

Etchells Fleet 27 2024 Race Committee Instructions

Race Management Duty

Fleet 27 has assigned race management duty to a Fleet Owner Member for each of 17 Tuesday evenings of the 2024 season. When it is your turn, be familiar with our Sailing Instructions and these Race Committee (RC) Instructions. The Portland Yacht Club (PYC) has generously allowed us the use of the *Lindsay Lord (LL)* as our Signal Boat and their Maritime Skiff #10 as a Mark Boat (#10). A minimum of **five people** are required to effectively run the races; three on the *LL*, and two to run the Mark Boat. There must be a PYC member, or a PYC authorized operator aboard *LL*. To assure consistent, high- quality Race Management, Fleet 27 intends to provide each Owner Member with the support of an individual capable of both operating the *LL* and running races in line with the Fleet's Sailing Instructions and these RC Instructions.

Lindsay Lord Operations

Refer to the PYC detailed notebook on the running of the *LL* kept in the top-drawer port side. Attention is called to proper windlass usage. In addition, a series of instruction videos are available here: [Lindsay Lord Instruction Video](#)

Onshore Set-Up

PYC Waterfront staff will have the *LL* and #10 on the dock ready to go.

Please arrive by 1630, to allow ample time to:

- Find 4 Etchells Fleet orange inflatable marks and 1 yellow inflatable offset mark in the blue Fleet 27 bin in the bottom middle space of the race locker beside the steward's shed; do not take the club's anchors from the race locker;
- Inflate the yellow offset mark and, depending on courses to be used, 2, 3, or 4 orange marks with the electric air pump found in the second drawer of the *LL*'s companion way, using the electric outlet on the dock; do not over inflate marks which can cause seams to tear; leave soft;
- Assemble the required mark anchors and anchor lines, and the mark counterweights, all found in the gray Fleet 27 bin aboard the *LL*, aft portside; The Fleet anchor lines have loops starting at 35' every 10-15' to the top float allowing easy scope reduction from the full 75'.
- Place an orange mark with anchor and counterweight in the *LL* to be set as the starting line pin;
- Place the yellow offset mark and orange marks, as needed, for windward, leeward, and reaching marks, with anchors and counterweights, in the #10 along with change-of-course signals found on the *LL*;
- Hoist the RC flag on the starboard-side athwartship halyard.

Be prepared to leave the dock by 1700. Notify the Fleet by VHF Ch. 72 where you will be setting up (S or E of Clapboard). If there is a postponement before leaving the dock at 1700, notify the Fleet and hoist the postponement flag with 2 horns.

The Flags and Starting Sequence

While enroute to the race area, assemble and attach all the signal flags you may require on their designated halyards. Flags are found below in the cabin. Class flag, Prep, and Orange start flag are folded on the portside; other flags are on the starboard side in pockets. Following is a list of *LL* halyards, the flags that go on them, their meaning, use, and any related sound signals:

- Port-side tall athwartship halyard; **Orange Flag** signifies RC is “On Station” & marks the boat-end of starting line. Raise when starting line is set and you are ready to check in boats. No sound.
- Stern halyard #1; **Etchells Class Flag** is our Warning Signal. Raise at 5 minutes to Start and down at Start. Up 1 horn, Down 1 horn.
- Halyard #2 from stern; **First Substitute** signifies General Recall-start cancelled. Raise at Start when many unidentifiable boats are OCS. Down 1 minute before Warning Signal. Up 2 horns, Down 1 horn.
- Halyard #3 from stern; **X Flag** signifies Individual Recall. Raise at Start if 1 or more identifiable boats are OCS, notify OCS boats by VHF. Down after all OCS boats have restarted or 4 minutes after Start, if a boat does not restart. Up 1 horn.
- Halyard #4 from Stern; **P, I, Z, U, or B** Flags are choices for Preparatory Flag. Raise at 4 minutes to Start. Down at 1 minute to Start. Up 1 horn, Down 1 horn.
- Portside short halyard; **Answering Pennant (AP)** signifies Postponement. Raise at any time prior to Start. Down 1 minute prior to Warning; Up 2 horns, Down 1 horn.
- Starboard-side short athwartship halyard; reserve for other less frequently used flags such as S- Shorten Course, Y-PFDs, N-Abandon Racing, etc.

Find the **course letters and numbers** in the letter bins in starboard-side cabin. Display the course designations WM or W over the number of laps [1, 1.5, 2, or 2.5, or HA], on both sides of *LL*'s stern display board.

LL is equipped with a **5-minute start sequence horn system** on the starboard side above the throttle. The top button begins a Start sequence with automated countdown beeps and horns at 5, 4, 1, and Start. The bottom (4th) button is a manual horn.

1 minute before your intended Warning Signal time (1759 for a race 1 on-time Start) alert the Fleet with multiple short blasts on the manual horn and a hail on the VHF. Provide a VHF countdown to the Warning Signal at 30 seconds, 10, 5, 4, 3, 2, and 1 second. At 5 minutes before the Start press the Start sequence button and hoist the Warning Flag.

