

# **HANDBOOK FOR ROWING OFFICIALS**

Ninth Edition

January 2012

ROWING SOUTH AFRICA



**South African Rowing Officials Commission**

# PREFACE

Thank you for your interest in becoming, or being, a rowing official. The sport of rowing is dependent on volunteers to officiate at regattas. In many instances officials have never rowed themselves! But without the dedication and enthusiasm characteristic of rowing officials, rowers would never be able to test their skills against each other in a safe and fair manner. The world over, new umpires are continually sought and the prospect of adding to our numbers is welcomed.

This handbook forms part of the training material for the Rowing Official Training Course, but can be used as an easy reference document by more experienced officials, coaches and rowers alike. The purpose of this handbook is to provide guidance to rowing officials on the successful running of regattas in South Africa. The Rules of Racing - updated by the South African Rowing Officials Commission (SAROC) and published by Rowing South Africa (RowSA) at the start of each season – need to be consulted regarding rules that govern the sport. This handbook attempts only to help with the interpretation and implementation of the rules. Additional publications published by SAROC and available on [www.rowsa.co.za](http://www.rowsa.co.za) are:

- SAMSA boat safety requirements
- SAROC safety officer guidelines
- Regatta disaster management plan
- Rowing pilots course
- ROWSA safety guidelines

Over the years a number of people have contributed to the handbook. I apologise to any contributor whose efforts are not acknowledged, but below is a list of major contributors since the first handbook in 1975:

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Rod Trent	Cecil Currie	Wimpie du Plessis	Roger Parsons

I hope you find the handbook useful and informative and you find your experiences as a rowing official challenging, rewarding and enjoyable.

## **Herman van Velze**

Chair – SAROC

January 2012



*The South African Woman's Pair (W2-)  
On the way to qualifying for the 2012 Olympic Games*

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## **EDITOR'S NOTE**

For the sake of expediency, reference is made to the male gender throughout this handbook. All gender related references in this document are interchangeable between male and female genders.

No reference is made to adaptive rowing in this handbook. Specific reference is made to adaptive rowing in the Rules of Racing and officials should be aware of these.

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## **ABBREVIATIONS**

AGM	Annual General Meeting
CRA	Commonwealth Rowing Association
FASA	African Rowing Federation
FISA	International Federation of Rowing Associations (Fédération Internationale des Sociétés d'Aviron)
RowSA	Rowing South Africa
SAMSA	South African Maritime Safety Authority
SASCOC	South African Sports Confederation and Olympic Committee
SAROC	South African Rowing Officials Commission
SASRU	South African Schools Rowing Union
USSA-R	University Sport South Africa - Rowing

# **1 INTRODUCTION**

## **1.1 GOAL OF HANDBOOK**

The goal in issuing this 9th edition of the Handbook for Rowing Officials is to promote a national standard for officiating in South Africa which is on par with international standards. This handbook is not a substitute for the RowSA Rules of Racing, but is supplementary thereto. It is intended as an easy reference for all officials and supplementary information for rowing officials attending training courses presented regularly around the country.

## **1.2 ROWING OFFICIAL'S TRAINING AND STATUS**

The rowing officials training course comprises both theoretical and practical elements. It is designed to introduce candidate officials to the mechanics of running a regatta in a way that affords all competitors a fair and equal chance of winning their races, while upholding the necessary standards of safety for competitors and their equipment.

The theoretical component of the course is presented in a classroom situation where experienced officials will discuss the roles and duties of officials at regattas. Candidate officials are encouraged to contribute their thoughts and queries during the theoretical training session that typically lasts 2 to 3 hours.

The initial practical session can be followed by either participating as a trainee at regattas or presented in the form of a mock regatta during which candidates are exposed to the type of incidents they are likely to encounter at regattas. Candidates are asked to participate in each of the roles assigned to officials during a regatta and incidents are simulated. This allows candidate officials to apply their knowledge and make decisions on these incidents.

A debriefing session is held after the mock regatta during which feedback is given. Candidate officials have an opportunity to discuss and motivate their assessment of the incidents based on the knowledge gleaned from the theoretical session.

### **Candidate Officials**

Having completed the formal components of their training, candidate officials participate as trainees at local regattas and spend time working alongside experienced officials to familiarise themselves with various duties. During this phase of the training, candidate officials experience the responsibilities and requirements necessary to perform the various roles of officiating.

### **Intermediate Officials**

After having gained sufficient hands-on experience (not less than 20 hours in a regatta season), candidate officials are given the opportunity to complete the prescribed examination. Those candidates who pass the examination are deemed to be qualified Intermediate Officials licensed to officiate at Local and Championship regattas.

### **National Officials**

After a season or two - depending on the frequency of attendance at regattas and subject to their performance in their chosen role - Intermediate Officials may be granted national status. National status could be for a specific role e.g. National Control Commission Judge, National Aligner and National Finish Judge. Intermediate Officials' performances are assessed by their more experienced colleagues at regattas. Mentor evaluations and recommendations are forwarded to SAROC – usually by the constituent members rowing officials associations. SAROC proposes to the RowSA Exco those officials who have met the requirements for National Umpire status and the status is ratified at the RowSA AGM

### **National Umpires**

National Umpire status is awarded to officials who have demonstrated expertise in all the roles assigned to officials. Motivation for such status is usually provided to SAROC by the constituent members rowing officials associations. Prior to each RowSA AGM, SAROC proposes to the RowSA Exco those officials who have met the requirements for National Umpire status and the status is ratified at the RowSA AGM. National Umpire status is valid for 4 years, but the official is required to perform no less than 20 hours officiating during each regatta season and attend seminars to maintain the license. The period of the license may be extended or renewed subject to the official meeting certain requirements.

## **FISA Umpires**

National Umpires who have maintained their status for a period of 3 years may, with the permission of RowSA elect to write the International Federation of Rowing Associations (FISA) umpires examination. This may require the candidate to travel overseas. If successful, the official will be recognised by FISA as an International Umpire.

### **1.3 ROWING OFFICIALS CODE OF CONDUCT**

As rowing officials we have a duty to provide all participating athletes a quality and fair sporting experience in a friendly, supportive, instructive and safe environment. To achieve this we need to:

- Know the latest version of the RowSA Rules of Racing.
- Be punctual, reliable, impartial and unbiased.
- Behave appropriately and show respect and tolerance to all.
- Contribute in a constructive manner, respectful of other persons rights and dignity.
- Not engage in aggressive behaviour (verbal or physical).
- Take good care of all property assigned to us.
- Be sensitive to the needs of all athletes.
- Take responsible action to ensure the safety of all.

As a rowing official, we also have the right to be treated with respect, express our personal opinions freely and participate in decision-making. We also need to accept our responsibility to:

- Be objective and supportive to colleagues.
- Attend meetings, participate in decision-making and abide by decisions.
- Earn the respect of rowers, colleagues and supporters through our actions and behaviour.
- Instill discipline and implement the Rules of Racing with consistency and fairness.
- Be sensitive to the rowers needs.
- Practise and instill sportsmanship by being firm, yet fair and respectful.
- Exercise self-discipline and be accountable for our actions and decisions.
- Strive for excellence and be professional.

## **2 THE SPORT OF ROWING**

### **2.1 A TRADITION OF EXCELLENCE**

Much has been written and said about the sport of rowing in almost every language around the world. Words such as grace, endurance, teamwork, commitment, excellence and achievement capture the imagination and spirit as well as the reality of rowing and all that are associated with the sport.

Photography loves the sport. Its beauty, the agony and the ecstasy of the rowers' faces, the tradition of the crew and equipment, its symmetry, character and history. All aspects of rowing lend themselves eloquently to visual interpretation.

Rowing lays claim to the intelligence, heart, body and soul of its participants. School, college and university rowers are typically among the highest in academic excellence. Friendships become life long bonds among crews. Young athletes will attend classes; maintain steady employment and workout at dawn, solely to row. No sacrifice seems too great!

Those who continue rowing beyond their university experience - and most do - are equally outstanding achievers. The life style and income of rowers is consistently higher than most other groups of individuals. Their ages also span a greater number of years than in most other sports. In South Africa this ranges from under 14 to over 75 years of age. The devotion among rowing participants and followers is second to none.

Perhaps the reason for all its fascination is that rowing is truly one of the most worthy of sports. Its principles and ideals are among the highest. Passionately embraced by men and women of all ages, rowing epitomises all the human qualities we value most. An athlete who rows has an opportunity to realise his or her finest potential.

Those committed to rowing, whatever their level of participation, share unique and honoured traits. The values the sport embraces - for example, high achievement, goal orientation, teamwork, fairness, high ethical standards and commitment to excellence - are shared universally by its participants.

The rowing motion is so fluid, smooth and seemingly effortless that the agony on the athletes' faces near the end of a race seems out of place. The last 500m of a race are excruciating - the energy is all gone, the muscles are burning and the body is well into oxygen debt. But the mental discipline remains. The rowers continue, straining to synchronise each motion, mentally counting the strokes to the finish. The Comrades runner and the road cyclist know well the pains of athletic endurance. But the runner and cyclist compete alone. Only the rower has an additional burden - the knowledge that his performance affects those who sit in front and behind him.

Physiologically, rowers are examples of excellent conditioning. Few sports are as physically demanding to the entire body as rowing and the ability to row 2000m in approximately 6 mins. This places huge demands on the body's aerobic system. Rowers utilise oxygen better than almost any other athlete. When you watch the sport, you might get the impression that upper body strength is most important, but the legs are of equal significance, since it is where the stroke exclusively begins and gradually the upper body continues the stroke to the end.

### **2.2 A BRIEF HISTORY OF THE SPORT**

Approximately 2000 years ago man discovered that an oar - affixed to the side of a boat working against a fulcrum - is more effective than a paddle. Back then, rowing was not a sport, but rather survival for oarsmen who maneuvered large warships in the midst of battle.

In 1315, the first competitive regatta was held in Venice. Competitive rowing continued on a regular basis in the Mediterranean area and in 1698, the first regatta was held in Great Britain at Gravesend Town. Early rowing races grew from competition among the professional watermen that provided ferry and taxi service on the River Thames in London. Prizes for wager races were often offered by the London Guilds and Livery Companies or wealthy owners of riverside houses. The oldest surviving such race - Doggett's Coat and Badge - was first contested in 1715 and is still held annually from London Bridge to Chelsea. The first recorded eight-oared race was held in 1778 in London while the oldest rowing club - Leander Rowing Club located at Henley-on-Thames - was established in 1818.

However, the origin of the sport as we know it today comes from England where the renowned Oxford versus Cambridge University Boat Race was first held in 1829 on the River Thames. This race has continued to be raced annually and today is probably the largest university spectator event in the world. The Henley Royal Regatta was rowed for the first time in 1839. During the latter part of the 19th Century, many countries started rowing and this culminated with the formation of the International Federation of Rowing Associations (FISA) in 1892. FISA Headquarters are located in Lausanne, Switzerland.

Rowing became an Olympic sport in 1896 at the first Olympic Games of the modern era held in Athens. Poor weather prevented any rowing, and the first Olympic rowing race was held in 1900. Women's events were added to the Olympic programme in 1976 and lightweight events in 1996. Rowing has the second largest delegation at the Olympic Games.

In the early days oarsmen rowed from fixed seats, using only their arms to propel their boats. Later, oarsmen discovered that greasing their leather pants allowed them to slide back and forth and utilise their whole bodies to drive the oars. This eventually led to using seats with wooden rollers, the forerunners of today's sliding seats.

Rowing equipment is a notably unique blend of high technology and old world craftsmanship. Scientific applications of physics, engineering, and chemistry have led to many space age materials and technological advancements. However, the tradition and artistry of the boat designers and builders are as evident and significant as ever.

Boats were traditionally made from wood, but are now mostly fabricated from carbon-fibre and plastic. They are approximately 600mm wide, varying in length depending on the class of boat. A small fin is fitted at the bottom for stability. A rudder is attached to the fin or the stem (except in sculling boats). A white ball is attached to the bow for safety. The shafts of the oars are hollow to reduce weight and are attached to the boat by adjustable outriggers.

In South Africa, the history of rowing dates back to the year 1861 (although impromptu races were rearranged prior to this). A race between two clubs - the South African Rowing Club and Union Rowing Club - was arranged in six-oared boats over a distance of four and a quarter miles.

Alfred Rowing Club made its first appearance in 1865 as a competitor for championship honours. The following is quoted from A.J. Lewis' History of Rowing in Table Bay 1861 to 1912:

*"Though unsuccessful, the young club gave promise of better results in the future; and so well did it fulfil this promise that today it stands easily first of all existing local sporting bodies in its proportion of successes to the total number of events for which it entered. In championships alone it won 23 out of a grand 44 (of which four were rowed before the club was formed), its nearest rivals being the Civil Service Rowing Club with 9 victories."*

This proud tradition was carried on by Ernest Gearing who rowed and participated in numerous World Masters Rowing Championships, winning a number of gold medals. Gearing, who stroked the Alfred Rowing Club crew when they won the Charles Lewis Shield (established in 1900) in 1939, was held in great esteem by his fellow oarsmen throughout this country and abroad. The Alfred Rowing Club - now located at Zeekoeivlei near Muizenburg in the Cape - is not only the oldest rowing club in the country, but is also the oldest surviving sporting club.

The Buffalo Grand Challenge Race - with a trophy that is one of the oldest and most expensive in South Africa - is South Africa's oldest race and was first rowed in 1878. The 125th running of this regatta will be celebrated in 2012. Owing to the traditions of the Buffalo Challenge it became one of, if not the premier race on the South African rowing calendar. The South African Championships were first rowed at Billabong on the Vaal River in 1958.

In the early part of the century, provincial rowing associations were formed. In 1934 the provincial associations united to form the South African Amateur Rowing Association (SAARU). SAARU was formed in response to the selection requirements for the Olympic Games. The first South African Olympic oarsman was Henry De Kock who rowed at the 1928 Olympic Games. Following readmission to the Olympic Games in 1996, the South African men's pair of Donovan Cech and Ramon Di Clemente won a bronze medal in 2004

to record this country's first Olympic medal for rowing. South Africa has yet to win a gold medal for this sport.

Rowing has evolved into an indoor sport, with rowing machines or ergos common place in the modern gym. Indoor rowing is growing in popularity during the off-season as it offers rowers superb conditioning when they cannot get onto the water. Indoor regattas are now held at World Championship level. Ocean rowing is also a growing sport, as evident from the inaugural row from Oceana to Robben Island and back.

### **2.3 TYPES OF RACING**

Abreast racing entails boats starting at the same place, at same time and usually from a stationary position. Each boat is assigned its own water and the winner is the boat that crosses the finish line first. The number of boats in a race varies between two and eight. These type of races are called "sprint races" and are generally over 2 000 m. Occasionally the distance will be 1 000 m or some intermediate distance dictated by the local body of water and the age of the crew. Dashes are 500 m long. In general, the competition is organised in a series of rounds, with the fastest boats in each heat qualifying for the next round. The losing boats from each heat may be given a second chance to qualify through a repechage. Examples of this kind of event are the World Rowing Championships and the Henley Royal Regatta.

Boat racing such as the Oxford – Cambridge boat race is also a form of abreast racing as both boats start from a stationary position and at the same time, have a water assigned to them and the winner is decided by who crosses the line first. However, these races are usually over a longer distance (6.5km) and involve two boats competing against each other. A series of elimination or timed events can be used to determine who competes in the final.

Head races begin with a rolling start at intervals of about 30 seconds and crews' race against the clock. Distances usually vary from 2 000 m to 7 000 m, although some races can be as long as 50 km. Examples of head races are the 3 mile Head of the Charles in Boston in October each year and the 4 1/4 mile Head of the River Race on the River Thames, London in March.

A third type of race is bump racing, as held in Oxford and Cambridge. In these races, crews start lined up along the river at set intervals and all start at the same time. The aim is to catch up with the boat in front, and avoid being caught by the boat behind. If a crew catches up with the crew ahead a bump is awarded - both crews pull to the side of the bank and take no further part in that race. However, the next day, the bumping crew will start ahead of the crew that was bumped. Bumps races take place over several days, and the positions at the end of the last race are used to set the positions on the first day of the races the next year. Oxford and Cambridge Universities hold bumps races for their respective colleges twice a year, but bumps races are rare elsewhere in the world.

### **2.4 ROWING ADMINISTRATION IN SOUTH AFRICA**

*Resource Material*      *RowSA website: [www.rowsa.co.za](http://www.rowsa.co.za)*  
*RowSA Constitution*

From 1934, SAARU was tasked with controlling rowing in South Africa. It continues in this role under the name Rowing South Africa (RowSA). RowSA is mandated through its Constitution to promote and develop the sport of rowing in South Africa, including the establishment of policy and standards, co-ordination of rowing nationally, discipline and planning future development of the sport at the national level. RowSA is also responsible for the selection, training and management of national teams that represent South Africa in international competitions.

RowSA - a member of the International Federation of Rowing Associations (Fédération Internationale des Sociétés d'Aviron) (FISA), the Commonwealth Rowing Association (CRA), African Rowing Federation (FASA) and South African Sports Confederation and Olympic Committee (SASCOC) - advocates the rights of all individuals to freedom in sport. In 1976 SAARU (as it was then known) introduced a development programme for underprivileged children. This programme initially met with extreme difficulty because of a lack of funding, but has proved to be successful through the years. Funding for development programmes remains a major concern for RowSA. RowSA encourages adaptive rowing as a class and South Africa entered its first athletes at the Para Olympics at the Beijing Olympic Games in 2008.

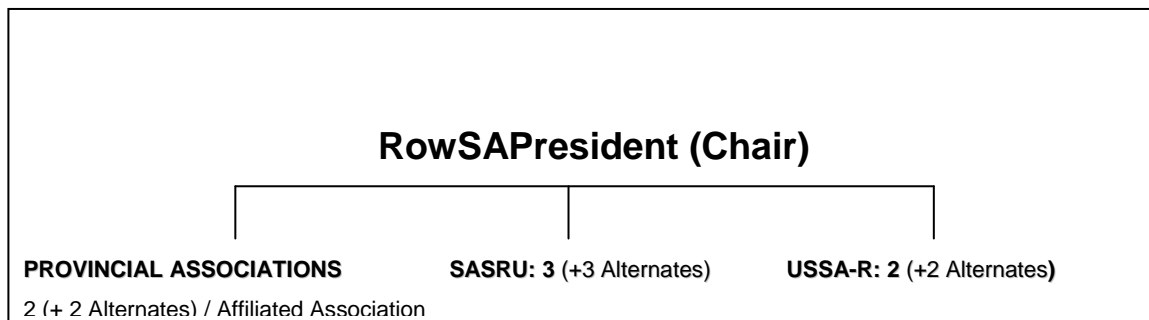
**RowSA Structure**

RowSA comprises of its constituent members – who include the provincial rowing associations, the schools rowing union (SASRU) and the student rowing body (USSA-R).



