



Clontarf Yacht & Boat Club
Belvedere
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SUMMARY OF CY&BC OOD PROCEDURES & CHECKLIST

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All Classes are required to provide an OOD and team for a number of races during the season. The number of races is pro rata to the number of boats in each Class. (S.I. 9).

When it's your turn, make sure in advance that you have at least two people to assist you, preferably someone who has done OOD, or assisted, before.

0.0 PREPARATION

0.1 Allow adequate time to bring the equipment across the road to get set up and make your decisions about the courses.

0.2 A First Gun [f.g.] at 19.15 will mean arriving at the Clubhouse at 18.30.

0.3 Before arrival at the Club, check the local weather forecast – this is essential in order to select suitable courses.

Two popular sources :

**MetEireann : 1550 123854 - six hour forecast for
Dublin Bay**

**www.windguru.com select Dollymount beach, click on 'go',
predictions are at three hour intervals.**

0.4 Check the time and height of high water – set out in your Year Book

NOTE : Cruisers and Kestrels share a start using Cruiser class flag 'C' and will sail the same course.

For simplicity, any reference to Cruiser/s in this document includes Kestrel/s.

1.0 WHAT DO YOU NEED TO BRING TO THE WALL ?

There is a checklist of items required posted on the door of the safe in the OOD locker.




Check the list and make sure that all are available. You will require all of the items on it, if any item is missing please inform your Class Captain.

A copy of the checklist is included below.

1.1 CHECKLIST

[a] Stainless steel poles to fly flags – three of them : one vertical, two horizontal, the ones for the wall are to the front.
The smaller ones behind are for on-the water-starts only.

[b] Club Burgee on bamboo cane – sits into the top of the vertical s.s. pole.

[c] Individual recall [flag X ] and General recall [1st Sub ] flags,  flag S – all on sticks or canes.

[d] OOD box, complete with :
Class flags – E, C, 1, Q, G, A – in designated slots
flags P and AP – in designated slots
Course numbers and letters, ply/perspex holders
course card – Cruisers/EBoats one side, dinghies other side
Procedure Manual [this document]
Notebook
Race Result sheet/s
Pen
Compressed air horn [**do NOT shake before use**] – as standby
binoculars

[e] VHF radio – ask rescue crew to provide one from the safe, Rescue operate on Channel 73, Launch on CH 37.

[f] Gun (hooter) – in ply box

1.2 You will also need to bring a watch which will allow you to accurately time starts at three minute intervals and to record finishing times in the format of hours : minutes : seconds.

1.3 Selecting the Courses.

The course you select will depend on wind direction, wind strength, time of high water, and time of day.

- A} Wind direction As a guide, the slip points north / south.
Courses are designated in relation to wind direction.
Ensure that all classes start in the same direction !

- B} Wind strength if there is not much wind, or if the forecast was for wind strength to reduce, try not to send Eboats and Cruisers on a long course – especially on an evening race.

- C} Time of HW Check time, and again, try not to send boats - particularly Cruisers, on a course that will involve a beat back through the lights against a falling tide.
Make sure that all boats will have time to get back to their moorings and for the launch to get everybody ashore.

- D} Time of FG make sure the courses you select are suitable for the time of day and weather conditions, especially evening starts.

Bear in mind that Eboats and Cruisers do not have to sail the same course, and that a course suitable for EBoats may not suit Cruisers, so select a different course for Cruisers.

NOTE : Cruiser courses 1 and 3 – second round can be given if time allows.

Have the Cruiser course number ready and change immediately after the EBoat start. The cruiser course number can be put in the holder behind the EBoat course number for easy changeover.

Dinghy courses – some of the dinghy courses are suitable for providing a second, or on occasions a third round. Times should be taken at the end of each round and, if giving another round, it is best to stand back from the flags and gun so that sailors approaching the line can see that another round is likely.

1.4 To Shorten a Course during racing.

There may be a time when it is necessary to shorten a race, usually due to weather / tide conditions that may have changed since the start of the race.

Generally speaking, though not always, it is the Cruiser and EBoat classes that are affected.

