

# **HANDBOOK**

# **FOR**

# **ROWING OFFICIALS**

**Tenth Edition**  
**March 2015**

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*The South African Lightweight Men's Coxless Four receiving their Olympic gold medals at the Eton Dorney course in 2012*

## PREFACE

Thank you for your interest in becoming, or being, a rowing official. The sport is dependent on volunteers to officiate at regattas. In many instances officials have never rowed themselves. 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 Officials Training Course and needs to be read in conjunction with the Rules of Racing. The purpose of this handbook is to provide guidance to rowing officials on the interpretation and implementation of the Rules of Racing, document procedures used when running regattas and to promote the successful running of regattas in South Africa. The Rules of Racing are updated by the South African Rowing Officials Commission (SAROC) and both approved and published by Rowing South Africa (RowSA) at the start of each season. They, and additional information published by SAROC, are available on [www.rowsa.co.za](http://www.rowsa.co.za).

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:

Ron Randall	Colin Vyvyan-Day	Ishbel Rennie	Trevor Steyn
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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



*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.

With apologies, graphics have been sourced from a variety of sources to assist in illustrating and explaining concepts foreign to those new to the sport.

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Roger Parsons

## **ABBREVIATIONS**

AGM	Annual General Meeting
BUW	Boat under weight
DNF	Did not finish
DNS	Did not start
DSQ	Disqualified
EXC	Excluded
FASA	African Rowing Federation
FISA	International Federation of Rowing Associations (Fédération Internationale des Sociétés d'Aviron)
RowSA	Rowing South Africa
SAIDS	South African Institute for Drug Free Sport
SAJCRA	South African Junior Clubs Rowing Association
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 10th 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 to provide information for rowing officials attending training courses presented regularly around the country, and in particular give guidance to those new to the sport.

It should be noted that the South African Rules of Racing may differ from those of International Federation of Rowing Associations (FISA). This is to accommodate local conditions and resources. During the last major review of the local rules undertaken in 2013, it was agreed in principle that our rules should reflect those of FISA as far as is practical.

## 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 these theoretical training sessions that typically last 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.

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.

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. The pass mark for the examination is 75%.

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 Official** status could be for a specific role (e.g. National Control Commission Judge, National Aligner and National Finish Judge) or as a **National Umpire** (i.e. those who have demonstrated expertise in all roles assigned to officials). 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 Executive Committee officials who have met the requirements for national status and the status is ratified at the RowSA Annual General Meeting. National status is valid for

4 years, but officials are required to officiate for no less than 20 hours each regatta season and attend seminars to maintain the license.

National umpires may 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**. An international umpire's license expires automatically upon the expiry of the umpire's national license.

### **1.3 HEALTH AND SAFETY**

It is an officials responsibility to ensure they are fit enough to perform the duties assigned to them, and if doing water-based duties, that they can swim. Also, being exposed to the elements for long periods, officials must protect themselves with appropriate hats, sunglasses, sunscreen, water etc. This aspect is also addressed in Section 4.8.

### **1.4 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 person's 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.
- Practice 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 PREAMBLE**

Much has been written and said about the sport of rowing in almost every language around the world. It is beyond the scope of this handbook to describe the virtues and advantages of the sport, but many good books have been written about. It is suffice to say that both young and old benefit from training and competing in a sport that demands - and is given - devotion like no other. The best crews consist of groups of athletes working together to achieve harmony, rhythm, balance, and speed.

### **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 fulfill 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 valuable in South Africa - is South Africa's oldest race and was first rowed in 1878. The 125th running of this regatta was celebrated in 2014. 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 (2+) of Donovan Cech and Ramon Di Clemente won a bronze medal in 2004 to record this country's first Olympic medal for rowing. This feat was bettered in 2012 when the awesome fours won the Olympic men's lightweight coxless fours (LM4-) title in London. Sizwe Ndlovu, John Smith, Matthew Brittain and James Thompson came from behind to put rowing on the lips of a nation.

Rowing has evolved to include 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** or **sprint 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 generally held 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 for men and 4 km for woman) 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. The two premier boat races in South Africa are both held on the Kowie River at Port Alfred. The Universities Boat Race is held in September in each year and the Schools Boat Race is held early in December.

**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 fourth 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

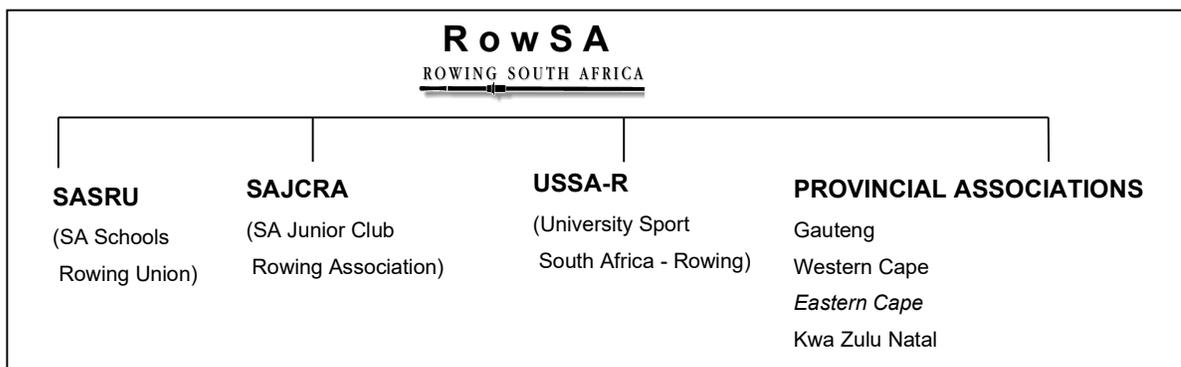
*Resource Material* RowSA website: [www.rowsa.co.za](http://www.rowsa.co.za)  
*RowSA Constitution*

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.

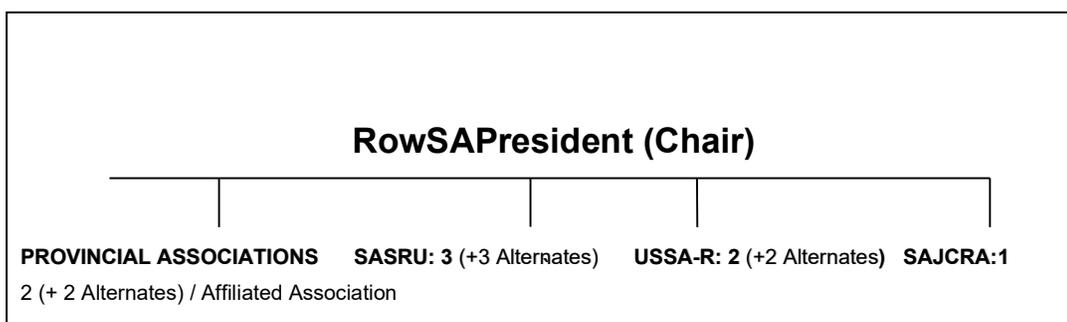
RowSA - a member of the International Federation of Rowing Associations (Fédération Internationale des Sociétés d'Avion) (FISA), the Commonwealth Rowing Association (CRA), African Rowing Federation (FASA) and South African Sports Confederation and Olympic Committee (SASCOC) - advocates the rights of 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 comprises of its constituent members RowSA is guided by its Council, which includes representatives from the constituent members and the members of the executive committee. Council approves overall policy and standards, elects an Executive Council and passes resolutions. 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).

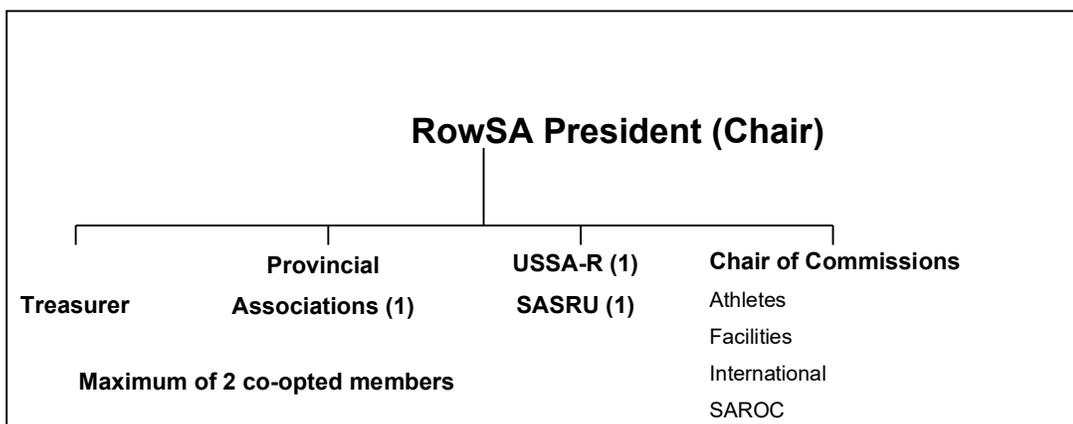
## RowSA Constituent Members



## RowSA Council



## Executive Committee



In terms of its constitution, 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.

RowSA sets itself specific goals in order to achieve its purpose. Those goals that relate specifically to aspects relating to competition and officials include:

- 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.

## **2.5 SOUTH AFRICAN ROWING OFFICIALS COMMISSION (SAROC)**

One of the commissions established by RowSA is SAROC, mandated in the RowSA Constitution of 17 November 2012. The Commission's responsibilities are to ensure safety, fairness and competency of umpiring for rowing in South Africa. 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 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, SASCOG and .
- 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 towing 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.

SAROC comprises members from RowSAs constituent members, who in turn elect a chairman. The constituent members are represented by provincial officials associations (ECROA, GROA and WESPro) and officials representing SASRU and USSA-R. The Commission meets approximately every two months using conference call facilities.

Outside of the responsibilities listed above, the RowSA constitution has three other provisions that relate directly to SAROC:

- The RowSA administrator, working with SAROC, is to co-ordinate the National Regatta Programme and propose the schedule of events and dates for approval by the AGM;
- National Disciplinary Panel established by SAROC shall have the power, subject to appeal to the Executive Committee of RowSA, 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, 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.
- The SAROC representative from each constituent member shall forward to the chair of SAROC 30 days prior to the RowSA AGM the names of officials deemed to be competent to act as national umpires who shall function at regattas during the year, and who shall act in strict accordance with the RowSA Rules of Racing.

**RowSA Badge**



**RowSA Logo**



## **3 UNDERSTANDING ROWING**

### **3.1 PREAMBLE**

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. Also, the colloquial vocabulary does not help, with the word “bow” for example having at least four different meanings. This section explains terminology relating to boat classes, equipment, rowing commands and the rowing stroke. 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)
- Notre Dame Academy Crew: <http://ndacrew.org/rowers/learn-to-row/>

It should be remembered that Section 2 of the Rules of Racing present definitions pertaining to the rules, and officials should be familiar with them.