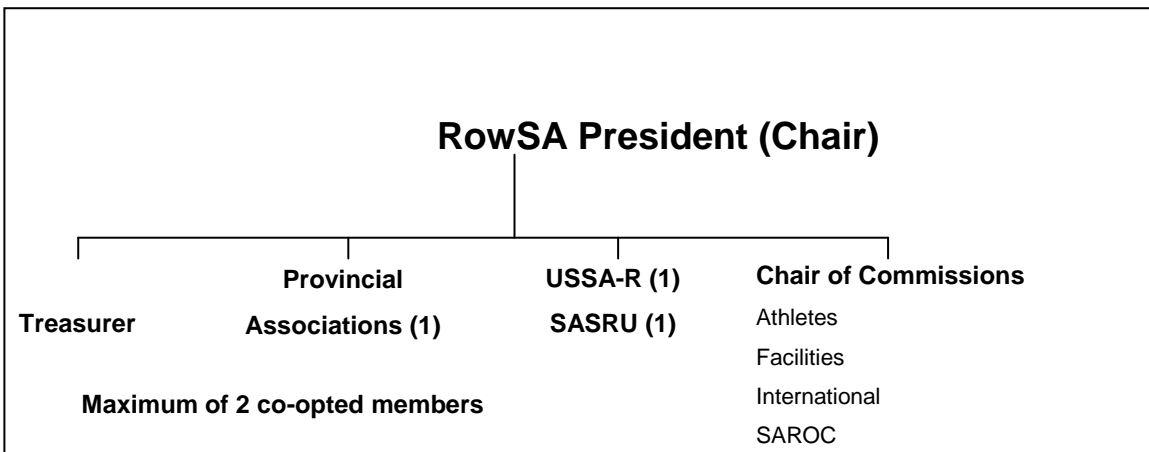
**RowSA Constituent Members**

RowSA is guided by its Council, which includes representatives from the provincial associations, the schools rowing union (SASRU) and the student rowing body (USSA-R). Council approves overall policy and standards, elects an Executive Council and passes resolutions.



**RowSA Council**

RowSA is managed by an Executive Committee that formulates policies, standards, regulations and bye-laws to promote the goals of RowSA, allocates funds to its various Commissions and ratifies decisions of its Commissions. Specific objectives and tasks are made the responsibility of various commissions established by the RowSA Executive Committee. Safety and rowing officials are the responsibility of the South African Rowing Officials Commission (SAROC).



**Executive Committee**

## **RowSA Mission**

The purpose of RowSA is to:

- Promote and develop the sport of rowing in South Africa.
- Establish policy and standards.
- Co-ordinate rowing nationally.
- Manage and control the sport, including discipline.
- Plan the future development of the sport.
- Be non-discriminatory.
- Represent rowing in the international rowing community, including FISA, CRS and FASA.

Specific goals of RowSA include the:

- Promotion and development of rowing venues in South Africa.
- Promotion and improvement of regatta standards, including regatta organisation and management and competent officials.
- Promotion and improvement of coaching and rowing skills
- Promotion of fairness, honesty, sportsmanship and a drug-free sport.

## **Role and Responsibility of SAROC**

In terms of the RowSA Constitution of 25 July 2009, SAROC are responsible for matters relating to safety, training of officials and umpires and liability insurance. Specific responsibilities include:

- Monitoring the application of the Rules of Racing through official training, examinations and evaluation.
- Creating and disseminating standardised officials' training course material for new officials that are recruited by the Constituent Members.
- Setting a national examination for trainee officials who have undergone the necessary theoretical and practical training.
- Tabling a list of National Umpires at the RowSA AGM.
- Establishing and implementing procedures for evaluating trainee official's performance in their roles as trainees during regattas after practical and theoretical training.
- Maintaining a register of officials and umpires.
- Organising and conducting seminars to ensure umpires maintain their national status.
- Establishing standards for regatta courses, and guide the regions in the maintenance of these standards.
- Ensuring that all national regattas are run by national umpires.
- Monitoring the consistent application of the Rules of Racing at regattas throughout South Africa, and where necessary highlight improvements.
- Reviewing the RowSA Rules of Racing and Bye-laws from time to time and recommending any changes.
- After consulting with the constituent members, working with the RowSA Administrator to co-ordinate the national regatta programme and proposing the schedule of events and dates for approval by the RowSA AGM.
- Ensuring that participants understand and conform to FISA, SASCOC and Drug Free Sports drug rules.
- Formulate a policy to ensure that all clubs are aware of and held responsible for meeting their safety obligations such as sculling tests, water rules, first aid and rescue services, boathouse facilities and trailer towing.
- Establishing the safety policies, standards and rules for the rowing community in South Africa, and specifically for:
  - The safety of rowers and rowing boats while racing, training or rowing recreationally.
  - The safety of coaches and officials and of their boats at all times.
  - The safety of boats, trailers and the drivers and occupants of tow vehicles and other road users, when boats are being towed.
  - Medical safety both during regattas and at training sessions.
  - Appropriately insuring rowers, officials and regatta organisers during regattas against the risk of public liability.
  - Public liability insurance.

The SAROC representative from each Constituent member shall forward to the Chair of SAROC 14 days prior to the RowSA AGM the names of members competent to act as National Umpires, National Judge at Control Commission, National Judge at the Start/Aligner, National Judge at Finish and Intermediate Officials.

A National Disciplinary Panel - established by SAROC - shall have the power (subject to appeal to the Executive Committee) to take action against any club, official, or member of a club affiliated to RowSA that brings RowSA or the sport of rowing into disrepute. This action may take the form of a reprimand, a warning, temporary suspension, permanent suspension or the imposition of a fine. Should a fine be imposed it may not exceed twice the annual membership fee due to RowSA by the club in question of the individual concerned.

### RowSA Badge and Logo

#### RowSA Badge



#### RowSA Logo



### 3 INTRODUCTION TO ROWING BOATS & EQUIPMENT

Officials new to the sport of rowing will encounter a whole new language of rowing terminology. It is helpful to know, for example, what a rower is talking about when asking for assistance with a loose button - a screwdriver would be far more helpful than a needle and thread. This section defines terminology related to equipment that may be of benefit to officials, with sketches presented in and after the glossary to illustrate some terms.

For a more comprehensive list of rowing terms, visit the following websites:

- Wikipedia: [http://en.wikipedia.org/wiki/Glossary\\_of\\_rowing\\_terms](http://en.wikipedia.org/wiki/Glossary_of_rowing_terms)
- Osprey Oars: [http://www.ospreyoars.com/Rowing\\_Glossary.asp](http://www.ospreyoars.com/Rowing_Glossary.asp)

#### 3.1 BOAT CLASSES

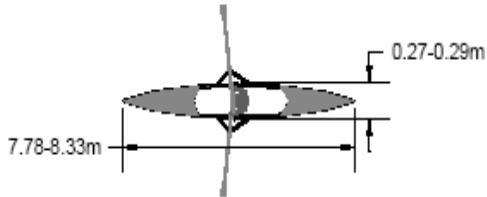
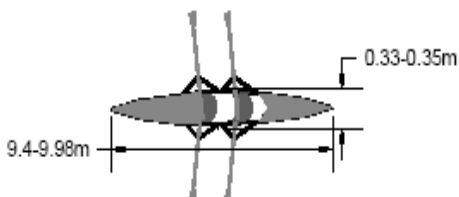
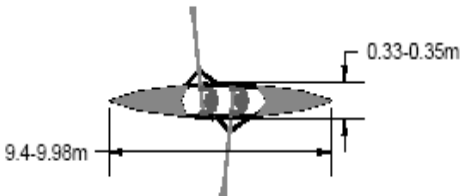
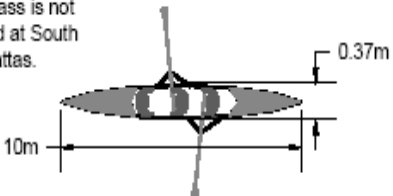
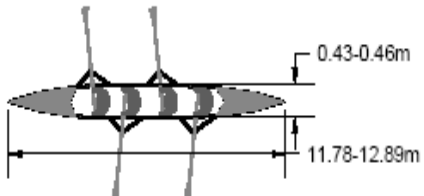
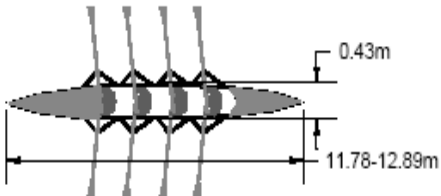
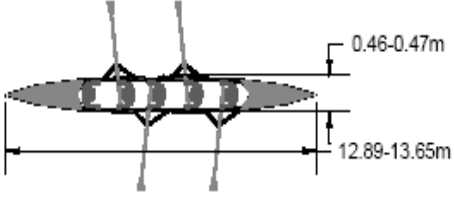
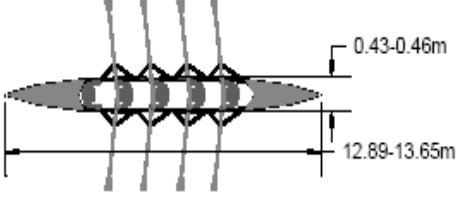
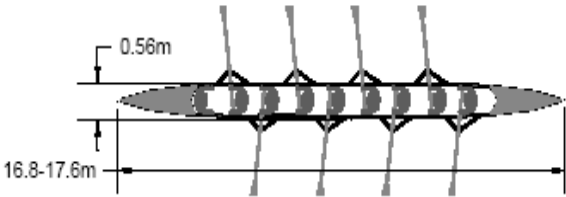
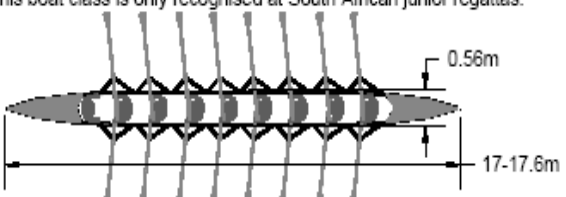
Boats are divided into two broad classes, namely sculling boats and sweep oar rowing. Sculling entails each rower using two oars, while in sweep oar rowing each member of the crew has a single oar, and rows on one side of the boat with both hands on the handle.

Boats are classed according to the number of rowers and whether the boat is steered by a coxswain or not. Further divisions are made based on the weight of the crew, its gender and age. While an array of combinations are possible, few are seldom seen or are used for training only e.g. a coxed pair, a triple or octuples. Coxed sculls exist, but these are reserved for adaptive rowing. The following is list of the 14 Olympic events and abbreviation used to signify the different boat classes:

Single sculls (1x) – men, woman  
Double sculls (2x) – men, woman  
Lightweight double sculls (2x) – men, woman  
Quadruple sculls (4x-) – men, woman  
Coxless pair (2- ) – men, woman  
Coxless four (4- ) - men  
Lightweight coxless four (4- ) - men  
Coxed eight (8+) – men, woman

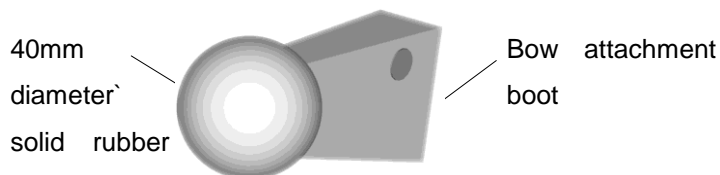
Four events are contested at the Paralympics. The World Rowing Championships offers 12 medals for men's events, 9 medals for women's events and 5 medals for adaptive rowing.

Below is an illustration of the classes of boats, their abbreviations and the minimum weight of the boat.

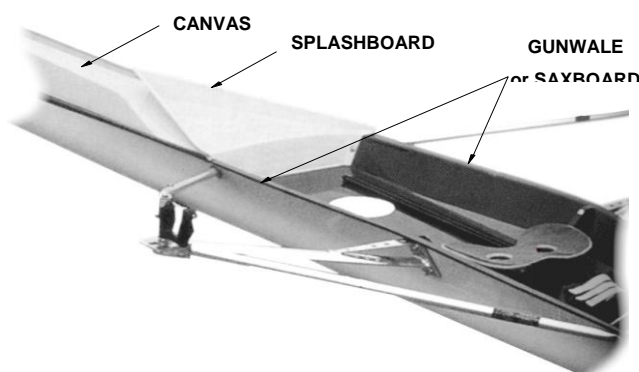
 <p><b>SINGLE SCULL (1x)</b>      Mass → 14Kg</p>	 <p><b>DOUBLE SCULL (2x)</b>      Mass → 27Kg</p>
 <p><b>COXLESS PAIR (2-)</b>      Mass → 27Kg</p>	<p>This boat class is not encountered at South African regattas.</p>  <p><b>COXED PAIR (2+)</b>      Mass → 32Kg</p>
 <p><b>COXLESS FOUR (4-)</b>      Mass → 50Kg</p>	 <p><b>COXLESS QUAD (4x)</b>      Mass → 52Kg</p>
 <p><b>COXED FOUR (4+)</b>      Mass → 51Kg</p>	 <p><b>COXED QUAD (4x+)</b>      Mass → 53Kg</p>
 <p><b>COXED EIGHT (8+)</b>      Mass → 96Kg</p>	<p>This boat class is only recognised at South African junior regattas.</p>  <p><b>COXED OCTUPLE (8x+)</b>      Mass → Not Legislated</p>

### 3.2 GLOSSARY OF TERMS PERTAINING TO ROWING EQUIPMENT

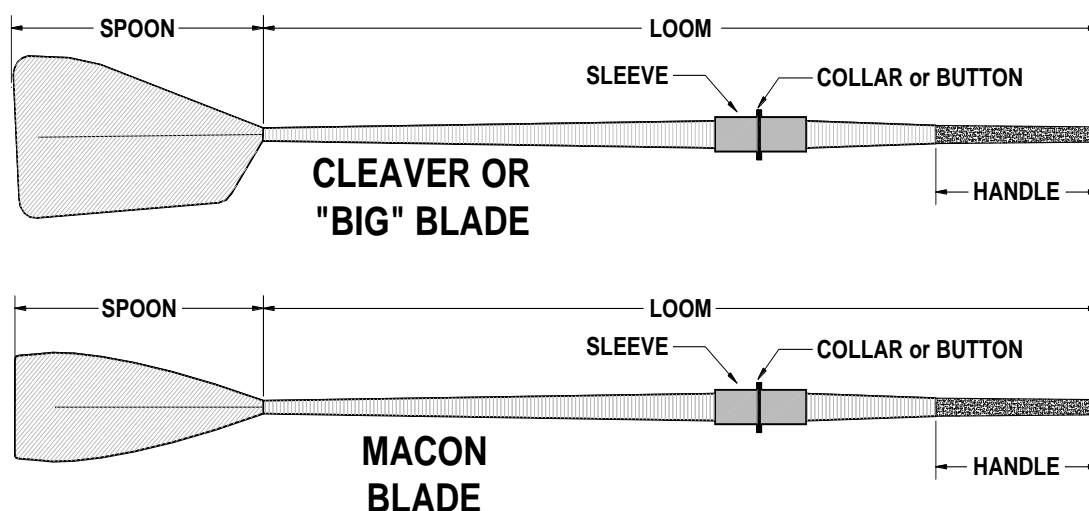
- Backstop** The stop mechanism at the back of the slides which prevents the seat slide moving further away from the stretcher and coming off the slide.  
Also, the sliding seat position closest to the boat's bow. As a command, it instructs the crew to adopt this position.
- Blade** The spoon or hatchet / cleaver shaped end of the oar.  
Also, used to refer to the entire oar.
- Bow** The front of the boat.  
Also, the rower's seat in the front of the boat (see Bowman).
- Bow ball** An essential small, soft ball no smaller than 4 cm in diameter securely attached to a rowing or sculling boat's bow. Primarily intended for safety, but also useful in deciding which boat crossed the finish line first in very close races.



- Bowloader** A boat where a coxswain is placed in a seat partially enclosed in the bow of the shell.
- Bowman** The oarsman who rows in the seat in the front of the boat. Abbreviated to bow.
- Bow number** A card holding the number assigned to the boat for a race.
- Bow side** The starboard side or right side of the boat when viewed from the cox's seat. Bow side oars usually have a green decal on the loom.
- Bung** A plastic hatch cover (see sketch).
- Button** A plastic ring placed around the sleeve of an oar preventing the oar from slipping through the oarlock.
- Canvas** The deck of the bow and stern of the boat, which were previously covered with canvas.
- Cleaver blade** *see Oar*
- Clogs** Shoes which form part of the stretcher (see sketch).
- Cox box** Portable voice amplifier; may also optionally incorporate digital readouts displaying stroke rate, boat speed and times.
- Ergometer (ergo)** An indoor rowing machine.
- Foot stretcher** *see Stretcher*, also referred to as a foot board.
- Front stop** The stop mechanism on the slides that prevents the rower's seat from coming off the slides towards the stern.  
Also, the sliding seat position closest to the boat's stern. As a command, it instructs the crew to adopt this position.
- Gate** The hinged pin secured with a nut that prevents the oar from coming out of the rowlock.

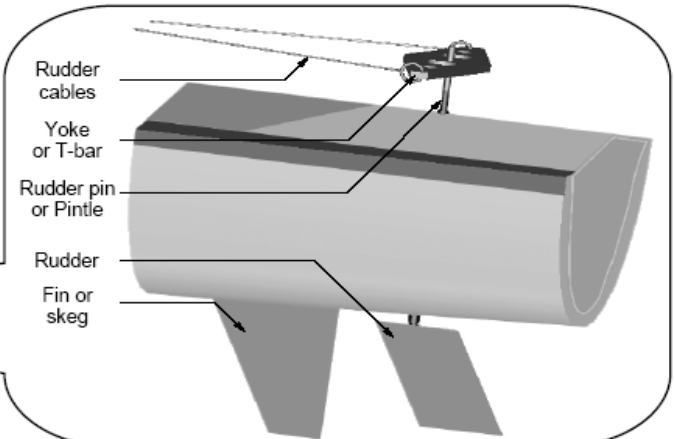
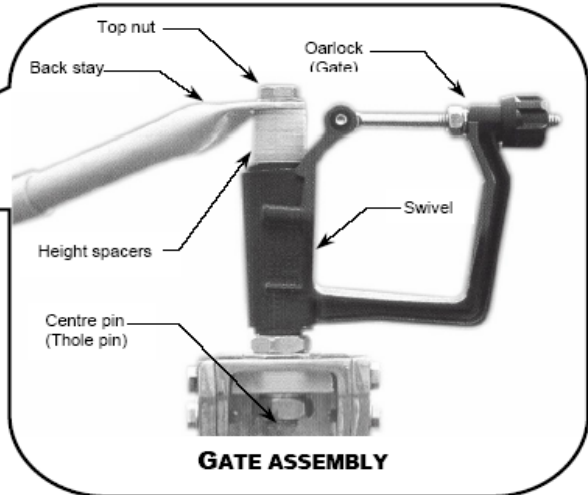
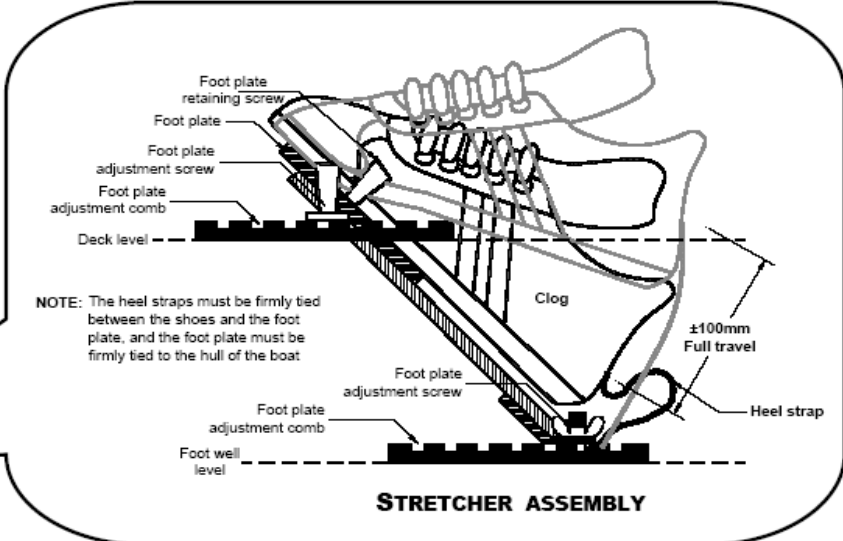
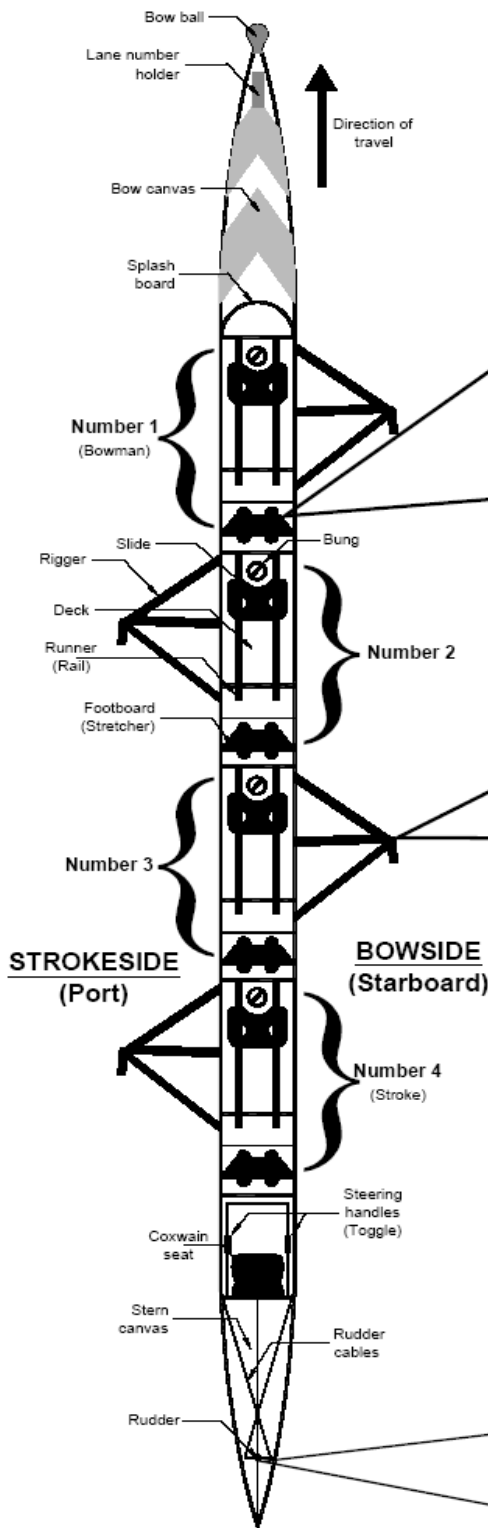


