

# MYC Broadmeadows

## OOD Duties Shore Start/Finish

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## I. INTRODUCTION

1. You are responsible for the smooth and safe running of the days racing.
2. You will need an assistant to help you with the flags etc
3. Check Weather forecast in advance of the racing (eg on Wind Guru).
4. Be at Broadmeadows at least 45 minutes before First Gun. You will need all of this time to get organised.
5. Racing should start on time.
6. As a guide, racing should normally not last any longer than 90 minutes.
7. Holding two shorter races is often preferable to one long race, but it does require more effort.
8. Races are started from the Clubhouse Line (Bearing of Outer Limit Mark from flagpole should be 020 degrees - check it has not been moved or has drifted). If it has - get the safety boat to adjust it. The line is from the Outer Limit to the Flagpole and the Inner Limit mark (if any) only marks the length of the line.
9. Racing should finish on the clubhouse line and after rounding either Marks 1,2 or 6

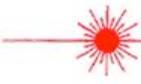
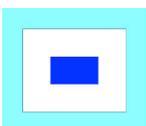
## II. ON ARRIVAL AT BROADMEADOWS

1. Retrieve the OOD's bag from the Office.
2. Place the Sign in Sheet inside the Clubhouse with a pen
3. Set up Flags on Flagpole. A practical demo of this will be given if required. The top of the flag will have a loop or a wooden toggle - the bottom of the flag will have a rope tail. If there is a loop on the top of the flag - pull a good sized loop of halyard through the loop on the flag and then pull the flag through the loop. A clove hitch (two loop method) should be used to secure the halyard to a toggle. A clove hitch made with the rope tail (Around-over-around-under) can be used to attach it to the halyard. Slide the knot along the halyard to tension the flag. And finally the knot in the halyard may jam in the pulley - so keep it between the two knots holding the flag
4. Make sure that there is Rescue crew. If additional crew/rescue boat discuss with a member of the Broadmeadow Cmmittee
5. Make sure you have a fully charged VHF Radio. Set to Channel 72

### III. SETTING THE COURSE

1. Try to get the course displayed 15 minutes before the First Gun.
2. Check Wind Direction. Use the Windex in the Office or put a boat with a compass head to wind. But possible the most reliable method is the use a wind vane or a piece of light string or wool on a stick - hold it directly in front of you in a place where there is clear wind (end of pier is best for all but southerly winds) and turn until you are facing directly upwind. Then take a compass bearing of the direction you are facing and you have the wind direction.
3. It is always preferable to start on a Beat, but this is only possible when the wind direction is within 15 degrees of either 290 or 110 degrees.
4. Check the course chart on the notice board to find the suggested courses for the wind direction. For example a wind direction of 85 degrees points immediately to courses involving a 3-5 beat as per the example of courses below. A 65degrees wind direction would however require you to make a call between two beats 2-4 and 3-5. This could be based on forecast or if shifty on the prominent direction. If everything is equal - go for the simpler barrels course 2-4.
5. The objective is to set a course(s) that gives each fleet an equal length of time on the water.
6. An inner triangle using marks 1,6 and 8 is available for use in light winds or for the Optimist fleet as appropriate. The beat directions available are the same as for the 2-4-1 triangle. In the case of the 85 degree wind direction above the closest beats would be 6-1 (110 degrees) or 6-8 (50 degrees) - so 6-1 is best.
7. Use the whiteboard to list out the course for each Fleet. This can be done with assistance of one of the senior sailors. The current convention is to list the marks to be rounded:  
  
Laser (L): 135351351F Topaz (T): 1351351F and Optimist (O): 186186F would be possible courses for an 85 degree wind direction. A map may be drawn to show the locations of the marks being used. Note that for port courses (anti-clockwise involving 3-5 : Mark 1 is rounded to starboard before finishing.
8. In a moderate breeze the above courses will take all classes about an hour. Combinations for lighter conditions include Laser: T(Triangle) + S(Sausage), Topaz:T Oppi: Small T
9. For windy conditions Consider Lsr: T-S-T-T Tpz: T-S-T Opt: Small t-s-t or T-S
10. In light airs consider keeping the fleet close to the clubhouse using marks 1,2,6 and 8 to facilitate shortening.

## IV. CONTENTS OF THE OOD BAG

<p>Optimist Class Flag (O Flag)</p> 	<p>Blue Peter Flag (P flag)</p> 	<p>Horn (Battery operated)</p> <p>Whistle</p> <p>VHF Radio</p>
<p>Topaz Class Flag (T Flag)</p> 	<p>Individual Recall Flag (X Flag)</p> 	<p>Binoculars</p> <p>Stopwatch</p> <p>Clipboard</p>
<p>Laser Class Flag (but with red background and white logo)</p> 	<p>Shorten Course Flag (S Flag)</p> 	<p>Supply of Sign in and Results Sheets</p> <p>2 Pens</p> <p>White Board Markers</p>

## V. BRIEFING

(optional and generally not necessary for standard courses)