### **3.2 BOAT CLASSES**

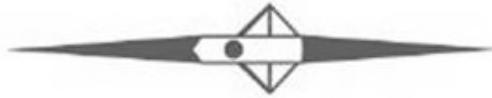
Boats are divided into two broad classes, namely sculling boats and sweep oar rowing. Sculling entails each rower using two oars, while in sweep oar rowing each member of the crew has a single oar, and rows on one side of the boat with both hands on the handle.

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:

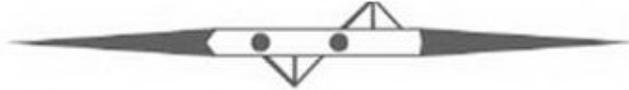
- Single sculls (1x) – men, woman
- Double sculls (2x) – men, woman
- Lightweight double sculls (2x) – men, woman
- Quadruple sculls (4x-) – men, woman
- Coxless pair (2- ) – men, woman
- Coxless four (4- ) - men
- Lightweight coxless four (4- ) - men
- Coxed eight (8+) – men, woman

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.

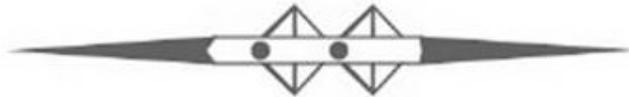
The South African Rules of Racing recognize 9 classes of boat, illustrated below with their abbreviations and the minimum weight of the boat. The specified weights include fittings essential to a boats use (including riggers, stretches, shoes, slides and seats) and other equipment firmly fixed to the boat (including sound amplification equipment, loudspeakers, other electronic equipment). The minimum weight does not include oars or the bow number. While the minimum weight of boats conform to FISA rules, the South African rules are less prescription in terms of boat lengths and widths.



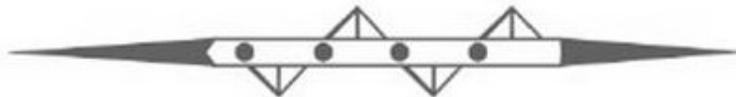
Single scull (1x) – 1 rower, 2 oars, 14 kg



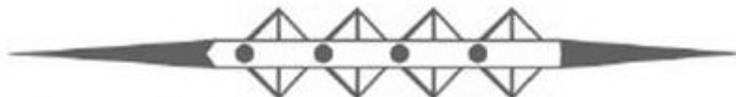
Pair (2-) – 2 rowers, 2 oars, 27 kg



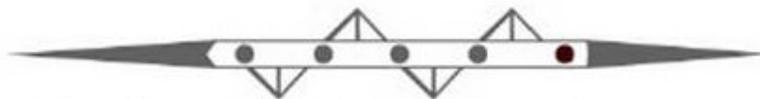
Double scull (2x) – 2 rowers, 4 oars, 27 kg



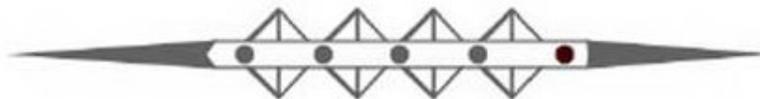
Four (4-) – 4 rowers, 4 oars, 50 kg



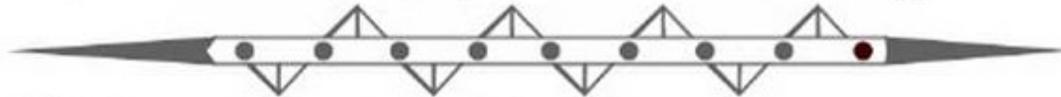
Quadruple scull (4x) – 4 rowers, 8 oars, 52 kg



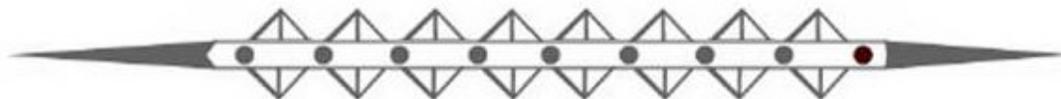
Coxed four (4+) – 4 rowers and a coxswain, 4 oars, 51 kg



Quadruple scull with coxswain (quad) (4x+) – 4 rowers and a coxswain, 8 oars, 53 kg



Eight (8+) – 8 rowers and a coxswain, 8 oars, 96 kg



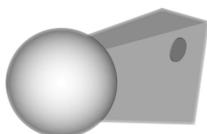
Octuple scull with coxswain (8x+) – 8 rowers and a coxswain, 16 oars, 98 kg

### 3.3 ROWING TERMINOLOGY

Key terminology used in rowing and to describe equipment is presented below. A good understanding of these terms allows officials and rowers to effectively communicate with each other. The Rules of Rowing also contains a section of definitions.

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. <i>Also, the sliding seat position closest to the boat's bow. As a command, it instructs the crew to adopt this position.</i>
Blade	The spoon or hatchet / cleaver shaped end of the oar, often painted in a club or country's colours. Also, used to refer to the entire oar.
Boat racing	A race of usually two boats.
Bow	The front of the boat. <i>Also see bowman, bowside</i>
Bow ball	An essential small, soft ball no smaller than 4 cm in diameter securely attached to a boat's bow. Primarily intended for safety, but also useful in deciding which boat crossed the finish line first in close races.

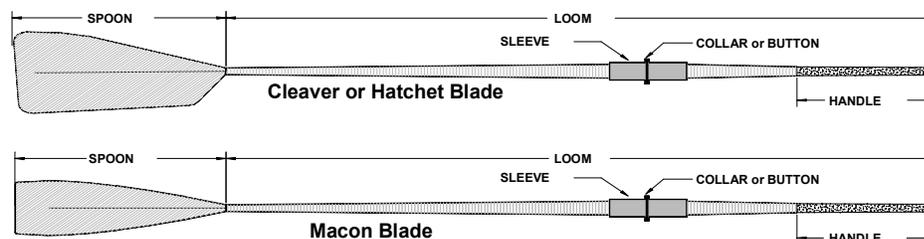
40mm diameter  
solid rubber ball



Bow attachment boot

Bowloader	A boat where a coxswain is placed in a seat partially enclosed in the bow of the shell.
Bowman	The oarsman seated closest to the bow or front of the boat. Abbreviated to bow.
Bow number	A card holding the number assigned to the boat for a race.
Bow pair	Rowers in the 1 and 2 seats in a boat, often of smaller build than the rest of the crew.
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.
Catch	The point in the stroke cycle at which the blade enters the water.
Clear water	In boat or head racing, means that the bow of the trailing boat is behind the stern of the leading boat i.e. there is clear water between the two boats. Opposite of <i>in contact</i> .
Cleaver blade	<i>see Oar</i>
Clogs	Shoes which form part of the stretcher (see sketch).
Coastal rowing	A recent discipline of rowing in which all competitors use coastal rowing boats and racing takes place on the sea. The first World Championships were held in 2007.
Collar	<i>see Button</i>
Coxbox	Portable speaker system used by the cox; may also incorporate digital readouts displaying stroke rate, boat speed and times.
Coxless	A boat rowed without a coxswain.
Coxswain (or cox)	Member of the crew who sits stationary facing the bow, with the main jobs of steering the boat, issuing instructions, implementing strategy and motivating the crew.
Crab	When a rower loses control of the oar and the blade gets trapped in the water by the momentum of the boat. In extreme cases the rower can be thrown from the boat.

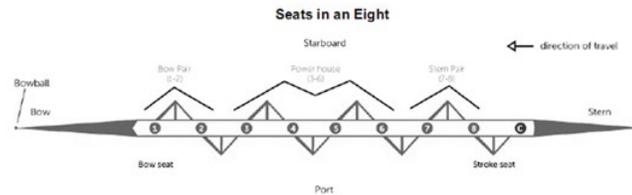
Ergometer (ergo)	An indoor rowing machine.
Finish	Refers either to the end of the rowing stroke or the end of a race.
Finish zone	The run-off area at the end of a regatta course with a length of at least 150 m.
FISA	abbreviation for Federation Internationale des Societes d'Aviron, the international governing body of rowing established in 1892.
Foot stretcher	<i>see Stretcher</i> ; 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.
Grip	The rubber or wood part of the oar handle you hold while sculling.
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.
Hatchet	<i>see Oar</i>
Head racing	Racing against the clock, rather than starting abreast of other crews.
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.
Hull	The underside of the boat that travels through the water.
Inboard	The length of the oar shaft measured from the button to the handle.
Lightweight	A category of racing in which a rower or crew meet specified weight limits.
In contact	In boat and head racing, means that the bow of the trailing boat is at least level with the stern of the leading boat or boat being over taken i.e. there is no clear water between the two boats.
Indoor regatta	A regatta in which competitors race against each other on indoor rowing machines (ergometers or ergs), usually over a distance of 2 000 m. The ergs are lined up side by side and are synched to a centralized timing system through ergs monitors.
Loom	The shaft of the oar – from the spoon to the handle.
Macon	<i>see Oar</i>
Missing water	The rower starts the leg drive before the catch has been completed.
Novice	A rower in their first year of rowing.
Oar	The lever used for rowing the boat.



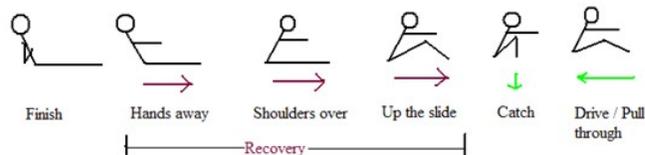
Oarlock	The rectangular lock at the end of the rigger which physically attaches the oar to the boat. The oarlock also allows the rower to rotate the oar blade between the "square" and "feather" positions.
Outboard	The length of the oar shaft measured from the button to the tip of the blade.
Pin	The vertical 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. Portside riggers and oars are marked by red paint or tape.
Paddle	To row or scull at a very light pressure.
Puddle	Footprints or little whirlpools in the water made by the oars during a stroke.
Quad	Quadruple scull.
Rate	or <i>rating</i> - Number of strokes per minute being rowed by a crew.
Recovery	The phase of the stroke cycle from release to catch when the rower is moving toward the stern in preparation for the next stroke.
Regatta	A sporting competition consisting of one or more events divided into a number of races, in one or more classes of boats for rowers divided into different categories of sex, age or weight.
Release	Part of the stroke cycle when the blade is extracted from the water.
Repechage	The "second chance" race given to those crews which fail to progress to the next round of competition; with the number of repechage qualifiers being dependent on the number of entries.
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 optimizes 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	A device adjacent to the skeg and used by the cox (or in some coxless boats, by a rower using a "toe") to steer the boat.
Run	The distance the boat moves during one stroke; measured by looking at the distance between puddles made by the same oar.
Rushing the slide	When a rower moves to quickly toward the catch after a rushed finish, poor technique that causes check in the boat.
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	A boat that is propelled using sculling oars, e.g. a single scull is a one-person boat where the rower has two oars. Also, an oar made to be used in a sculling boat where each rower has two oars, one per hand.
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).
Seat Number	A rowers position in the boat counting from the bow.
Settle	Part of the race or piece where the rating decreases from the initial high rate at the start (36 – 42) to a lower rate (32 – 38) that is maintained until the final sprint at the finish (34 – 40).
Shell	The hull of a racing boat.