Gunwale	Pronounced "gunnel". The horizontal strips of wood or molded carbon fiber running the whole length of the cockpit on both sides to which the ribs, saxboard and upper edge of the skin of the boat are attached.
Handle	The part of the oar held by the oarsman.
Heel strap	A piece of fabric that is tied between the heel of a shoe and the stretcher which limits the travel of the heel of the shoe (see sketch). These are safety devices that must be installed on all boats.
Loom	The shaft of the oar.
Macon	<i>see Oar</i>
Oar	The lever used for rowing the boat.



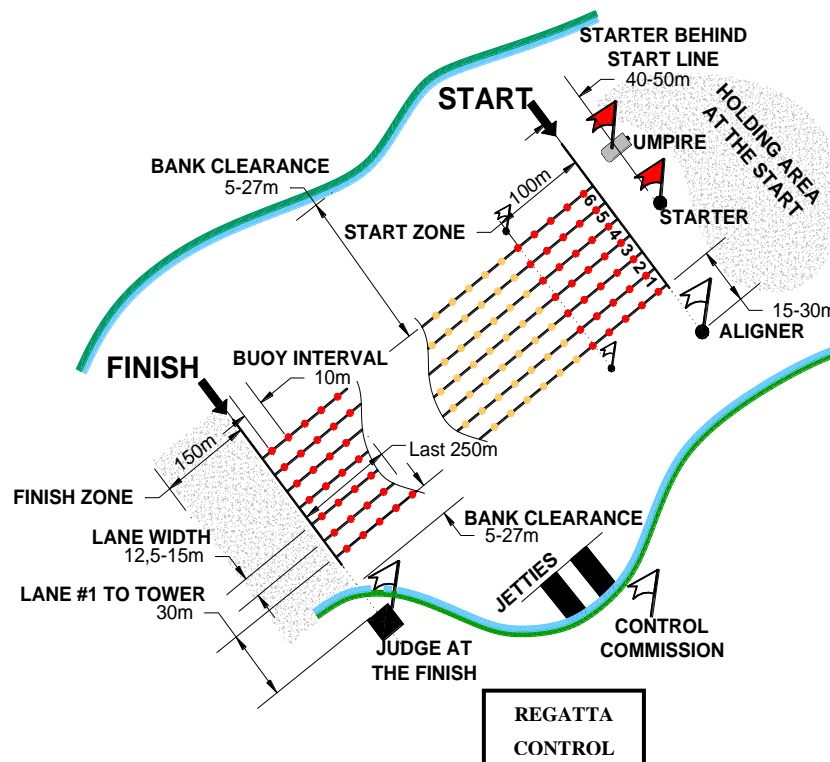
Oarlock	The rectangular lock at the end of the rigger which physically attaches the oar to the boat. The oarlock also allows the rower to rotate the oar blade between the "square" and "feather" positions.
Outboard	The length of the oar shaft measured from the button to the tip of the blade.
Pin	The vertical metal rod on which the oarlock rotates.
Port	Left side of the boat when viewed from the Cox's seat. Also referred to as stroke side
Rib	The name given to that part of the boat to which the skin of the hull is attached. They are typically made of wood, aluminum or composite materials and provide structural integrity. The riggers bolt to the ribs.
Rig	The series of measurements giving the adjustment of slide, stretcher, rigger, etc. set for individual oarsman.
Rigger	Also, distribution of the riggers on each side of the boat to suit the crew. The metal - usually aluminum- struts that carrying the rowlock. A rigger (which is the rowing slang name for an Outrigger) is bolted to the racing shell at the rib while the oarlock is attached to the far end of the rigger away from the boat. The rigger allows the racing shell to be narrow thereby decreasing drag, while at the same time placing the oarlock at a point that optimize leverage of the oar. There are several styles of riggers, but they are most often a triangle frame, with two points attached to the boat, and the third point being where the oarlock is placed.
Rigging	Rigging describes whether a boat is stroked by a stroke side rower or a bow side rower. With sweep rowing, riggers typically alternate sides, though it is not uncommon to see two adjacent seats rigged on the same side of an eight.
Roller	The wheels upon which the seat travels along its slide or track.
Rowlock	<i>see Oarlock.</i>
Rudder	Adjacent to the skeg and used by the cox (or in some coxless boats, by a rower using a "toe") to steer the boat using attached cables. Large rudders are used on narrower and rivers with tight corners.
Saxboard	The external strip of wood fixed to the gunwale at its nearest edge and which carries the riggers. This structure does not exist on modern hulls

	where the riggers are attached directly to the outer structure of the boat ( <i>see Gunwale</i> ).
Scull	An oar made to be used in a sculling boat where each rower has two oars, one per hand. Also, a boat that is propelled using sculling oars, e.g. a single scull is a one-person boat where the rower has two oars.
Seat	Molded seat mounted on wheels that roll on tracks. Also, the bow seat is numbered one with seat numbering increasing to the stroke seat (numbered eight in an 8 man shell).
Shell	The hull of a racing boat.
Skeg	The small vertical metal plate let into the keel near the stern. Its main job is to prevent side slipping and thus to assist the boat in running true. Also known as the fin (see sketch).
Slide	Hollow rails or tracks upon which a rower sliding seat will roll
Slings	Folding, portable temporary boat holders. Two are required to hold a boat.
Spoon	The part of the oar which dips into the water ( <i>see Oar</i> ).
Starboard	Right side of the boat when viewed from the cox's seat. Also referred to as bowside.
Stern	Rear of the boat (see sketch).
Stretcher	An adjustable footplate which allows the rower to easily adjust his or her physical position relative to the slide and the oarlock. The footplate can be moved (or "stretched") either closer to or farther away from the slide frontstops.
Stroke side	The port side or left side of the boat when viewed from the cox's seat. Stroke side oars usually have a red decal on the loom.
Sweep oar	Rowing style where each member of the crew has a single oar, and rows on one side of the boat only, and with both hands on the handle. Applicable to pairs, fours, and eights.
Toe	In some boats without a coxswain, a rower may be able to control the rudder and steer the boat by changing the direction his foot points. This is called "toeing a boat." And the mechanism is called a "toe".
Toggle	The wooden grip on the rudder line grasped by the coxswain while steering the boat (see sketch).



## 4. REGATTA COURSES

The layout of regatta courses as specified by FISA and is illustrated below:



### 4.1 COURSE FACILITIES

Ideally, the course should be set up so as to afford equal racing conditions across the entire width of the course. The entire course should be sheltered from wind with negligible current in the water. No made-made and dedicated rowing facilities exist in South Africa and courses are either located on rivers, dams or in harbours. While this precludes ideal course layouts, most of the specifications can be met.

The course should be 2 000m in length for racing, with a holding area of 50m at the start and with a safe overrun area of at least 150m beyond the finish line. The minimum distance between the outer lanes and the bank must be 5m, but ideally outer lanes should be 27m from the bank.

If the depth of the course is not uniform, then the water depth should be 3m at the shallowest point. However it is stipulated a minimum depth of 2m is acceptable if the depth is constant.

The minimum lane width allowed is 12.5m, but it is preferable to have lane widths of 15m. There should be at least one line of buoys per crew. However it is preferable - both from the point of view of crew steering and as an aid to the umpire in judging whether crews are in their lanes - to have the course fully buoyed (as illustrated). The buoys should be placed at intervals of 10m. As an aid to steering, it is recommended that the interval between buoys in the first 100m (start zone) be no more than 5m. Also the buoys in the start zone and over the last 250m of the course should be of a different colour to the buoys along the rest of the course.

In addition to the different coloured buoys, a pair of white flags should be placed at the 100m mark to delimit the start zone, and a pair of red flags on either side of the course marking the finish line. It is also a requirement that distance markers be located on either side of the course at 500m intervals. There should be no buoys either before the start or after the finish lines.

### 4.2 POSITIONING OF OFFICIATING FACILITIES

The lane designation Lane One is determined by the placement of the Judge at the Finish, and as a general rule is the lane closest to the Judge's station.

The Aligner's station should be located between 15m and 30m from the outer line of buoys of Lane One, and the Judge at the Finish should be least 30m outside Lane One.

The Starter should be positioned in the centre of the course some 50m behind the start line. In reality, this distance is often shorter as the Starter at local regattas makes use of a loudhailer and needs to position himself or herself close enough to the competitors to make be heard. The Starter should always be positioned in the centre of the course so that all competitors can clearly see the red flag and hear commands.

### **4.3 TRAFFIC RULES**

A set of traffic rules has been established for each rowing venue in South Africa. These can be downloaded from the RowSA website ([www.rowsa.co.za/venues/traffic-patterns](http://www.rowsa.co.za/venues/traffic-patterns)). The purpose of these rules is to promote safe conditions for both training and competitions. Officials should inform themselves of the Traffic Rules of all venues at which they officiate. They should also encourage club and school representatives and the rowers themselves to be familiar with these rules and abide by them.

## 5 SAFETY MATTERS

***Safety – during both training and competition – is the responsibility of all, including coaches, rowers, spectators and officials.***

***Ensuring safety and fairness in competition are the fundamental roles of rowing officials at regattas.***

This chapter examines issues relating to safety, which is the practice of minimising (and, as far as possible, eliminating) factors that can cause injury to people or damage to equipment. To maintain safety standards on the water at regattas, it is necessary for officials to understand potential dangers and difficulties faced by competitors, coaches, and themselves. Furthermore, it is essential officials are fully conversant with all protocols required to minimise these dangers.

### 5.1. RESPONSIBILITY OF CLUBS, COACHES AND ROWERS

Rowing clubs and schools have a pivotal role to play in ensuring the safety of rowers during both training and competition, and must ensure that:

- All rowers have passed the sculling test as outlined in the Rules of Racing.
- All boats meet safety requirements, inter alia:
- Must have individually secured heel straps that restrict heel movement of each shoe to a maximum of 70mm.
- Stretchers are firmly secured to the hulls of boats.
- Are equipped with shoes that allow feet to be released from the shoes without the intervention of the athlete i.e. feet can slip out of the shoes without the athlete having to undo laces or strips or pull their feet out of the shoes.
- Meet flotation standards and display a plaque to this effect.
- Have bow balls firmly attached to their bows that do not deflect on contact.
- All coaches and rowers are aware of the Traffic Rules applicable to the venue at which they are rowing.
- Coaches or club representatives must inform Control Commission of any medical condition that may put a rower at risk during the race.

Further clubs should ensure that:

- Crews are trained to control boats in strong cross winds on dams, or waiting on start i.e. crews should try to face the bow into the wind and/or current and touch up in order to keep control of the boat.
- The risk of heat exhaustion should be minimised - oarsmen should always wear hats and sunscreen and carry plenty of fluids in the boat.
- Asthma sufferers should carry their pumps on cords around their necks during training and when racing.
- Crews are versed in the procedures to follow should a boat capsize:
  - Stay calm - the umpire's first concern is competitor safety and he will abandon a race to attend to rowers in difficulty until the rescue boat arrives.
  - Ensure all crew members have managed to free themselves from the boat and that their heads are above water.
  - Should a member of the crew be trapped under the boat, other crew members should immediately assist the rower to free him or herself.
  - In the case of single sculls – and if the rescue boat is not close by - the umpire or his pilot should get into water to assist a sculler in difficulty until the rescue boat arrives.
  - Hang onto the boat using it for flotation. Crew members should try to position themselves on one side of the boat to enable umpires' or rescue boats to approach the capsized boat without risk of injuring crew members by crushing rowers between the rescue boat and rowing boat.
  - Do not go swimming to fetch slides, water bottles, etc. that may have floated away from the capsized boat. By leaving the capsized boat, a crewman makes it difficult for rescue personnel to spot him in the water. Slides, shoes, and other equipment can be replaced, but oarsmen cannot!

## 5.2 SAFETY REQUIREMENTS FOR ROWING IN RIVERS AND HARBOURS

Rowers who train and compete on waters where there is multiple usage such as the Kowie, Vaal and Buffalo Rivers, Victoria Lake, or in harbours such as Cape Town or Durban should take note of the following:

- Rowing boats are not the only boats on the water. Crews must adhere to the local traffic rules at all times and be alert to handle wash from other boats e.g. power boats, pleasure boats, tugs, etc.
- When rowing to the start on rivers - and particularly where boats have to be turned through 180° to get onto the start line - crews should try to turn where the current is weakest. Extreme caution should be exercised when turning a boat across strong currents as this is when capsizing is most likely to happen.
- If the boat capsizes in a strong current and crewmen are not able to hang on to the boat, they should turn onto their backs and float feet-first with the current to avoid hitting branches or rocks with their heads. They should try to make their way to the river bank as soon as possible. If this is difficult, they should try to attract attention by shouting and waving their hands. Rowers in the water must stay calm and not fight the current - the river is likely to have a bend somewhere downstream and the current will carry them towards the bank.
- Crews should remember to do a quick head count and, if a crewman gets into difficulty, they should attract attention by shouting and waving hands to indicate that they are in need of assistance.

## 5.3 SAFETY REQUIREMENTS FOR MOTOR BOATS

### Know Your Boat

Clubs provide various hull and motor combinations during practice and at regattas. Pilots should spend some time getting acquainted with the motor's controls and general handling e.g. stability, forward, reverse, neutral, turning, stopping, etc.

### Basic Safety Check List

- Ensure all bungs are in place on the hull.
- Make sure that the motor is securely fastened to the transom in the centre of the hull.
- If possible, attach a rope or cable between the motor and the hull.
- Check the fuel - oil mixture, and carry enough fuel for an extended period of time on the water. Always allow for a  $\pm 25\%$  fuel safety factor - this is especially important for coaches who could well have the only motor boat on the water during training sessions. If a pilot is unfamiliar with his boat's fuel consumption, he should regularly check the fuel level in the tank and, if practical, he should carry an additional container of fuel to get back to land in the event of running out of fuel while on the water.
- Check that the fuel line and fittings are in good order.

### Basic Safety Equipment On Motor Boats

- Life jacket for each crew member on the motor boat.
- Life-saving torpedo or other flotation device to assist crews in the water.
- Approximately 20 metres of rope for towing.
- A sharp knife.
- A small tool kit which should include:
  - A spark plug spanner.
  - A small shifting spanner.
  - A selection of screwdrivers.
  - A bailer.
  - A First Aid kit suitable for treating minor cuts and abrasions. A more comprehensive kit should be carried by motor boat crews having qualified medics on board.
  - About 3 large black garden refuse bags to be used as emergency rain coats.
  - Communication aids such as loudhailer, radio, and whistle.

### Rules for Piloting

- No person under the age of 16 is allowed to drive a motor boat unless under the supervision of a competent licensed pilot.
- The pilot must know the local water traffic regulations.
- Anybody who goes out in a motor boat on their own must make use of the "Dead Man" engine cut-out switch.
- When heading up to the start, pilots should keep to the centre of the course in order to dissipate the boat's wake evenly across the course. To leave the course, first cut the motor power back to idle,

wait for the boat's wake to catch up with the stern of the boat, and only then turn and idle off the course.

- Upon encountering a race coming down the course, the pilot should stop at least 200 metres from the race and get off the course using the procedure described above.
- Situations do arise during races where pilots have to overtake tail-end crews to allow the umpire to keep control of the race. When executing this type of manoeuvre, pilots must:
  - give the boats they are overtaking as wide a berth as possible.
  - try to keep the wash at 45o to competing crews
  - lookout for boats capsizing as some crews will be forced to row through the wake
- Umpires' boats making their way back to the start can assist by taking care of capsized crews and thereby freeing the umpire in charge of the race to continue his duties to the race.
- Do not overload motor boats - a rule of thumb allows for 1 person per metre of boat length. A boat's freeboard (distance from the water line to the top of the gunwale) should never be less than 200mm.

