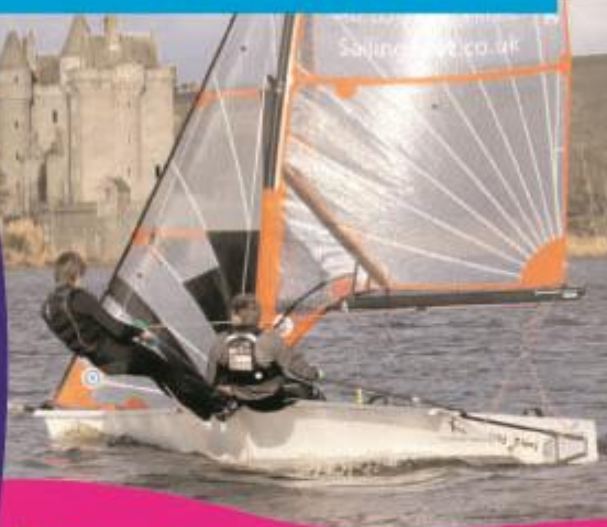


A S Y C

**ABERDEEN &
STONEHAVEN
YACHT CLUB**



Handbook 2016
www.asyc.org.uk

Aberdeen & Stonehaven Yacht Club

Shorehead, Stonehaven, Kincardineshire, AB39 3JY
www.asyc.org.uk

Sailing Waters:

Loch of Skene (by Courtesy of Hon Charles Pearson) and Stonehaven Bay

Management Committee 2016

Commodore	David Parkin, The Neuk, Ordhead, Inverurie	01330 830131
Vice Commodore	Francis Neill, 8 Macaulay Gardens, Aberdeen	07810 851936
Hon Secretary	Bob Yeamans, 29 Hollybank Place, Aberdeen	01569 766843
Sailing Secretary	John Olson, 15 Beechgrove Place, Aberdeen	01224 630817
Treasurer	Phil Rose, 46 Arduthie Road, Stonehaven	01569 762206
House and Grounds	Colin Davies, Millplough Cottage, Inverbervie	07901 928450
Training & Development	Ditta Rose, 46 Arduthie Road, Stonehaven	01569 762206
Membership Secretary	John Deacon, Lochton Steading, Lochton, Durris	01330 844591

Useful Contact Numbers

RYA Centre Principal	Ditta Rose	01569 762206
Junior Sailing Coordinator	Ditta Rose	01569 762206
Chief Sailing Instructor	Robyn Phillips	07766 213622
Chief Powerboat Instructor	Alistair Mackay	07939 691574
Child Protection Officer	Ditta Rose	01569 762206
Police: Non Emergency		08456 005700
Coastguard: Emergency		999
Coastguard: Non Emergency		01224 592334
International Maritime Distress Radio Chanel		Channel 16

OOD Coaches

Shona Olson	01224 630817	Keith Stewart	01569 766843
John Colegrave	07771 545271	David Parkin	01330 830131
Bruce Murdoch	01467 642822	Mike Fleming	01224 867340
Kirsty Perry	07837453099	John Deacon	01330 844591

The above list of experienced members have offered their services to coach OODs to ensure they are prepared for their duty and to meet them on the day if necessary to provide any advice, encouragement or coaching as required.

Please do not hesitate to contact one of the coaches with any questions.

ASYC 2015 Trophy Holders

Series	First	Second	Third
Skene Saturday	Alex Taylor	Shona Olson	John Deacon
Skene Sunday	Ian Pittendreigh	Alex Taylor	John Deacon
Skene Wednesday	Francis Neill	David Parkin	John Colegrave
Stonehaven Early Summer	Francis Neill	John Deacon	Graham MacKay
Stonehaven Late Summer	Andrew Grant	John Deacon	
Stonehaven Wednesday	Francis Neill	Bob Yeamans	John Deacon
Stonehaven Autumn	John Deacon		

Monthly Regattas	First	Second	Third
Skene Sprint Event	Matthew McLulich	David Parkin	Bob Yeamans
April Sprint Event	Bob Williamson	John Colegrave	David Parkin
May Sprint Event	Shona Olson	Mathew McLulich	Alastair Kerr