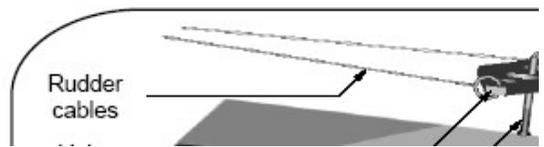
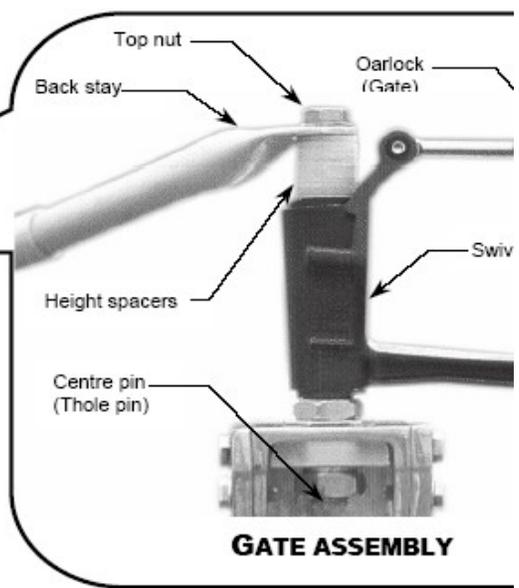
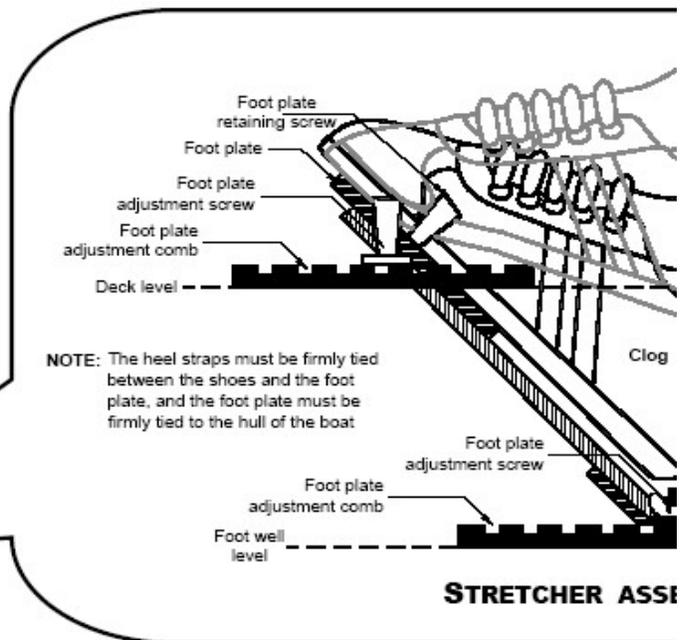
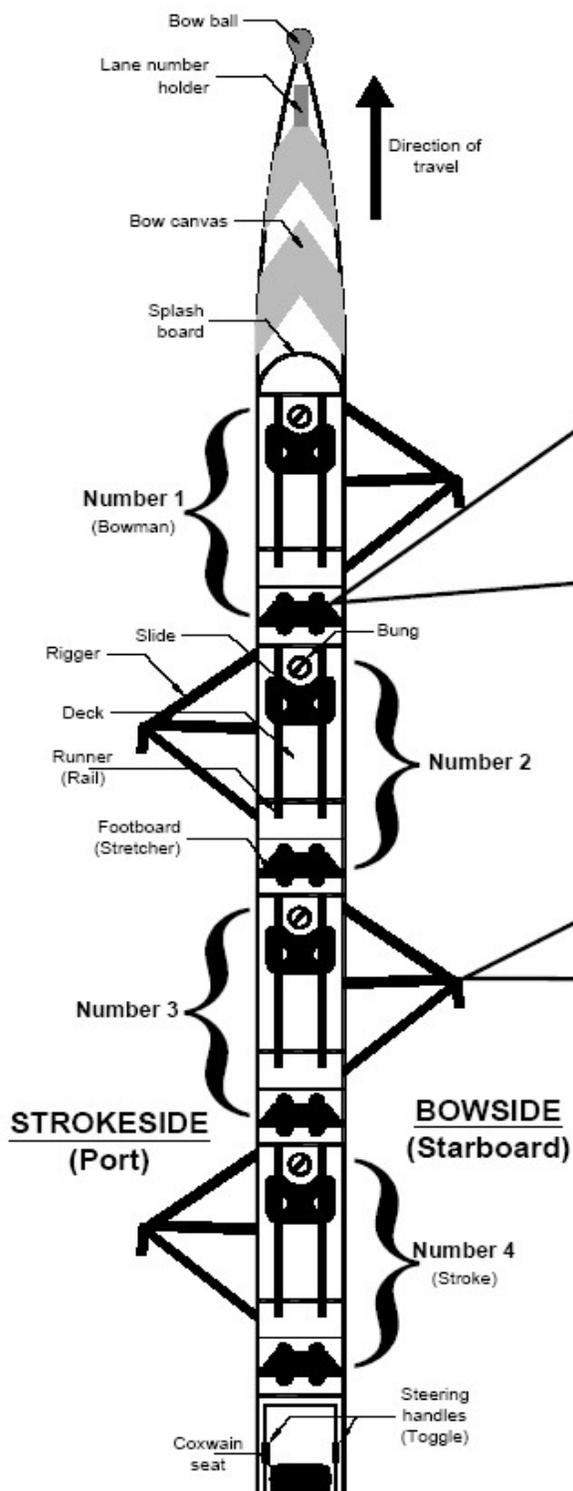
Shooting the slide	Movement of the seat toward the bow without moving the oar handle at the same rate.
Skeg	The small vertical metal plate let into the keel near the stern. Its main job is to prevent side slipping and thus to assist the boat in running true. Also known as the fin.
Skying	Term used to describe a blade that is too high off the water during the recovery, upsetting the balance of the boat.
Slide	Two metal, hollow rails or tracks on which the seat rests and allows for the forward and backward motion of the rower.
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> ).
Sprint racing	Racing where boats start with their bows aligned and simultaneously, with the winner being the first across the finish line. Usually over 2 000 m, but some juniors and masters crews racing over a shorter distance.
Starboard	Right side of the boat when viewed from the cox's seat. Also referred to as bowside. Starboard riggers and oars are marker by green paint or tape.
Stern	Rear of the boat. While in the boat, rowers face the stern.
Stern pair	Rowers in the 3 and 4 seat (four) or 7 and 8 seat (eight) who set the pace for the boat.
Straight	Refers to a coxless boat e.g. a straight four is a coxless four (4-)
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	The rower sitting closest to the stern of the boat who sets the rhythm for the rest of the crew to follow.



*Also, the complete cycle of the rowing motion.*



Stroke side	The port side or left side of the boat when viewed from the cox's seat or the stern. 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.
Wash	The wake from a motorized boat.
Washing out	When the blade comes out of the water too early, causing the blade to miss water.



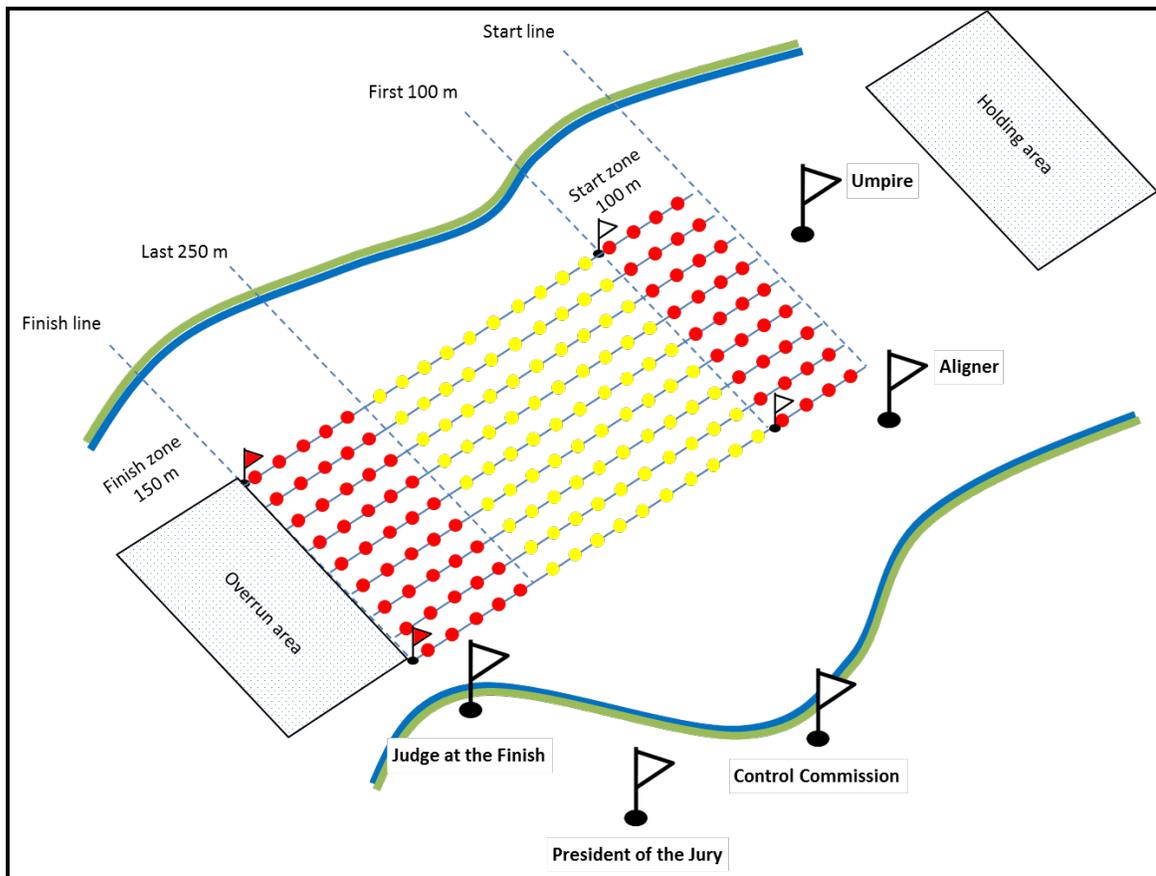
### 3.4 INSTRUCTION AND COMMANDS

In general, there are few rowing instructions and commands that officials are required to know, but it is useful to be able to understand rowing speak and be able to communicate with rowers.

