

## INSTRUCTIONS TO CHECKPOINT TEAMS

**NOTE THAT THE DEPARTMENT OF TRANSPORT REQUIRES ALL CHECK POINT BOATS TO DISPLAY THE GREEN /WHITE RESCUE FLAG WHILE ON DUTY**

**ARRIVE** at Check Point **15 MINUTES BEFORE** first boat is due to pass. The Checkpoint set up information map and a compass will locate your position with the bearing to the mark.

If allocated a Water based checkpoint anchor at least 50-60 meters from the mark.

**Voice Recorder.** **2 MINUTES before the first boat approaches slide button with the orange circle UP. 'Recording' will show on the screen. Do not slide the orange circle button down or turn the power off until last boat passes.**

After turning on the Voice Recorder identify the date, location and current time e.g. this is Saturday the 5 May at Burnside Spit time is 14.05.25. Prior to turning the Voice Recorder off confirm the time e.g.14.40.49.

Place Voice Recorder where all the crew can be heard and out of the wind. The recording needs to be undistorted and clear if listened to by the Race Committee.

**Stop Watch** is attached to the recording sheets and can be hand held.

**After last boat passes photo the Time Sheets and forward by email to [power@rfbyc.asn.au](mailto:power@rfbyc.asn.au) It is extremely important to return your Checkpoint Sheets and Voice Recorder to the Sailing Office as quickly as possible after the last boat has finished and you have emailed your Time Sheets to the Office.**

### Duties for the Team:

#### **1. TIMEKEEPER / RECORDER** (for two person Teams this will be one person)

On the approach of a boat to the mark being checked, the Timekeeper calls clearly the hour, minute and commences calling the seconds. If you reach 60 before the boat reaches the mark continue from 1 and then call the new minute once the boat has passed.

e.g. **The hour is 14 the minute is 31 the seconds are 21-22-23-24-25 and the Sighter calls '24' if the boat reaches the mark before the call of 25 i.e. recorder writes 24.**

The check point sheet shows the boat name, competition number, hour and minute in order of its expected arrival at the check point. When the Sighter identifies a competitor number and second of arrival, the Recorder writes the second after the printed minute shown on the sheet for that competitor.

If the minute is different to that shown, cross out the incorrect minute and write the correct minute above or below the original entry.

e.g. 15:~~15~~:05  
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It is possible some boats will arrive at a time several minutes different from that shown as their ETA. If this occurs enter as above. A competitor could arrive who is not listed, write in a space the boat competition number, name, hour, minute and second of its arrival.

Any clear, obvious and unambiguous breach such as change of speed/zig zag which are intended to vary the arrival time at the mark the Sighter will call Change of Speed Up or Down. The Recorder will then add C.O.S. + or - after the second.

e.g. 15:15 05 C.O.S. + or - (up or down)

## 2. SIGHTER

As a boat approaches identify the competitors by their competition number and ask the Timekeeper to commence calling the time for the Voice Recorder.

As the foremost part of the stem of the boat reaches the mark repeat the last second called by the Timekeeper. Do not use 'now' or 'mark' as this leaves the decision as to which second it was to the recorder and may lead to inaccuracies in time recorded.

If two boats approach the mark in close proximity provide commentary on which vessel will arrive first. As they arrive call the last second heard for each vessel as it reaches the mark and advise the order in which they transited. If the upper stem of one vessel is obscured by another vessel do not guess the second simply call 'competitor xxxx obscured'.

**If the Sighter observes a Blatant change of course or speed within 50 meters of the approaching mark obviously intended to vary the arrival time at the mark it must be called immediately. Only calls before the approaching boat reaches the mark can be used as a penalty.**

## 3. Penalties

These rules are not designed to penalise competitors who are legitimately negotiating waves, washes etc. only those who have made an error or judgement and try to correct it by changing speed or course. Change of engine noise may not necessarily indicate change of speed. Changes of course or speed resulting from washes or avoiding other craft are to be disregarded.

CPYA Rules in relation to a change of speed or course are:

8.3 Any power yacht which shows a **BLATANT** change of speed or course shall incur a penalty.

8.3.1 Any power yacht which shows any change of speed within **approx. 50 metres** when approaching a check point shall incur a penalty.

Penalties under clauses 8.3 and 8.3.1 shall be applied provided that the organising committee is satisfied that such **infringement was a deliberate attempt to avoid penalty under the rules.**

The accuracy of your team is vital. For each second late or early at a mark a competitor will be penalized one point. For each course or speed deviation a further 10 points per offence. We rely on you as a timing crew to **achieve a fair result for all.**