ask one of the Race Committee members to stop by your boat. If you have questions on the water, please call the race chairman or race committee via VHF 69.
- 3) Announce the starting mark when leaving the harbor, (ea. Anchorage Racers will be start tonight's race at??). A race committee member will discuss the course options for the conditions with you before you leave the dock or over VHF channel 69.
- 4.) You will need to set the Starting Line Buoy and Finish Line Buoy before mooring. Set a yellow or orange tetrahedron race buoy to the port side of the starting area mark and set a white tetrahedron buoy to the starboard. If a buoy needs to be moved after setting due to a wind shift, contact a racing committee member to assist you.
- 5.) You will tie up to the mark designated the starting area for the race either SA1, SA2, SA3, or SA4. Grab the mooring pennant off the center mark. It may be hanging on the buoy or in the water. Use a boat hook to grab the pennant.
- 6.) Your starting line will be between the RC flag and the yellow or orange inflatable tetrahedron race buoy. The starting pin will be on the port side of the committee boat. The Finish Mark will be on the starboard side of the committee and the finish line will be between the RC flag and the white tetrahedron race buoy.

RACING COURSE

- A) The course will be one of A-D and set by the race committee. Round all marks to port. A finish mark will be set to starboard of the race committee boat. When setting the finish mark make sure that the finish line is not too long to ensure that boats finishing at the far end of the line can be properly identified (especially late in the season as it starts to get dark early). Yacht's finishing should leave the finish mark to port and race committee boat to starboard.
- B) The race committee will fly the appropriate letter flag for the course selected. The course flag and direction board will be displayed by the race committee by the first warning signal. It will be displayed until the last start.
- C) The Race Committee should make courtesy broadcasts for the Course Selection (A-D) and the Course Direction. "(ea. Anchorage Yacht Club Racers tonight's race will be course A, B, C, or D, going to the ?? Mark)".
- D) Please note, the Charlie Flag, C flag will not be used to indicate change of course, it will only be used to indicate Course C as noted in the SI's.
- E) The start line will between the race committee flag on the moored race committee boat to an inflatable buoy port of the committee boat. The first leg will run to a mark upwind of the start mark.

- F) The finish line will be between the race committee flag on the moored race committee boat to an inflatable buoy starboard of the committee boat. On the final leg racers should finish keeping the committee boat to starboard and the finish mark to port.

PRESTART ACTIVITIES:

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 score sheet.** 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****

START ACTIVITIES:

- 1) There are multiple starts; 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, 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** - The starting sequence is on page 16 and published separately with the score sheet. Raise, lower, and remove flags by following the starting sequence 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”.) If you must postpone restart the sequence at the next 5-minute interval to minimize confusion.

Note: Use the table on the back side of the score sheet to keep track of the starting sequence. The flags and their appropriate locations for attachment on the flag halyard are also on the back side of the score sheet.

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. Record the boats that actually start, by section.

SHORTENING, CHANGING, OR ABANDONING AFTER THE START (RRS 32 & 33):

Sometimes during a race, it becomes necessary to either shorten the course, change the course, or abandon the race. This usually occurs due to weather factors, such as the wind lessening, making it unlikely that boats will finish in a reasonable amount of time, or storms moving into the area. In such a case, it is important to recognize that some course designations have the JAM and Spinnaker sections sailing different courses, for example Bravo and Delta.

1) **ABANDONMENT “N” Flag:**

- a) Can be done at any time during the race. The Signal will be all or any of the following: three long horn blasts; by voice or Hailer; and general announcement over the VHF radio, Ch. 69 with “N” Flag flown.
- b) If no boat rounds the first mark within the time limit, the race is abandoned for all sections.
- c) If no boat completes the course within 2 ½ hours of the last start, the race is abandoned.

2) **SHORTENING OR CHANGING THE COURSE (RRS 32 & 33):**

A shortened or change of course will be announced over the VHF radio, Ch. 69 with “S” Flag flown with two long horn blasts. Shortening course means that you are going to make the race shorter without changing the direction of any leg of the course. You can shorten the course at any time before the first boat crosses the finish line, by displaying the “S” flag and sounding two horns.

Per the Sailing Instructions, RRS 33 (a) and (b) are changed as follows:

- a) Changes to a leg of the course will be signaled by the race committee over the VHF radio, Ch. 69. A change in course means that the direction or length of the next leg of the course will be changed. It can be signaled to the racers via VHF radio Ch. 69, and must be done before the racers round the mark beginning the leg to be changed. **The race committee shall describe how the course is being changed for the various sections.** For example, if no boats have rounded the first mark of a Bravo course, the race committee could say “**The course has been shortened and changed for all sections to an Alpha course**”. Or for example, if some JAM boats have rounded the first mark of a Bravo course, the race committee could say “**The course has been shortened and changed for Spinnaker sections only to an Alpha course**”. No visual signals will be displayed for a change of course.
- b) Racers are instructed to monitor VHF radio Ch. 69, as no visual signals will be displayed for a change of course.