In order to shorten a race you must select a mark that none of those boats in the class/es whose race is to be shortened have yet passed.

The procedure to shorten a race is as follows :

a new finish line is established at right angles to the direction from which boats will pass or round the selected mark with a Committee boat (designated rescue boat, see below) at one end while the mark forms the other end of the line.

Flag S is displayed from the Committee boat and two sound signals are made as boats approach to identify this as the new finish line.

If the shortened course applies to one Class only, while other classes are still racing, the appropriate class flag is also flown.

The Committee boat will then take the sail numbers and finishing times of the boats as they pass through the new finish line.

In CY&BC, the Committee boat will be a designated Rescue Boat whose crew shall be deemed to be assistant OOD for the occasion.

All Rescue Boats will carry the relevant equipment required so the OOD on the wall has only to call up a boat on the VHF (CH73) and direct them to the relevant mark. All rescue crew have been trained in the procedures for shortening a course.

EXAMPLE A

The wind has gone light, tide has turned and is ebbing, light may be fading and it becomes apparent that the Eboats and Cruisers will not reach the Start/Finish line within the time limit.

The EBoats are still in the bay but can be seen approaching the Lights, some Cruisers may still be in the harbour.

The OOD decides to shorten the race. The marks in the harbour on the course set include both the North Bank and the Hub. Either can be selected to form the new finish line.

As the Hub is close to the moorings and also to the channel formed by the Tolka, the OOD decides to select it as the relevant mark and informs the Rescue Boats. The Rescue nearest to the Hub heads over and takes up position. Having been informed that both EBoat and Cruiser classes are to be shortened they will not fly a specific class flag, just flag S.

EXAMPLE B

The combination of timing of the FG for the race, weather conditions and time of HW have resulted in the EBoats getting out to the bay without problem, however, by the time the lead Cruisers approach the Lights, the tide has turned and is flooding – Cruisers are / will have difficulty getting out against the incoming tide and Cruisers will not return to reach the Start/Finish line within the time limit.

The EBoats, being out of the harbour, will not have a problem – some of them can be seen already returning.

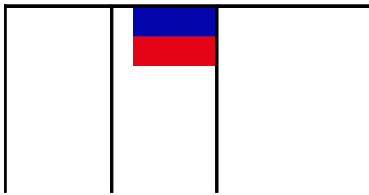
The OOD decides to shorten the race for Cruisers only. The marks in the harbour on the course set include both the North Bank and the Hub. Either can be selected to form the new finish line.

As the Hub is close to the moorings and also to the channel formed by the Tolka, the OOD decides to select it as the relevant mark and informs the Rescue Boats. The Rescue nearest to the Hub heads over and takes up position.

Having been informed that only the Cruiser class race is to be shortened they will fly flag S and also flag C, while also making intermittent sound signals as relevant boats approach.

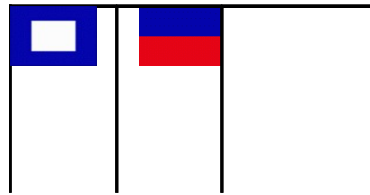
RACE STARTING PROCEDURE

1st GUN - 0 mins



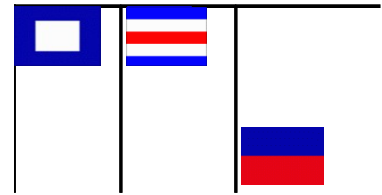
E-BOAT WARNING GUN
1st SOUND SIGNAL
6 MINS TO 1st START

3 mins



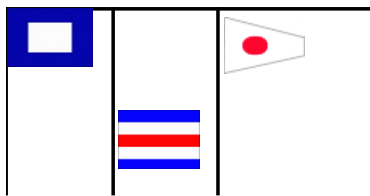
E-BOAT PREPARATORY GUN
2nd SOUND SIGNAL
3 MINS TO 1st START