Trophies	First	Second	Third
Skene Regatta Bruce Carey	John Deacon	Shona Olson	Francis Neill
Skene Helmsman Fiddes Quaich	Bob Yeamans	Shona Olson	Graham MacKay
Easter Egg Pursuit Easter Eggs	David Parkin	John Olson	Rory Rose
Catterline Race Catterline Race Trophy	Andrew Grant	Tom Duff	Alastair Kerr
Stonehaven Helmsman Howard Johnson	Rory Rose	John Olson	Andrew Grant
Overall Series John MacDonald	Francis Neill		
Ladies Trophy	Shona Olson		
Commodores Cup	Ditta Rose	John Colegrave	Alan Lennox
Novice Trophy (adult)	Gareth Smith		
Most improved under 18 Mearns Leader Trophy	Mathew Park		
Junior Novice	Heather Robinson		
Junior Race Trophy MRI Trophy	Matthew McLulich		
Capsize Trophy Clinometer	Tom Duff		
Services to the Club Alistair Peters Memorial	Keith Stewart		
Services to Juniors King's Trophy	Rona Rose		
Assistant Instructor Trophy	Felix Wilson		

ASYC Sailing Programme 2016

For details go to the DutyMan pages for the up to date programme and start times

Skene Handicap Series Racing (Saturday and Sunday)

Skene Series: 6 Mar to 28 May 1st start 14:00hrs. 2 per day. 18 races; 10 to count
Wednesday Series: 8 Apr to 25 May 1st start 19:00hrs. 1 per day. 8 races; 4 to count

Skene 1 Day Trophy Events (Handicap racing)

Easter Egg Pursuit 27 March Staged start based on PYN. Finish after 90mins
Skene Helmsman 23 April 1st start 14:00hrs. 3 races. If all sailed 1 discard
Skene Regatta 28 May 1st start 14:00hrs. 3 races. If all sailed 1 discard

Skene 1 Day Events (Handicap racing)

(6 races at approx 15 minutes per race, 4 or more – 1 discard.)

April: 9 April 14:00hrs .Zig Zag course regatta
May: 8 May 14:00hrs W/L course regatta

Stonehaven Handicap Series Racing (Sunday only, except Saturday 27 August)

Summer: 5 June to 2 Aug 1st start 14:00hrs. 2 per day. 22 races; 11 to count.
Wednesday: 8 June to 7 Sept 1st start 19:00hrs. 1 per day. 14 races. 7 to count.
(note 18:30hrs start on 31st Aug & 7th Sept)
Autumn: 25 Sept onwards 1st start 13:00hrs. 2 per day. 50% of races to count.

Stonehaven 1 Day Trophy Events (Handicap racing)

Catterline Race 24 July 14:00 start. Race to Catterline weather permitting
Ladies Trophy & WL regatta 26 June 14:00 start. 3 races. If all sailed 1 discard
Helmsman's Trophy 12 June 14:00 start. 3 races. If all sailed 1 discard
Commodore's Trophy 11 Sept Pursuit race - Staged start based on PYN.

Overall Series & Fleet Scoring

Overall Series Trophy (John MacDonald Trophy): 8 Series (3 x Skene Handicap Series + 5 x Stonehaven Handicap Series) 5 series placings to count

Overall Fleet Prizes: Fleet results will be extracted from 5 events (3 x Skene Events and 2 x Stonehaven Mini 1 Day Regattas) 3 series placings to count

Other Events

Summer Open Regatta 20 & 21 August
Junior Regatta 29 May

Novice Racing

Held at Skene and Stonehaven in association with AST on Modays at 7.00pm from April 18th until mid September. These are small coached races ideal for those new to racing.

Guidance

Use of the Website

www.asyc.org.uk

The club website is being totally rebuilt during 2016.

The ASYC website is where club news, results, boats for sale etc. and useful links, including the key link to DutyMan where the club program and current duty list is maintained. Below is a brief description of some of the key features found on the website. For any further information relating on how to use the website please contact: secretary@asyc.org.uk

The ASYC Facebook group page usually has the race results before the ASYC website.

Welcome to the ASYC website

SECONDARY MENU

- Race results
- Membership info
- Webcam tides & weather
- For sale & wanted
- Useful weblinks
- Videos
- RYA News Feed
- Access & Privacy

LOGIN FORM

Username
SPoneus
Password

Remember Me

[Forgot your password?](#)
[Forgot your username?](#)

LATEST CLUB NEWS

- ASYC Open Day - 26 April 2016
- DutyMan embedded within our website
- First sailing outing of 2015
- Community February 2015
- Membership renewal forms now available

OTHER LATEST ADDITIONS

- Ekebal dingy, sail number 7911, FREE £27 April 2016
- BE400 dingy, sail number 1205, £4850/23 April 2016
- Moror dingy, sail number 57380, £500/19 April 2016
- Blaze dingy, sail no 721, £2000 ono/18 April 2016
- North & East Scotland Sailing (NESS)

Aberdeen and Stonehaven Yacht Club (ASYC) offers dinghy sailing opportunities on both coastal and inland waters in the northeast of Scotland, with a competitive racing programme at both locations.