FINISH LINE ACTIVITIES:

- 1) During the race maintain constant observation of the fleet.
 - a) The time limit, to round the first mark, will be one hour after the start of the last section. The time limit will be for any boat in the fleet, not individual sections, to round the first mark. If a boat, from any section, rounds the first mark within the time limit, the race will continue for all sections. If no boat rounds the mark within the time limit the race is abandoned for all sections.
 - b) No boat will be scored after 2 ½ hours has elapsed from the time of the last start. Any boat not finishing within 2 1/2 hours of the last start will be scored as Did-Not-Finish (DNF).
 - c) If no boat completes the course within 2 ½ hours of the last 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 (starboard side of the committee boat).
 - 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 of her hull**) 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.
 - e) If your personal phone has a good quality camera feature you can:
 - i video the finishes in case you want to check the order of finish.
 - ii scan the score sheet to text or email it when the race has ended.

- 3) Committee boat should watch for and **record on the score sheet:**
 - a) **Any protests**, confrontations and any alternate penalty turns taken.
 - b) Use scoring abbreviations (**RRS A10**) to describe circumstances like:
 - i **DNC** Did not *start*; did not come to the starting area
 - ii **DNS** Did not *start* (other than DNC and OCS)
 - iii **OCS** Did not *start*; on the course side of the starting line at her starting signal and failed to *start*, or broke rule 30.1
 - iv **NSC** Did not *sail the course*
 - v **DNF** Did not *finish*
 - vi **RET** Retired
 - vii **DSQ** Disqualification
 - viii **DNE** Disqualification that is not excludable
 - ix **RDG** Redress given

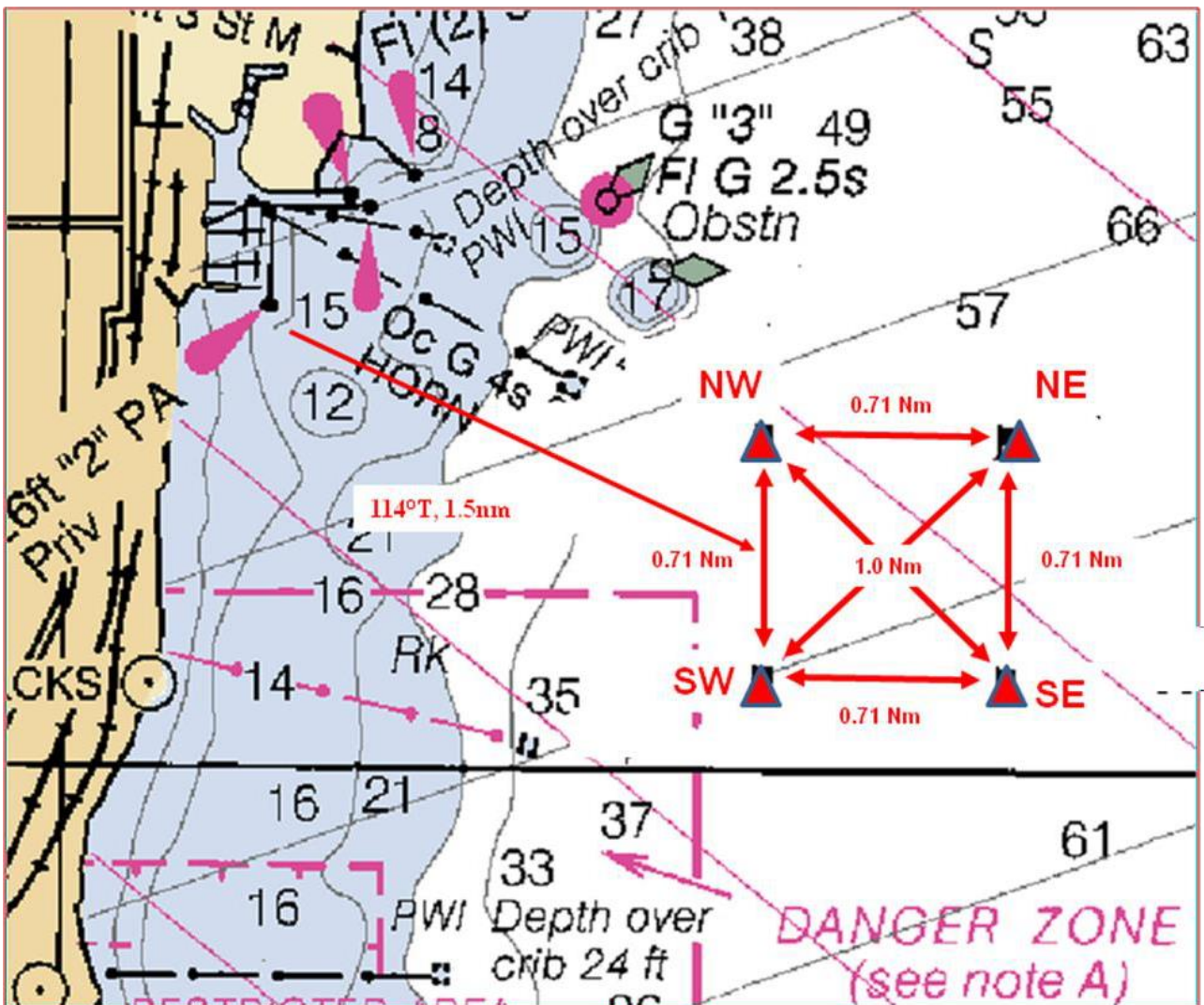
- 4) After the race or the expiration of the time limit, **account for all participants**. The use of the VHF Radio is appropriate to contact all remaining boats, and advise that the race has ended. **Be sure and retrieve the race starting and finishing buoy.**