## Assisting Capsized Boats

***When crews get into difficulty or their boat capsizes, the primary responsibility of any and all officials in the vicinity is to assist the oarsmen.***

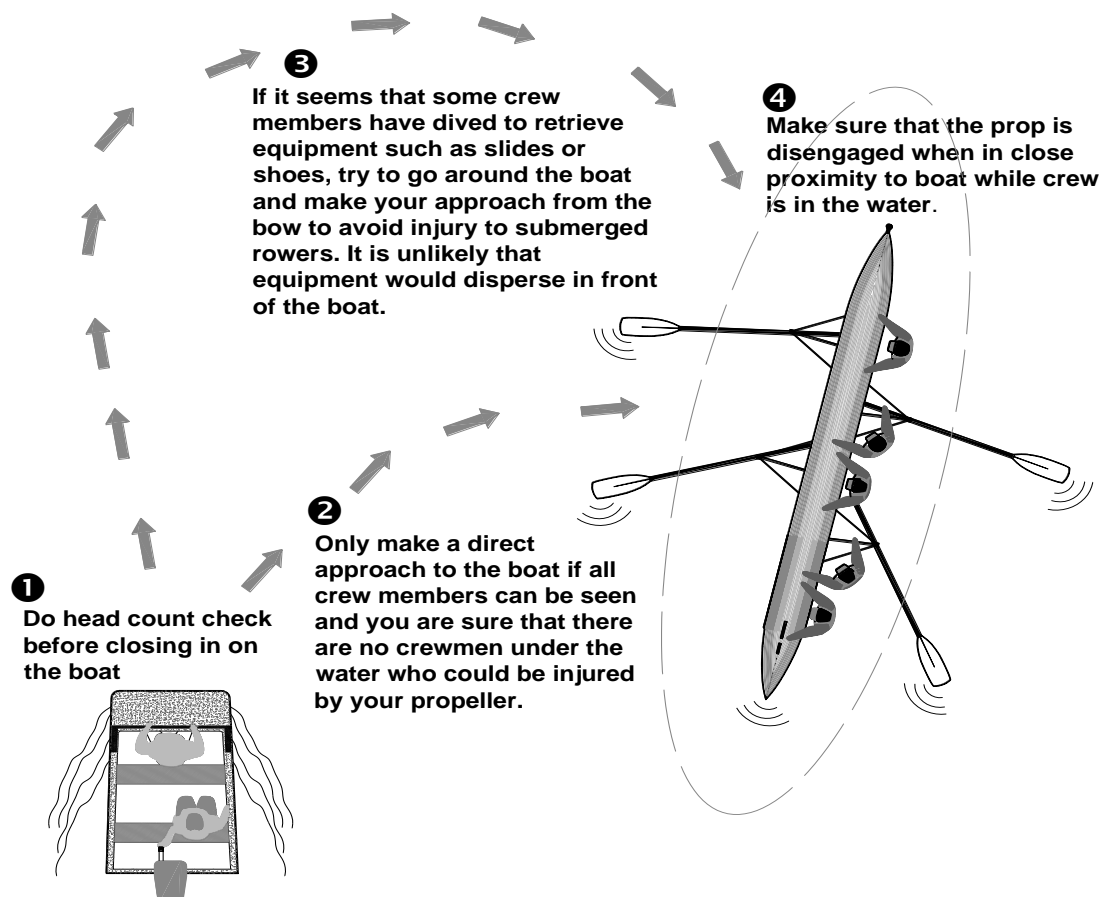
In general, the first action taken by the umpire in a race will be to notify the on-water rescue boat over the radio that there is a crew in difficulty. The call to the rescue crew should be repeated three times:

"RESCUE! RESCUE! RESCUE! CAPSIZED CREW IN THE WATER IN LANE FOUR AT THE 1000m MARK".

This call will typically be made en-route to the capsized boat. The umpire must verify that the rescue boat has acknowledged the call. On arriving at the scene, the umpire should assess the situation. If it is apparent that one or more crew members are in difficulty, this fact should be made known to the rescue personnel:

"RESCUE PRIORITY ONE, CREWMAN TRAPPED UNDER THE BOAT".

This call will indicate that the rescue personnel must get to the scene as quickly as possible, even if it entails disregarding regatta protocol to do so. The umpire should get to the capsized boat as soon as possible, following the guidelines illustrated below:



If crew members are in distress or trapped under their boat, the rescuers will need to quickly assess the situation and take whatever action they deem necessary to affect a rescue.

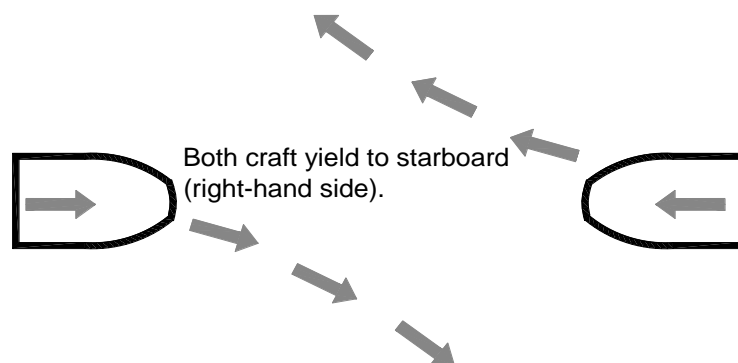
If it is absolutely clear that none of the crew is injured or in distress, and having established that the rescue personnel are on their way to the scene, the umpire may leave the capsized boat to return to the race. Officials using inflatable-hull boats should exercise particular caution when assisting capsized boats to ensure that their own boats are not punctured by sharp edges on the capsized boat or its riggers, or by submerged hazards on rivers or dams, such as logs or sharp rocks.

During a rescue, the umpire concerned should keep Regatta Control and/or Safety Officer informed so that, if necessary, additional resources can be dispatched to the rescue scene and other races can be stopped until the course is cleared.

### Rules of the "Road"

Pilots must adhere to the following established boating principles:

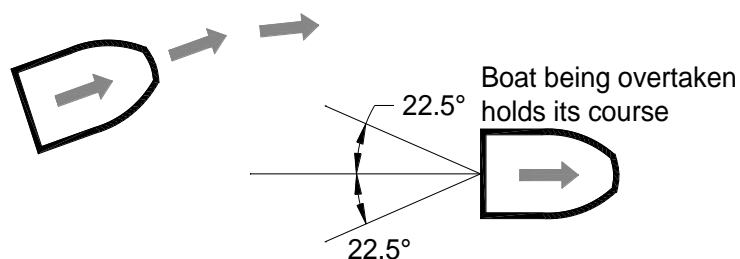
- When two boats encounter each other head-on both pilots should steer to starboard (right).



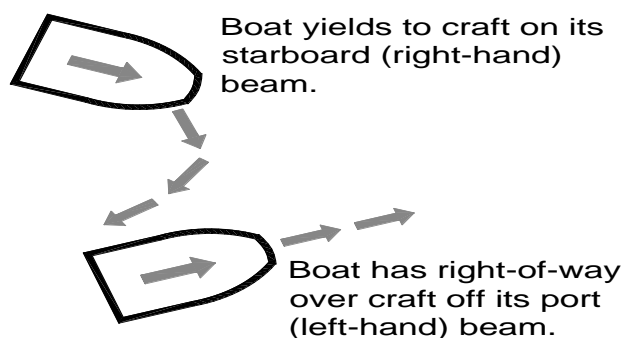
- The minimum following distance between two motor boats travelling in the same direction is 100m.



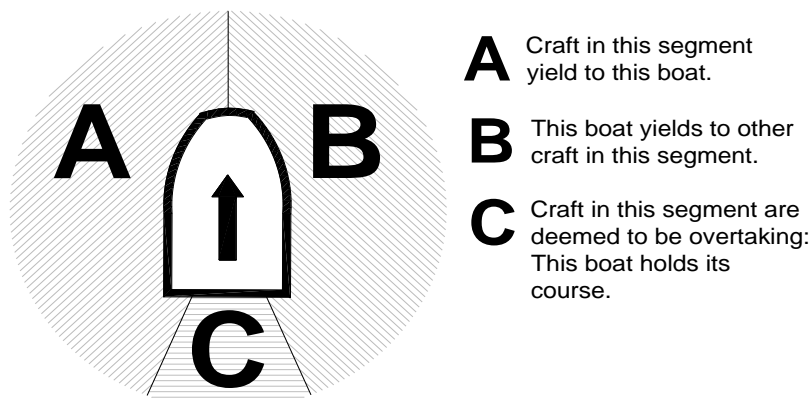
- When overtaking, give the boat being overtaken a wide berth, and approach it at an angle of more than 22.5 degrees as illustrated in the sketch below. The vessel being overtaken should maintain its course until the boat overtaking it is well clear.



- When two boats are on a diagonal collision course, the collision avoidance protocol is as illustrated:



- The water rights and obligations of a boat are summarized in the sketch below:



## General

- Always maintain a good all round look out for floating debris, swimmers, and other boats.
- Always maintain an appropriate travelling speed taking into consideration the water conditions and proximity of other boats or obstacles.
- Remember that it is often easier to maneuver the boat in reverse when in close proximity to a number of smaller craft or other obstacles.
- Alcohol and motor boats do not mix. Never pilot a boat while under the influence of alcohol. Keep an eye on the weather, particularly on the Highveld where electric storms tend to gather with very little warning. A motor boat can generally get to safety quite quickly, rowing boats are much slower, and are more susceptible to capsizing in the squalls that often precede storms. When a storm approaches, Officials should always err on the side of caution and get all boats off the water as soon as possible. One of the few fatalities suffered by the rowing community occurred when a rowing boat was struck by lightning.

## 5.4 SAFETY AT REGATTAS

### Traffic Rules of Rowing Venues in South Africa

All officials must familiarize themselves with the Traffic Rules of each venue in South Africa. Knowledge of the traffic rules is imperative to ensure that the rules can be enforced to guard the safety of the crews.

### Incident Records

All officials should note any risk to the safety of the crews in the Incident Books to enable the Safety Commission to pro-actively address any potential risks to the safety crews.

### Enforcement of Safety Rules

An official may not - under any circumstances - allow a crew on the water if safety requirements are not complied with i.e. a rower may not be entered in a regatta if he has not passed the sculling test, a rower suffering from health conditions such as asthma may not get on the water without having informed Control Commission thereof and without his asthma pump,

a boat may never leave the jetty without a properly secured bow ball, securely fastened heel straps or being compliant with the buoyancy requirements.

### **Untoward Weather Conditions**

Officials on the water must alert the President of the Jury/Regatta Control of untoward weather conditions (wind, lightning) and the safety of conditions for rowing. Cognizance should be taken of the skills level of the crews. An umpire must not start a race – or allow a race to be started - if in their opinion the weather conditions place crews at risk.

## **5.5 SAFETY OF OFFICIALS**

It is important that officials take care of their own safety. In addition to being able to swim, officials must protect themselves from the sun and wind (big hat, good sunglasses, regular application of sunscreen) and ensure that they have sufficient to eat and drink. They must not officiate for longer than they are capable – as this is when mistakes and poor decisions are made. Experience will allow you to gauge how long you can effectively function at a particular station.

It is important that officials communicate with Regatta Control or their constituent members regarding physical limitations and health conditions. It is sad, but true that many of us are getting older and bad backs – for example – prevent us from sitting on small boats for 10hrs at a stretch!

## **6 RULES OF RACING**

All sports are governed by rules, and rowing is no different. The rules provide a framework in which the sport is played and all competitors are required to abide by the rules. Rules provide a basis for fairness and afford competitors an equal chance of winning. By definition, rules are a regulation or procedure that guides an activity.

The Rules of Racing that govern competitive rowing are based on the FISA Rules of Rowing as applied in international competition, but have been adapted by RowSA for racing in South Africa. There are 13 rules relating to rowers and coxswains; boats and equipment, prizes; sponsorship and advertising; regatta participation, entries, draws and progression, conduct of crews, procedures during the race, objections, appeals and protests, disciplinary measures, anti-doping, umpires' licenses and safety. It is the official's duty to implement the rules to allow safe and fair racing.

NOTE: The Rules of Racing are a collective package that requires holistic application. If – for example – a crew does not have a bow number as required, the Umpire and Judge at the Finish may have difficulty identifying the crew. In turn, this may prevent the Judge at the Finish placing crews in the correct order of crossing the finishing line. And we all know who will protest the loudest when the officials get the results wrong. The rules of the sport have evolved to ensure fair competition, and the selective or partial application prevents this. The absence of bow numbers or incorrect bow numbers warrants exclusion from a race. Inconsistent application of the rule can only lead to unfair and unequal racing.

### **6.1 RULES AND BYE-LAWS**

The Rules of Racing contain both rules and bye-laws. The rules have to be obeyed and implemented, while the bye-laws are more informative in nature and give guidance to the interpretation and implementation of the rules.

### **6.2 SANCTIONS AND PENALTIES**

Failure to adhere to the Rules of Racing can result in sanctions being applied to crews, coaches, clubs and spectators. In general, only the Umpire of a race can sanction a crew while only Regatta Control can issue a public warning.

- A reprimand – this sanction may be issued by a Jury in response to appeals and protests.
- An official warning – this is a lenient disciplinary measure communicated to a crew by the issuing of a yellow card. This sanction applies only to the race in which it was issued, including a re-row of that race. Any crew issued with two official warnings in the same race is automatically excluded from that race.
- Exclusion – this is a stringent disciplinary measure communicated to a crew by the issuing of a red card. A crew excluded from a race can take no further part in that race or event, but may compete in other events in a regatta.
- Disqualification – this is also a stringent disciplinary measure. A disqualified crew may not take any further part in the regatta. Disqualification is appropriate where a crew has acted in flagrant or intentional violation of the Rules of Racing pertaining to safety and fairness.
- Public warning – Regatta Control may stop the regatta and issue a public warning to a club, club representative, coach or spectator for disregarding the Rules of Racing.

### **6.3 THE JURY**

Rule 9 makes provision for the establishment of a Jury at all RowSA sanctioned regattas whose prime concern is the safety of rowers and coxswains and to ensure regattas are run in accordance with the Rules of Racing. This includes deciding whether conditions are safe for racing, deciding on protests etc.

The Jury is a panel of officials headed by a President (customarily Regatta Control) and may include Control Commission, the Umpires (or just the Umpire of the race under consideration), the Aligner, the Judge at the Finish, the Safety Officer and a member of the Organising Committee. The President of the Jury is responsible for the activities of the Jury, allocation of duties to Jury members and chairing meetings.

#### **6.4 FAIRNESS COMMITTEE**

A Fairness Committee must be appointed for all National and National Championship regattas to consider inter alia fair racing in the event of adverse weather- and unfair racing conditions. The committee shall include the President of the Jury, an Umpire, a person appointed by the Organising Committee, the Safety Officer and the Technical Delegate of RowSA (if appointed). . For all SASRU regattas the Organising Committee may appoint additional members to the fairness committee. The Fairness Committee will make sure changes to the programme and progression enforced by adverse weather conditions and other safety concerns are fair.

## 7 DUTIES OF THE OFFICIALS

This section describes the various duties that are performed by officials at regattas in terms of specific job descriptions, the equipment required for each, and the sections of the RowSA rules that uniquely apply to each function.

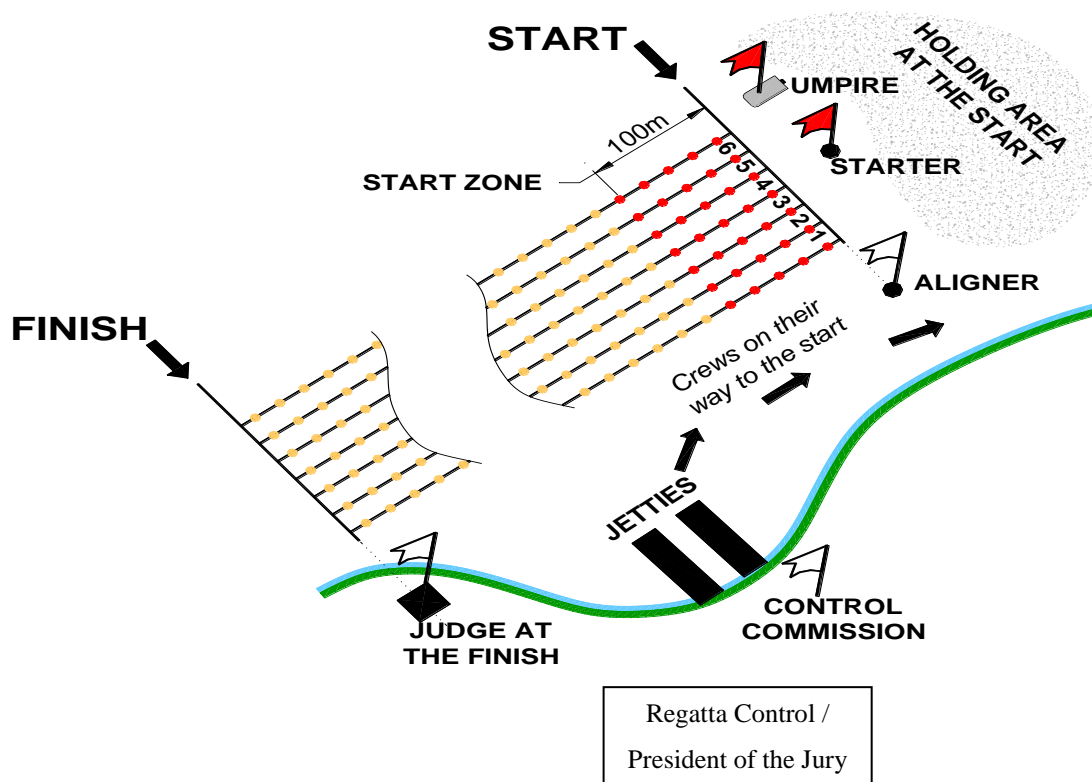
In going about their duties, rowing officials have five primary responsibilities, namely:

- Safety (safety, safety, safety – safety trumps all - always)
- Fairness
- Running orderly regattas
- Promote enjoyment of the rowers within the framework of the rules
- Grow the sport

At least 15 officials are required to be on duty at any one time during smaller regattas, and as many as 25 officials are required during larger regattas. To ensure regattas run efficiently, the regatta needs to be properly planned and prepared for. To ensure safe, fair and equal racing, officials need to be properly trained and consistent in their actions and interpretation and application of the rules. It is thus recommended that all officials – irrespective of experience – read up the night before a regatta on the local rules, traffic pattern of the venue and the duties and responsibilities of the task they have been assigned. The following is a list of duties to be performed during a regatta:

- Regatta Controller / President of the Jury
- Safety Officer
- Control Commission
- Aligner (Judge at the Start)
- Umpire (Starter)
- Umpire's Pilot
- Judge at the Finish

At some regattas certain functions may be combined. For example, the function of Starter and Umpire may be combined as is the function of Judge at the Start and Aligner. Similarly, some positions are split or may require more than one person. The Judge at the Finish is usually assisted by one or more Timekeeper and a Scribe. The sketch below depicts a typical deployment of officials at a regatta relative to the course facilities.



## 7.1 REGATTA CONTROL (PRESIDENT OF THE JURY)

The tasks of Regatta Control and President of the Jury are often combined. This is the hub of all racing, with Regatta Control managing incidents that arise and effecting changes to procedures if and when required.

***Regatta Control is responsible for the safe and fair implementation of the regatta programme - provided by the regatta Organising Committee – managing the regatta officials and dealing with incidents and queries that arise during the course of the regatta.***

***The President of the Jury is an official designated to ensure consistent application of the Rules of Racing, convene officials' meetings and chair the committee hearing of any protests at the regatta.***

The Rules of Racing dictate that the Organising Committee liaise with SAROC (for National and National Championship regattas) and the Constituent Member's Officials Association (for Local and Local Championship regattas) regarding the appointment of officials and selection of a Jury to ensure the proper running of a regatta. Generally the Chair of the Officials Association takes on the responsibility of allocating duties to officials and appointing a Jury.