New members are most welcome. Please [contact a member of the Committee](#), see the [Membership Information](#) pages, or consult the ["Frequently Asked Questions"](#) section of this website.

[READ MORE...](#)

First sailing outing of 2015

All members are provided with a user name and password when joining ASYC (e-mailed direct to you). This allows you to log into the website to access information only available to the club's membership and post messages on the forum. This logon area is found halfway down the left hand side of the website. If you have forgotten your details, these can be reset by clicking on either of the two links in the logon form.

DutyMan calendar

Aberdeen Stonehaven Yacht Club (Duties)

Notes | How do I... | Calendar Year | List View | Help | What's The Sign?

Calendar Year: 2016 | List View | Help | What's The Sign?

Pages: Continuous

Date	Event	Time	Status
Sat 07 Mar 2015	Stane Wreck Party	10am	C
Sun 08 Mar 2015	Stane Sunday 1 & 2	10am	C

The club programme and duty rota is found in the tab at the top of the website. Duties are managed via DutyMan and this will have the updated list of duties for the 2016 season. A snapshot of the duty list for 2016

is included in this Handbook but please refer to the website / DutyMan for the up-to-date information as this does change as duty swaps etc happen through the season.

If you cannot make your duty, please arrange a swap via the DutyMan system. Your fellow club members are relying on you do your duties as committed to, or to arrange that swap. Further guidance is found in the sailing duties section below.

LOGIN FORM

Username

Password

Remember Me

- [Forgot your password?](#)
- [Forgot your username?](#)



Welcome to the ASYC website



Image from the ASYC gallery

MEMBERS MENU

- MEMBERS AREA
- ASYC FORUMS

SECONDARY MENU

- Race results
- Membership info
- Webcam tides & weather
- For sale & wanted
- Useful weblinks
- Videos
- Sailing News Feed

Aberdeen and Stonehaven Yacht Club (ASYC) offers dinghy sailing opportunities on both coastal and inland waters in the northeast of Scotland, with a competitive racing programme at

Once logged into the website, a wide variety of information can be accessed from the members area found on the left-hand side of the website (see below). The forum is also found in this section, please see below for further information on forum use.

You are here: [Home](#) » [Race results](#)

Race results

2015 (5/29)

- 🚩 [Mini regattas](#) (3)
- 🚩 [Skene Saturday](#) (10)
- 🚩 [Skene Sunday](#) (12)
- 🚩 [Skene Wednesday](#) (3)
- 🚩 [Other](#) (0)
- 🚩 [Series and Monthly Regatta Summaries](#) (1)

MEMBERS MENU

MEMBERS AREA

- RYA instructors
- Committee members
- Sailing WG
- Directory of members
- Boats and owners
- Club merchandise
- Management
- Duty coordinators
- Infrastructure WG
- Club boat booking
- ASYC FORUMS

Individual race results and overall series results are updated and kept on-line so members can find out how they are placed within any of the club series. This section is found in the race results tab on the left hand side of the website

DutyMan

This is now the only correct list of duties and timings and is the only route to select or swap duties. You should all have log in details. If not please contact John Olson, the Sailing Secretary on johnasyc@gmail.com

Training (OOD & Powerboat)

OOD coaching and guidance will be provided by coaches throughout the season. Power boat training sessions for Power Boat level 2 and Safety Boat will be scheduled during the season in an effort to **maximise the safety of ASYC activities**. All members are encouraged to attend these. See the Programme, Website and Newsletters for further details.

Junior Sailing

Junior Sailing will run on Saturdays and Sundays from April - June with a Beginner group on Saturdays and an advanced/ racing group on Sundays. Our annual Junior Sailing Week runs 1st to 5th August 2016 at Stonehaven (dates may change).

We are now an RYA recognised training centre and are keen to see our Junior Sailors racing both at ASYC and further afield. Check the website or contact Ditta Neumann (Ditta.Neumann@yahoo.co.uk) for more details, to sign up or to offer help and support to the programme.

Club dinghies

There are a number of dinghies that can be hired by club members. Terms and conditions along with a hire form are in the kitchen at Skene and Stonehaven. Any members who have not previously used the club boats should ask a committee member for advice about rigging. Fees for the use of the club boats (£5 for single handed boats, £10 for 2 man boats) should be put in the honesty box. The use of a club boat should also be noted on the race entry sheet so the OOD is aware which boats are on the water. Club boats may only be used when there is rescue cover.