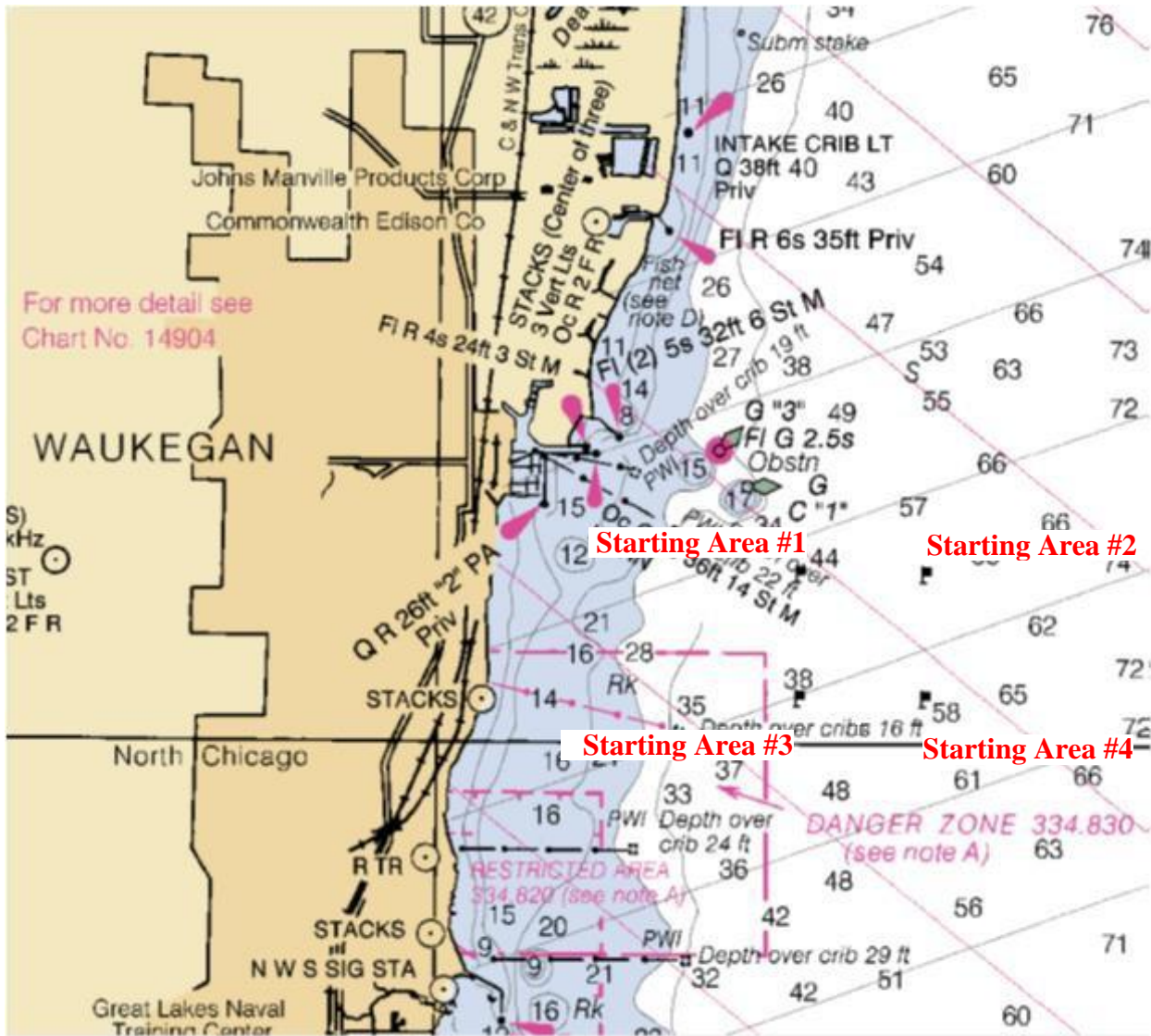
- 5) Return to the harbor:
 - a) Remember to record **Date, Starting Area(SA), First Mark, Course, Start Times, Wind/Waves, Committee Boat, and Skipper Signature** on the score sheet.
 - b) **Text the score sheet to 847-508-3843, or you can also email the results to the race committee at racecomm@anchorageyachtclub.org, or as a last resort you can fax them to 1-213-402-6811.**

- c) Return the **Committee Boat Equipment** (race committee brief case, race buoys, bag, flagpole harness, course direction board, pin, etc.) **to the race committee dock box**, so that it is available for future races on Saturday or the next Thursday.
- d) **The equipment should easily fit into the dock box if the anchors and line are placed at the bottom of the dock box with the buoys on top. Place the brief case on top of the boxes at the north end of the dock box with the course direction board placed on top. Then place the flag pole harness and duffle bag containing the pumps loosely on top of buoys. Lastly place the flag poles on top of everything.**