6 mins



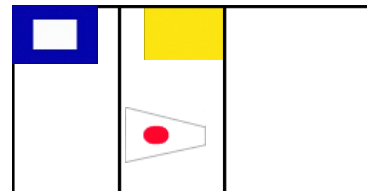
E-BOAT START
3rd SOUND SIGNAL
CRUISER & KESTREL
PREPARATORY GUN

9 mins



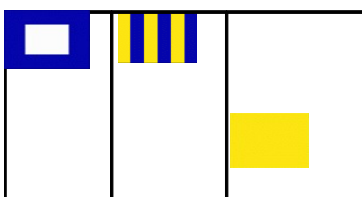
CRUISER / KESTREL START
FIREBALL PREPARATORY GUN
4th SOUND SIGNAL

12 mins



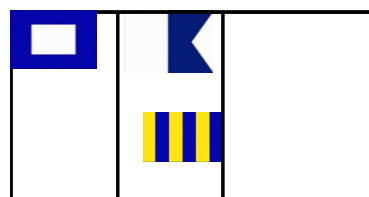
FIREBALL START
IDRA 14 PREPARATORY GUN
5th SOUND SIGNAL

15 mins



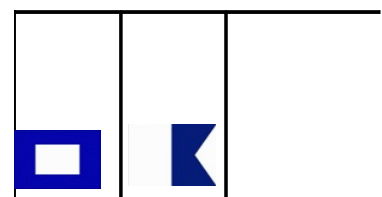
IDRA 14 START
MERMAID PREPARATORY GUN
6th SOUND SIGNAL

18 mins



MERMAID START
SUNDRIES PREPARATORY GUN
7th SOUND SIGNAL

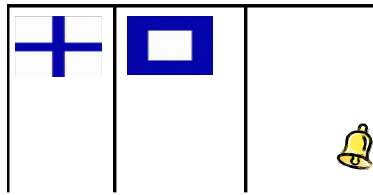
21 mins



SUNDRIES START
8th SOUND SIGNAL

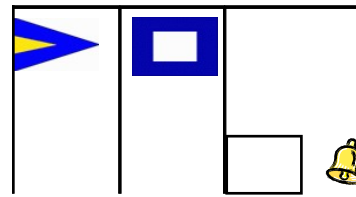
FURTHER SIGNALS

Individual Recall



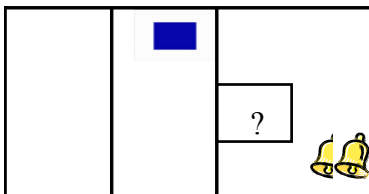
FLAG X HOISTED
1 SOUND SIGNAL

General Recall



1ST SUB HOISTED
2 SOUND SIGNALS
CLASS RESTARTS 3 MINS AFTER
LAST CLASS STARTS

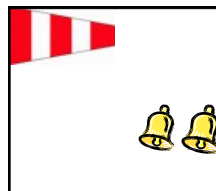
Shorten Course



2 SOUND SIGNALS
FLAG "S" DISPLAYED ALONE
APPLIES TO ALL CLASSES

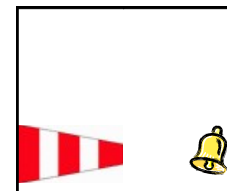
FLAG "S" DISPLAYED OVER CLASS
FLAG (?) APPLIES TO THAT CLASS
ONLY

Postponement



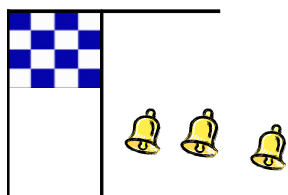
ANSWERING PENNANT HOISTED
2 SOUND SIGNALS

End Postponement



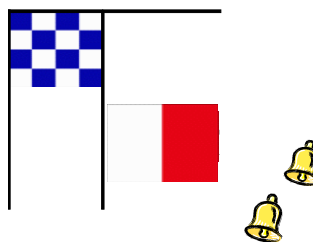
ANS. PENNANT LOWERED
1 SOUND SIGNAL
WARNING SIGNAL WILL BE MADE 1
MIN AFTER REMOVAL

Abandonment (1)