Back	Move backwards or in the direction of the stern
Easy	or Easy Oar – to stop rowing
Hold water	Stop the boat quickly or hold it stationary
Row	Start rowing
Spin the boat	Turn the boat around and face the opposite direction
Stop rowing	Stop rowing quickly
Touch	Move forwards or in the direction of the bow

### 3.5 THE REGATTA COURSE

The layout of a regatta course is specified by FISA and ideally 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. However, no man-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. Of key importance is that each lane should be 13.5 m wide.



The racing course should be 2 000 m in length for racing, with a holding area of 50 m at the start and with a safe overrun area of at least 150 m beyond the finish line. The distance between the outer lanes and the bank should be between 5m and 30m.

If the depth of the course is not uniform, then the water depth should be 3 m at the shallowest point. However it is stipulated a minimum depth of 2 m is acceptable if the depth is constant. The depth of the course should be at least 3.5 meters.

The lane width is 12.5 to 15 meters (13.5m is recommended). 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 10 m to 12.5 m. As an aid to steering, it is recommended that the interval between buoys in the first 100 m (start zone) should be 5m to 6.25m apart and they 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 100 m 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 500 m intervals. There should be no buoys either before the start or after the finish lines.

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

The umpire should be positioned in the centre of the course some 50 m behind the start line. In reality, this distance is often shorter as the umpire 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 umpire should always be positioned in the centre of the course so that all competitors can clearly see the red flag and hear commands.

### **3.6 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](http://www.rowsa.co.za)). Further they should be displayed at each rowing venue and included in the regatta notice. The purpose of these rules is to promote safe conditions during both training and competitions.

Local rules – rules peculiar to a specific venue or event – may also apply. Local rules are published in the regatta notice and in the regatta programme.

Officials should familiarise themselves with 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.

## 4 SAFETY MATTERS

***Ensuring safety and fairness in competition are the fundamental roles of rowing officials at regattas. However, safety – during both training and competition – is the responsibility of all, including coaches, rowers, spectators and officials.***

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.

The protocol is for the radio to remain closed whilst a rescue is in progress other than priority matters. The president of the jury clears the radio for normal communication after he has assessed that the rescue is complete or sufficiently attended to.

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

Rowing clubs and schools have a pivotal role 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 70 mm.
  - 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 requirements.
  - Have bow balls firmly attached to their bows that do not deflect on contact.
  - Bow balls must be white.
- All coaches and rowers are aware of the traffic rules applicable to the venue at which they are rowing.
- The club representative 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 must 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!

Rowers should never row when feeling ill or directly after having been ill. If in doubt, rowers should seek a medical opinion.

## 4.2 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.

## 4.3 SAFETY REQUIREMENTS FOR MOTOR BOATS

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 meters of rope for towing.
- Paddle.
- Sharp knife.
- Small tool kit which should include:
  - Spark plug spanner.
  - Small shifting spanner.
  - Selection of screwdrivers.
  - Bailer.
- First Aid kit suitable for treating minor cuts and abrasions.
- About 3 large black garden refuse bags to be used as emergency rain coats.
- Communication aids such as loudhailer, radio, and whistle.

## **4.4 RULES FOR PILOTING**

Notwithstanding rules laid down by South African Maritime Safety Authority SAMSA, pilots should always abide by the following rules:

- 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 piloting a motor boat should 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 m 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 maneuver, pilots must:
  - give the boats they are overtaking as wide a berth as possible.
  - try to keep the wash at 45° 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.

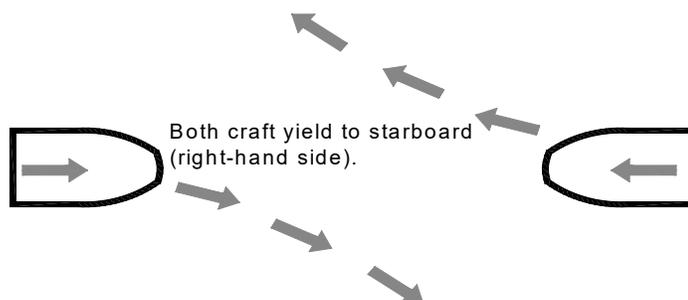
Pilots must always maintain a good look out for floating debris, swimmers, other boats, and maintain an appropriate travelling speed taking into consideration the water conditions and proximity of other boats or obstacles. Remember that it is often easier to maneuver the boat in reverse when in close 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. It is recommended that all officials become certified for SAMSA skippers category R for inland waters.

## 4.5 RULES OF THE “ROAD”

Pilots must adhere to the following established boating principles:

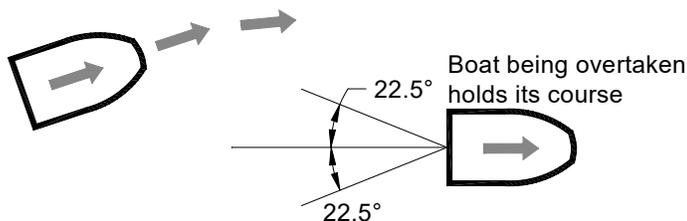
- When two boats encounter each other head-on both pilots should steer to starboard (right).



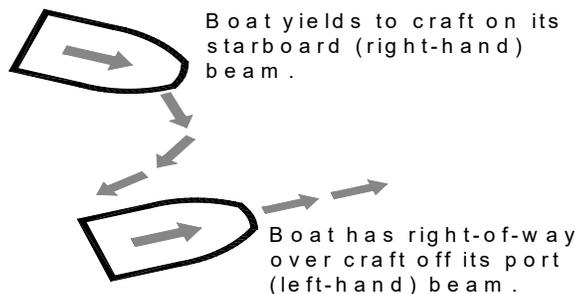
- The minimum following distance between two motor boats travelling in the same direction is 100 m.



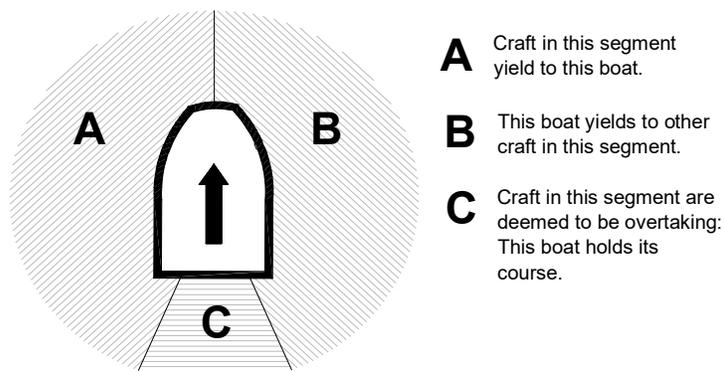
- When overtaking, give the boat being overtaken a wide berth, and approach it at an angle of more than  $22.5^\circ$  as illustrated in the sketch below. The vessel being overtaken should maintain its course until the boat overtaking it is well clear.



- 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:



## 4.6 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.***

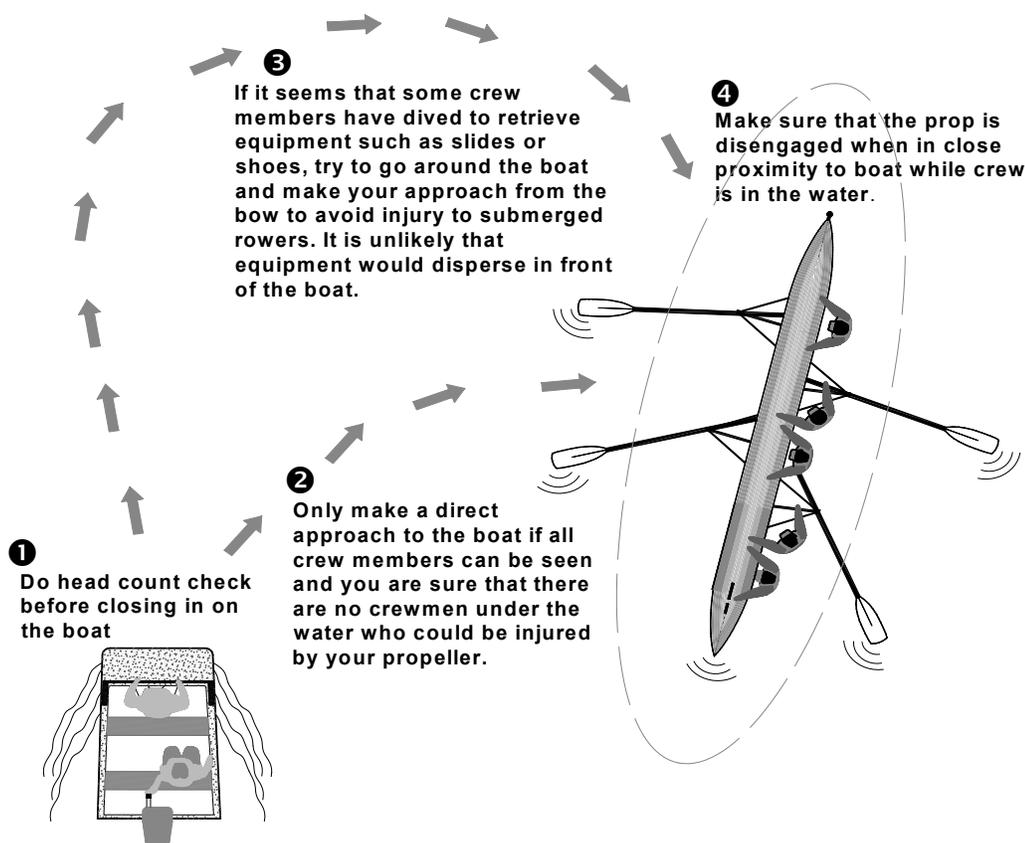
In general, the first action taken by the umpire in a race will be to notify the on-water rescue boat over the radio that there is a crew in difficulty. The call to the rescue crew should be repeated three times:

***“RESCUE! RESCUE! RESCUE! CAPSIZED CREW IN THE WATER IN LANE FOUR AT THE 1000 m 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.

#### **4.7 SAFETY AT REGATTAS**

The Rules of Racing provide clear guidance on matters pertaining to safety at regattas. The organising committee of a regatta is required to prepare a safety plan and appoint a safety officer and land and water-based safety as specified in Rules 11 and 12. The president of the jury may not start a regatta until the required safety is in place.