Starting areas, Course sheets, Course signals

COURSE DIAGRAMS



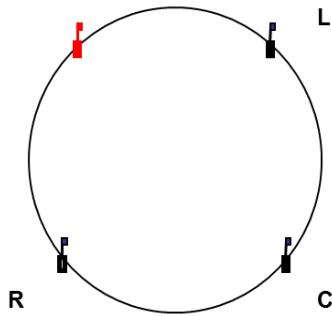


MARK COORDINATES

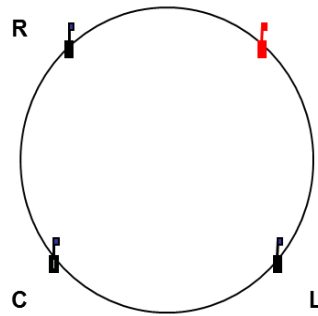
Buoy Identifier	Starting Area	Latitude (DD MM.MMM)	Longitude (DD MM.MMM)
NW	SA1	42 20.934	87 47.262
NE	SA2	42 20.934	87 46.307
SW	SA3	42 20.226	87 47.262
SE	SA4	42 20.226	87 46.307

STARTING AREAS

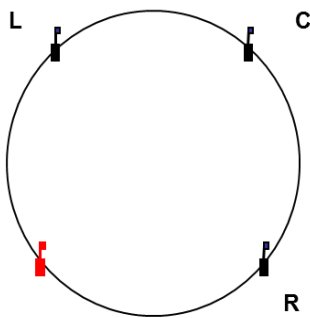
Starting Area 1 (NW Mark)



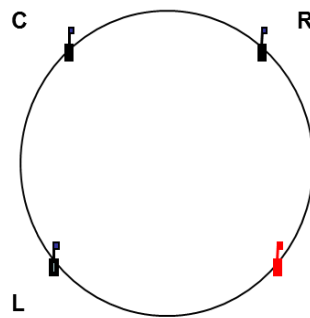
Starting Area 2 (NE Mark)



Starting Area 3 (SW Mark)

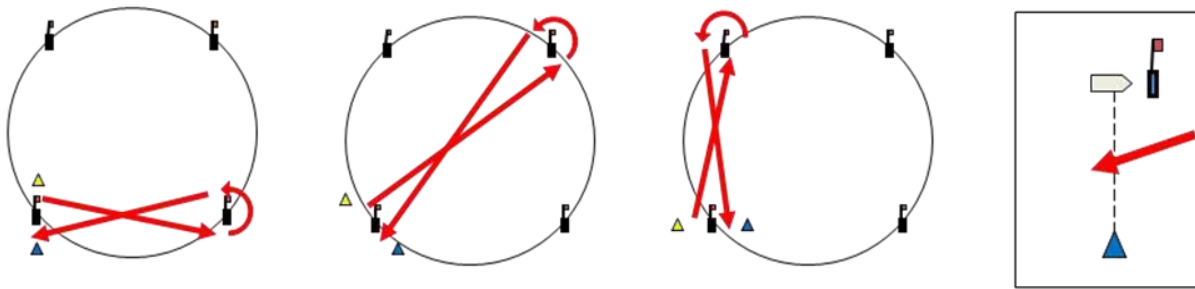


Starting Area 4 (SE Mark)

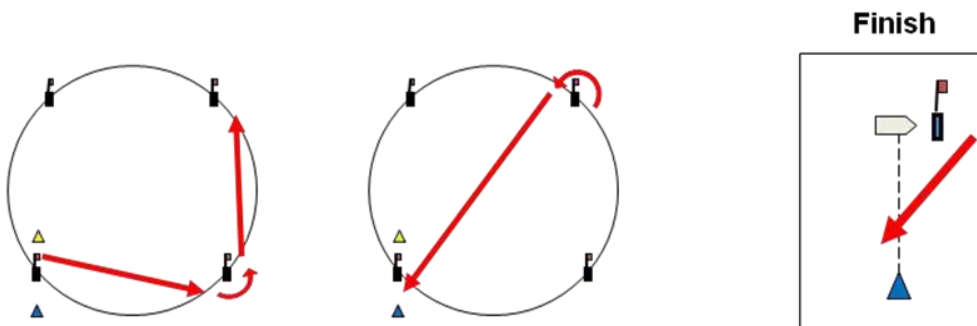


JAM Courses

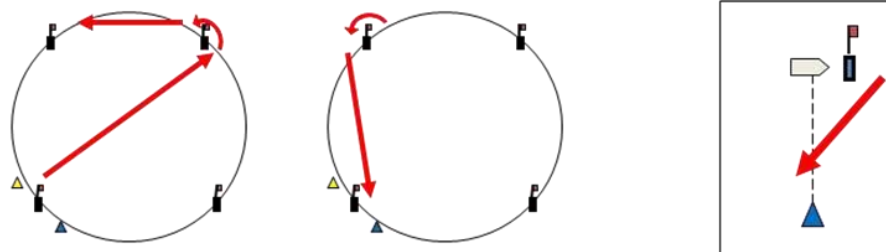
Alpha courses 1.42nm (right mark), 2.0nm (center mark), 1.42nm (left mark)