### 7.1.1 EQUIPMENT

Regatta Control should have the following equipment and information at hand:

- A two way radio to contact all officials on duty
- A separate two way radio on the channel to record the starts
- A clock set to regatta time
- A list of all officials' duties
- Details of the Jury
- Details of the Organising Committee
- Safety information of the regatta site i.e. emergency telephone numbers
- A lightning detector
- A cell phone
- A copy of the latest RowSA Rules of Racing
- A copy of any local rules pertaining to the regatta
- An up-to-date racing programme with crew lists
- A pen or pencil

### 7.1.2 DUTIES OF REGATTA CONTROL

#### **Liaison with the Organising Committee**

Essentially, Regatta Control's main task is to implement the regatta programme provided by the Organising Committee. The regatta programme must be finalised at least two days before the start of the event so that officials, coaches and rowers can plan their logistics for the event. Close liaison with the Organising Committee and restricting programme changes after its finalisation allows for an efficient and fair regatta.

#### **Allocation of Officials Duties**

As the persons responsible for the running of regattas, Regatta Control must ensure that sufficient trained and experienced officials are assigned to each post. He must also ensure that new officials are trained and provided with opportunities to gain experience. Rotation and resting of officials, opportunity for comfort breaks and the providing of refreshments to officials must also be attended to. Regatta Control must also ensure that a Jury and Fairness Committee are appointed to deal with incidents that arise during the regatta.

#### **Safety and Medical Facilities**

Regatta Control may not start a regatta unless the requisite safety and medical personnel and facilities are in place. RowSA and SAROC's public liability insurance may be jeopardized if this is not strictly adhered to. In addition should safety and medical services be temporarily be out of service during the regatta racing must again be suspended until everything is functioning normal again. It is Regatta Control's responsibility to monitor the lightning detector and wind conditions for all RowSA sanctioned regattas. Launching of boats must be controlled to limit the number of competitors on the water if the risk of lightning occurring is

increasing or the wind creates unsafe rowing conditions. All racing must be suspended when the risk migrates to "HIGH" and crews safely evacuated from the water. While the Rules of Racing dictate that Regatta Control must participate in the Fairness Committee and that the Fairness Committee will determine the course of action in the event of poor weather conditions, **suspension of racing remains the responsibility of Regatta Control.**

### **Programme Changes**

Regatta Control must record the changes to the programme as provided by the Judge at Control Commission e.g. stroke changes, late entries, crew scratching etc. He is responsible for lane number allocation changes or changes to the order of races. These changes must be relayed to all officials on duty and, if used, the Regatta Communications Centre.

### **Start times**

The actual start time of each race must be recorded to ensure the programme is adhered to and minimum time gaps allowed for safety reasons are not violated. It often happens that the start of a race is delayed as a result of an incident on the water, and this delay can have a knock-on effect of the start times of subsequent races.

Although every effort should be made to keep the regatta on time, revised starting times may need to be communicated from time to time. It is the Regatta Control's responsibility to allocate revised start times and inform all officials and competitors thereof. This information should also be made available to the Regatta Communication Centre.

### **Holding of Races**

Regatta Control can order the holding of a race based on the following criteria:

- Breakage of equipment, after breakages have been verified and assessed by officials.
- Boat or crew clashes that occurred due to a change to the order of races on regatta day.

After holding a race, Regatta Control must determine new start times and convene this information to officials and competitors.

It should be remembered that the concept of fairness and equal racing should be applied to all competitors in an event. Changing of the programme during a regatta often has a number of knock-on consequences that disadvantage other rowers. No holding of races, for example, should be allowed if clubs had prior knowledge of the regatta programme.

### **Protests**

Regatta Control must note all objections on the water and the ruling of the Umpire. Note that Regatta Control cannot override the ruling of an umpire unless a protest is lodged by the club representative. Further, an objection has to be made on the water to the Umpire (except when prevented by unavoidable circumstances) and cannot be made directly to Regatta Control.

In accordance with Rule 11 of the Rules of Racing, if a written protest is lodged by a club representative not later than 1hr after the race, Regatta Control shall obtain the necessary information from the relevant officials.

- If the umpire's decision is upheld - the Club is informed accordingly with the motivation for the decision.
- Should the protest necessitate a hearing, the President of the Jury will convene a Jury meeting.

The President of the Jury is responsible for responsible for convening a formal meeting for the Jury to deal with the protest. He is also responsible to take minutes at the meeting and prepare a report. Evidence may be verbal or written.

The Jury will make its decision before the next round of heats in the event concerned and no later than 2hrs after the last event of the day. As a general rule, in the case of a protest concerning a final of an event, the issuing of medals for that event will be postponed until after the Jury has made its decision.

If a hearing is necessary, the Jury shall rule on the protest and on the measures resulting from its decision including:

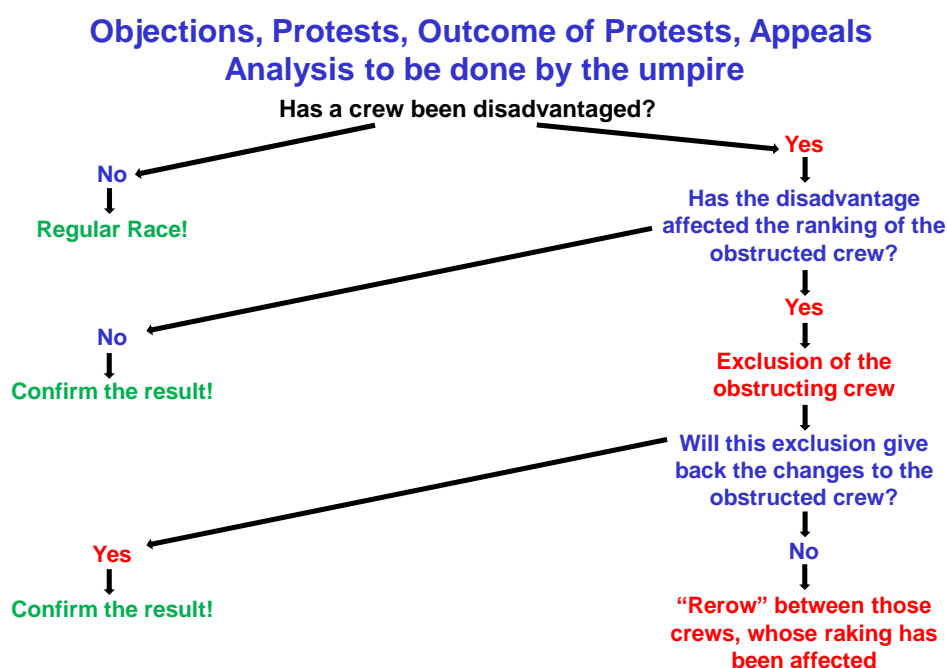
- A re-row (often for a specified number of crews)
- A reprimand.

- A yellow card (which can be applied to the next round in which the crew is involved).
- Relegation to last place (in the case of minimum boat weight violations).
- Exclusion from the race.
- Disqualification from all events in the regatta.

Should the club not be satisfied with the decision of the Jury, an appeal can be lodged not more than 3 days after the announcement of the decision of the Jury. Except in the case of international regattas, appeals are now lodged with the Executive Committee of the affiliated controlling authority of the regatta. Appeals from international regattas are made to the Executive Committee of FISA.

## Objections, Protests and Appeals

The flow chart below is used by umpires to analyse objections, protests and appeals:



## Regatta Activity Record

Regatta Control must document any crew changes, lane changes, delays, incidents and penalties (with reasons and names of officials and crews involved) on the regatta Master Sheet. These annotations should be sufficiently detailed to allow them to be used in the event of a Jury enquiry.

## Regatta Report - National Championship and National Regattas

Regatta Control must write a report within 14 days of the regatta. The reports must be submitted to the Chair of SAROC and should include:

- The master programme, along with its annotations.
- Minutes of any Jury hearings.
- Approved race result slips constitute the official records of the regatta.

## 7.2 SAFETY OFFICER

The main responsibility of the Safety Officer is to advise Regatta Control on all matters pertaining to safety. The Safety Officer is responsible for:

- Checking the venue and the course, and reporting all concerns to Regatta Control.
- Ensuring appropriate land and water based safety are in place before the regatta commences – and advising Regatta Control thereof.
- Ensuring that one rescue boat per 1000m of course is in place.
- Consulting with land based safety to determine the best positioning of the ambulance.
- If used, ensuring that the lightning detector is operational at Regatta Control.
- Providing his cell number to the paramedics and Regatta Control; and requesting that he be contacted in the event of an emergency (ie become a part of the decision making process).
- Making decisions regarding all safety issues at a regatta, paying particular attention to the weather i.e. lightning and wind.
- Determining when the paramedics can leave the regatta. The paramedics will require the Safety Officer to sign them off.
- Monitoring that the paramedics keep a detailed Patient Report Sheet which must include the name of patient, their club or school, the condition of the patient and treatment administered.
- Ensuring that the paramedics provide a Medical Note should they deem a rower unfit to continue rowing and that they inform Control Commission thereof.
- Ensuring that appropriate ballast is used by coxes (as defined in the RowSA Rules of Racing Rule 1-2/9.2).

Appropriate water based safety for sprint regattas is defined as one rescue boat per 1 000m of course. Appropriate land based safety is defined as a minimum of one Intermediate Paramedic (I.L.S) and one Basic Paramedic (B.L.S), but cognizance must be taken of the total number of people attending the regatta (rowers and spectators) and distance to the closest hospital.

## 7.3 CONTROL COMMISSION

The Judge at Control Commission – or simply Control Commission - is an important cog in the orderly and safe running of regattas. While needing to be firm, this station is the main link between the officials and rowers.

***Control commission is responsible for implementing and monitoring all rules relating to the eligibility of boats, crew and athletes. It operates as an administration centre and as launch control and is responsible for controlling the outgoing and incoming jetties. Control Commission is also responsible for recording all crew changes and scratching.***

One experienced official is assigned the duty of Control Commission and, depending on the status and size of the regatta, is assigned a number of assistants who may be assigned specific tasks e.g. weigh boats and coxswains, check boats etc.

### 7.3.1 EQUIPMENT

Control Commission should have the following equipment at hand:

- Two way radios to remain in contact with all stations.
- A clock set to regatta time.
- A weigh-bridge for weighing boats.
- A scale for weighing coxswains and crew members for lightweight events.
- Equipment for marking boats after they have been weighed.
- Electronic record of all rowers and their clubs if no Regatta Communication Centre is available.
- A printer for issuing of temporary ID cards if no Regatta Communication Centre is available.
- Wrist band in two different colours to record the weights coxswains and lightweight rowers.
- A copy of the latest RowSA Rules of Racing.
- A copy of any local rules pertaining to the regatta.
- An updated racing programme with full crew lists.
- A pen or pencil (a pencil tends to work better in wet conditions).
- Tools for rendering assistance to crews i.e. screw driver, pliers, shifting spanner and duct tape.

- A tent or gazebo, table and chairs.

### **7.3.2 DUTIES OF CONTROL COMMISSION**

#### **Preparation for Execution of Duties**

- Confirm with the Organising Committee that (if required) a laptop, printer and sufficient paper and plastic covers will be at regatta.
- Confirm with the Organising Committee that electricity will be available at Control Commission tent.
- Obtain a final regatta programme and a list of all crew members entered in the regatta.
- Ensure that wrist bands are available for coxswains and lightweight rowers.
- Set up the scales for weighing of coxswains, lightweight crews and boats.

#### **Weighing of Coxswains and Lightweight Rowers**

Control Commission is responsible for the weighing of coxswains and lightweight rowers in accordance with the RowSA Rules of Racing Rule 1-2/4.3 and Rule 1-2/9.3. At National and National Championship regattas, all coxswains for J19, U23, Senior and Master Crews must be weighed. Coxswains must present themselves at Control Commission not less than 1hr and not more than 2hrs before their first race on each day of racing.

- Minimum weight for female crews – 50kg.
- Minimum weight for male crews – 55kg.

No coxswain for a female U23, Senior and Masters crews may weigh less than 40kg and no coxswain of a JW19 crew may weigh less than 35kg.

No coxswain for a male U23, Senior and Masters crews may weigh less than 45kg and no coxswain of a JW19 crew may weigh less than 40kg.

A wristband should be fastened around the wrist of the coxswain after being weighed, indicating the weight recorded during the weigh-in. The colour of the wrist band for underweight coxswains must be different to those who met the minimum weight requirement. Ballast used by the coxswain to attain the minimum weight must be of lead shot, steel shot or sand. No bricks or water will be allowed.

Similarly, lightweight crews need to meet the following standards:

- Female: the average crew weight (excluding coxswain) shall not exceed 57kg, with no single rower weighing more than 59kg. The maximum weight of a single sculler shall not exceed 59kg.
- Male: the average crew weight (excluding coxswain) shall not exceed 70kg, with no single rower weighing more than 72.5kg. The maximum weight of a single sculler shall not exceed 72.5kg.

All lightweight crews that have been weighed and met the required weight must be given wristband to indicate to the officials on duty at the jetties that the required standards have been met.

#### **Crew Changes**

Control Commission is responsible for recording of any crew changes. Crew changes can only be made by Club Representatives and can only be approved on presentation of a RowSA Registration Card. Crew changes must be recorded on the Master Sheet and note to the effect given to the representative of the club. Regatta Control should be notified only if the stroke name of a crew has been changed. The Master Sheet with crew changes must be handed to Regatta Control at the end of the regatta and form part of the permanent record of proceedings.

##### **Crew changes before the first heat (Rule 7-2)**

Clubs may substitute up to one half the number of rowers (as well as the coxswain, if applicable) in all crews entered by them, provided that the substitutes are members of the same club, are registered as such in the RowSA data base and are of the same status or lower. Crew changes must be communicated to Control Commission before the first race of the regatta unless a crew change is necessitated by unforeseen circumstances. No substitute is permitted for a single sculler.

##### **Crew Changes after the first heat (Rule 7-3)**

No changes in crews or crew membership are permitted in crews which have already rowed their first heat - except in the case of serious illness or injury. A certificate from a medical doctor or the appointed medical services at a regatta must be submitted to Control Commission in the event of

illness or injury. No substitution of a single sculler may take place. Replaced rowers may not compete in same event again, even if he is restored to health.

### **Checking of Crews at Outgoing Jetties**

In general, there should be at least one official for each jetty used to launch boats. All crews are required to report to Control Commission with their boat and equipment for checking prior to launching. Failure to do so could result in the crew being excluded from the race or being given a warning. The officials assigned to Control Commission must perform the following duties:

- Safety check of each boat
  - Heel straps should be such that they do not allow the heel of the shoe to lift more than 70mm and must be individually securely.
  - The foot release mechanism of the shoe is self-acting and does not require intervention of the athlete – athletes may be required to demonstrate that they can remove their feet from the shoes without the use of their hands.
  - Bow ball (or approved equivalent) must be firmly affixed to the boat and must not deflect on contact.
  - Hatches and vent plugs of the buoyancy compartments are in place and fitted correctly.
  - The steering mechanism of the boat is functional.
  - Each boat manufactured after 1 January 2006 must be fitted with a manufacturer's plaque
  - The general condition of the boat.
  - If a crew member has a medical condition (e.g. asthma); check if the crew member has their medication present. Alert Regatta Control and Rescue on the Water about the rower, indicating the race in which they will participate and their lane number.

***NOTE: It is the responsibility of the crew to ensure that their boat is safe and meets the prescribed safety standards.***

- Fairness checks (when applicable)
  - Name of crew members against programme using RowSA Registration Cards or note from Control Commission.
  - Weight of coxswain for J19, U23, Senior and Master Crews and lightweight rowers.
  - Rule checks
    - Correct lane number.
    - Uniform and racing attire of crew.
    - Blades as per club registration.

No crew or boat may be allowed on the water if the boat does not satisfy safety requirements. Officials on duty should indicate on the Master Sheet that a crew has been checked and left the jetty. Officials must record safety violations on the Master Sheet.

***NOTE: It is the responsibility of the crew to ensure they successfully pass through Control Commission timeously for their race. Officials at this station should never feel pressured into compromising their checking of boats and crews or allowing boats to launch that are not compliant with safety requirements.***

### **Checking of Crews at Incoming Jetty**

- Checking of coxswain ballast
  - Control Commission may do spot checks on the ballast of underweight coxswains to ensure that races have been conducted fairly. If the crew cannot present the required ballast, Control Commission must notify Regatta Control who in turn will disqualify the crew.
- Weighing of boats
  - Some boats will be weighed after a race based on a random draw performed by Control Commission. Officials at Control Commission must notify the crew of their selection for boat weighing as they leave the water. The boat is escorted by an official to the boat scale. If the boat is underweight and the crew did not carry any deadweight, Control Commission must inform Regatta Control who must then relegate the crew to last position in the race.
- Drug testing
  - With support from the South African Institute for Drug-Free Sport, rowers may be subjected to Doping Tests at any regatta in South Africa.

- If a rower has been selected for drug testing, the official should inform the rower that he has been selected for drug testing and accompany the rower to the official in charge of the testing.

## 7.4 THE STARTER (UMPIRE)

At most South African regattas the duties of the Starter and Umpire are combined. However, at certain regattas (e.g. Wemmer Pan in Gauteng), a dedicated Starter can be employed. The Starter has controlling authority over the race all through the starting process - which commences with him notifying crews of the time remaining until the start, the roll call, getting the crews onto the start, and – once all crews are aligned, starting the race.

### 7.4.1 EQUIPMENT

The Starter must ensure that he has the following equipment when going onto the water:

- A two way radio.
- A white flag.
- A red flag.
- A stopwatch and clock set to regatta time.
- A loudhailer equipped with a siren.
- An updated racing programme (attached to a clipboard for convenience).
- A pen or pencil (a pencil tends to work better in wet conditions).
- Tools for rendering assistance to crews i.e. screw driver, pliers and shifting spanner.

### 7.4.2 DUTIES PRIOR TO THE START

The Starter must check off the crews for an event on his programme as the crews arrive at the holding area for their races. While waiting for the start of a race, he should communicate the remaining time until the start of the race to the crews in the holding area by announcing the event followed by the time to start, e.g. "EVENT 16, JUNIOR MEN 16 A SCULLS, 6 MINUTES".

Approximately 4 minutes prior to start of an event the crews should be called on to the start by announcing the crew name followed by their lane number, e.g. "Bishops Lane 1, Jeppe Lane 2", etc. The convention is to call the crew name first, then the lane number. As the crews arrive on the start, the Aligner or Boat Marshal should be lining them up. Good teamwork between the Starter and the Aligner and being proactive significantly reduces the amount of time required to get the crews onto line.

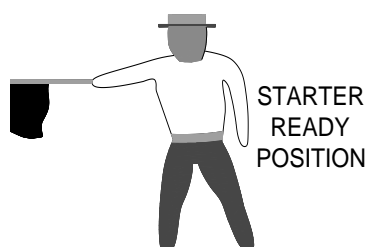
At 2 minutes to start, all crews must be on station ready to race. This is referred to as the "2 minute rule" (Rule 8-2/2) and is the cornerstone of successfully running regattas to time. By strictly applying this rule the message to the rowers is clear – "If you want to race – be on time."

The Starter will announce "TWO MINUTES" and all crews should be ready to race. Crews that arrive late at the start (i.e. within the 2min.) may receive a Yellow Card from the Starter "JEPPE LANE 2, YELLOW CARD, LATE AT THE START".