However, safety is much broader than provisions included in the rules and is the responsibility of all. Officials have a major role to play as they are closest to the action and can react fastest to situations that arise. All officials must familiarize themselves with the traffic rules of the venue at which they are officiating. Knowledge of the traffic rules is imperative to ensure that the rules can be enforced to guard the safety of the crews. Officials should advise the safety officer of any risk so that he can pro-actively address any potential risks. Officials on the water must alert the president of the jury 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.

An official may not - under any circumstances - allow a crew on the water if safety requirements are not complied with. Shortcomings that have to be watched out for include rowers entering regattas without having not passed the sculling test, rowers suffering from health conditions not informing control commission thereof, asthma sufferers not having their asthma pumps with them, the absence of or poorly fitted bow balls, heel strap requirements not being met, boats not being compliant with the flotation or buoyancy requirements, etc.

#### **4.8 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 also important that officials communicate with the president of the jury or their constituent members regarding physical limitations and health conditions.

## **5 RULES OF RACING**

### **5.1 PREAMBLE**

This section focusses principally on sprint racing, but many of the principals also apply to boat racing and heads racing. Rules particular to the latter two race types are addressed in Chapter 7.

### **5.2 BACKGROUND PHILOSOPHY**

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. The rules went through a major review in 2013 and were restructured to facilitate a better appreciation of the rules by those that organize regattas, rowers and their coaches and, of course, the officials that implement rules during competition.

As an official, it is paramount to appreciate participation in a regatta is the culmination of much effort by a host of people. In summary, the process starts with the planning of the regatta season by the constituent members, the awarding of different events for clubs to host and RowSA providing a regatta entry system. The organizing committee has to secure a venue, plan the regatta and invite participation through the publishing of the regatta notice. While clubs and rowers are planning their participation, the organizing committee must ensure they have officials to run the regatta and have the equipment needed to successful host an event. Possibly the most challenging task is compiling the regatta programme and minimizing the clashes and restrictions it places on rower participation. Once the programme is published, coaches then have to plan their regattas in terms of boat allocations and crew selections. Clubs have to get their rowers to the venue and the official associations need to secure the services of enough officials and schedule duties. In addition to the weather, starting a regatta on time is totally dependent on the seven Ps of planning (proper prior planning prevents pathetically poor performance). Also, changing the plan midway through a regatta has knock-on effects on earlier planning and invariably has unfair consequences for others.

The Rules of Rowing have evolved through past experience. They facilitate prior planning and promote safe and fair completion. Deviations from the rules undo this.

The Rules of Racing are a collective package that require 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. Consequently, not having a bow number or having an incorrect bow number may warrant exclusion from a race.

### **5.3 STRUCTURES OF RULES OF RACING**

The Rules of Racing comprise five sections, with the first three sections being introductory in nature, including the presentation of definitions and the scope of the rules. The rules themselves are presented in Sections 4 and 5. Section 4 presents eight rules that relate to athletes and racing, including those dealing with boats and equipment; rowers, coxswains and coaches; club and rower identification; sponsorship and advertising; racing; objections, protests and appeals; penalties and anti-doping rules.

Section 5 presents a further four rules that relate to regattas and officials, including those rules dealing with regattas and matches; regatta participation and entries; organizing regattas and the duties of the different officials.

The Rules of Racing also includes six appendices. These include stipulations pertaining to the rules of progression, determination of rower status, handicapping for masters rowing, the provisions for para-rowing and official and umpire accreditation. Appendix 5 deals with procedures during a race and summaries those rules that pertain specifically to the actual race.

In reviewing the Rules of Racing, the words *shall* and *may* were used. “Shall” indicates that the umpire has no discretion in applying a rule, while “may” indicates that discretion is allowed.

#### **5.4 SANCTIONS AND PENALTIES**

Possibly the most confusing aspect to officials is the issue of sanctioning transgressions. The Rules of Rowing are not prescriptive when it comes to penalties, except in a few specific instances. The key to this aspect of rowing is matching the nature and severity of the transgression with the penalty. Outside of a reprimand (whereby officials formally express their disapproval regarding the actions or behaviour of a rower, coach, representative or spectator) there are four types of penalty that an umpire or a jury may impose on rowers, coxswains or persons accompanying them who behave in an unsporting or improper manner:

- A warning (Yellow card)
- Exclusion (Red card)
- Disqualification
- Relegation to last place

(Should always use warning/yellow card, exclusion/red card together)

A warning is a disciplinary measure, communicated to a crew by explaining the transgression and then 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 warnings in the same race is automatically excluded from that race. This penalty is applied for transgression such as incorrect dress, bad language, unsporting conduct, rudeness or disrespect for officials or fellow competitors, disregarding traffic rules, etc.

Any crew that accrues two official warnings (Yellow Cards) in a race must be excluded from the race. A warning 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.

Exclusion is a disciplinary measure, communicated to a crew by explaining the transgression and then 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. Also, crews are excluded if they do not weigh-in as prescribed (coxswains, lightweights), fail to satisfy prescribe limits or coxswains fail to carry the prescribed ballast. If a crew has caused interference to another crew during a race and has, in the umpire’s opinion, affected the finishing position of that crew then it shall be excluded by the umpire.

Crews are disqualified for flagrant or intentional violation of the Rules of Racing pertaining to safety and fairness e.g. cheating or trying to obtain an unfair advantage. A disqualified crew may not take any further part in the regatta.

Relegation to last place is a unique sanction pertaining to boat weighing. Boats that are weighed after a race and if found to be under the prescribed limit are relegated to last place.

In applying sanctions, an umpire must consider whether a crew's action gives them an unfair advantage. Also, the restoration of the rights of the disadvantaged to win has greater importance than the issuing of sanction itself.

## **5.5 OBJECTIONS, PROTESTS AND APPEALS**

Like safety, the concept of fairness is fundamental to the sport of rowing. As a result, crews have the right to query an umpire's rulings if they feel they have grounds to claim that a race has been run improperly (Rule 6). Crews excluded at the start may object at the start, while crews impacted during a race may object to the umpire by raising their hands after the race has finished. They must do this before getting out of the boat.

If after objecting to the umpire and not being satisfied with the outcome of the objection, the crew may lodge a protest in writing to the president of the jury not later than one hour after the umpire has given his ruling. This also applies to crews impacted by the outcome of the objection. The president of the jury shall then convene a meeting of the jury to decide on the appropriate course of action and any appropriate action to restore the chances of a crew that has suffered a disadvantage.

If the crew is still dissatisfied with the outcome of the protest, they can appeal to the executive committee of the authority controlling the regatta. This has to be done directly after the jury has issued its decision and shall be in writing. The decision of the executive committee shall be final.

## **5.6 THE JURY**

The jury is a panel of officials tasked with ensuring fairness and safety of rowers during a regatta and ensuring the regatta is run in accordance with these Rules of Racing. The jury is appointed by the organizing committee in consultation with SAROC or the officials association before the start of a regatta. Rule 12.3.3 prescribes that the jury shall consist of the president of the jury, the technical delegate (where applicable), two umpires designated by the president of the jury and a representative of the controlling authority. In the case of national championship and national regattas, officials serving on the jury shall be national umpires or national officials.

The jury shall ensure the regatta is run in accordance with the Rules of Racing and any modifications to the rules as approved by SAROC and published in the regatta notice. The safety of rowers is the prime concern of the jury at all times during the regatta. The jury shall decide on any protests made in terms of Rule 6.2. In the case of a protest, any member of the jury involved in the dispute shall not be a member of the jury which decides that protest. In such a case, the president of the jury may call upon one or more substitutes.

The president of the jury is responsible for convening a formal jury meeting to deal with the protest, taking minutes at the meeting and preparing 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.

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 warning (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.

After application of the appropriate penalty (if any), the jury shall take any other appropriate measure to restore the chances of a crew that has suffered a disadvantage. The outcome of the jury meeting must be conveyed to all parties impacted or potentially impacted by the outcome.

## **5.7 FAIRNESS COMMITTEE**

In the event of adverse weather conditions, the fairness committee appointed may make changes to the programme if the weather creates unsafe or unfair conditions. Only the fairness committee has the right to change the rules of progression during a regatta.

The fairness committee is a committee convened at regattas to consider restoration of fair racing in the event of unfair racing conditions. The organising committee shall appoint a fairness committee to ensure fair racing in the event of unfair racing conditions. The fairness committee shall comprise the president of the jury, an umpire, a person appointed by the organising committee, the safety officer and, if applicable, the technical delegate. The organising committee may appoint additional members to the fairness committee.

# **6 DUTIES OF OFFICIALS**

## **6.1 PREAMBLE**

The duties of officials are documented in Rule 12 of the Rules of Racing. This section summarises the key responsibilities of officials at sprint regattas. Duties peculiar to boat racing or head racing are addressed in Chapter 7. 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. A regatta needs to be properly planned and prepared for if it is to run efficiently. To ensure safe and fair racing, officials need to be properly trained and consistent in their actions and interpretation and application of the rules. It is thus recommended 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:

- President of the Jury
- Safety Officer
- Control Commission
- Aligner
- Umpire
- Umpire's Pilot
- Judge at the Finish

At some regattas certain functions may be split and require more than one person. For example, the function of starter and umpire may be separated to accommodate local conditions or practice. Also, the judge at the finish is usually assisted by one or more timekeeper and a scribe; while control commission can be assisted by other officials and jetty marshals. The sketch in 6.3 below depicts a typical deployment of officials at a regatta.

SAROC may appoint a technical delegate to national championship and national or interprovincial regattas to ensure a regatta is run in compliance with these Rules of Racing. The duties of a technical delegate are addressed in Rule 11.3 and not expanded on here.