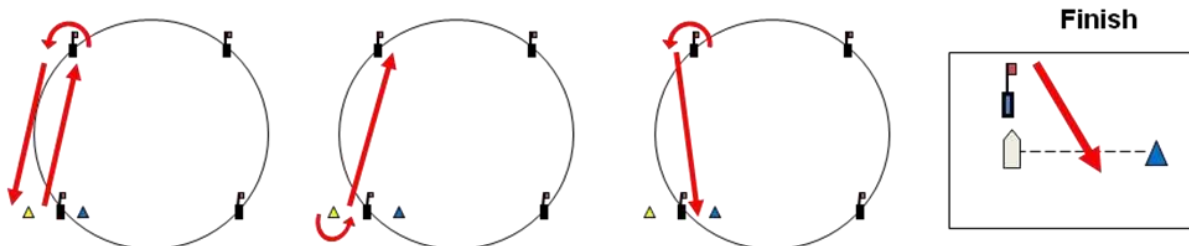
Bravo Course, right mark, 2.42nm



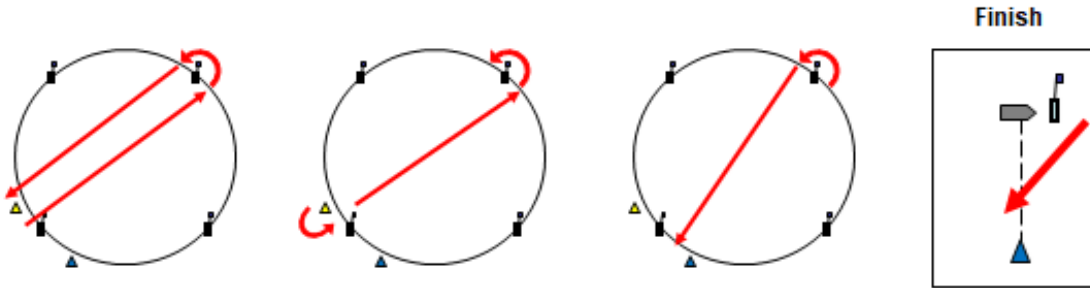
Bravo Course, center mark, 2.42nm



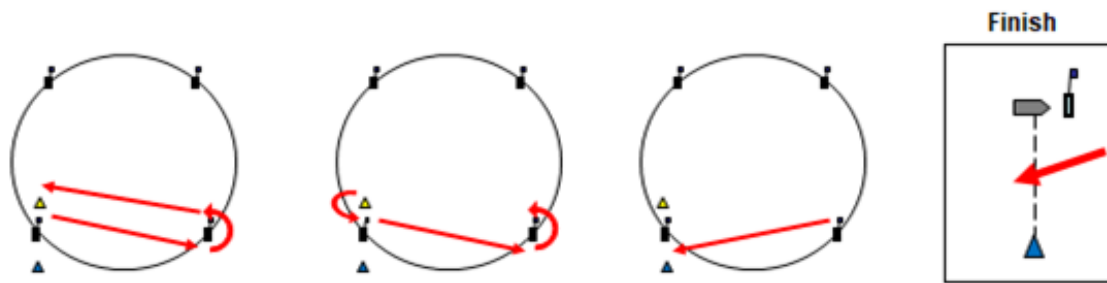
Charlie Course, 2.84nm (left mark, same course for JAM and Spinn)



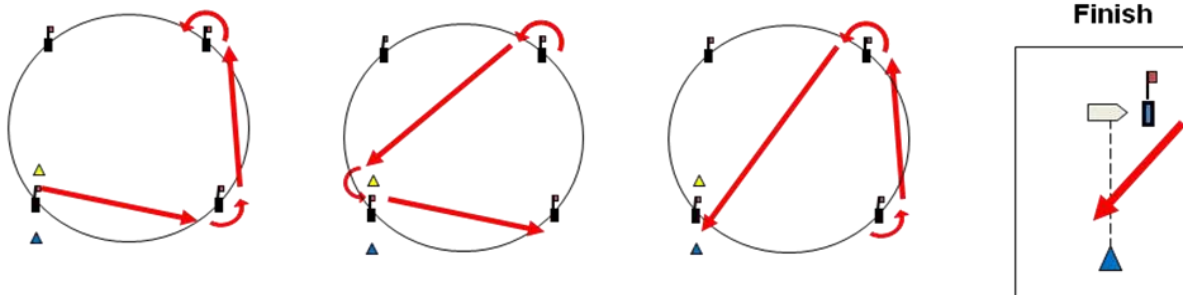
Charlie Course, center mark, 4.0nm (same course for JAM and Spinn)



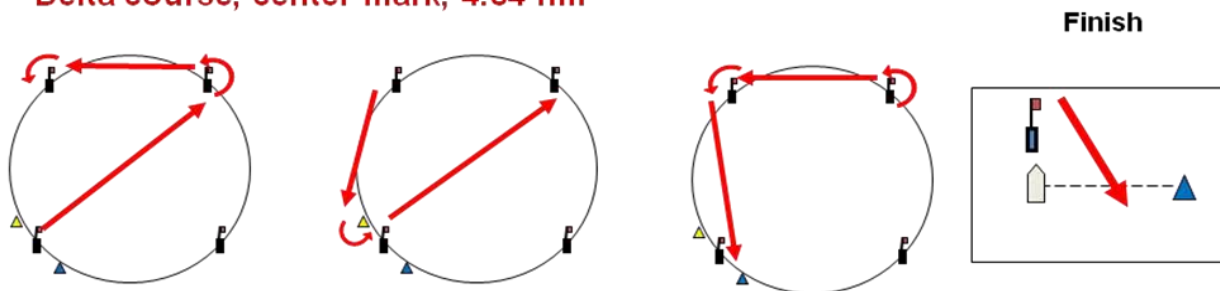
Charlie Course, right mark, 2.84nm (same course for JAM and Spinn)



