



## INSTRUCTIONS TO CHECK POINT TEAMS

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

If a Water based checkpoint is being taken, whenever possible anchor at least 50 m from the mark.

1. **ARRIVE at Check Point 15 MINUTES BEFORE first boat.**
2. **WAIT at Check Point 10 MINUTES AFTER last boat.**
3. **KEEP CLOCK FLAT**

### **TIMING PROCEDURE**

Members required in each team:

1. Timekeeper
2. Recorder for Check Sheet
3. Observer to call when craft arrives at mark
4. If possible, a second observer to check deviation from course of speed.

### **DUTIES:**

#### **1. TIMEKEEPER**

On the approach of craft to the mark being checked, the timekeeper calls in a clear voice the minute, followed by each individual second until that craft has passed the mark.

It is essential that the clock is called continuously for at least 10 seconds before the craft arrives to minimise errors and resultant penalty on the competitor.

#### **2. RECORDER**

The check point sheet shows the craft name and competition number and the hour and minute in order of its expected arrival at the check point. When the second of arrival is called it should be written alongside the minute. If the minute of arrival is different to that shown on the sheet then add a comma after the second followed by the correct minute.

e.g. 15:15:05, 16

Alternatively, it is acceptable to merely change the minute on the check sheet.

It is possible some craft will arrive at a time several minutes different from that shown as their ETA. If this occurs enter as above. If a craft appears that it is not on the check point sheet, then write in a clear space on the sheet the craft competition number, name and the hour, minute and second of its arrival.

### 3. **OBSERVER**

The observer will advise the timekeeper of the approach of craft and when to start counting the seconds.

In most cases the competition number of each craft will be visible as it approaches. This number is called so the recorder can locate it on his sheet. As the foremost part of the craft reaches the point being checked repeat the last second called which will enable the recorder to accurately record the time of arrival. eg: The clock caller calls 21-22-23-24-25 and the observer calls '24' if the boat reaches the mark before the call of 25 i.e. record the last second called before the boat reaches the mark.

### 4. **SECOND TIMEKEEPER (if available)**

The second timekeeper will watch craft within 50 metres of approaching the mark for blatant changes of course or speed which are obviously intended to vary the arrival time at the mark.

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. Breaches must be called immediately and only calls before the relative craft reaches the mark can be used as a penalty. The recorder will then add the notation '+P' alongside the time of arrival, with C.O.S. for change of speed.

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

NOTE: If a fourth man is not available - both the recorder and observer should watch for blatant changes of speed or course.

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