1. Hold briefing 15 minutes before First Gun
2. Possible topics:
  - the weather forecast
  - The order of start
  - The Course and No. of Laps
3. Remind all to Sign In and to watch the flags and not just listen to the gun
4. Aim to have Rescue boats launched at least 10 minutes before FG.
5. No boats to be launched until rescue boat(s) is in water and operational
6. Discreetly speak to any individuals who you think should not be going out

## VI. STARTING THE RACE

1. Start at the scheduled time unless there is a good reason to delay eg rescue not operational.
2. When boats launch retrieve Sign In Sheet from Clubhouse and put with Clipboard
3. At this point you will need assistance to coordinate timekeeping, flag raising, flag lowering, recording start times on results sheet and watching out for boats starting prematurely
4. Order of Start - fastest class goes first
5. Laser (Standard, Radial and 4.7 start together) and 420s if any
6. Topaz (Uno, Duo etc start together)
7. Optimist
8. First Gun therefore means the 5 Minute gun for the First Class.
9. The sound signal is to draw attention to flags being raised or lowered.
10. Someone should countdown the time to each flag 20,10,5,4,3,2,1,Now
11. The time signal is the point in time when the flag either arrives or leaves the cross tree of the flagpole. This is very important when raising a flag. Check how long it takes you to hoist a flag. If it takes you 3 sec start hoisting at 3 sec and do the last pull at 1sec.
12. If there are a few boats over the line then one blow of horn plus raise the Individual Recall Flag and make notes to ensure that offending boats do recross the line. If not they will be marked down as OCS (On Course Side). Lower the Flag once boats have recrossed line.
13. If more than a few boats over the line then will need to have a General Recall (Highly unlikely). Blow Horn twice and raise the General Recall Flag.
14. Note the Start time for each Class. This is important when the results are being compiled.
15. Always remember that the Flags take precedence over the Guns. Competitors should always be watching the flags and not just listening for the Horn.
16. If the Horn Fails use the Whistle

## VII. SOUND AND FLAG SEQUENCE

1. 5 Minutes, Raise Laser Class Flag
2. 4 Minutes, Raise Blue Peter
3. 1 Minute, Lower Blue Peter
4. Start = 5 Minutes for Next Class, Lower Class Flag of Laser Class and Raise Class Flag of Topaz Class going into the Starting Sequence
5. 4 Minutes, Raise Blue Peter
6. 1 Minute, Lower Blue Peter
7. Start = 5 Minutes for Next Class, Lower Class Flag of Topaz Class and Raise Class Flag of Optimist Class going into the Starting Sequence
8. 4 Minutes, Raise Blue Peter
9. 1 Minute, Lower Blue Peter
10. Start, Lower Optimist Class Flag

## VIII. DURING THE RACE

1. Keep an eye on the race area at all times.
2. Direct rescue boats (via VHF) as required
3. Watch the progress of the race, who is coming where etc. Watch out for boats being lapped. This will make completion of the results sheet much easier.
4. If it is looking unlikely that one of the fleets will finish the race within a reasonable timeframe then it may be necessary to shorten the course.
5. You shorten a race by raising the Shorten Course Flag (S) and blowing the horn a few times as soon as the first boat in a class comes around what will be the last mark AND is within sight of the flags. This will indicate to the boat to proceed directly from there to the finish line. Keep the Shorten course flag raised and give the other classes a similar warning by blowing the horn once they are reach the last mark. If only shortening some classes - hoist their class flags under the S Flag.

## IX. FINISHING THE RACE

1. All boats in each fleet should get a sound signal.
2. Record actual time of completion for each boat along with Class, Sail No. and Skipper name - Sign In sheet will help in getting this information.
3. Any boats who did not complete the course or who finish outside the time limit should be marked DNF.
4. Make sure all boats that signed in and went on the water are safely back on shore before closing up for the day.
5. Make sure the results sheet is easy to read and if necessary rewrite.
6. Clip the sign in sheet to the Results sheet and leave in the Box provided in the clubhouse
7. Pack up the OOD bag, make sure it is fully stocked for next OOD and store in the office.
8. Make sure all VHF Radio's are charging.

## X. OTHER

1. Although they are more not the specific responsibility of the OOD - the following should be monitored
  - The rescue boats need to be brought in, the engines washed and stored, the fuel put in the bunker and the boats drained and cleaned.
  - The clubhouse floors need to be cleaned.
  - The storage units and pen need to be secured.
  - The shutters need to be lowered by a keyholder.
2. If there appears to be an issue with any of the above any of the above - talk to a member of the Broadmeadow committee or call them if no-one is around.

Garrett Donnelly	086 8594689	Diarmuid Marron	085 8228257	Colm Costello	086 1516525
Sharon O'Sullivan	086 3910966	Brian McDowell	087 2327745	Noel McShera	086 8259696
Stan Natin	086 2619911	Sean Roche	086 8213817	Des McGovern	087 2800986
Colm Roche	086 3705158	Alan Johns	087 623 5666	Des Dillon	086 8169459