Delta course, right mark, 4.84 nm

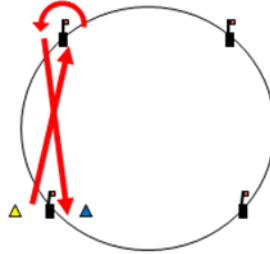
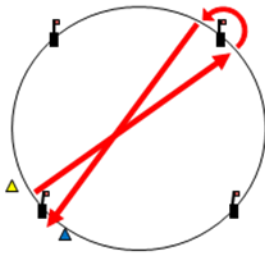
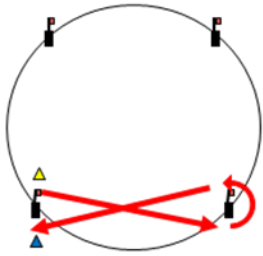


Delta course, center mark, 4.84 nm

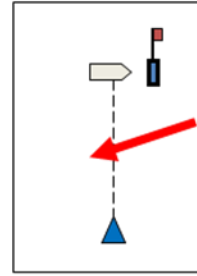


Spinn Courses

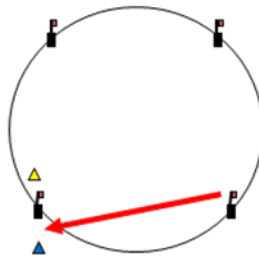
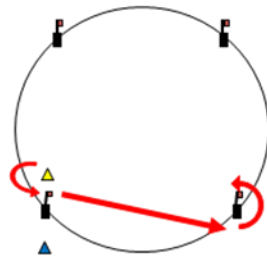
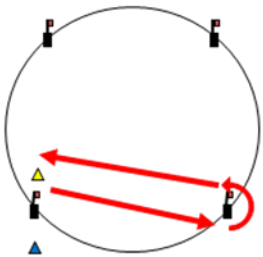
ALPHA Courses 1.42nm (right mark), 2.0nm (center mark), 1.42nm (left mark)



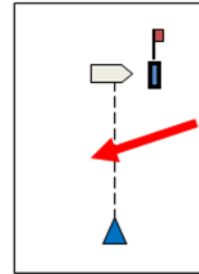
Finish



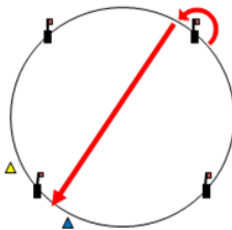
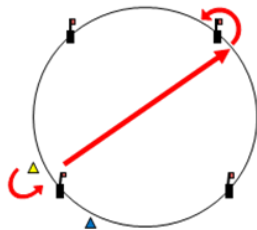
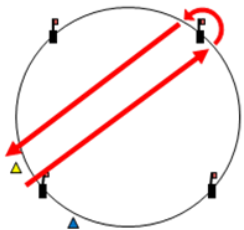
BRAVO Course, right mark, 2.84nm



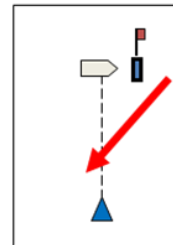
Finish



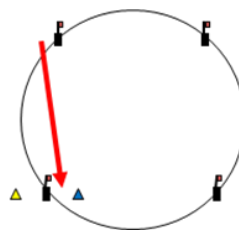
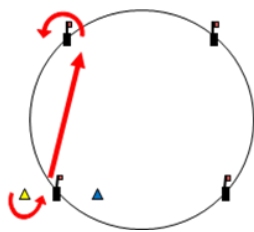
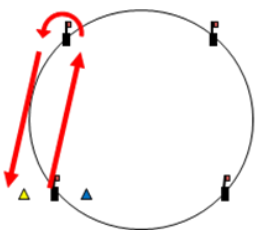
BRAVO Course, center mark, 4.0nm



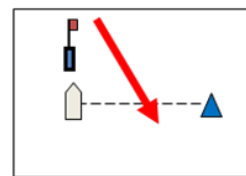
Finish



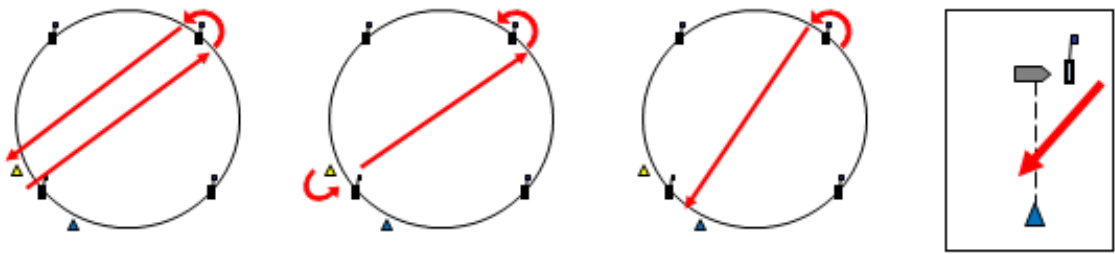
CHARLIE Course, left mark, 2.84nm (same course for JAM and Spinn)