If time and conditions allow, run a practice start with a Warning Signal at approx. 1745. Use Code Flag 0 (zero) as the Warning Flag. This will be good practice for the RC.

Setting Courses

Our **rac**ing **w**indow starts at 1800 and ends at sunset, by which time all boats should be back at their moorings. No Warning Signal shall be made after one hour before local sunset. A race shall be abandoned if there is not a finisher by 30 minutes before local sunset.

Three **course types** are provided in the SIs; **W** Windward - Leeward. **WM** Windward-Leeward – Finish in the middle. **HA** Harry Anderson Windward – Reach – Pin - Leeward – Finish. All courses require an Offset Mark abeam the Windward Mark.

Appropriate distances between marks of the course is important in setting good courses. A handheld GPS or a cell phone with distance measuring capability on the Mark Boat makes this possible.

The Starting Line length should be:	10 boats	15 boats	20 boats
Minimum of 1 boat length per boat racing;	300'	450'	600'
Or a safer 1.5 times boat length per boat;	450'	675'	900'

The Starting Line should generally be square to the wind, however a pin end bias of 3-5 degrees (1-3 BL) reduces crowding at the RC Boat.

The **Windward leg** should be long enough, say .7 nm or 15 minutes, to provide separation between boats as they round.

The **Offset Mark** should be placed 6 boat lengths abeam of the windward mark.

The **second windward beat** of a WM course should be about 1/3 to 1/2 the length of the first beat to make that leg meaningful.

Mark Boat signal flags are on sticks and boards below on the *LL*.

C flag for course change and boards Red and Green and + and –

S flag for shortening course

Scoring

To manually calculate and provide results with a large fleet and multiple races can be surprisingly time-consuming. A sequence of 5 forms has been created to make this task as efficient as possible. The Race Officer will provide these scoring forms on a clipboard in the Etchells RC Duty bag on Tuesday evening as well as in PDF format in advance along with these instructions. Please familiarize yourself and whomever will be recording and calculating results with use of the forms. Please complete them as accurately and as legibly as possible. The forms are:

1. **Check-In Sheet** – This provides a list of boats eligible to race, listed in bow number order. As boats check-in, mark them on the sheet. Creating and maintaining an accurate list of competitors is a critical safety consideration.
2. **Record of Finishes** – Record the finish order for up to three races. At the top, please record the date, name of the boat with RC duty, and a brief description of the sailing conditions. If not provided, record the time of local sunset, and from that derive the latest allowable start time (60 minutes before sunset) and the latest allowable first boat finishing time (30 minutes before sunset). Should there be boats OCS, note their bow #s at the bottom if they do not restart, and after recording their finish position, note OCS by their name.
3. **Placement Worksheet** – Use if there are multiple races. Proceed to the Final Results form if only one race was completed. This form lists all eligible boats in Bow Number order. Cross off boats that did not race and add boats that checked in but were not on the eligible list. Starting at the top, go down the list filling in each boat's score in race 1 from the Record of Finishes. Count the number of scores recorded and compare to the number of finishers listed in the Record of Finishes for race 1 to assure all are accounted for. Repeat for all subsequent races. Add the finish places for each boat to get their Total Points. Assign an overall placement to each boat with the lowest point total earning a 1, next lowest a 2, etc. Ties are broken by lowest score in a race, or if necessary, lowest score in the final race.
4. **Final Results** – Use to record the finishes and points determined on the Placement Worksheet in order from first to last and to announce results.
5. **Most Improved Worksheet** – This form will be provided by the Race Officer with the prior week's results recorded. Place this week's results for each boat starting with the prior week last-place boat. Subtracting this week's score from last week's score will give the number of places improved. The winner has the largest improvement number. Tie break goes to boat with lowest score in previous week.

Post Race

Assure that all boats are accounted for and safely reach their moorings. Towing may be necessary in light or foggy conditions.

Strike all flags and course letters and return to their proper location.

Return *LL* and #10 to the PYC Dinghy Dock, unless instructed otherwise by PYC staff.

Return the mark anchors with neatly coiled anchor lines and the mark counterweights to the Etchells bin at the port side stern of *LL*.

Deflate all marks and return to the Etchells bin in the locker next to the clubhouse.

In consultation with the Fleet Race Officer, preside over any Protest Hearings.

Announce results, providing supplied awards to First Place finisher and Most Improved.

Photograph *Form 2 Record of Finishes* and *Form 4 Final Results* and email to webmaster **(Need new Webmaster)** along with the name of Most Improved.

Return RC Duty bag with clipboard and all forms to the Race Officer.

If you encountered any problems with the equipment or the process, please notify the Race Officer and we will try to sort it out for the next RC crew.

Thank you for your contributions to our successful sailing season.

Jeff LePage

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