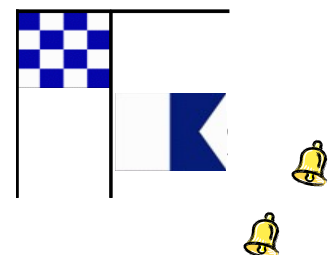
3 SOUND SIGNALS – ALL RACES ARE
ABANDONED. FURTHER SIGNALS WILL BE
MADE IN THE STARTING AREA.
THIS SIGNAL WILL BE LOWERED 1 MIN
BEFORE THE NEXT SIGNAL IS MADE
(FLAG N)

Abandonment (2)



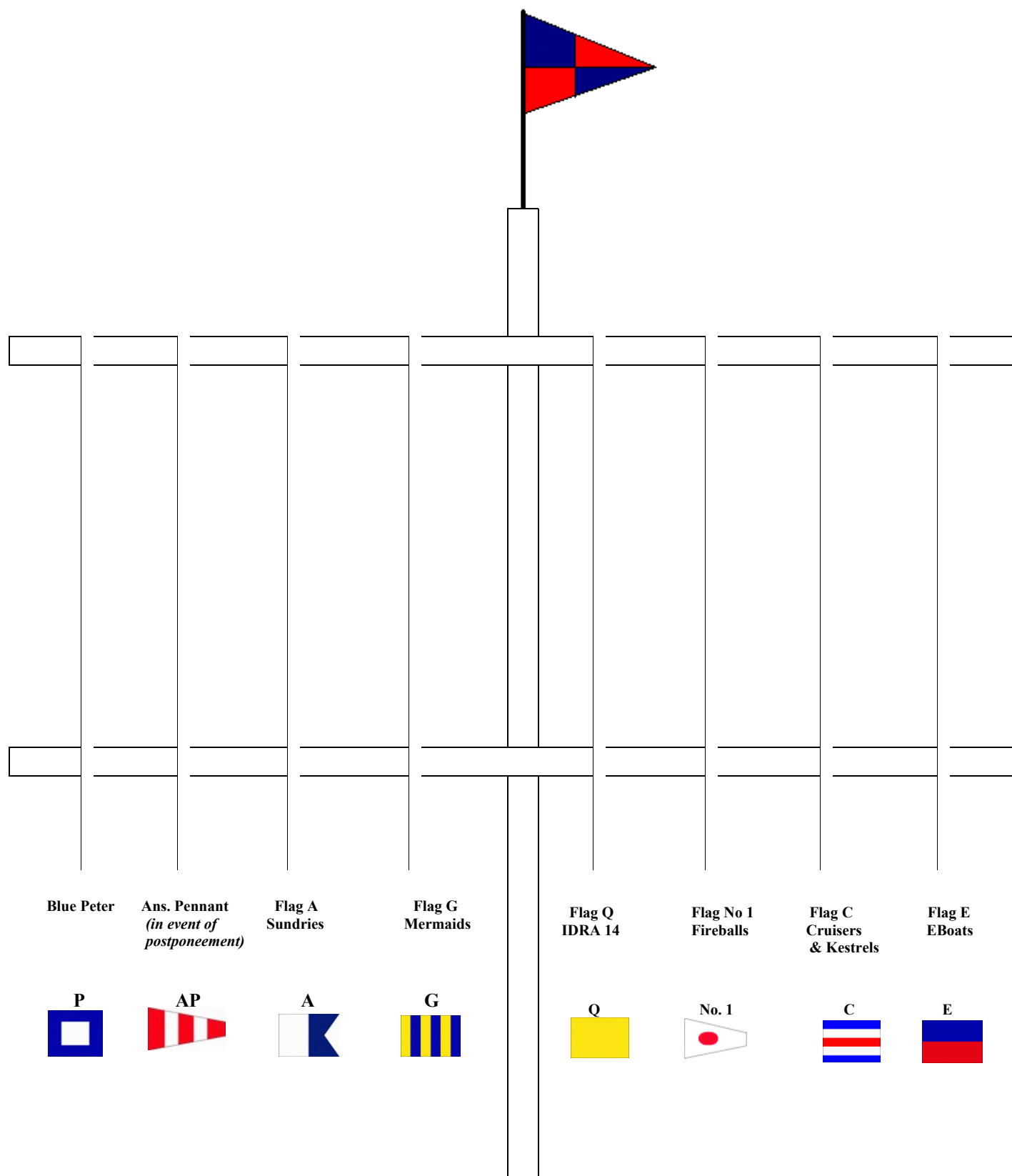
3 SOUND SIGNALS – ALL RACES ARE
ABANDONED.
FURTHER SIGNALS WILL BE MADE
ASHORE
(FLAG N OVER FLAG H)