Any breakages should be reported to one of the Facilities Management team (Colin Davis), a Committee Member or written onto the white board located at Skene (Clubhouse) or Stonehaven (Cruiser shed). Please also inform the booking co-ordinator to ensure the booking sheets are updated to avoid disappointing the next member to hire the boat.

Sailing Duties (Race management & Rescue)

Refer to DutyMan for the up-to-date duty list.

Please take a note of when you are scheduled for duty. Your fellow club members are depending upon you. If you are unable to make your allocated date it is YOUR responsibility to find a replacement. However, please note that the rota has been drawn up with knowledge of the individual competencies, so any swaps should normally be with someone doing the same duty. If in doubt, discuss your proposed change with one of the OOD coaches to ensure it is appropriate. Please ensure that all duty changes are accurately reflected in DutyMan.

The Sailing Instructions and Race Management Guidance are included in this handbook. Further guidance, particularly for Rescue boat duty, is on the website, and printed versions are in the Orange Grab Bag for Rescue boat crews and the OOD waterproof bag.

As the OOD you are responsible for the racing and also for the clubs facilities. Please make sure all equipment is returned and all the club facilities are secured and locked. For the racing remember to take the flags, blackboard and chalk, hooter, stopwatch, clipboard with race sheets and a pen. The results should be left in the blue race results folder.

Note that the Rescue boat must be manned by at least 2 crew, one of whom must be suitably clothed to assist in the water if required. The RIBs must be tied up correctly and refuelled. Please highlight any breakages or issues on the whiteboard located in the clubhouse at Skene or the Cruiser shed at Stonehaven for the facilities management team. If unsure on the day, please ask any committee member or OOD coach for advice.

Catering duties

The Assistant Officer of the Day (AOOD) is responsible for catering duties during Saturday and Sunday Series and 1 day trophy racing at Skene and Stonehaven. Please bring 1 litre of milk for tea and coffee, lay out the cold drinks, various snacks and cash (honesty) box. Home baking, soup etc are always welcome, but providing this is optional.

After sailing has finished the AOOD is requested to coordinate the serving of teas/coffee and snacks. At the end of the afternoon please ensure that the galley is tidy. Reimburse yourself with the cost of the milk and any baking etc.

For the Wednesday Series at Stonehaven the club has a standing arrangement with the Bay Chipper on the sea front. The AOOD is to organise the fish suppers. Instructions are on the notice board at the clubhouse entrance, this simply involves putting an order sheet beside the race sign on sheet and phoning in the order for delivery after racing around 20:30 hrs.

Sailing out with Programme timings

Club members who have paid harbour dues are entitled to launch from Stonehaven harbour at any time between 1 June and 30 November (launching out with this period will incur a launching fee payable to the harbour master). However, race management and rescue cover is only provided at the times listed in the programme.

Sailing Instructions

For all ASYC Events excluding Regattas open to non-members

1. Rules

- 1.1. Racing will take place under 'The Racing Rules of Sailing (RRS 2013 – 2016)' the prescriptions of the RYA and the appropriate class rules, these Sailing Instructions and any amendments properly notified.

2. Conditions of Entry

- 2.1. Insurance/liability. The safety of a yacht and her entire management, including insurance against any risks including the responsibility to third parties shall be the sole and inescapable responsibility of the owner / competitor racing the yacht. The establishment of these sailing instructions in no way reduces the complete responsibility of the owner / competitor for his yacht and the management thereof. The race organisers shall not be liable for any loss, damage, death or personal injury howsoever caused to the owner / competitor, his skipper or crew as a result of their taking part in any race. Moreover, every owner / competitor warrants the suitability of his yacht for the race or races and that he holds adequate third party insurance without restriction to a minimum value of £2,000,000 whilst racing.
- 2.2. Measurement Certificates. All yachts must have a valid measurement certificate including sail and buoyancy endorsements as appropriate. The Sailing Sub Committee may request that such certificates are presented prior to allowing any yacht to participate in any race. Under special circumstances the Committee may allow a yacht to race without a valid certificate or unmeasured sails, however, all such yachts may be requested to demonstrate that they have adequate buoyancy prior to being allowed to participate in any race. All sails must be measured as per the appropriate Class rules and carry an appropriate mark or button.
- 2.3. Race Entry. All competitors must sign on with the Officer of the Day (OOD) prior to the commencement of a day's racing to signify their intention to race.
Two or more Helms intending to start a race, in the opinion of the OOD on the day, constitute a race.
Where a competitor opts to sail a different class of boat in a particular series of races it shall be deemed to be another entry for scoring purposes. Exceptions may be made to boats with an option of rigs, where the lower of the PY numbers during the series shall be used for all races.
- 2.4. Adequate personal buoyancy shall be worn by all crew members at all times whilst afloat. Wet suits / dry suits do not constitute adequate personal buoyancy. This alters rule 40.