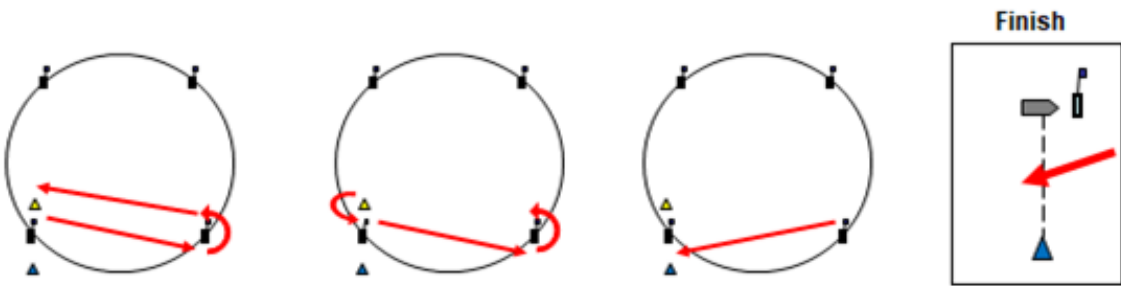
Finish



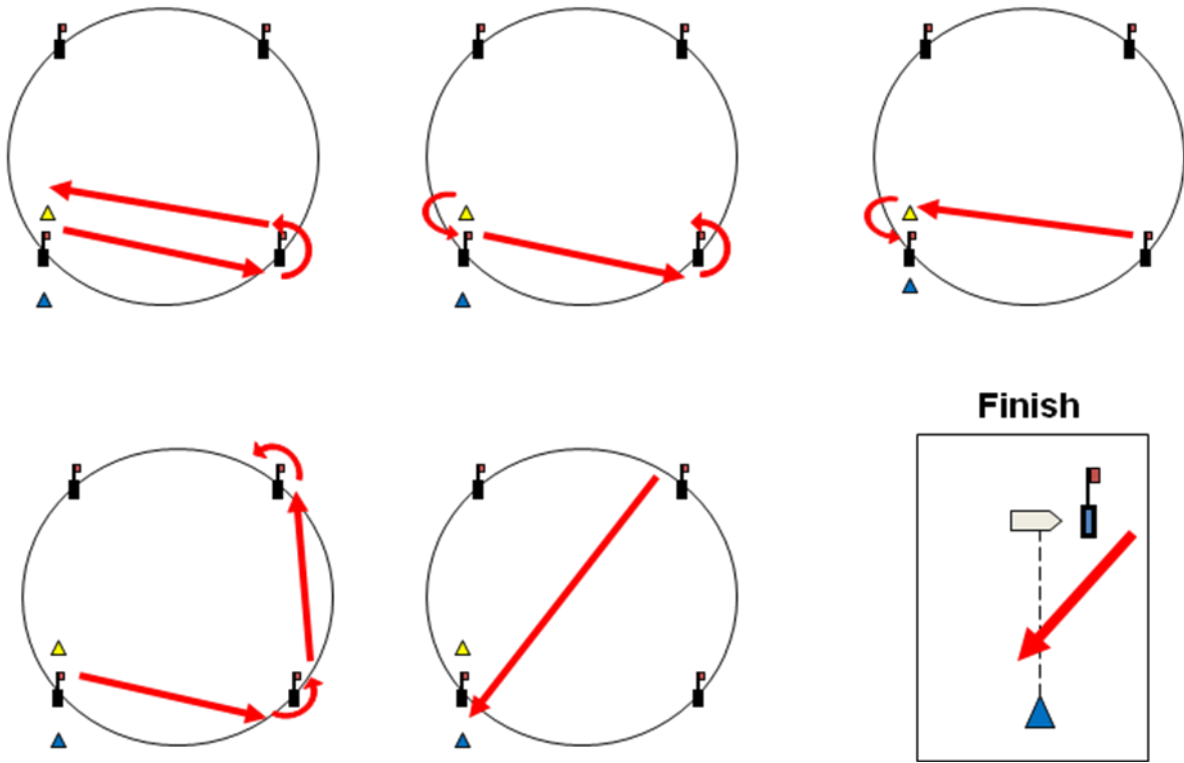
CHARLIE Course, center mark, 4.0nm (same course for JAM and Spinn)