***NOTE: Rule 8-2/2 states crews must be in their starting positions (attached to the start - if applicable) and ready to row two minutes before the time laid down for the start. It is the crew's responsibility to get to the start on time and get into position. Marshals and umpires should not have to look for crews nor make concessions for any crew not at the start timeously.***

### 7.4.3 DUTIES AT THE START

When the Start is ready to get proceedings underway, he will hand over the command of the race to the Aligner by saying "OVER TO YOU ALIGNER" and hold his **red** flag at the ready position as illustrated in the sketch below:



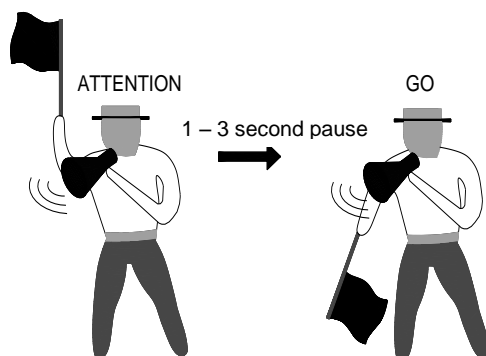
Flags are an important form of communication between officials and crews and are used to issue instructions to crews. The purpose of the Starter proudly and boldly holding out his flag as illustrated is three-fold:

- The Judge at the Finish – who watches proceedings at the start through binoculars - can see that the race is about to start.
- The crews can clearly see that they are under Starter's orders.
- The Aligner knows that the Starter has handed proceedings over to him and that he needs to get the boats aligned.

At the same time, the Umpire (or his pilot) must advise the Judge at the Finish to standby for the start of the race. He should advise the start of the race number, the event and the umpire "STANDBY FOR THE START OF EVENT 23, EVENT 16 JUNIOR MEN 16 A SCULLS, WITH UMPIRE BOB."

The Starter must assist the Aligner by making sure that the boats are parallel in their lanes. He must also attend to crews who have raised hands indicating that they are not ready to row. When the Aligner is satisfied that all crews are correctly aligned, the Aligner will raise his **white** flag and give the command "HOLD IT ALL CREWS". This command serves to warn the crews that the start is imminent.

The Starter will then raise his **red** flag above his head as depicted and then give the command "ATTENTION" and after a distinct pause of approximately 1 to 3 seconds give the command "GO" and simultaneously drop the red flag to the side. The dropping of the red flag is the start of the race and not the command "GO". This distinction is important for the Aligner when assessing false starts and a signal to the Judge at the Finish (usually 2 000m away) that the race has started.

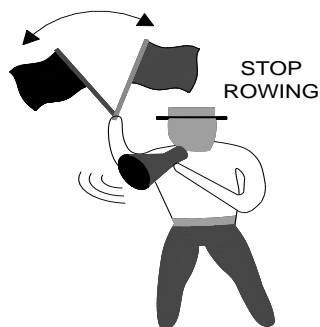


Remember that after the Aligner has raised his white flag, the Umpire is not obliged to take notice of crews indicating that they are not ready to row. The crews should know that they should keep themselves straight and ready to row at all times after the aligning process has commenced. Coxswains who make a nuisance of themselves by continually raising their hands or do so to gain a tactical advantage may be issued a Yellow Card.

If - after raising his **red** flag – the Umpire is not satisfied with the status of the start (e.g. the Aligner signals that the boats are no longer aligned, he observes an obstacle on the course etc.) he can order the crews to "STAND DOWN". It is important to inform the Judge at the finish that crews have been ordered to stand down. When he is happy that the race can start, then he can restart the starting procedure including radio protocol to Judge at the Finish

#### **7.4.4 FALSE STARTS**

If the bowball of a boat crosses the start line before the umpire has started the race by dropping his **red** flag, then the Aligner must call a false start by blowing a whistle or sounding a siren AND raising his **red** flag. The Starter will wave his **red** flag above his head as illustrated and sound his whistle or siren to indicate to all crews that they must stop rowing. **Note that only the Aligner can call a false start.**



The Starter will immediately recall all crews to the start and ascertain from the Aligner which crew(s) jumped the start. The Starter must give the offending crew a Yellow Card and the starting process is repeated.

**NOTE:** Yellow cards are regarded as lenient disciplinary measures and can be given for any offences committed by crews on the water, including:

- Disregard of traffic rules.
- Not complying with instructions from any official.
- Incorrect crew attire.
- Unsportsmanlike conduct and behaviour,
- Use of obscene language or gestures
- Abusive behaviour towards officials, other competitors or spectators
- False starts
- Malicious damage to property etc.

**NOTE:** Any crew that accrues two official warnings (Yellow Cards) in a race must be given a Red Card and excluded from the race. A Yellow Card is only applicable to the race and not the event. While applicable to a re-row of a race, it does not get carried over to the next race of the same event. Warnings and disciplinary measures can only be communicated by the Umpire responsible for the race in which the offending crew is competing.

#### **7.4.5 ROLLING START**

The Starter must decide if weather conditions warrant a rolling start. With windy conditions it can be difficult to align the boats and a rolling start can be used. It must be noted that all races in the same stage of an event must be started using the same procedure. For example, all heats of the same event can be started using a stationary start and the semi-finals of the same event started using a rolling start. It is not permissible to start one semi-final using a stationary start and the other using a rolling start.

If the Starter deems a rolling start to be appropriate, he must announce this to the participating crews. He will then get the crews to start lining up about 100m behind the start, instruct them to slowly touch up toward the start together and instruct the crews to align themselves. The Aligner does not participate in the aligning process. When the crews are crossing the start line the Aligner raises his **white** flag and gives the command "PREPARE TO RACE". The Starter will immediately raise the **red** flag and say "ATTENTION GO" without any pause between the two commands.

#### **7.4.6 SAFETY**

The Starter should always be on the lookout for traffic rule violations and take the necessary steps to rectify the violations and reprimand anybody who does not adhere strictly to these rules.

In the case of bad weather, it is the responsibility of the Starter to decide if the race may be started. The safety of competitors is more important than the running of the regatta.

## 7.5 THE ALIGNER (JUDGE AT THE START)

The functions of the Judge at the Start and the Aligner are usually combined. Typically the Aligner performs the function of aligning the crews by positioning all the boats with their bow balls exactly on the start line while the Judge at the Start watches for false starts. Hereafter this position is referred to as the Aligner.

### 7.5.1 EQUIPMENT

The Aligner requires the following equipment:

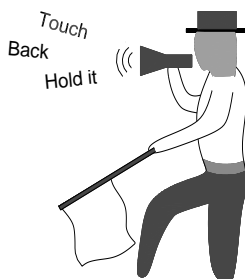
- A two way radio.
- A white flag.
- A red flag.
- A stop watch and clock set to regatta time.
- Loudhailer equipped with a siren or a PA system for addressing the crews.
- An updated racing programme (attached to clipboard for convenience).
- A pen or pencil (a pencil tends to work better in wet conditions)
- Tools for rendering assistance to crews i.e. screw driver, pliers and shifting spanner

### 7.5.2 ALIGNING PROCEDURE

#### Racing Abreast

The Aligner plays a very important role in keeping the regatta on time as the speed and efficiency of aligning crews and ensuring alignment is correct has a significant bearing on proceedings. Practically, the aligner can help the umpire by checking which crews have arrived, advising them when to move onto the start etc., but should be careful not to interfere with the functions of the umpire. Too many cooks spoil the broth and send conflicting messages to the crews. Good team work and communication between the Umpire and the Aligner is essential.

While lining up the crews on the start, the Aligner holds his **white** flag proudly and boldly at the ready as shown, indicating both to the Umpire and crews that he is in the process of aligning the race.



The command repertoire for aligning crews is as follows:

TOUCH	to move a crew up the course towards the finish line
BACK	to move a crew down the course away from the finish line
HOLD	to make a crew stop

Aligners that have officiated for a number of years should remember that the old commands of "TOUCH UP" and "BACK DOWN" have been replaced with crisper commands.

Instructions to the crews have three components, namely the crew name and lane number, the direction they need to move and the distance they need to move. For example:

"ST JOHN'S LANE ONE – BACK - A CANVAS"

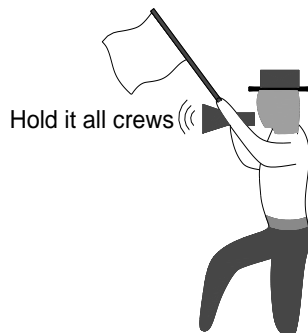
"BISHOPS LANE FOUR – TOUCH – ONE METRE"

From experience, the less talking at the start the better. Also, Aligners must give crews a reasonable amount of time to respond and must not immediately repeat commands. By being calm and patient, it often happens that boats drift into position. Conversely, by being too patient, boats can drift out of position!

When aligning it is necessary that the commands are audible to all crews. However, it is not necessary to shout – firm, clear and concise commands are more effective.

While it is every aligner's dream to have each race perfectly aligned; wind, cross currents and the skill of the crew sometimes prevent this. A pragmatic approach is often required (especially for novice crews) – but never foregoing the principle of fair and equal racing.

When all crews are properly aligned, the Aligner will raise his **white** flag directly above his head (as shown) and simultaneously give the command "HOLD IT ALL CREWS". This is the signal to the Starter that the race is ready to be started.



NOTE: In the interest of fairness, the Aligner should try to avoid issuing the "BACK" instruction to a crew as the last command before raising his white flag as the crew concerned could be disadvantaged. If unavoidable, the Aligner should at least pause before raising his flag to give the affected crew the opportunity to ready themselves to race.

The Aligner will hold up the white flag until after the Umpire issues the "GO" command unless:

- The alignment of the race is lost. In such instances, he will lower his white flag to indicate the loss of alignment to the Umpire and the race will have to be re-aligned.
- In the interest of safety e.g. obstacle or boat on the course
- A false start occurs. In such instances, the Aligner is the sole judge of a false start and he will raise his **red** flag and sound a siren or blow a whistle. He must then inform the Umpire which crew(s) false started so that the Umpire can take appropriate action.

If the aligner is satisfied that the start was fair and equal, he simply lowers his white flag as the race progresses down the course.

### **Rolling Start**

In the event that the Umpire announces that the rolling start procedure will be used, the Aligner does not participate in the aligning process. The Umpire will instruct the crews how and when to line up and bring them up to the start. When the crews are crossing the start line the Aligner raises his **white** flag and gives the command "PREPARE TO RACE". The Umpire will immediately raise the **red** flag and say "ATTENTION GO" without any pause between the two commands.

### **7.5.3 ADDITIONAL DUTIES OF THE ALIGNER**

#### **Maintain an Up-to-date Racing Programme**

It is the responsibility of the Aligner to maintain an up-to-date racing programme by noting all the changes communicated by Regatta Control. They are also responsible to ensure that the Umpire for the race is aware of any changes to the line-up of the race that he will be taking down.

#### **Boat Marshal**

If no designated Boat Marshal is used, the Aligner must act as a boat marshal by noting the presence of crews in the holding area at the start, advise them of the schedule of the regatta and get them ready for the roll call. If crews are missing at the start of a race, the Aligner must contact Control Commission to determine if the crew has left the jetty or check with Regatta Control if there is a reason for the crew's absence. This procedure is aimed at checking the crews whereabouts for safety reasons. If a hold has been granted by Regatta Control, the Aligner must inform the Umpire responsible for the race. He must also check

that all boats have correct lane number attached to the bow of their boats and notify the Umpire of any violations of the rules pertaining to lane numbers. The Aligner must also notify the Umpire of late arrivals so that the Umpire can impose whatever sanctions he deems appropriate. Finally, the Boat Marshal must organise the crews on the water so they can quickly and easily feed into their correct starting positions.

#### **Backup Timekeeper**

The Aligner also acts as a backup timekeeper. The stopwatch must be started on the drop of the Umpire's red flag and can only be cleared once assured by the timekeepers (time-box) that they have properly recorded the start of the race.

**NOTE:** The additional duties of the Aligner differ from venue to venue. For example, a dedicated boat marshal is deployed at many regattas (e.g. the Selborne Regatta).

#### **7.5.4 SAFETY**

In the course of his duties, the Aligner should keep a lookout for traffic rule violations and inform the Umpire thereof. However, only the Umpire may issue a crew a Yellow Card.

## 7.6 THE UMPIRE

The Umpire must be completely conversant with and be able to apply and interpret the Rules of Racing and the Racing Bye-Laws of RowSA. The Umpire must assume total control of, and make all decisions pertaining to, races allocated to him. The Umpire may also confer with any other official to arrive at a decision.

***Except for judging false starts, final decisions relating to on-the-water events or incidents rest with the Umpire. The Umpire must ensure each competitor has been afforded a fair and equal chance of winning the event in which they are competing. Where this is compromised, the Umpire must take whatever steps deemed necessary to restore the crew's chance of winning.***

Umpires must be consistent in their application of the rules. No umpire has the right to waive any of the Rules of Racing. Should it be impractical to apply a specific rule at a regatta, all officials should be informed by the Regatta Control how that rule will be applied at that regatta and all officials will be consistent in their application thereafter.

### 7.6.1 EQUIPMENT

*See section 7.4.1 – equipment required by the Starter.*

### 7.6.2 DUTIES AT THE START

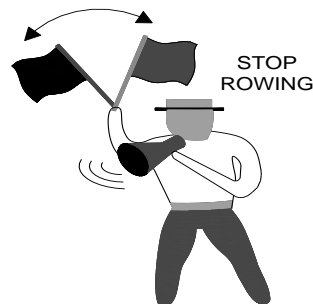
*See section 7.4.2 and 7.4.3 – duties of the Starter at the start*

Remember that in South Africa, the duties of the Starter are typically combined with those of the Umpire.

### 7.6.3 DUTIES IN THE START ZONE (First 100m)

#### **Damage to Boat or Equipment**

As soon as the race starts, the Umpire's launch must follow the crews down the course. If a crew, while still in the start zone (i.e. the first 100m), indicates that it has suffered damage to its boat or equipment, the Umpire must stop the race by waving his **red** flag above his head, sounding the loudhailer siren and instructing all crews to stop rowing.



After examining the damage, the Umpire must decide if the breakage claim was justified i.e. whether the crew had in fact experienced a genuine breakage, or whether the problem was caused through poor maintenance.

- A genuine breakage should be treated sympathetically i.e. the crew should be afforded the opportunity to replace broken equipment and then have the race restarted. In the event that the repair might take some time the Umpire must consult Regatta Control to set a new start time for the race.
- A breakage resulting from poor maintenance will usually result in the Umpire calling for the race to be restarted, with the crew affected by the breakage being excluded.
- All other stoppages not related to damage will require a restart with the offending crew excluded.

A useful guide for establishing whether a breakage is genuine or not is that genuine breakages usually require replacement equipment to be supplied to the crew before they can continue rowing. If a crew indicates a breakage but no damage to the boat or equipment can be detected it may be because the crew

had a poor start or caught a crab. This behaviour should not be condoned and the crew who caused the stopping of a race for no valid reason should be excluded.

### Clash of Boats

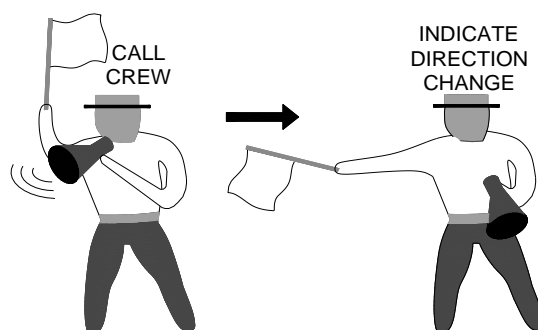
Clashes can happen immediately after the start. Umpires should not as a matter of course exclude the offending crew after a clash. The rule states very clearly that a crew may be excluded, but in principle only after a warning has been given. It is very difficult for a crew to respond to a warning directly after the start. It would be appropriate for the Umpire to stop the race, give a Yellow Card to the crew or crews at fault and restart the race.

### 7.6.4 POSITION OF THE UMPIRE'S LAUNCH

During the race the Umpire must ensure that his launch is best placed to take action as effectively as possible, while also taking cognizance of the possible progression of crews and safety. This requires that the Umpire knows the Rules of Progression for that particular event. Although the Umpire should make every effort to ensure that the launch does not influence or impede any crew's progress during the race, the Umpire must ensure that the crews that he wishes to address can hear him. Should it be necessary to overtake one or more crews the Umpire should not hesitate to do so. However, the pilot must position the launch to minimise the wash of the launch.

### 7.6.5 DUTIES DURING THE RACE

If a crew is about to interfere with another, the Umpire shall raise his **white** flag, call to the crew at fault "BISHOPS LANE 6" and indicate the required change of direction by lowering his flag to that side.

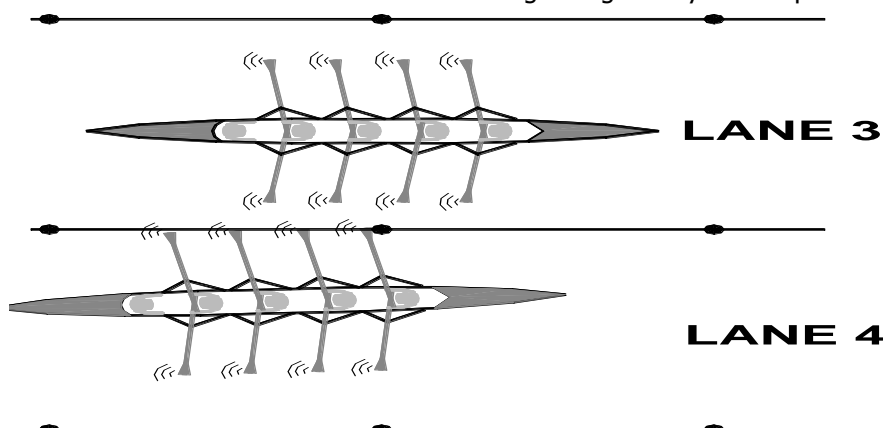


**NOTE:** There is no requirement for a crew to stay in their water, but when they leave their water their rights are no longer protected by the umpire. Thus a crew may leave their water and the **ONLY** two times that the Umpire should take action is if, in his opinion:

- the crew will interfere with the fair racing of another crew; and
- if a crew is heading toward possible danger (e.g. an obstacle such as a capsized boat or a log)

The overarching rule is that Umpires may not give steering instructions to any crew unless there is an obstruction in its lane or the crew will interfere or impede another crew still in its water.

It is important to remember that a crew has left its water as soon as any of the boat's oars cross the lane boundary. The figure below illustrates this principle. The boat in Lane 3 is in its water, while the boat in Lane 4 has left its water since the bowman's stroke-side oar has crossed the lane boundary. In this case - and since a blade clash is likely - the Umpire would call to the crew in Lane 4 and use his **white** flag to instruct the crew to return to their own water. If the crew fails to heed the instruction and a clash occurs, the Umpire may exclude the crew in Lane 4 because a warning was given by the Umpire.



Should the Umpire want to warn two crews at the same time because both crews are leaving their water, the Umpire will name both crews, raise the **white** flag vertically with the command "KEEP APART." Crews interfering with their opponents may be excluded by the Umpire but in principle, only after a warning has been given. Any action taken is entirely at the Umpire's discretion. If a crew is placed at a disadvantage, the first priority is to restore its chances of winning. The imposition of any penalties takes second place.

Should a crew's chance of winning be compromised, the Umpire must take appropriate action by imposing the appropriate penalties on offending crews and by ordering the race to be re-rowed. He may choose to announce the re-row only after all competing boats have crossed the finish line. Not all crews in the race will necessarily participate in the re-row. The Umpire will select those crews whose placing are in doubt due to the interference to participate in the re-row. Races that need to be restarted should be restarted from the original start line, and not from some arbitrary point down the course.

### 7.6.6 SAFETY

***The Umpire must take every care to ensure the safety of the crews and do his utmost to prevent damage to boats and equipment.***

When necessary, the Umpire may call a crew's attention by raising his **white** flag and stop it by giving the command "STOP". When the Umpire decides that the crew can resume the race, he will call the crew's name, drop the flag directly forward and give the command "KING EDWARDS, CONTINUE ROWING".