3. Notice to Competitors

- 3.1. The Official Notice Boards will be located as follows:
Skene: In the club house
Stonehaven: At the entrance to the club house

4. Changes to Sailing Instructions

- 4.1. Any changes to the Sailing Instructions will be posted on the Official Notice Board at least 30 minutes before the advertised start of the race, except that any change to the schedule of races will be posted by 10:00hrs on the day before it will take effect.

5. Signals Made Ashore

- 5.1. Signals made ashore will be displayed at:
Skene: on the flag deck
Stonehaven: entrance to the club house

6. Schedule of Races

- 6.1. Races will be scheduled as per the Sailing Programme 2016 on DutyMan.

7. Class Flags

- 7.1. For Fleet Racing the Class Flag (or board) for each fleet will be announced by the OOD and displayed on the notice board prior to racing.

8. Racing Area

- 8.1. Course Areas:
 - Loch of Skene
 - Stonehaven Bay
- 8.2. Skene Courses will be displayed on:
 - Course board on the Committee Boat, or
 - Course board at the Flag deck
- 8.3. Stonehaven Courses will be displayed on:
 - Course board on the committee boat, or
 - Course boards on the wall to the East of the Start box
- 8.4. The number of rounds will not be displayed.

9. Marks

- 9.1. Marks that may be used:
 - Skene marks numbered 1 to 8 and S (shown on Fig 1).
 - In addition, there is an orange buoy off the point adjacent to the launching area at Skene that marks an obstruction (shallow water). Boats should be allowed 'water' lochside of this mark.
 - Stonehaven marks named 1 to 8 and S. (shown on Fig 2).

9.2. These or other marks may be laid in different positions at the OOD's discretion provided they are adequately described on the Course Board

10. The Start

10.1. Start sequence timing.

- At Skene all racing (excluding Pursuit Races) will use the following start sequence (This changes RRS rule 26):

Time	Timer	Action 1	Action 2
3 minutes before start	-3 min	Raise 3 battens	1 sound signal
2 minutes before start	-2 min	Raise 2 battens	1 sound signal
1 minute before start	-1 min	Raise 1 batten	1 sound signal
Start	0	Lower batten	1 sound signal

- At Stonehaven all racing (excluding Pursuit Races) will use the following start sequence (This changes RRS rule 26). The use of Flags or Battens will be at the discretion of the OOD:

Time	Timer	Action 1	Action 2
3 minutes before start	-3 min	Raise Class Flag or Raise 3 battens	1 sound signal
2 minutes before start	-2 min	Raise P flag (Preparatory Flag; Blue with White square in centre flag) or Raise 2 battens	1 sound signal
1 minute before start	-1 min	Lower P flag or Raise 1 batten	1 sound signal
Start	0	Lower Class Flag or lower batten	1 sound signal

- Times shall be taken from visual signals; the absence of a sound signal shall be disregarded.

10.2. Start Line: Committee Boat Starts

- Skene & Stonehaven- The start line will be between the flagpole, or, if battens used, the OOD holding the battens, on the Committee Boat and an outer limit marker 'S'.

10.3. Start Line: Shore Based Starts

- Skene - The start line may be between the Flagpole on the Flag deck and either Mark 1 or Mark S. Alternatively, the start line may be between Mark 1 and Mark S. In this case the Rescue Boat may be required to observe the start line to identify premature starters and advise the OOD (dependent on weather/situation).
- Stonehaven - The start line may be between the Flagpole on the Start box and either 1, 2 or S. Alternatively, the start line may be between 1 and 2, 1 and S, or 2 and S. In this case the Rescue Boat may be required to observe the start line to identify premature starters and advise the OOD (dependent on weather/situation).

10.4. Individual Recalls

- Individual Recalls will be in accordance with RRS 29.1

10.5. General Recalls

- General Recalls will be in accordance with RRS 29.2

11. Finishing

11.1. Finish Line: Committee Boat Racing

- Skene & Stonehaven The finish line will be between the flagpole on the Committee Boat and an outer limit marker 'S'.