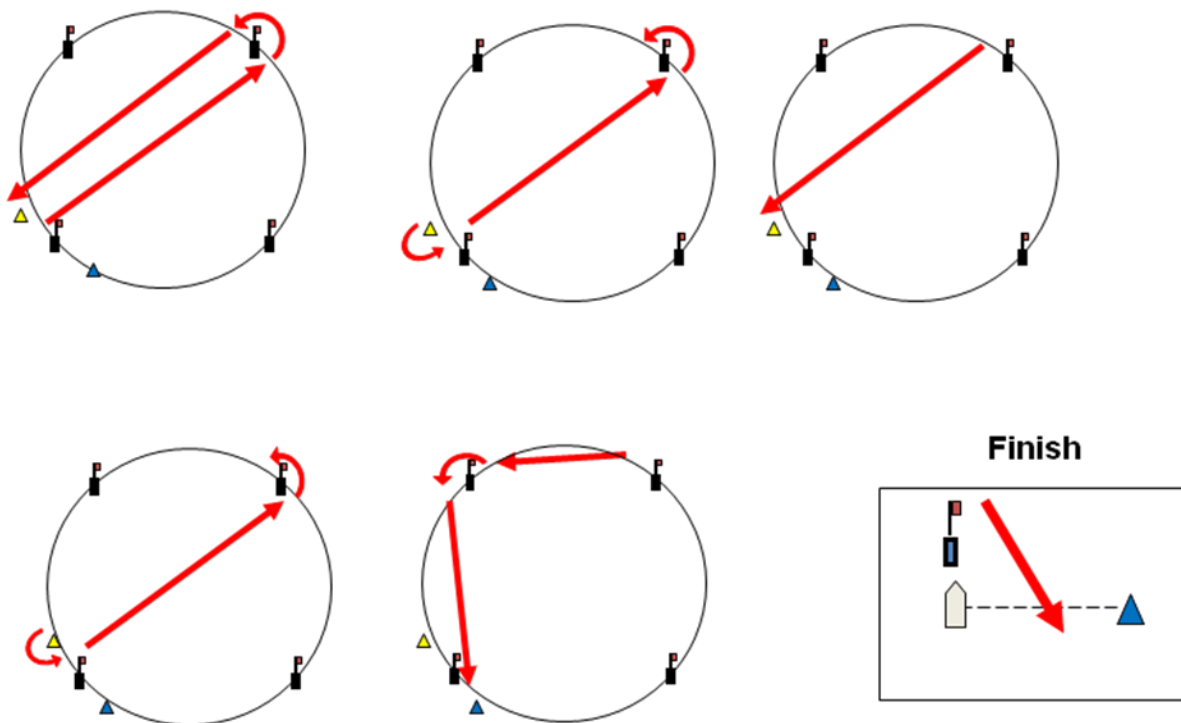
CHARLIE Course, right mark, 2.84nm (same course for JAM and Spinn)



DELTA Course, right mark, 5.26nm



DELTA Course, center mark, 6.42nm



Flag Signals

Section Flags



Course Flags



SIGNALS MADE BY THE COMMITTEE BOAT:

1) SIGNAL FLAGS

<u>FLAG</u>	<u>Color and marking</u>	<u>Signal</u>
A	Blue and white	Course A (Alpha)
B	Red	Course B (Bravo)
C	Red blue and yellow stripes	Course C (Charlie)
D	Blue with yellow stripes	Course D (Delta)
X	White with a blue cross	Individual recall
First Substitute	Blue with yellow triangle	General recall
AP	Red with white stripes	Postponement
N	Blue and white checkers	Race Abandoned
P	Blue with white square	Preparatory signal
S	White with blue square	Shortened course
L	Yellow and black	Come within hail of this boat
1	Silver Grey	1 SPIN
2	Red	2 SPIN
3	Orange	3 SPIN
4	Yellow	4 JAM
5	Green	5 JAM
6	Blue	

2) INDIVIDUAL RECALL "X" Flag:

Any boat over the starting line prematurely must restart or be scored Did-Not-Start (DNS). The committee boat will signal one horn blast and hail the boat by sail number or boat name over the VHF radio, Ch. 69, and the Hailer. The recalled boat must keep clear of all other boats that have started or are starting correctly. If the boat does not hear the committee boat hail and fails to restart, the boat will receive a DNS for that race. To restart use rule 30.1 "**Round-an-End Rule**"

DO NOT SAIL BACK THROUGH THE STARTING LINE.

3) GENERAL RECALL "1st Substitute" Flag:

All boats must restart. Signal will be all or any of the following: two short horn blast; by Hailer; announcement over the VHF radio, Ch. 69.

4) POSTPONEMENT "AP" Flag:

Can be done at any time before a start. Signal will be the following: two long horn blasts and an announcement over the VHF radio, Ch. 69.

5) ABANDONMENT "N" Flag:

Can be done at any time during the race. Signal will be all or any of the following: three long horn blasts; by voice or Hailer; general announcement over the VHF radio, Ch. 69.

6) CANCELLATION:

Can be done any time prior to start of race. Signal will be same as abandonment above.

7) SHORTENED COURSE "S" Flag:

A shortened course will be announced over the VHF radio, Ch. 69 with "S" Flag flown

Starting sequence

Time	Early Start	-	Description	RC Action	
18:40	18:10		Warning Section 5	Horn	Section 5 flag raised
18:41	18:11		Prep Sections 5	Horn	P flag rasied
18:44	18:14			Horn	P flag lowered
18:45	18:15		Start section 5	Horn	Section 5 flag lowered, section 4 flag raised
			Warning section 4		
18:46	18:16		Prep section 4	Horn	P flag rasied
18:49	18:19			Horn	P flag lowered
18:50	18:20		Start section 4	Horn	Section 4 flag lowered, section 3 flag raised
			Warning section 3		
18:51	18:21		Prep section 3	Horn	P flag rasied
18:54	18:24			Horn	P flag lowered
18:55	18:25		Start section 3	Horn	Section 3 flag lowered, section 2 flag raised
			Warning sections 2		
18:56	18:26		Perp sections 2	Horn	P flag rasied
18:59	18:29			Horn	P flag lowered
19:00	18:30		Start section 2	Horn	Section 2 flag lowered, section 1 flag raised
			Warning section 1		
19:01	18:31		Prep section 1	Horn	P flag rasied
19:04	18:34			Horn	P flag lowered
19:05	18:35		Start section 1	Horn	Section 1 flag lowered.