Abandonment (3)



ALL RACES ABANDONED
NO MORE RACING TODAY
(FLAG N OVER FLAG A)

CYBC Wall Set-up



viewed from the wall to start/finish line

Sailing Instructions 2009

1. RULES

Racing will be governed by the 'rules' as defined in the Racing Rules of Sailing, these Sailing Instructions, any changes to them, the Declaration form and Class rules.

2. ELIGIBILITY

Boats eligible to race shall be helmed and crewed by Cadet, Family, Honorary, Ordinary, Student and Youth members of the club. The owner or helm may enter a boat for racing by completing and returning a Declaration Form to the Sailing Secretary. A boat failing to return a completed declaration form may not participate in any race. A visiting crew may compete with permission from the relevant class captain. A prize shall not be awarded to a non-member of the club.

3. NOTICES TO COMPETITORS

Notices to competitors will be posted on the notice board in the Club entrance hall.

4. SIGNALS ASHORE

Signals made ashore will be displayed on the flagpole at the club gate.

5. CHANGES TO SAILING INSTRUCTIONS OR SCHEDULE OF RACES

Changes to sailing instructions may be posted up to one hour before the scheduled warning signal for a race, except that any change to the schedule of races will be posted by 21.00 on the day before it will take effect.

6. SAFETY REGULATIONS

Personal flotation devices must be worn as per Department of Marine Regulations. **A boat that retires from a race shall notify the race committee as soon as possible.** Shipping has right of way. Owners and skippers should familiarise themselves with the Dublin Bay Guidance Notes for Leisure Craft as published by Dublin Port Co. Boats shall not sail in the shipping channel marked by the navigation buoys of Dublin Port, except to cross the channel at right angles. During racing boats are prohibited from entering the zone bounded by the South Bull Light, navigation marker no 7, navigation marker no 13 and the south bull wall. Boats shall not sail over the half-tide wall part of the North Bull Wall at any time.

7. ENVIRONMENT

Boats shall not discard rubbish, or cause other pollutants to enter the water.

8. SCHEDULE OF RACES

The schedule of races is published in the Club yearbook. Postponed or abandoned trophy, cup or championship races shall be sailed with the next 'Points' race, crews races excepted.

Races not completed may be rescheduled.

9. RACE OFFICER DUTY

Classes are obliged to provide a race officer on the rota in the yearbook. A class that fails in this obligation shall not receive a start on its next scheduled race day.

10. CLASS FLAGS

Class flags are as follows; E Boat 'E', Cruiser & Kestrel 'C', Fireball 'Numeral 1', IDRA 14 'Q', Mermaid 'G', Sundry 'A'

11. COURSES

The courses are described on the course card. The race officer will display the course for races with black figures on a white board.

Courses for 'Special' races will be posted up to one hour before the scheduled warning signal for the race. The race officer may change the course displayed no later than two minutes before a start accompanied by one long sound signal. This changes rule 27.1. Boats shall sail through the Start/Finish line on each round of their course.

12. MARKS

Marks will be the club marks in positions indicated on the course card.

13. ORDER OF START

Racing will be started in the following order: E Boat, Cruiser & Kestrel, Fireball, IDRA 14, Mermaid, Sundry.

14. STARTING

The Start/Finish line will be between the staff on the Promenade wall and the outer limit mark. Two boats are required to start in order to constitute a race in a fleet except cruisers 1 & 2. Races will be started by signals at 3 minute intervals in the order of start as follows, Warning, display 1st. class flag, 1 sound. Preparatory, display 'P' flag, 1 sound. 1st. Start, remove. 1st class flag, display 2nd, 1 sound. Last Start, remove 'P' and last class flag, 1 sound. A boat starting 10 minutes later than her start signal will be scored 'DID NOT START'. A boat whose class flag has not been displayed shall keep clear of the start/finish line. The first sentence of rule 45 will not apply. This changes rules 26, 45 and A4.1.