11.2. Finish Line: Shore Based Racing

- Skene - The finish line may be between the Flagpole on the Flag deck and either Mark 1 or Mark S.
- Stonehaven - The finish line may be between the Flagpole on the Start box and either Mark 1, Mark 2 or Mark S. The finish line must be in the direction of the course from the last course mark. Do not signal a hook finish.

11.3. Finishing Signals: Series Racing and single day Trophies & Sprint Event

- Skene - When the first boat is on the last leg, approaching the finish line, raise Flag S and sound 2 signals.
- Stonehaven - When the first boat is on the last leg, approaching the finish line, raise Flag S. If ashore display appropriate finishing line marker board (Green 1, 2 or S, or Red 1, 2 or S), and sound 2 signals. Remove all other course marker boards so that the finish line is clear to the competitors. The finish line must be in the direction of the course from the last course mark. Do not signal a hook finish. In handicap racing only finish boats after complete laps – part laps are not permitted.

11.4. Finishing Signals: Mini 1 Day Regattas

- Skene & Stonehaven Committee Boat Racing - When the first boat is on the last leg, approaching the finish line signal the finish. Raise Flag S, and Class flag(s) as may be required (see table below), and sound 2 signals. All fleets will typically be finished at the same time, but you may elect to allow 1 or more fleets to complete an additional lap(s). In handicap fleets only finish boats after complete laps – part laps are not permitted. The finishing signals are as follows:

Fleet(s) finishing	Action	Action 2
All fleets	Raise S Flag (White with Blue square in centre flag)	2 sound signals
1 or more fleets, but allow other fleet(s) to complete additional lap(s)	Raise S Flag & Class Flag(s) for fleets finishing Remove all Class flags to signal all Classes are finishing.	1 2 sound signals

- 1.1 11.5 Partially Completed Races
- If conditions dictate the race committee may, at their discretion, take the results of a race from the times recorded on a previous round.
12. Time Limits
- 12.1. The time limit will be 1.5 hours. Boats failing to finish within 30 minutes after the first boat finishes or within the time limit whichever is the later will be scored 'Did Not Finish' (DNF). This changes rule 35.
13. Protests
- 13.1. Protests shall be written on forms available from the Race Officer or the OOD and handed to the OOD within 1 hour after the time the last boat in her race finished (or group of races if they are sailed back-to-back).
14. Scoring
- 14.1. Handicap Races
- Club handicap races will be sailed to the Portsmouth Yardstick (PY) Handicap system. The 'average lap time' method will be used. Elapsed time should be the time taken to sail the number of laps actually completed by the yacht prior to finishing, except should a yacht have a higher corrected time than one of her competitors with the same or lesser handicap, and have completed a greater number of rounds, then the yacht's final result may be calculated on her elapsed time to complete the same number rounds as completed by her competitors, with the additional round or rounds discarded. The decision to do this shall be that of the OOD, which shall be final.
- 14.2. Club regattas, Trophy Races and Other Competitions
- The 'Low Points' system shall apply. Points will be awarded for each race as follows:
 - o 1st 1
 - o 2nd 2
 - o 3rd 3
 - Each place thereafter Add 1 point. A boat that did not start, retired after finishing or was disqualified shall be scored points equal to one more than the total number of boats entering the series. Ties will be broken by RRS Appendix A7 and A8, as applicable.
- 14.3. Boats racing out of class, eg double handed boats sailed single handed and without a PYN, may participate in the races but must keep clear of boats 'in class'. They have no rights to protest and they will not be awarded an official race position.

Race Management Guidance: (Committee Boat Starts at Skene and Stonehaven)

Committee boat starts at Skene and Stonehaven will be the preferred method of starting for all races in 2015. OODs may resort to shore based starts if environmental, equipment or other issues mean that committee boat starts are not practicable. Committee boat starts facilitate more competitive and fairer racing and lessen the chaos often experienced with shore-based starts. It also makes for better courses because the course is set on the water where it is easier to assess the wind direction. We hope members, especially the assigned OOD's, will co-operate with us in this regard.

OOD's equipment will comprise hand held flags, a whiteboard and pens for displaying the course, a burgee for gauging a windward start, plus all other equipment for race organisation on the water including a waterproof clipboard for recording times. One rescue boat will be designated the committee boat, usually the Blue Humber at Skene and the Northcraft at Stonehaven. However, OODs should consult with OOD coach as to which boat to use as this may vary. OODs will need to post a time for the start of each race on the board in the clubhouse. This must NOT be a time BEFORE the published time in the handbook but should be as close to this time as possible. Twenty minutes or so before the time you have posted, motor out to the 'S' mark ready to set a course on the water.