## 6.2 RESPONSIBILITIES OF THE ORGANIZING COMMITTEE

Before addressing the duties and responsibilities of the various officials, it is worthwhile remembering the responsibilities of the organizing committee of a regatta. These are laid out in Rules of Racing, with Rule 11.2 being of particular relevance. In summary, the organizing committee is responsible for:

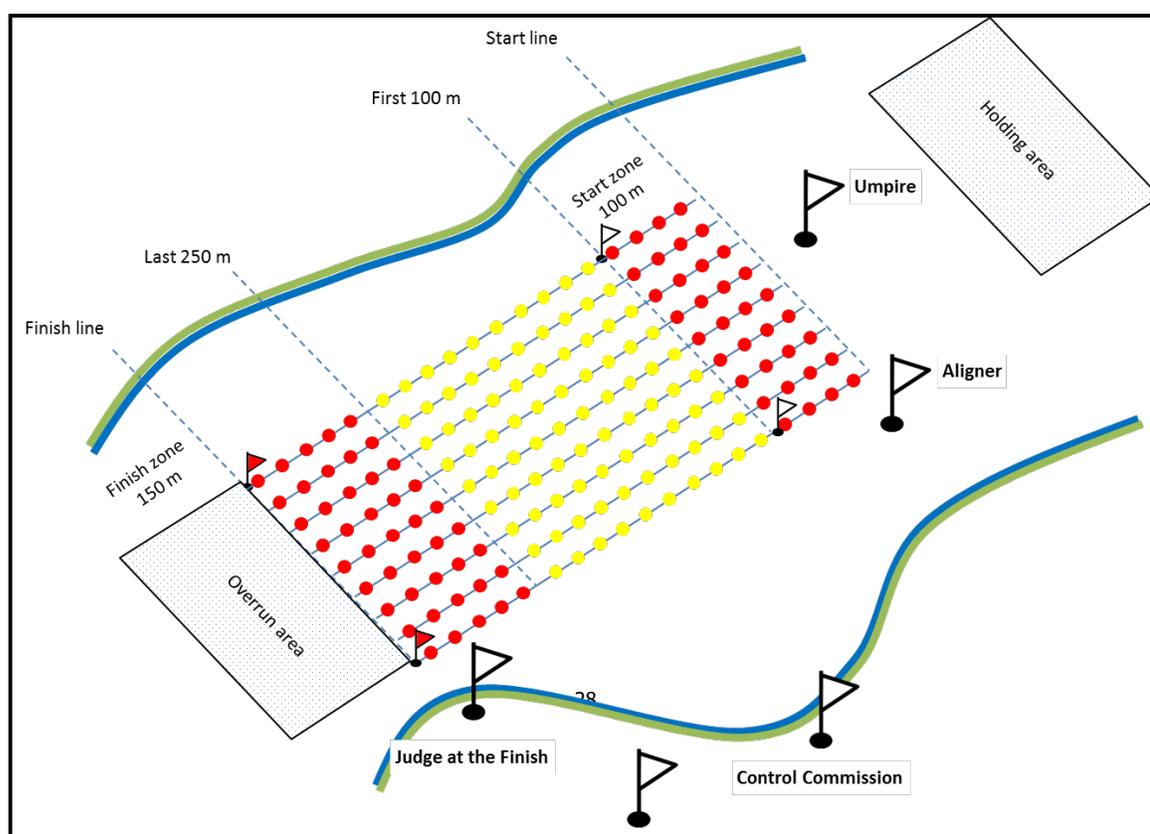
- Preparing and distributing the regatta notice
- Managing the entry system
- Preparing and distributing the regatta programme
- Providing a venue with course
- Ensure traffic rules are in place and published
- Appointing a safety officer and land- and water-based safety

## 6.3 PRESIDENT OF THE JURY

The president of the jury is the hub of all racing, managing incidents that arise and effecting changes to procedures if and when required.

***The president of the jury 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. He or she 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 the organising committee liaise with SAROC (for National and National Championship regattas) or the provincial officials association (for Local and Local Championship regattas) regarding the selection of a jury and allocation of duties of officials during a regatta. In practice, the chair of the officials association takes on the responsibility of allocating duties to officials and appointing a jury.



### 6.3.1 Equipment

The president of the jury should have the following equipment and information at hand:

- Two way radio to contact all officials on duty
- Separate two way radio on the channel to record the starts
- Clock set to regatta time
- 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
- Lightning detector
- Cell phone
- Copy of the latest RowSA Rules of Racing
- Copy of any local rules pertaining to the regatta
- Up-to-date racing programme with crew lists
- Pen or pencil

### 6.3.2 Key Duties

#### ***Liaison with the organising committee***

Essentially, the president of the jury'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 duties***

As the persons responsible for the running of regattas, the president of the jury 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. The president of the jury must also ensure that a jury and fairness committee are appointed to deal with incidents that arise during the regatta.

#### ***Safety and medical facilities***

The president of the jury 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 too. Should safety and medical services be temporarily out of service during the regatta, racing must be suspended until everything is functioning normally again.

#### ***Adverse weather***

It is the president of the jury's responsibility to ensure that the lightning detector and wind conditions are monitored for all regattas. Launching of boats must be controlled to limit the number of competitors on the water if the risk of lightning increases or 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 the president of the jury 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 the president of the jury.**

#### ***Programme changes***

The president of the jury 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 president of the jury's responsibility to allocate revised start times and inform all officials and competitors thereof.

### ***Holding of races***

The president of the jury 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, the president of the jury must determine new start times and convey this information to officials and participating clubs and schools. 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.

### ***Objections and protests***

The president of the jury must note all objections on the water and the ruling of the umpire. Note that the president of the jury cannot over-rule an umpire - unless a protest is lodged. An objection has to be made on the water to the umpire (except when prevented by unavoidable circumstances) and cannot be made directly to the president of the jury.

In accordance with Rule 6.2 of the Rules of Racing, if a written protest is lodged not later than 1hr after the race, the president of the jury shall convene a jury meeting to decide before the next round of heats in the event concerned and no later than two hours after the last event of the day as to the outcome of the protest and the appropriate course of action. The president of the jury is responsible for convening a formal jury meeting to deal with the protest, taking minutes at the meeting for inclusion in the regatta report.

### ***Regatta activity record***

The president of the jury 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***

The president of the jury must write a report within 24 hours of the last race of the regatta. In the case of national championship and national regattas, the report must be submitted to the chair of SAROC. In the case of local championship and local regattas, the regatta report shall be sent to the constituent member that is the controlling authority of the regatta with a copy to SAROC. Typically the report would include:

- The master programme, along with its annotations.
- Minutes of any jury hearings.
- Approved race results constitute the official records of the regatta.
- Incidents and injuries

## **6.4 SAFETY OFFICER**

The safety officer is appointed by the organising committee and has the main responsibility of advising the president of the jury on all matters pertaining to safety. He must ensure all safety measures are in place and assist in making decisions in the event of an emergency.

### **6.4.1 Equipment**

The safety officer should have the following equipment and information at hand:

- Two way radio to contact all officials on duty
- List of all officials' duties
- Safety information of the regatta site i.e. emergency telephone numbers
- Cell phone
- Copy of any local rules pertaining to the regatta
- Up-to-date racing programme
- Pen or pencil

#### **6.4.2 Key Duties**

The following is a list of the key duties and responsibilities of the safety officer:

- Checking the venue and the course, and reporting all concerns to the president of the jury.
- Ensuring appropriate land- and water-based safety are in place before the regatta commences – and advising president of the jury 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 the president of the jury's station.
- Providing his cell number to the paramedics and president of the jury; and requesting that he be contacted in the event of an emergency (i.e. 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.

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.

#### **6.5 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.

### 6.5.1 Equipment

Control Commission should have the following equipment at hand:

- Two way radios to remain in contact with all stations.
- Clock set to regatta time.
- Weigh-bridge for weighing boats.
- Scale for weighing coxswains and crew members for lightweight events.
- Wrist band in two different colours to record the weights coxswains and lightweight rowers.
- Copy of the latest RowSA Rules of Racing.
- Copy of any local rules pertaining to the regatta.
- Updated racing programme with full crew lists.
- Pen or pencil.
- Tools for rendering assistance to crews i.e. screw driver, pliers, shifting spanner and duct tape.
- Tent or gazebo, table and chairs.

### 6.5.2 Key Duties

The duties of control commission are spelt out in Rule 12.4 of the RowSA Rules of Racing and are expanded on below.

#### ***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 Boats, Coxswains and Lightweight Rowers***

Control commission is responsible for the weighing of boats, coxswains and lightweight rowers in accordance with the RowSA Rules of Racing Rule 1.4, Rule 2.7 and Rule 2.11.5. At National and National Championship regattas, all coxswains for U19, U18, U23, Senior and Master Crews must be weighed. Coxswains must present themselves at Control Commission not less than 1 hr and not more than 2 hrs 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 Girls U19 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 Boys U19 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 in accordance with Rule 5.4. Crew changes must be submitted to control commission before the first race of the regatta (unless necessitated by unforeseen circumstances) and recorded on the Master Sheet. The president of the jury should be notified only if the stroke name of a crew has been changed. The Master Sheet with crew changes must be handed to president of the jury at the end of the regatta and form part of the permanent record of proceedings.

*Crew changes before the first heat (Rule 5.4):* 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 5.5):* 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, must not deflect on contact and must be white.
  - Hatches and vent plugs of the buoyancy compartments are in place and fitted correctly.
  - The steering mechanism of the boat is functional.
  - 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 president of the jury and the safety officer 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 and club file containing rower registration information.
  - Weight of coxswain for U19, U18, U23, Senior and Master Crews and lightweight rowers.
  - Rule checks

- Correct lane number. The lane number must be vertical, 150mm lettering black on white/yellow.
- 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 the president of the jury 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 the president of the jury 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 (Rule 8).
  - 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.

## **6.6 THE ALIGNER**

Unlike international regattas, 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.

### **6.6.1 Equipment**

The aligner requires the following equipment:

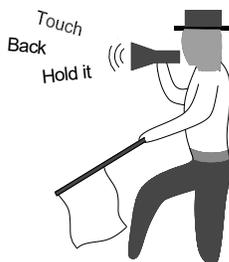
- Two way radio.
- White flag.
- Red flag.
- Stop watch and clock set to regatta time.
- Loudhailer equipped with a siren or a PA system for addressing the crews.
- Updated racing programme (attached to clipboard for convenience).
- Pen or pencil (a pencil tends to work better in wet conditions)
- Tools for rendering assistance to crews i.e. screw driver, pliers and shifting spanner

## 6.6.2 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, marshal and the aligner is essential.

After being instructed to by the umpire (see section 6.7.2) and 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

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 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 umpire that the race is ready to be started.



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 the start needs to be delayed 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, he simply lowers his white flag as the race progresses down the course.

A start is deemed to be false if the bow of any boat crosses the start line after the raising of the white flag and before the dropping of the red flag. If this happens, the aligner will inform the umpire by blowing a whistle or sounding a siren and raising the red flag and calling “FALSE START”. The umpire will then sound a siren, ring a bell or blow a whistle and wave the red flag indicating that the race has been stopped. He or she shall call the crews back to the start. The aligner shall identify the crew or crews at fault to the umpire.

### ***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.

### **6.6.3 Additional Duties of the Aligner**

The additional duties of the aligner differ from venue to venue. For example, a dedicated marshal is deployed at most regattas (e.g. the Selborne Regatta).

### ***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 the president of the jury. The aligner should 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.

