

GSC OOD Check List

1. Contact safety boat drivers at least a week prior to duty to ensure they are available
(Check roster and membership contact details on the GSC web site member's area)
2. Check weather, in advance and on the morning of your duty.
(Windguru Greystones, Met Eireann marine forecast, Weather dial 1550 123 855 or text the words:
4cast greystones to 53074. 30c per text, to cancel text: 4cast cancel)
3. Arrive at the club at least 1. hour before stated time of first gun.
4. Check the state of weather and sea conditions locally, write details into sign out/in book. Reset the weather station in the club. (Instructions at weather station located at top of stairs)
5. Dress warm and appropriately, even on warm days you may feel cold sitting inactively on the OOD boat. Remember you will need a stop watch for time keeping and a knife in case of emergencies.
6. Gather race management equipment from race management cabinet
 - Select & check the OOD dry barrel
 - Select & check the OOD radio. Working channel 72
 - Gather the kill cord
 - Ensure laminated race sheets are in dry box and cleared of previous results
 - Or take paper versions - spares in folder in race cabinet or office
 - Check dry box for 2 x pencils / hooters / whistles/ erasers / burgee.
 - Take a first aid dry box with you
7. Gather your duty crew and proceed to marina to prepare the committee boat:
 - Check oil and fuel levels
 - Check anchor, paddles and towing line
 - Bring 2 marks in OOD boat.
8. Brief safety boat drivers as to what marks you want them to lay.
 - Each safety boat should have a small red "cherry" mark with line & anchor for the purpose of attaching to boats should they need to be abandoned.
9. Head out to the race area, when conditions at harbour mouth are rough or difficult you may need to assign a safety boat to aid boats getting out of the harbour.
10. The OOD boat should first lay windward (#1) mark up wind, ensuring you have enough space for laying the rest of course well away from wind interference off Bray Head and also on Saturdays well away from the keel boat racing area.
11. Go to a position directly down wind of windward (#1) mark and lay pin end (#4) mark.
12. Move the OOD boat at right angles away from the (#4) pin mark and anchor in a position that creates a start line that is at right angles to the wind, bearing in mind tide, drifting and anchor rope length.
13. Better to have a starting line a little on the longer side than to short.
14. Direct the laying of the Leeward (#3) and Gybe (#2) marks by the safety boats.

-- the Leeward (#3) mark should be down wind of the start line, inline with the windward (#1) and pin end (#4) marks
-- the Gybe mark (#2) should be positioned on the port-hand side of the course in line with start/finish line and straight out for the pin end (#4) mark, the position of the Gybe mark should be far enough away from the start line such that it forms the apex of a triangle with marks 1 & 3 at approximately 45 degrees to each side of it.

15. Assistant OOD should record sail numbers/names of helms in pencil on laminated race record sheet or in pen if using paper sheets.

16. Begin the starting sequence. Write the start time on the record sheet.
Use a stop watch to record times from each fleet's actual start gun time.
Remember time starts from the start gun for each fleet not from the warning signal.

17. Check for competitors over line.
Individual recall make 1 sound signal and wave the X Flag (white with blue cross) , hail the errant boat if possible.
General recall, 2 sound signals, Wave 1st Sub flag (Blue pennant with yellow inner)

18. Monitor competitors progress. (time to windward should be approx 9-10 minutes for a 1 hour race) Look out for capsized boats and inform rescue.

19. Monitor weather looking out for big permanent shifts and wind falling off.

20. Shorten course if necessary - 2 hoots before lead boat rounds mark and put the S flag and fleet flag up. See SI (S flag is white with inner Blue square)

21. Record the number of laps when boats round the leeward (3) mark.
(3 laps 3 roundings)

22. As the lead boat approaches final leeward (3) mark hoist finishing flag (Blue)

23. As boats cross the finish line, hoot or whistle and record the elapsed time.

24. Boats must finish within 20 minutes of first boat,
Note; OOD discretion may be used to encourage novice or young sailors.

25. To eliminate a long delay between races or for safety reasons, the OOD may allocate positions to late finishing boats that have not yet crossed the line. Inform the affected boats with the help of the safety personnel.

When a second or third race is planned, check that the course is still appropriate for the wind and tide conditions. When happy return to point 16 and follow through the sequence again.

The OOD may postpone or cancel racing if weather conditions deteriorate.
The OOD may direct a boat to go ashore if concerned for the safety of the crew.
Wednesday – one race scheduled - Saturdays – up to 3 races may be started

After racing please pick up all marks, return boats and equipment to marina/club, record the race results & send to sailing@gsc.ie & results@gsc.ie please record any damaged equipment or concerns in Bosun record book so any issues can be rectified before next event. Thank You