The marks are placed in an elliptical shape marked 1 – 8 in a clockwise direction with an 'S' mark in the middle. With the committee boat close to the 'S' mark, check the most consistent wind direction using a burgee. All the marks are moveable, so in order to achieve a good windward start you may need to move the 'S' mark or the chosen windward mark (any mark numbered 1 – 8). Motor away from 'S' at around 45° to windward to give a long enough start line for the number and size of boats participating. Drop anchor and drift back with the wind so that a windward start line (90° to the wind) is set between 'S' and the boat. Remember a long anchor warp is more efficient than a short one, especially in strong winds. The committee boat should be at the starboard end of the line

Decide on a course, preferably taking the windward mark to port. Write the course on the whiteboard and display at the back of the boat (refer Skene Race Area)

eg 8 6 4 S
 P P P P

The Committee Boat will remain 'on station' for the duration of the race so you must always have 'S' as the last mark of your course so that competitors have to sail through the start/finish line on every lap ensuring that whole laps are completed by each boat. It is preferable to have your last leeward mark, in the example above 4, to be directly downwind (or as near as possible) from your windward mark. This allows for good beating towards the finish line. Remember all marks are moveable. Remember not to set a course with a 'hook' finish.

Fleets

There are a number of established fleets which are listed below. However it is recognized that other fleets may "grow" during the season and, if so, they may be provided with fleet racing in mini monthly regattas provided there are at least 3 entries registered 45 minutes before the first race.

Fleet Captains for the currently established fleets are listed below. It is hoped that having Fleet Captains in the club will help to improve communications and engender greater enthusiasm for racing and boost attendance on race days.

Fast Handicap	Mark Goalen
Slow Handicap	David Parkin
Blaze	John Deacon
RS200	Kirsty Lytton
RS400	Bruce Murdoch

More details are available on the website.

Race Management Guidance: Skene Series Racing

(Weekend and Wednesday Series)

(Typically Committee Boat Starts)

The Race Management Team for each race day is named in the Programme / via DutyMan. The DutyMan system will remind the OOD and RMT of their duties approximately 2 weeks prior to duty. It is good practise for the OOD to remind the Race Management Team: Assistant OOD (AOOD), Rescue 1 and Rescue 2 that they are scheduled for duty and to assist facilitating swaps if necessary.

Saturday and Sunday racing starts at **14:00hrs** on both days and **2** races are scheduled each day. Wednesday racing starts at **19:00hrs** and **1** race is scheduled each day.

Race Management Team should arrive at Skene at least 1.5 hours before racing starts to prepare. OOD should assess the wind force and loch conditions and decide whether racing should go ahead. OOD Coordinator/Coach will be available and will offer advice. The OOD's decision is final.

Decide the orientation of the race course. As a guide, it should be a windward / leeward course, a triangle course, or a combination of both. Alternative courses may be set, but it is important to ensure that there is a windward start. The start and finish line will be between the flagpole on the Committee Boat and an outer limit marker S.

The course should be displayed on a board on the Committee Boat.

For the start sequence see Sailing Instructions:

It is the visual signals (raising and lowering of the battens or flags) that are the official signals. The sound signals serve to draw attention to the visual signals. If the sound fails do not stop the start sequence.

If any boats are across the start line prematurely and can be identified by the Race Management Team, then sound 1 signal and raise Flag X (White with Blue cross) until all premature starters have restarted, or for 2 minutes whichever is the earlier. Any boats not returning shall be classified as On Course Side (OCS) and disqualified.

If a number of boats are across the start line prematurely and they cannot all be identified by the Race Management Team then sound a General Recall with 2 signals and raise the 1st Substitute Flag (Yellow triangle with Blue edge). Restart the entire Start sequence.

All boats must be timed at the end of each lap and at the finish. This is required to calculate the results.

Each race should last for around 45 to 60 minutes. The OOD decides.

Finishing – When the first boat is on the last leg, approaching the finish line, raise Flag S (White with Blue Square in the centre).

As each boat crosses the finish line sound 1 signal.

The completed race sheets are to be used to calculate the results in accordance with the methodology shown on the race sheet.

After racing:

It is the OOD's responsibility to ensure that all equipment is returned to its proper place and that the club facilities are secured and locked.