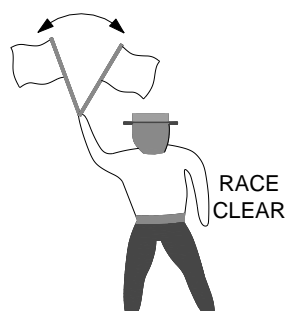
Should a competitor capsize or sink, the Umpire's first responsibility is to the safety of that crew and not to the race. If during a race, the Umpire sees an obstruction on the course that could cause damage to one of the competitor's boats; he should raise his **white** flag, call the crew name and warn them of the obstruction. If the crew is unable to avoid the obstruction, the umpire should instruct them to stop rowing. In the event that the crew was in a position to progress or be placed in the race, appropriate action regarding a re-row should then be taken.



In the case of bad weather, it is the responsibility of the Umpire to decide if the race may be started. The safety of competitors always takes precedence.

### 7.6.7 CORRECT FINISH

A race is over only when the last crew has crossed the finish line. Even if the Umpire is satisfied that the race has been properly run, the Umpire must be sure that no crew is objecting. If there are no objections - indicated by a raised arm from a crew - the Umpire turns to the Judges at the Finish and waves his **white** flag to clear the race. He must then wait for acknowledgement from the Judges at the Finish before leaving the race to go back to the start. The Judge at the Finish may then release the results of the race.

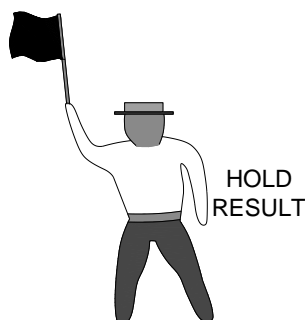


## 7.6.8 OBJECTIONS

### Situation 1

Should one or more of the crews feel a race had been improperly run, they may raise their hand immediately after the finish of the race and before getting out of the boat, except when prevented by unavoidable circumstances. A crew excluded from the start may make an objection to the umpire at the time. The Umpire must consult the crew and rule whether the objection is valid. If the objection is overturned, he must advise the crew and raise his **white** flag to the Judge at the Finish indicating that he has cleared the race.

If the objection is accepted he must raise the **red** flag. He must announce the details of the objection and motivate the decision taken for notification by Regatta Control and the Judge at the Finish. In the case that the red flag is raised, the Judge at the Finish must withhold the results of the race until the matter has been resolved or concluded.

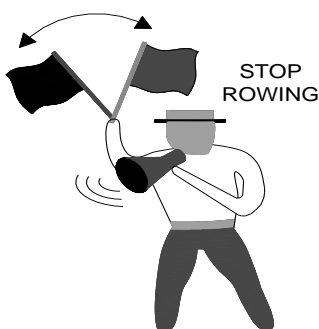


### Situation 2

In the event of no objection from the participating crews the umpire may take a decision without objection if he considers the race as irregular. This will require the umpire to raise his red flag. He must announce the details of his decision taken for notification by Regatta Control and the Judge at the finish.

## 7.6.9 STOPPING A RACE

To stop a race for whatever reason, the Umpire must wave his **red** flag, sound a hooter or siren and instruct all crews to stop rowing.



## 7.6.10 RESPONSIBILITY AND POWERS OF THE UMPIRE

Except for the duties specifically attributed to them, all other officials are subordinate to the Umpire's decisions.

On the way to the start, the Umpire shall inspect the course to ensure everything is in proper order and shall satisfy himself there are no obstacles on the course. This task shall be carried out each time the Umpire proceeds up the course.

The Umpire shall ensure all crews on the water follow the traffic rules. If a crew is found disobeying traffic rules, the Umpire will notify the Umpire responsible for the race in which the offending crew is to participate of the traffic violation and recommend a penalty.

***Only the Umpire that is responsible for a race may impose a penalty on a crew, and when doing so he shall inform Regatta Control of his decision.***

Umpires - like all other officials – must make sure they are fully conversant with the latest RowSA Rules of Racing and know local rules in force. It is also useful to get to know the quirks of individual crews, clubs and coaches.

As coaching with electric, electronic or other technical devices is not allowed during racing, the Umpire must make a regular check on areas adjacent to the course. This includes ensuring that coaching motor boats are not allowed in front of the Umpire's launch or near crews during races.

In the case of crews having to carry additional ballast for either their boat or for their coxswain, the Umpire is at liberty to inspect the ballast at the end of the race. If he determines that the ballast has been tampered with -or if the crew is unable to produce the correct ballast -he should penalise the crew concerned. The penalty for an underweight coxswain is disqualification (Rule 1-2/9) and that for an underweight boat is relegation to last place in that race (Rule 2-3).

It is particularly important that Umpires focus on the race that they are adjudicating. Taking of photographs, talking on cell phones, swapping Umpires midway through a race (without exceptional cause) and similar behaviour are unacceptable.

## **7.7 THE UMPIRE'S PILOT**

In addition to his duties of operating the Umpire's launch, the Pilot must function as a second pair of eyes, ears and hands for the Umpire. If piloting a boat with more than 15hp on inland waters, the pilot must have a SAMSA Skippers Ticket. The Pilot must be competent to pilot a boat safely under all conditions encountered during regattas. Ideally, the Pilot should be a qualified official conversant with the RowSA Rules of Racing and umpiring of races.

***The Umpire is always responsible for both the boat and his Pilot, and the Pilot must heed instructions from the Umpire promptly.***

### **7.7.1 EQUIPMENT**

In addition to the equipment required by the Umpire (see Section 7.4.1), the Pilot should ensure he has the following equipment when going onto the water:

- Fuel and oil, and properly mixed to the engines specifications if required.
- Approximately 20m of rope.
- A small first-aid kit for treating cuts and abrasions.
- Life-saving torpedo or other flotation to assist crews in the water.
- basic toolkit, include a spark plug spanner, a small shifting spanner, a selection of screwdrivers (both star and flat), a bailer and a sharp knife.

### **7.7.2 DUTIES OF THE MOTOR BOAT PILOT**

#### **Minimise Wash**

The pilot should always proceed up the middle of the course when he returns to the start. This will ensure the wash from the boat will dissipate on either side of the course. When moving to the side of the course, the boat should come to a dead stop before turning and idling off the course.

#### **Operate the Radio**

The pilot is responsible to operate the radio for the Umpire at the start of each race. The pilot should announce the race number, event and the name of the umpire and (if used) indicate that he is switching to the channel reserved for the start.

When the red flag is raised to waist by the Umpire, the Pilot must notify the Judge at the Finish to standby for the start of a race. Once the white flag is raised by the Aligner, the Pilot must announce "FLAG UP", switch the radio to transmit and hold it up so that the commands of the Umpire are clearly transmitted over the radio to the Judge at the Finish.

### **During the Race**

The Pilot must take note of the signals of the Umpire as to the positioning of the boat, and promptly respond to all signal requests of the Umpire.

The pilot must also keep a watch on crews and draw the attention of the Umpire to crews that warrant such attention.

The pilot should endeavour to minimise the wash if crews are overtaken on instruction of the Umpire. On overtaking crews, he must make sure that his wash has not caused crews to capsize and regularly keep a check on them.

### **General Duties**

The Pilot should keep a lookout for traffic rule violations, and point out any violations to the Umpire.

The pilot must ensure that there is sufficient oil and fuel in the tank. If not familiar with the boat, he must regularly check fuel levels and fill the tanks timeously. Running out of fuel during a race can have a significant impact on the orderly running of a regatta as well as being a danger if stuck on the course.

## **7.8 JUDGE AT THE FINISH**

*The role of the Judge at the Finish is to record positions in which crews cross the finish line and note the time for each crew as indicated by the timekeepers. The Judge at the Finish should acknowledge the clearing of a race by the Umpire and has the responsibility to sign the result sheets prior to the publication thereof. He is typically assisted by a scribe and timekeepers.*

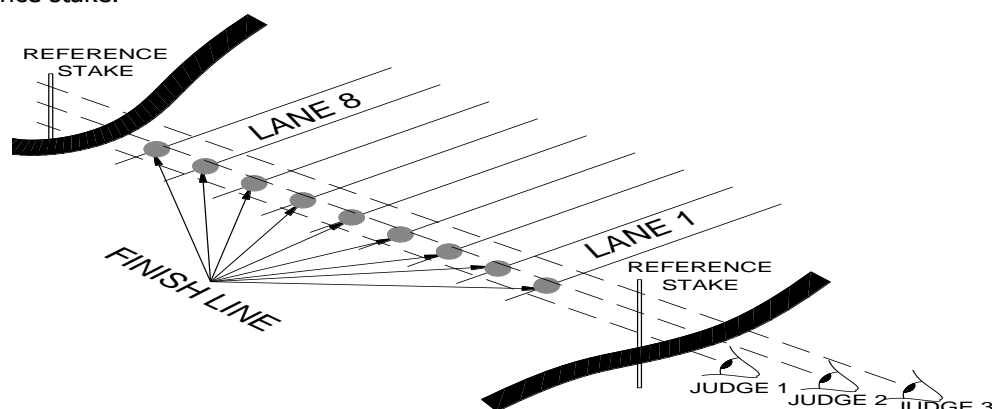
### **7.8.1 EQUIPMENT**

The Judge at the Finish typically requires the following equipment:

- A gazebo, table and chairs (if not at a fixed installation).
- Two two-way radios – one for general communication with all stations and one dedicated for the start.
- Stopwatches with at least 8 lap memory function.
- Binoculars.
- Up-to-date racing programme (with crew lists) attached to clipboard for convenience.
- Official race result books (with carbon paper for copies).
- A pen
- A white flag
- A hooter or siren

### **7.8.2 POSITIONING OF THE JUDGE AT THE FINISH**

The Judge at the finish should be positioned at the finish line approximately 30m to 40m outside of Lane One. He should have an unimpeded view of the entire finish line across all lanes and have fixed reference markers on both sides of the course. This will create a virtual line from the Judge at the Finish station to the outer reference stake.



Buoys should never be used as the finish reference markers since they tend to move around in the current and wind. Buoys at the finish indicate to the competitors that they have reached the finish line.

In the absence of sophisticated time keeping equipment, the Judge at the Finish must also have a clear view of the start line so that they are able to start their stop watches when they see the Umpire's red flag drop at the start of the race. If the start line cannot be seen clearly, the Judge at the Finish is reliant on the audible start over the radio provided by the Pilot. However, reliance on the radio is second prize as the radio channel is susceptible to interference and starts can be missed.

### **7.8.3 COMMUNICATION PROTOCOLS**

It is best practice to have two radios at the finish line. The one radio is used for general announcements and communication and a separate radio - on a different channel - is dedicated to record the start of the race. The Pilot of the Umpire responsible for the race announces the race on the general communications channel and then states "SWITCHING TO CHANNEL ... FOR THE START."

Should a start of a race be missed by the Judge at the Finish, a countdown is requested from the Aligner who acts as a backup timekeeper. The countdown process is as follows:

Finish: "PLEASE GIVE ME A COUNTDOWN ON EVENT 3, JW19 4X "

Aligner: "COUNT TO ONE MINUTE - 10, 9, 8, 7, 6, 5, 4, 3, 2, 1 - ONE MINUTE"

Finish: "COPY THAT"

### **7.8.4 DUTIES**

The primary functions of the Judge at the Finish are to record the order in which the bows of the boats cross the finish line and the race times for each crew. To accomplish these tasks, the Judge at the Finish and the timekeepers must at all times be aware of what is happening at the start, both on the radio and watching for the drop of the Umpire's flag.

#### **Recording of the start of a race**

The timekeepers assigned to a race will have the binoculars and stopwatch available and monitor the start procedure. As soon as the Umpire raises his red flag the timekeepers alert each other by stating "FLAG IS UP." At least two timekeepers should be prepared to record the start so that there are at least two stopwatches running for each race.

If the start has not been recorded, the Aligner should immediately be informed and a countdown requested using the procedure outlined above. Should no back up time be available, the Umpire of the race must be notified immediately for him to make a decision regarding the progression of the race. **This is CRITICAL where recorded times are used for progression or placing purposes.**

#### **Preparing the Record Sheet**

The scribe will complete the result slip by recording the following:

- Regatta, date, event number, start time of the race.
- Name of Umpire.
- Scratching, "no-shows", exclusions.
- Yellow cards.
- Objections and rulings of the Umpire.
- Other observations of note e.g. safety issues.
- Order & times of crews finishing
- Recording the Finishing Order

As the race approaches the finish, one of the officials - usually the assigned Judge at the Finish - will prepare to call out the bow numbers of the boats in the order in which they cross the finish line. The designated Scribe will write down the boat numbers as they are called out. The Judge at the Finish must also give a short burst on the hooter to each crew as they cross the finish line to inform the crew that they have indeed crossed the line and are entering the course overrun area.

The timekeepers will be positioned one behind the other monitoring the finish lines. The lap button on their stopwatches is pressed as the bow balls of each boat cross the finish line. Once all boats have crossed the finish line, the timekeepers recall the first lap memories on their watches and compare the watches. The assigned Judge at the Finish should decide on which of the watches will be applied to the race. The times from the reference stopwatch's lap memory will be read out to the Scribe who then fills in the times on the result sheet.

***It is good practice for timekeepers to practise using the stopwatches before the start of the regatta so they get a feel for the sensitivity of the buttons on the stopwatch and that they can recall lap times without clearing the recorded times.***

### **Dead Heat**

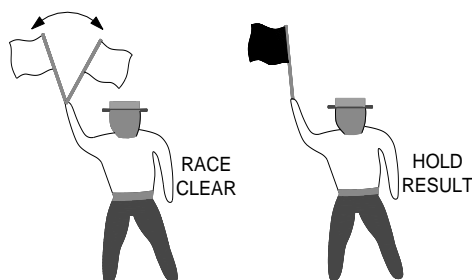
If the Judge calling the order of boats across the finish determines there is a dead heat (i.e. two or more boats cross the line at exactly the same time) he will notify Regatta Control that a dead heat has occurred. If the dead heat occurs in a final and the boats are in medal positions both crews will be eligible for the medal e.g. dead heat in 3<sup>rd</sup> position will result in both crews get bronze medals.

However, if the dead heat occurs during the progression stages, the course of action will be decided by the Jury depending on the type of race, i.e. heat, r pechage and stipulations, if any, in the local rules. It is important to remember that only the Judge at the Finish can call a dead heat.

In the event of a dead heat Regatta Control will decide the appropriate course of action.

### **Clearing of the Race**

If the Judge at the Finish notices any breach of the Rules of Racing (e.g. incorrect lane number on a boat) he must notify the Umpire prior to the clearing of the race. The Umpire must then take the appropriate action (e.g. exclude the crew from the race in the event of an incorrect lane number). The Umpire is responsible to clear the race before he may leave the finish area.



If the Umpire has any problem with the race, he will raise the red flag to indicate to the Judge at the Finish that the result of the race is to be withheld pending an enquiry.

If the Umpire is satisfied that the race has been concluded fairly the **white** flag will be raised. The Judge at the Finish must acknowledge the clearing of the race by the Umpire by sounding a double burst on the hooter or waiving a **white** flag. The result of the race is then final and can be made public.

### **Signing off on the Result Sheet**

The Judge at the Finish must ensure that the result sheet is completed correctly and then sign the result sheet for release to the persons responsible for the recording or publishing of the results.

In the case that the Handicap system for Masters Rowers is used, the Judge at the Finish must ensure that the handicap system was correctly applied.

A copy of the result sheets must be kept by the Judge at the Finish. At the end of the regatta the result sheet must be handed to Regatta Control who is responsible for submitting it to the RowSA office with the regatta report.

### **7.8.5 HEAD RACES**

In events where there is a large number of entries (usually single sculls), these events can be run as "head races" where rowers compete against the clock rather than each other. The Judge at the Finish is responsible for the synchronising of clocks to be used at Heads races. The Judge at the Finish will do the count down with the responsible person for time keeping at the start - usually the Aligner. The procedure for timing a heads race is as follows:

Finish: "ALL WATCHES READY . . . COUNTING 10, 9, . . . . , 2, 1, ZERO"

On the count of zero, all stopwatches are started simultaneously. The Judge at the Finish then requests the responsible person at the start to give him a countdown to ensure all watches are synchronised.

Head races entails a rolling start, with the Aligner recording the race number and starting time (using the synchronised stopwatch) of each crew crossing the start line.

Using the synchronised stopwatch at the finish, the Judge at the Finish records the times of crews crossing the finish line. The time taken by each crew to cover the course is then calculated by subtracting the time recorded at the start from the time recorded as the crossed the finish line.

## **8 RIVER RACING**

River boat racing dates back nearly 200 years and originates in Britain on the Thames River. The river hosts two major rowing events i.e. the Boat Race and the Henley Royal Regatta. A large number of other regattas and long distance events also take place. Likewise in South Africa there are two major river races or "Boat Races" as we have come to know them - the Universities' Boat Race and the Schools' Boat Race. These races typically take place in September and December respectively.

### **8.1 RACES OUTSIDE OF SOUTH AFRICA**

Long distance events often take place in the winter months and are usually processional races with competitors being set off at time intervals and judged on the basis of comparative timing.

#### **The Boat Race**

On 12 March 1829, Cambridge sent a challenge to Oxford and thus began the tradition which has continued to the present day, where the loser of the previous year's race challenges the opposition to a re-match. Today's Boat Race still runs along the same lines but has now become a major international sporting occasion drawing millions of viewers from around the world.

On Race Day up to 250 000 spectators crowd the banks of the Thames from Putney to Mortlake to witness the action. At the time of printing Cambridge leads the series by 80-76. Cambridge won the 2010 Race, Oxford won the 2011 race.

#### **Head of the River**

This is a processional rowing race or heads race. It is held annually over a 6.8 km course. The race was founded by the rowing coach Steve Fairbairn who was a great believer in the importance of distance training during winter ("Mileage makes champions" was a favourite phrase – another quote is "My dear boy, you are under a wrong impression. It is not a race; it is merely a means of getting crews to do long rows"). The race is only open to men's eights and is considered to be the peak of the head racing season, attracting the top UK crews as well as foreign clubs.

#### **Head of the Charles Regatta**

This regatta, held in Boston, USA, claims to be the world's largest two-day rowing event and was first held on October 16, 1965. Head races in the United States are generally over a course of three miles with long-boats racing against each other and the clock. Boats start sequentially fifteen seconds apart. Winners of each race receive the honorary title of "Head of the River" or, in this case, "Head Of the Charles". Today more than 8 000 athletes from around the world compete in 55 different race events.

### **8.2 SOUTH AFRICAN RACES**

#### **South African Universities Boat Race**

This takes place on the Kowie River at Port Alfred and is currently sponsored by Mutual & Federal Insurance Company of South Africa Limited who has sponsored the race for close to twenty years). In the 1970's there used to be a Boat Race on the Kowie River at Port Alfred between UCT and Rhodes. This was rowed in September. The main similarity between the South African Universities Boat Race and the Oxford and Cambridge Boat Race is that both are rowed over the same distance. However, the bends on the Kowie River are much more severe than those on the Thames.

Exciting and eventful racing are characteristic with clashes on the bends, crews running aground on sandbanks and crews hitting the arches of the old bridge, the width of which are only 1m wider than the span of the oars. The regatta now caters for both mens' and women's A and B crews as well as novices.