15. GENERAL RECALLS

The flag 'First Substitute' with two sounds will signal a General Recall. **The preparatory signal for a new start for the recalled class shall be the starting signal for the last scheduled start. This changes rule 29.3.**

16. SHORTENING COURSE

A course may be shortened at one of its marks signalled by a vessel displaying flag 'S' with two sounds. The finish line shall be between a staff on the vessel and the finishing mark. A race in which a second or subsequent round has commenced but fails to be completed within the time limit shall be determined by the finish times of the last completed round, with the exception of Club championship and cup races. This changes rule 32.

17. FINISH

The finish will be at the Start/Finish line between the staff on the Promenade wall and the outer limit mark unless the race is shortened at one of its marks. A boat that has finished racing shall not re-cross the finish line while other boats are racing. A boat in breach of this rule shall be disqualified without a hearing. This changes rule 63.1.

18. TIME LIMITS

Time limits are 3.5 hrs for races starting before 18.00 hrs, except courses 18, 19 at 4.5 hrs - and 2.5 hrs for races starting after 18.00 hrs. Special races may have their own time limits. Cruisers will be timed until the time limit expires. In other classes, a boat failing to finish within 30 minutes after the first boat in its class sails the course and finishes will be scored 'DID NOT FINISH'. This changes rules 35 and A4.1.

19. PROTESTS

The time limit for protests and requests for redress is 1 hour after the last boat in the class of the protestor has finished the last race of the day. Forms for protest/redress are available at the bar and shall be delivered to a Sailing Committee member or Protest Convenor within the protest time. Breaches of instruction 6 and 7 will not be grounds for protest by a boat.

20. SCORING AND HANDICAPPING

The Low Points system of Appendix 1 will apply to all races. Handicapping systems are as defined by individual class rules.

21. CREW

Championship and trophy races shall be sailed by the regular skipper and crew, IDRA 14 excepted. A member of the regular crew who has sailed in at least 50% of club races shall helm crews races.

22. DISCLAIMER OF LIABILITY

Competitors participate entirely at their own risk, see rule 4, Decision to Race. The Club will not accept any liability for material damage, personal injury or death sustained in conjunction with, prior to, during, or after racing.