### ***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 impose sanctions.

### ***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 president of the jury 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 president of the jury, 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 at the finish that they have properly recorded the start of the race.

## **6.7 THE UMPIRE**

In the South African Rules of Racing 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 umpire must be completely conversant with and be able to apply and interpret the Rules of Racing. 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 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 president of the jury how that rule will be applied at that regatta and all officials will be consistent in their application thereafter.

Except for duties specifically attributed to them, all officials are subordinate to the umpire of a race.

### **6.7.1 Equipment**

The umpire should have the following equipment at hand:

- Two way radio
- White flag
- Red flag
- Clock set to regatta time
- Loudhailer equipped with a siren (or a whistle)
- Updated racing programme (attached to a clipboard for convenience).
- 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.

### **6.7.2 Key Duties Prior to the Start**

On the way to the start, umpires should check for obstacles on the course. This task must be carried out each time umpires proceed up the course. Also, umpires must ensure that crews are adhering to traffic rules. If a crew is disobeying traffic rules, the umpire must inform the umpire of the offending crew's race as only the umpire of the race can impose penalties on a crew.

On arriving at the start, the umpire must check which of the crews in his next race are present in the holding area. He should communicate with them regarding the remaining time until the start of the race e.g. "RACE 16, BOYS UNDER 16 B SCULLS, 6 MINUTES".

Also, the umpire must assess both weather and rowing conditions. In the case of bad weather, it is the responsibility of the umpire to decide if the race may be started or if rolling starts should be used. The safety of competitors is more important than the running of the regatta.

Approximately 4 minutes prior to start of an event and if the start area is clear, the crews should be called 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 umpire and the aligner and being proactive significantly reduces the amount of time required to get the crews onto line.

All crews must be at the start ready to row two minutes before the start time (Rule 5.7.3). This is referred to as the “2 minute rule” 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.”

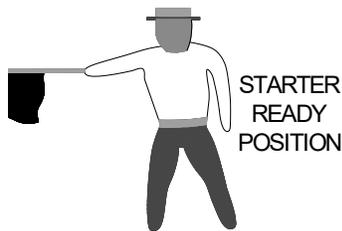
The umpire will announce “TWO MINUTES” and all crews should be ready to race. Crews arriving after the two minute start time shall be issued a warning by the umpire. “JEPPE LANE 2, YELLOW CARD, LATE AT THE START”. The race may be started without reference to absent crews or latecomers.

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.

If all crews are not present, the umpire may not start the starting procedure before two minutes before the scheduled start. In such instances the umpire must afford all crews a fair chance of getting onto the start as scheduled.

### 6.7.2 Key Duties During the Start

When the umpire 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 umpire 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 umpire has handed proceedings over to him and that he needs to get the boats aligned.

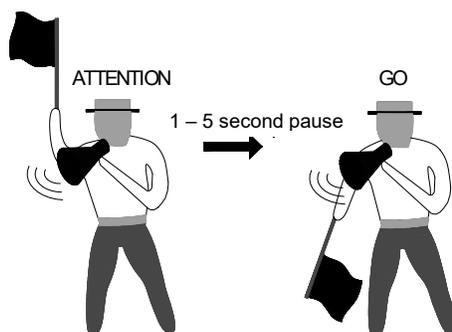
At the same time, the umpire (or his pilot) must advise the judge at the finish to standby for the start of the race. He should advise the start of the race number, the event and the umpire “STANDBY FOR THE START OF RACE 23, BOYS UNDER 16 A SCULLS, WITH UMPIRE BOB.”

Umpires need to be alert that the start call by the pilot is on the correct radio channel especially at venues where they provide for a dedicated start communications channel.

The umpire 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. While the umpire may take note of raised hands of coxswains or rowers signifying that they are not ready to start, the umpire is not obliged to wait for all hands to be lowered before giving the starting commands.

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 umpire 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 5 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.

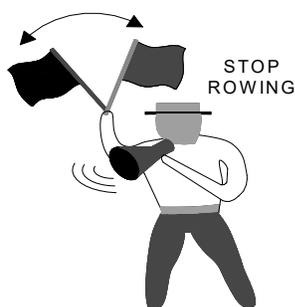


Remember that after the aligner has raised his white flag, the umpire is not obliged to take notice of crews indicating that they are not ready to row. The crews should know that they should keep themselves straight and ready to row at all times after the aligning process has commenced. Coxswains who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

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.

### **False Start**

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 umpire will immediately recall all crews to the start and ascertain from the aligner which crew(s) jumped the start. The umpire must give the offending crew a warning indicated by a yellow card. The starting process is then restarted.

### ***Rolling Start***

The umpire 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 umpire 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 umpire will immediately raise the **red** flag and say "ATTENTION GO" without any pause between the two commands.

### **6.7.3 Key Duties in the Start Zone (first 100 m)**

#### ***Interference***

As soon as the race starts, the umpire's launch must follow the crews down the course. If a crew indicates that their boat has been fouled or caught in the rope-held starts through no fault of their own, 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. The race must then be restarted.



#### ***Clash of Boats***

Clashes can happen immediately after the start of a race. If this happens, the umpire may stop the race and may issue a yellow card to any offending crew. The decision to do this will depend on the severity of the clash, the likelihood of a crew objecting to the fairness of the race and the likelihood of the race having to be re-rowed. In the interest of fairness, it is probably best to stop the race, issue a warning to the offending crew(s) and take the boats back to the start and restart the race.

#### ***Position of the Umpires Launch***

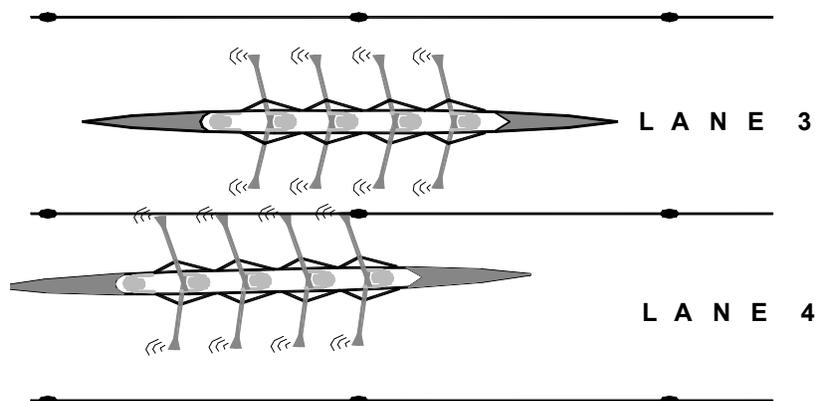
During the race the umpire must ensure that his launch is best placed to take action as effectively as possible, while also taking cognizance of the possible progression of crews and safety. This requires that the umpire knows the rules of progression for that particular event. Although the umpire should 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.

### **6.7.3 Key Duties During the Race**

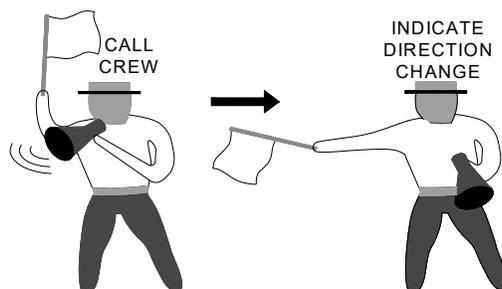
#### ***Clashes and Interference***

The umpire is required to protect any crew that remains in its water and ensure that if a crew leaves its water it does not gain an unfair advantage. The umpire may not steer any crews, except to protect a crew that is in its water or for reasons of safety e.g. an obstacle on the course, a capsized boat etc. 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.

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 bow-side oars have touched or 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.



If a crew is about to interfere with or impede another crew, 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.

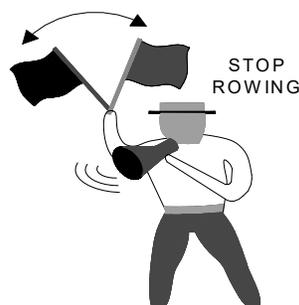


Should the umpire want to warn two crews at the same time because both crews are leaving their water, the umpire will name both crews, raise the **white** flag vertically with the command "KEEP APART." Crews interfering with their opponents may be excluded by the umpire but in principle, only after a 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 re-rowed or restarted must be from the original start line, and not from some arbitrary point down the course.

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.



## **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".

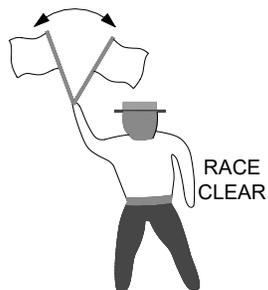
Should a competitor capsize or sink, the umpire's first responsibility is to the safety of that crew and not to the race. If during a race, the umpire sees an obstruction on the course that could cause damage to one of the competitor's boats; he should raise his **white** flag, call the crew name and 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.

### **6.7.4 Key Duties at the 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 raises 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.



## Objections

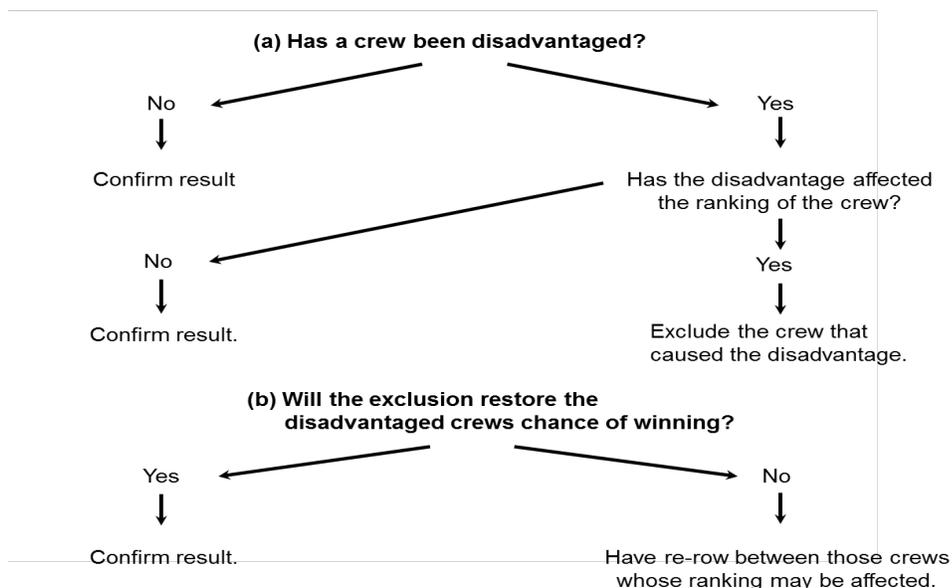
Should one or more of the crews feel a race had been improperly run, they may raise their hand immediately after the finish of the race and before getting out of the boat, except when prevented by unavoidable circumstances. A crew excluded from the start may make an objection to the umpire at that time. 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 to the president of the jury. 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.