#### **School's Boat Race**

This is similar to the universities event and is currently run over the same course on the Kowie River. The differences are that only first crews may enter and that the girls row in quadruple sculls.

#### **River Vaal Regatta**

This can be considered as a hybrid race. It is not a true river race in the tradition of either a heads or boat race.

## **8.3 HEAD RACING**

### **8.3.1 Rules of Racing**

While many of the Rules of Racing are applicable to Head Racing, specific rules and procedures are required for that form of racing – much in the same way that the rules for test cricket and ODIs differ. Further, local rules may be required to take account of conditions at that venue. Below are the Rules of Racing applied to Head Racing on the Kowie River.

1. On-the-water authority: The conduct of the race shall be the sole responsibility of the Umpire.
2. Distance raced: The eights shall row over 6.5 km and quadruple sculls over 4 km.
3. Seeding for the head race:
  - 3.1 The starting order of the race will be based on the previous year's results in the finals.
  - 3.2 Crews deemed to be too slow for their allotted position may be moved down the order by the regatta organisers if their club so requests.
  - 3.3 New entrants to the event will not be seeded and will be started behind the last boat in the head racing.
4. Coxswain response: Coxes shall acknowledge all the Umpire's commands by raising one of their hands.
5. The starting line-up: Crews shall align themselves behind the starting line, one boat length behind one another, or as the Umpire may direct. Coxes have 15 seconds to respond to the Umpire's commands, failing which the Umpire may start the race by moving them to the last starting position and applying a penalty of one false start to be carried over to the final.
6. Starting frequency: Crews shall be subjected to a running start approximately 30 seconds apart.
7. Equipment failure:
  - 7.1 A crew suffering equipment failure within the first 300 metres shall row to the side of the river away from the racing line, and may then appeal to the Umpire for a re-row. In this event, the crew shall be entitled to a reasonable amount of time to effect repairs, after which the crew shall re-row from the starting line.
  - 7.2 Should the Umpire discover, upon inspection, that no genuine breakage has occurred, or if a real breakage is found to be a result of poor maintenance or a deliberate action by one of the crew to gain an unfair advantage, the crew may be instructed to row to the finish and their time will stand.
8. Overtaking rules shall be as follows:
  - 8.1 The three defining corners on the Kowie River are Centenary Park, Bay of Biscay, and the Wreck corner.
  - 8.2 On the straight of the river, before a corner or bend, and before the bowball of the slower crew passes the corner marker, the slower crew shall move over and let the faster crew overtake on the inside lane relative to the upcoming bend.
  - 8.3 On the corner, if the slower crew's bowball reaches the corner marker and there is no contact between the crews (i.e. clear water), the faster crew will not have the right to take the inside lane; should they wish to overtake, they shall do so in the outside lane, and at their own risk. If the crews clash, the race times will stand regardless.
  - 8.4 If there is contact between the crews before the corner marker, the faster crew will have the right to the inside lane on the corner.
  - 8.5 The Marshals stationed on the course shall adjudge the course steered and behaviour of the crews, and may instruct crews to give way to faster crews. Coxes shall acknowledge instructions given by the Marshalls by raising their hand, and shall immediately respond.
  - 8.6 The crew with its bowball in front by at least one half of a boat length at the Wharf Street jetty (marshal on duty) will have their right to the inside lane under the Old Bridge (provided the tide is high enough to use this route). The other crew must then row between the two bridge pillars in the centre of the river.
9. Fouls: In the event of the crews fouling one another, and/or creating an obstruction for other crews in the race, the Umpire may elect to exclude one or both of the crews, order a re-row for affected crews or order a re-row of the entire field of crews.
10. Disregard of Rules 1-9 above can result in exclusion. The Umpire may also penalise an offending crew by awarding them a yellow card at any time during or after the race, before the crew leaves the water (or within 20 minutes of the end of the Head Race). The penalty will be carried through to the final.

11. Objections: Any objections with regard to the Head Race must be raised immediately after the race, whilst the crew is still on the water or, if it is regarding times, within 10 minutes of the results being announced. A protest by a crew shall be made by the cox raising his hand, which he shall keep raised until he has been clearly acknowledged by the Umpire or Finish Judge. Should the crew fail to receive adequate redress, an appeal to the Jury may be made in writing within 15 minutes after the end of the head race.
12. Racing Jury: A Jury, comprising the Chief Umpire, the Umpire, the Finish Judge or the Marshal witnessing the incident, the Regatta Chairman and a SASRU representative, shall hear any dispute arising from the race, and shall make a decision which shall be binding on all parties to the dispute.
13. Fairness Committee: The Fairness Committee - in terms of RowSA Rules of Racing - will consist of the Chief Umpire, the Regatta Chairman and a SASRU representative.

### 8.3.2 Officials Duties

There are 6 basic umpiring jobs that are needed for most head races:

- Jetty Marshal
- Marshal at the Start
- Umpire (including Starter)
- Aligner & Timekeeper at the start (plus scribe & video operator)
- Corner Judges
- Judge at the Finish, Timekeeper and Scribe at the finish

Duties prior to start

- Race numbers are to be supplied to each crew.
- Stop watches to be synchronized to one start time. This should be done with a countdown "3 – 2 -1 GO". All stop watches should "beep as one", otherwise redo the synchronization procedure. This should be done before "on the water" umpires leave the shore.

Jetty Marshal

- To undertake duties performed by Control Commission at sprint regattas (crews, boat, safety).

Marshal at the Start

- Check that all boats are at the start – the two minute rule applies unless otherwise stated in the local rules.
- If there are any changes to sequence, no shows or scratchings, these are to be noted by both Marshal and Aligner and Judge at the Finish advised thereof.
- Marshal boats into line up as per programme.
- When preceding boat(s) have started racing, move the remainder forward.
- Double check start order as each boat is readied for starters orders.

Umpire

- Check with the Marshal that all boats are on their correct stations and that there is no reason to delay the start (breakages, holds etc).
- Check with Aligner that the Judge at the Finish is ready for the race to commence.
- About 10 seconds before the start, give the following commands:  
" SCHOOL/CLUB, BOAT #, GET READY TO ROW"  
" SCHOOL/CLUB, BOAT #, SECONDS TO START, FIVE, FOUR, THREE, TWO ONE, ROW"
- Follow the race down (you will not be able to observe all the boats and must rely on the Corner Judges).
- As the Umpire, you must collate details of any incident observed by the Corner Judges that could give rise to an appeal.
- If there are no coxswain's hands raised, clear the race at the finish in the normal manner. If there are any hands raised, listen to any comments. You will probably not be able to deal with them until you have had a report from the official who witnessed the incident. In this instance the race should not be cleared, but the crews should be advised that they may leave the water and that a crew member should be available to receive the verdict.
- Local rules normally state that times will stand, however, it should be borne in mind that if an appeal is allowed, in all probability, the entire heads race would have to be re rowed (i.e. the results would be affected by differing tides, wind etc.)

## Aligner

- Aligners must check with the finish that they are clear and that each race can commence.
- Watch carefully to see the Umpire start each crew.
- The crews should cross the start line at racing speed at which time the following must occur
  - The red flag is dropped and the command "row" given
  - The split taken on at least 2 (preferably 3) stop watches
  - The scribe confirms that the boat is leaving in its correct order
- In the time before the next boat starts, the scribe should record the time taken by the "official" watch (the other timekeepers should note if there is any deviation from their own watch).
- Provide the Judge at the Finish with the official watches times as well as all the back-up watches.
- A video recorder should be used as a backup for start times.

## Corner Judges

- It is necessary for there to be officials at points on the race (i.e. corners or obstacles).
- Local rules will make provision for which crew has the rights to the "best water." On a corner this is usually the inside of the curve. An overtaking boat must be "in contact"<sup>1</sup> with the boat being overtaken when the marker at the entrance to the corner is reached. The Corner Judge, using a loud hailer should clearly indicate when any crew has rights to the inside water (lane). He should likewise let an overtaking crew know that they do not have rights if they were not in contact.
- There should be a second umpire positioned further into each corner so as to watch for infringements. He should ensure that the boats continue to keep apart.
- Corner judges should also note the courses of boats approaching and leaving their corner. The rule is that a boat being overtaken must give way.
- Officials should report by radio to the finish regarding any non-compliance with rules of racing

## Judge at the Finish

- The Judge at the Finish calls when a boat crosses the line.
- Timekeepers (at least two and preferably three) take splits each time a crew crosses the line.
- The scribe makes a note of the order and records the official watches time for each crew.
- An individual who indicates that the crew has crossed the line by the use of a hooter or flag
- The finish box should acknowledge the clearing of the race by the umpire and should not release any results unless this has been done
- Start times should be obtained from the aligner and calculations done to get each crew's actual time (remember it is hours, minutes, seconds and decimals).
- The time box is usually responsible for monitoring the lightning detector

## 8.4 BOAT RACING

### 8.4.1 Rules of Racing

While many of the Rules of Racing are applicable to Boat Racing, specific rules and procedures are required for that form of racing. Further, local rules may be required to take account of conditions at that venue. Below are the Rules of Racing applied to Head Racing on the Kowie River.

1. The conduct of the race shall be sole responsibility of the Umpire.
2. Crews competing shall draw for stations in the presence of Regatta Control.
3. If the Umpire considers the start false, he shall at once recall the crews to the start line. Failure to comply, or persistently starting before the signal, shall render a crew liable to disqualification.
4. The boat's proper course is such as will enable it to reach the winning post in the shortest possible time, provided that it allows ample water for the other crew to steer its proper course on the side on which it started, when that crew is in a position to enforce its right to that water. A boat failing to keep to its proper course does so at its peril in the event of a foul occurring.
5. The Umpire shall be the sole judge of a boat's course. He may warn either of the boat crews when he considers that there is danger of a foul occurring, or if there is any obstruction on the course, but he shall not otherwise direct the steering of either crew.

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<sup>1</sup> The term "in contact" means that the bow of the overtaking boat must be at least level with the stern of the boat being over taken.

6. It shall be considered a foul, when, after the race has started, there shall be any physical contact between the boats, oars, or persons, of the crews.
7. In the event of a foul occurring either crew may claim to the Umpire, that the other crew be disqualified. If the crew making the claims was in its proper course and the crew against whom the claim is made was out of its proper course, the latter shall be disqualified unless the foul was so slight as to not influence the race. In this case the crew against whom the claim was made shall only be disqualified if, in the opinion of the Umpire, it has seriously or deliberately encroached on the course of the crew making the claim.
8. In the event of a serious or deliberate foul, the Umpire shall disqualify the offending crew without waiting for a claim. He may do this at once or at any later time up to or immediately after the end of the race. (Note: This means that he may delay his decision, either in the interests of safety, or to see whether in fact a foul has influenced the race results).
9. The crews shall abide by their accidents. But the Umpire may declare "No Race" and order a re-start, or a re-row -
  - 9.1 If either crew is interfered with by any outside agency to such an extent as to influence the race result.
  - 9.2 If, before reaching the 400m mark, either crew should suffer any serious accident, breakage or sinking or becoming waterlogged, which is not due to the fault of any member of the crew concerned.
  - 9.3 If it should be found that the supposed accident was not serious, then the Umpire shall re-start the race with the crews separated by the distance existing when the race stopped and with a maximum additional two length penalty against the offending crew.
10. Refusal to abide by the decision of the Umpire, or to follow his instructions, shall render a crew liable for disqualification.

#### **8.4.2 Officials Duties**

Duties for all officials are similar to those pertaining to sprint regattas and head racing. However, the following should be borne in mind:

- Regatta Control is responsible for spinning of a coin so that the winner can select which station (or bank) he wishes to row from.
- The Jetty Marshal must ensure crews leave in good time so as to reach the start at least two minutes prior to the race time. As jetty space is often limited and boats are sometimes shared between crews this can be a juggling act.
- The Aligner has to take into account current and often wind. This makes his job more difficult than on flat waters and it is often better to ensure that the two crews come on to station together.
- The Umpire should give commands briskly as currents can move boats out of alignment.
- There are obviously no buoys between 'lanes' and the umpire must be familiar with the water.
- Each crew's 'water' is dependent on the path of the river (ie the deep section).
- A crew must maintain its station unless there is clear water. This term is usually taken to mean half a canvas, but the umpire must read the situation as it is no good having half a canvas if the following boat is putting in a push.
- Something that one learns with time is when to stop a race following a clash – it is only done if a crew's rights to a fair race have been impeded.
- When stopping a race an umpire separates and straightens the boats and starts a race using the normal start procedure.
- If a clash occurs it is easy to see the spacing between the boats i.e. the stroke of boat 1 is level with the number 3 on the other boat.
- The Umpire has the right to exclude a crew if their conduct is totally unsporting – e.g. a deliberate clash so that they get the better of a corner.
- It is important that any problem is dealt with at the time that it occurs – the end of the race is too late as if a protest is upheld then the race probably will need to be re-rowed in its entirety.
- A sweep boat is normally used to ensure that the course is clear e.g. skiers, fishermen, canoeists, etc.
- It is extremely important that any incidents (clashes, corners cut, etc.) are recorded by the Umpire as it is possible that an appeal will be heard later.
- Corners can be problematic and it is important that if necessary (ie no clear water) that crews stay on their stations.
- If there is an odd number of entries then there has to be a three boat final. (This makes for even more exciting umpiring).

# 9 RADIO PROTOCOL

## 9.1 DO'S AND DON'TS OF RADIO USE

Two-way handheld radios are critical tools used during the running of regattas. However their use is subjected to accepted protocols. Proper use of the radios improves the efficiency in running regattas and results in the batteries lasting longer. Modern practice has done away with much of the old protocols, and is far sharper and crisper. Below are some basic procedures and protocols aimed at improving radio communication.

- Be aware that officials are using shared frequencies (or channels) and that it is necessary to listen before you talk.
- Remember to keep the radio switched on, press and hold the transmit button when you want to talk, and speak slowly and clearly.
- After you have spoken, release the transmit button so the receiver can accept transmissions from other units.
- When contacting other officials, identify the station being called, and then identify yourself as the caller, "REGATTA CONTROL, THIS IS UMPIRE BOB, OVER."
- Wait for acknowledgement before transmitting your message. This will avoid unnecessary repetition of transmissions. "UMPIRE BOB, THIS IS REGATTA CONTROL, SEND. OVER"
- After establishing contact, make your message as clear and concise as possible.
- "REGATTA CONTROL, NOTE THAT EVENT 33 HAS BEEN STOPPED DUE TO A BREAKAGE. WE WILL BE RESTARTING THE RACE IN 2 MINUTES. OVER."
- Make every effort to keep transmissions short and to the point. If a caller wishes to transmit a lengthy message containing details that the recipient may need to write down, for example crew updates, the caller should break up the message into manageable chunks to allow the recipient to keep up, thus avoiding unnecessary repetition of transmissions.
- When a lengthy multi-part communication session is completed, the caller should make this clear, so that other users of the channel know that they can transmit any pending messages.
- The receiver of the message needs to acknowledge that they have received the message and conclude the exchange. "THIS IS REGATTA CONTROL, ROGER THAT. OUT"
- Keep your radio on standby to avoid frustrating other officials who might be trying to contact you.
- Stay off the air while crews are under Starter's orders to allow the Judge at the Finish to hear the start over the radio if a separate channel for the start is not used.
- Stay off the air during emergencies.

Good radio communication is promoted if we avoid the following:

- Don't start talking before you are satisfied that the channel is clear. The only exception to this is when the rescue boat is required to attend to an emergency.
- Don't interrupt communication sessions in progress.
- Don't use obscene or abusive language over the air.
- Don't engage in unnecessary chatter.
- Avoid challenging or countermanding other officials' decisions over the air. If necessary, discuss controversial decisions with the officials concerned in person after the regatta or using a cell phone.
- If the radio has a VOX facility (voice activated) NEVER use it as it jams the airwaves.

## 9.2 WORDS WITH SPECIFIC MEANINGS

Affirm	Yes
Negative	No
Over	I have finished talking and I am listening for your reply (short for "over to you.")
Out	I have finished talking to you and do not expect a reply
Roger	I understand what you just said.
Copy	I heard what you just said.
Wilco	Will comply (after receiving new instructions)
Send	Send your transmission
Say again	Please repeat your last message
Standby	Wait for the next transmission - this usually entails staying off the air until the operator returns after a short wait
Sécurité	Safety call repeated three times - has priority over routine calls.

Pan-pan            Urgency call repeated three times - has priority over safety calls.  
Mayday            Distress call repeated three times and at beginning of every following transmission

### **9.3    PROTOCOL DURING EMERGENCIES**

When calling Rescue always state the priority of the call as this gives guidance as to the urgency of the situation.

PRIORITY ONE means a life is in potential danger:

- All racing must stop.
- Rescue goes at maximum speed to site.
- All stations other than the Umpire making the call, Rescue, the Safety Officer and Regatta Control remain off air until the Safety Officer has said the regatta may resume and the Priority One call is over.

PRIORITY TWO means someone is in need of possible emergency care:

- Rescue goes at speed to the site, but bearing in mind that racing is still going on.
- All radio communication should be limited to essential communications only until the Priority Two situation is cleared by the Safety Officer.

PRIORITY THREE means there is no health or life threatening situation:

- Rescue travels as fast as possible to the site, but in such a way that there is no wake created that impacts competitors in a race.

PRIORITY ZERO is used when you require rescue to act as a Utility Boat:

- This should be avoided as much as possible as Rescue is distracted from their primary function i.e. rescuing competitors.
- Rescue can be used as a Utility Boat to help swap officials, distribute refreshments etc., but this tasks are always secondary to emergency situations.

## 10 ACTIONS FOR SPECIFIC SCENARIOS

The best way to become a good rowing official is through experience, and having to make fair and equal decisions

- When checking a boat at Control Commission, an official notes that a boat is fitted with Velcro straps. What should he do?
- When lining up boats for a race, the Aligner observes the boat in Lane 4 has a "3" as it's bow number. What should the Aligner do?
- At the start of the race, Lane 3 and Lane 4 inadvertently line up in each other's lanes. What should the Umpire do?
- Immediately after the start, Lane 4 indicates that they have a problem and the Umpire sees that the rudder of the boat has become entangled with the rope-hold start. What should the umpire do?
- About 1 500m after the start of the race, Lane 3 catches a crab and veers off into Lane 4 and impedes the progress of Lane 4. What should the Umpire do?
- With both boats having left their water, Lane 3 and Lane 4 have a clash of blades some 300m from the finish that impedes the progress of Lane 4. What should the umpire do?
- While assisting a sculler that has capsized, the Safety Officer observes that a sculler cannot get back in his boat. It is clear that the sculler has not passed the sculling test. On enquiring further, the Safety Officer learns that the sculler has never been subject to a sculling test. What should the Safety Officer do?
- It is the final race of the day. The regatta has been running on time the whole day, but not all competitors are at the start 2 minutes before the published starting time of that event. What should the Umpire do?

## **USEFUL REFERENCE MATERIAL**

RowSA Constitution of 2009 - [www.rowsa.co.za](http://www.rowsa.co.za)

SAMSA regulations - <http://www.samsa.org.za/legislation>

A number of very good websites can be used as supplementary sources of information. These include:

FISA - <http://www.worldrowing.com>

RowSA - <http://www.rowsa.co.za>

SASRU - <http://www.sasru.co.za>

The World Wide Web is full of information about rowing, with a number of really informative sites being available. As a starting point, check out the top 100 rowing web sites from around the world at <http://top100.8oar.com>