23. INSURANCE

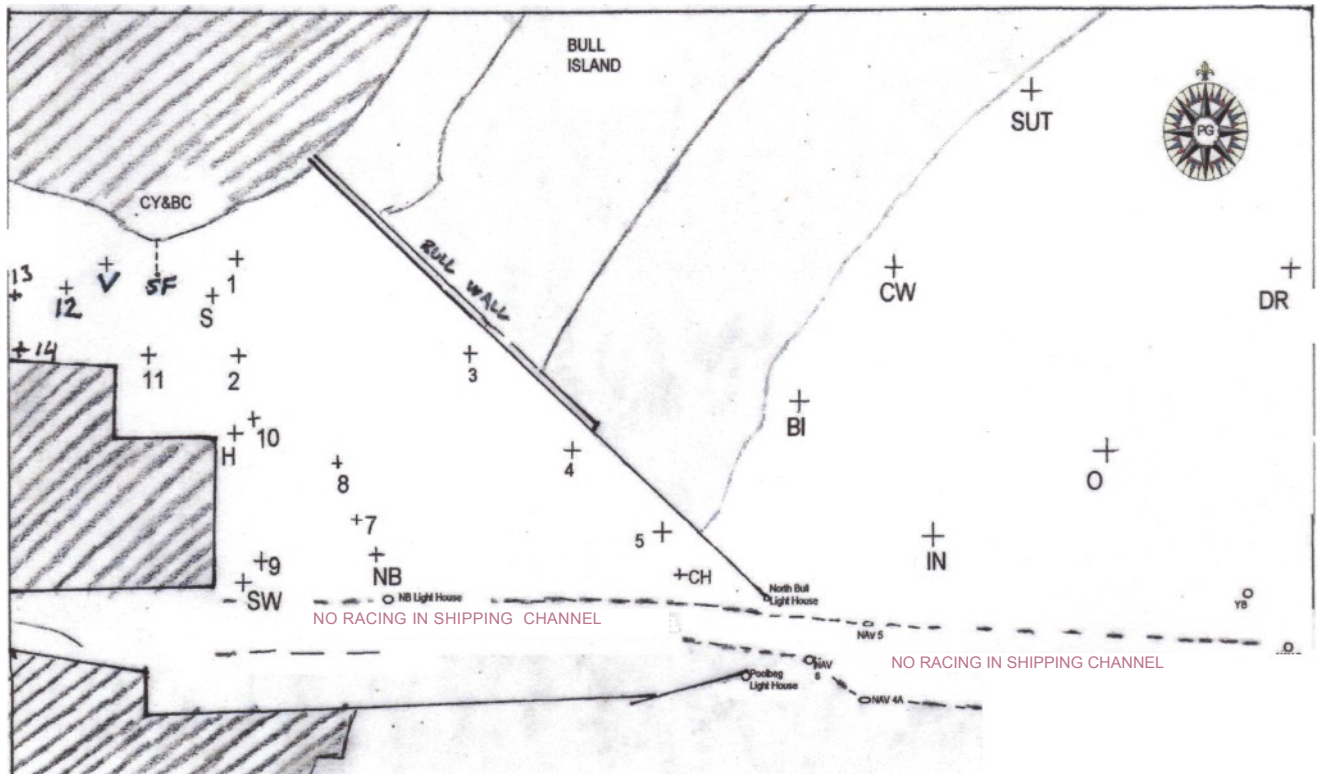
Each participating boat shall be insured with valid third party liability insurance, with a minimum cover of €1.3 million per event.

DINGHY COURSE CARD 2009

NOTE: ALL CLASSES SHALL PASS BETWEEN THE POOLBEG AND NORTH BULL LIGHTS WHEN RACING

WIND DIR.	COURSE LETTER	COURSE	WIND DIR.	COURSE LETTER	SHORT COURSES
N	A	L-12-7-3-7-3-L (p)	N	SA	L-1 2-1 0-1 -L(p)
NNW	B	L-1 3-7-2-7-1 -L (p)	NNW	SA	L-1 2-1 0-1 -L(p)
NW	C	L-13(p)-3-7-12-7-L (S ex. 13 & L)	NW	SC	L-12-11-8-L(p)
WNW	D	L-12-7-5-L (p)	WNW	SC	L-12-11-8-L(p)
W	E	L-1 2-7-4-1 1(s)-1-L (P ex.11)	W	SE	L-1 3-1 0-1 -L(p)
WSW	F	L-13(p)-4-9-4-9-1(p)-L (S ex. 13 & 1)	WSW	SF	L-1 2-1 0-1 -L(p)
SW	G	L-13(p)-3-9-3-9-1(p)-L (S ex.. 13&11)	SW	SF	L-1 2-1 0-1 -L(p)
SSW	H	L-13(p)-3-7-3-7-1(p)-L (S ex. 13 & 1)	SSW	SF	L-1 2-1 0-1 -L(p)
S	I	L-3-7-3-7-12-L(s)	S	SI	L-1-10-12-L(s)
SSE	J	L-1-9-1-9-10(p)-12-L (S ex.10)	SSE	SI	L-1-10-12-L(s)
SE	K	L-7-3-12(s)-L (P ex. 12)	SE	SK	L-2-11-12-L(s)
ESE	L	L-5-9-10-(p)-12-L (S ex. 10)	ESE	SK	L-2-11-12-L(s)
E	M	L-1-10(p)-4-11-4-12-L (S ex. 10)	E	SM	L-1-2-13-L(s)
ENE	N	L-1(s)-9-4-9-4-12(s)-L (P ex1 & 12)	ENE	SN	L-1-10-12-L(s)
NE	O	L-1(s)-9-3-9-3-12(s)-L (P ex.1 & 12)	NE	SN	L-1-10-12-L(S)
NNE	P	L-1(s)-9-3-9-3-12(s)-L (P ex. 1 & 12)	NNE	SN	L-1-10-12-L(s)
NW	Q	L-12(p)-OUTER-(p)-BI(p)-OUTER(p)-BI(p)-7(s)-L			
W	R	L-1 2(p)-7(p)-OUTER(p)-9(s)-4(p)-1 1 (s)-1 (p)-L			
S	U	L-SUT(s)-OUTER(s)-SUT(s)-OUTER(s)-12(s)-L			
SE	W	L-7(p)-BI(s)-OUTER-(s)-BI(s)-OUTER(s)-12(s)-L			