In the event of no objection from the participating crews the umpire may take a decision without objection if he considers the race irregular. This will require the umpire to raise his red flag. He must announce the details of his decision to the president of the jury.

The flow chart below provides guidance to umpires and the jury when considering objections, protests and appeals. Clearly the objective is to assess whether a crew has been disadvantaged and restore its chances of winning. The issuing of penalties are of secondary importance.



### **6.7.5 Other Duties of the Umpire**

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

Umpires must make sure they are fully conversant with the latest RowSA Rules of Racing and know local rules in force. 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 exclusion and that for an underweight boat is relegation to last place in that race.

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.

### **6.8 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.***

#### **6.8.1 Equipment**

In addition to the equipment required by the umpire (see Section 6.7.1), 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 20 m of rope.
- A small first-aid kit for treating cuts and abrasions.
- Life-saving torpedo or other flotation to assist crews in the water.
- Paddle
- 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.

#### **6.8.2 Duties of the Umpire's Pilot**

##### **Safety**

The pilot must take note of safety matters addressed in Chapter 4.

##### **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.

## **6.9 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.***

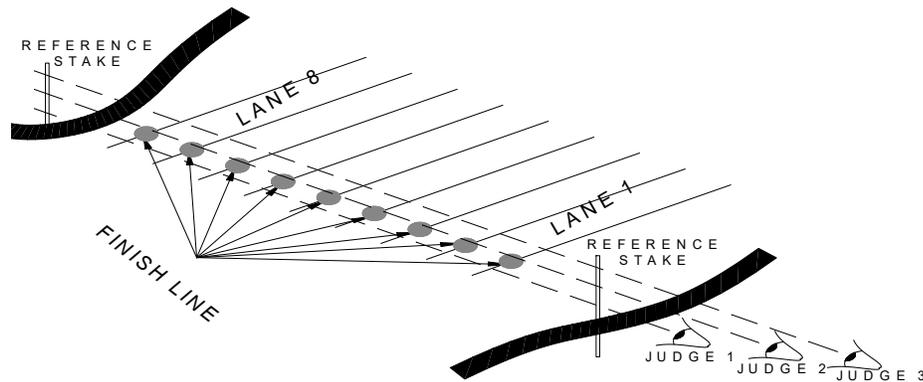
### **6.9.1 Equipment**

The judge at the finish typically requires the following equipment:

- 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).
- Pen
- White flag
- Hooter or siren

### **6.9.2 Positioning of the Judge At The Finish**

The judge at the finish should be positioned at the finish line approximately 30 m to 40 m 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.

### 6.9.3 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 umpires pilot 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 should wherever possible be given to a full minute. The process is as follows:

Finish: "PLEASE GIVE ME A COUNTDOWN ON RACE 3, GIRLS UNDER19 QUAD"

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

Finish: "RECEIVED COUNTDOWN TO ONE MINUTE"

### 6.9.4 Duties of the Judge at the Finish

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 and “no-shows”.
- Warnings, exclusions and disqualifications
- Objections and rulings of the umpire.
- Other observations of note e.g. safety issues.
- Order and times of crews finishing
- Recording the Finishing Order

### ***Recording the Finish***

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 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***

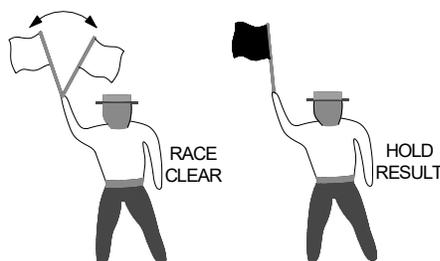
If the judge calling the order of boats across the finish determines there is a dead heat (i.e. two or more boats cross the line at exactly the same time) he will notify the president of the jury that a dead heat has occurred. If the dead heat occurs in a final and the boats are in medal positions both 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 president of the jury 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 leaves 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 flag must be visible to the crews to confirm that the race has been concluded and they may clear the finish area. 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 official 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. The results of the masters events shall include the actual time as well as the adjusted time.

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 the president of the jury who is responsible for submitting it to the RowSA office with the regatta report.

## **7 RIVER RACING**

### **7.1 PREAMBLE**

The previous chapter focused on the duties of officials at sprint regattas i.e. those regattas where boats are aligned and start simultaneously and are usually over a distance of 2 000 m or less. However, there are two other common forms of racing – namely heads racing and boat racing. These races are usually much longer than 2 000 m and are typically held on rivers. Heads racing – racing against the clock – is sometimes employed at sprint regattas in events where there are a large number of entries.

River boat racing dates back two hundred years and originates in Britain on the Thames River. This 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.

### **7.2 RIVER 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.

#### **7.2.1 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 River from Putney to Mortlake to witness the action. As at the time of publication Cambridge leads the series by a narrow margin.

#### **7.2.2 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.

### **7.2.3 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 (including schools and clubs from South Africa) compete in 55 different race events.

## **7.3 SOUTH AFRICAN RACES**

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

This race takes place on the Kowie River at Port Alfred which and is 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 River.

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.

### **7.3.2 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.

### **7.3.3 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.

## **7.4 HEAD RACING**

### **7.4.1 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. An example of the local Rules of Racing applied to Head Racing on the Kowie River is shown below.

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 4.0 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 a 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 m shall row to the side of the river and 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 If the crew overtaking is in contact (bow is past the stern of the front boat), the boat being overtaken must move out to allow the overtaking boat to pass.
    - 8.6 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.
    - 8.7 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 the rules 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. An objection 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, a protest 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 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.

#### 7.4.2 Duties of the Officials

There are six duties for officials of for most head races:

- Jetty marshal
- Marshal at the start
- Umpire
- Aligner and timekeeper at the start (plus scribe & video operator)
- Corner judges
- Judge at the finish, timekeeper and scribe at the finish

Duties prior to the start of a race:

- 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” officials leave the shore.

Jetty marshal

- The jetty marshal performs the same duties performed by Control Commission at sprint regattas (see Chapter 6).

Marshall 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 the marshal at the star and the aligner; and the judge at the finish advised thereof.
- Marshal the boats into line up as per the programme.
- When preceding boat(s) have started racing, move the remaining boats forward and closer to the line.
- 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 the 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 #, TEN SECONDS TO START, , , , FIVE, FOUR, THREE, TWO ONE, ROW”
- Follow the last boat 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 at the finish, clear the race 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 to commence with each race.
- 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 two (preferably three) 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 along the race course (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 official 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, but preferably three) take splits each time a bow crosses the line.
- The scribe makes a note of the order and records the official watches time for each crew.
- An individual indicates that the crew has crossed the line by hooting a hooter or dropping a white 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.

## 7.5 BOAT RACING

### 7.5.1 Rules of Racing

While many of the Rules of Racing are also 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. Shown below is an example of the Local Rules applied to Head Racing on the Kowie River.

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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.

1. The conduct of the race shall be sole responsibility of the umpire.
2. Crews competing shall draw for stations in the presence of president of the Jury.
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.
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 excluded. 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 may be excluded 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 excluded 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 exclude 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 exclusion.

### **7.5.2 Duties of the Officials**

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

- The president of the jury is responsible for spinning 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 (i.e. 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 generally easy to see the spacing between the boats i.e. the stroke of Boat A is level with the number 3 of Boat B.
- 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 be 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 of obstacles and interference 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 there is no clear water then 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.

## **8 RADIO PROTOCOL**

### **8.1 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 of 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, "PRESIDENT OF THE JURY, THIS IS UMPIRE BOB, OVER."
- Wait for acknowledgement before transmitting your message. This will avoid unnecessary repetition of transmissions. "UMPIRE BOB, THIS IS PRESIDENT OF THE JURY, SEND. OVER"
- After establishing contact, make your message as clear and concise as possible.
- "PRESIDENT OF THE JURY, NOTE THAT RACE 33 HAS BEEN STOPPED DUE TO A CLASH. 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 PRESIDENT OF THE JURY, 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.

## 8.2 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

## 8.3 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 president of the jury 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 the rescue boat 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 these tasks are always secondary to emergency situations.

## **9 ACTIONS FOR SPECIFIC SCENARIOS**

The best way to become a good rowing official is through experience, and regularly having to make decisions. Below are a set of situations that officials may be faced with:

- When checking a boat at control commission, an official notes that a boat is fitted with Velcro straps. What should he do?
- On the way back up to the start, a pilot observes a crew violating traffic rules. What should the pilot do?
- When lining up boats for a race, the umpire observes the boat in Lane 4 doesn't have a bow number. What should the umpire 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?
- Within 10 strokes of the start, Lane 1 stops rowing and indicates to the umpire that a footboard broke. What should the umpire do?
- About 75m into the race, Lane 5 veers into Lane 6 and the two boats clash. What should the umpire do?
- During a race, the umpire is had to warn Lane 3 on three occasions to return to its lane to prevent clashes with boats in there water. Lane 3 leaves its water again. What should the umpire do?
- The umpire observes a log floating in Lane 1 while Lane 1 is in the lead. The umpire commands Lane 1 to stop rowing. What should the umpire do next?
- The umpire observes a log floating in Lane 1 while Lane 1 is in fourth place some 3 boat lengths off the lead with 300 m to go. The umpire commands Lane 1 to stop rowing. What should the umpire do next?
- 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?
- Half way through the regatta, commission control realizes they have not got the ID file for a particular rowing club. What should control commission 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 final event. What should the umpire do?
- The judge at the finish missed the start of a race in which time plays a role in the progression. What should the judge at the finish do?
- The judge at the finish missed the start of a race in which time plays a role in the progression. For some reason, the backup time keeper also missed the start and there is no time being recorded for the race. What should the judge at the finish do?
- The judge at the finish missed the start of a final, as did the backup time keeper. What should the judge at the finish do?
- Two boats cross the line at the same time, resulting in a dead heat. The rule of progression is such that first place progresses to the final and the second place is required to row a repechage. How should the president of the jury rule.
- After the halfway mark the boat in Lane 7 is a novice or a very slow crew and lags the field by some distance. What should the umpire do?
- A crew that has been excluded proceeds to race in the return lane alongside the race in which they have been excluded or for that matter any other race. What should the umpire do?
- A crew blatantly starts before the flag is dropped and the aligner does not react. What should the umpire do?
- The umpire sees that a crew has been disadvantaged and in his opinion this will have a bearing on the finish order, but the crew does not object at the end of the race. 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>



*John Smith and James Thompson at the start of the LM2X race at the 2014 World Championships, Amsterdam. They won in a world record time, pipping France by a mere 0.09 seconds.*