L = SF (START/FINISH)
 12 = VERNON AVE MARK
 NB = NORTH BANK MARK
 CH = CHURN MARK
 BI = BULL ISLAND MARK
 CW = CAUSEWAY MARK
 SUT = SUTTON MARK
 DR = DRUMLECK MARK
 O = OUTER MARK



Cruisers/Kestrels & Eboat courses 2009

All Classes shall pass between the Poolbeg and North Bull lights when racing
 All Classes shall pass North of the North Bank Light House when racing.

Wind Dir.	No	miles	Course
NW+W+SW. short	1	4	SF-Vp-Hs-SWp-CHp-NBs-SF
NW+W+SW. long	2	6	SF-Vp-Hs-SWp-CHp-SWp-CHp-NBs-Finish
NE+E+SE. short	3	4	SF-Ss-Hp-NBp-CHs-SWs-Hp-Vs-SF
NE+E+SE long	4	6	SF-Ss-Hp-NBp-CHs-SWs-CHp-NBs-Vs-Finish
West short	5	5.5	SF-Vp-NBp-CHs-BIs-INS-CHp-NBs-Finish
West long	6	7.5	SF-Vp-NBp-CHs-DRp-BIp-CHp-NBs-Finish
South West short	7	6	SF-Vp-NBp-CHs-INp-CWp-CHp-NBs-Finish
South West long	8	7.5	SF-Vp-NBp-CHs-Op-SUTp-CHp-NBs-Finish
South short	9	6	SF-NBp-CHs-CWs-INS-CHp-SWs-Hp-Vs-Finish
South long	10	7	SF-NBp-CHs-CWs-INS-BIp-CHp-SWs-Hp-Vs-Finish
South East short	11	6	SF-NBp-CHs-BIs-INS-CHp-SWs-Hp-Vs-Finish
South East long	12	7	SF-NBp-CHs-CWs-Os-CHp-SWs-Hp-Vs-Finish
East short	13	6.5	SF-NBp-CHs-BIs-Os-CHp-SWs-Hp-Vs-Finish
East long	14	7.5	SF-NBp-CHs-BIs-DRs-CHp-SWs-Hp-Vs-Finish
North East short	15	6	SF-NBp-CHs-CWs-CHp-SWs-Hp-Vs-Finish
North East long	16	7	SF-NBp-CHs-SUTs-CHp-SWs-Hp-Vs-Finish
North short	17	5.5	SF-Vp-NBp-CHs-BIs-INS-CHp-NBs-Finish
North long	18	7	SF-Vp-NBp-CHs-BIs-INp-CWp-BIp-CHp-NBs-Finish
North West short	19	5.5	SF-Vp-NBp-CHs-INp-BIp-CHp-NBs-Finish
North West long	20	8	SF-Vp-NBp-CHs-DRp-SUTp-CHp-NBs-Finish

SF=Start & Finish Line. V=Vernon. H=Hub. S=Spit. SW=SouthWest. NB=North Bank . CH=Churn.
 BI=Bull Island. O=Outer. SUT=Sutton. DR=Drumleck. CW=Causeway. IN=InnerMark

Approx. positions for Dublin Bays Marks.

Inner	53°20.80N	006°08.2W	Bull Island	53°21.10N	006°08.8W
Causeway	53°21.50N	006°08.4W	Sutton	53°21.80N	006°07.8W
Outer	53°21.00N	006°07.5W	Drumleck	53°21.40N	006°07.0W