The rescue boat crew shall refuel the RIBs and tie up the boats correctly. Please highlight any breakages or issues on the whiteboard located in the clubhouse at Skene for the facilities management team.

Race Management Guidance: Trophy Events

(Typically Committee Boat Starts)

The Race Management Team for each race day is named in the Programme / via DutyMan. The DutyMan system will remind the OOD and RMT of their duties approximately 2 weeks prior to duty. It is good practise for the OOD to remind the Race Management Team: Assistant OOD (AOOD), Rescue 1 and Rescue 2 that they are scheduled for duty and to assist facilitating swaps if necessary.

Racing starts at **14:00hrs** (but do check schedule). **3** races are normally scheduled for the day.

Trophy events are handicap races with no individual class starts.

Race Management Team should arrive at Skene at least 1.5 hours before racing starts to prepare. OOD should assess wind force and loch conditions and decide whether racing should go ahead. The OOD's decision is final.

Decide the orientation of the race course. As a guide, it should be a windward / leeward course, a triangle course, or a combination of both. Alternative courses may be set, but it is important to ensure that there is a windward start. The start and finish line will be between the flagpole on the Committee Boat and an outer limit marker.

The course should be displayed on a board on the Committee Boat.

The start sequence is as above:

It is the visual signals (raising and lowering of the flags) that are the official signals. The sound signals serve to draw attention to the visual signals. If the sound fails do not stop the start sequence.

If you wish to change the course once the start sequence has started you must signal a short postponement, update the course on the committee boat, and then re-start the sequence.

If any boats are across the start line prematurely and can be identified by the Race Management Team, then sound 1 signal and raise Flag X (White with Blue cross) until all premature starters have restarted, or for 2 minutes whichever is the earlier. Any boats not returning shall be classified as On Course Side (OCS) and disqualified.

If a number of boats are across the start line prematurely and they cannot all be identified by the Race Management Team then sound a General Recall with 2 signals and raise the 1st Substitute Flag (Yellow triangle with Blue edge). Restart the entire Start sequence.

All boats must be timed at the end of each lap and at the finish. This is required to calculate the results.

Each race should last for around 45 to 60 minutes. The OOD decides.

Finishing - when the first boat is on the last leg, approaching the finish line signal the finish. Raise Flag S (white and blue square in centre), and sound 2 signals. As each boat crosses the finish line sound 1 signal and record the time.

The completed race sheets are to be used to calculate the results in accordance with the methodology shown on the race sheet.

After racing:

It is the OOD's responsibility to ensure that all equipment is returned to its proper place and that the club facilities are secured and locked.

The rescue boat crew shall refuel the RIBs and tie up the boats correctly. Please highlight any breakages or issues on the whiteboard located in the clubhouse at Skene or the Cruiser shed at Stonehaven for the facilities management team.

Race Management Guidance: Stonehaven Series Racing (Wednesday, Early Summer, Mid Summer, Late Summer and Autumn Series) (Typically Committee Boat starts)

The Race Management Team for each race day is named in the Programme / via DutyMan. The DutyMan system will remind the OOD and RMT of their duties approximately 2 weeks prior to duty. It is good practise for the OOD to remind the Race Management Team: Assistant OOD (AOOD), Rescue 1 and Rescue 2 that they are scheduled for duty and to assist facilitating swaps if necessary.

Early, Mid & Late Summer and Autumn series racing will start at **14:00hrs**, with 2 races scheduled per day.
Wednesday racing will start at **19:00hrs** and 1 race is scheduled each day. The last two Wednesday races will start at **18:30hrs**.

Race Management Team should arrive at Stonehaven at least 1.5 hours before racing starts to prepare. OOD should assess wind force and wave / tide conditions and decide whether racing should go ahead and whether committee boat starts are possible. OOD Coordinator/Coach will be available and will offer advice. The OOD's decision is final. The OOD is encouraged to arrange a committee boat start whenever possible to provide better starts and windward legs.

Decide the orientation of the race course. As a guide, it should be a Windward / Leeward course, a Triangle course, or a combination of both. Alternative courses may be set, but it is important to ensure that there is a Windward start. The start and finish line will be between the flagpole on the Committee Boat and an outer limit marker S.

The course should be displayed on a board on the Committee Boat.

If Shore Based Starts are being used the start line may be between the Flagpole on the Start box and 1, 2 or S. Alternatively, the start line may be between 1 and 2, S and 1, or S and 2. In this case Rescue is required to observe the start line to identify premature starters and advise the OOD (dependent on weather/situation).

For Shore Based Starts, advise competitors of course with marker boards that are to be displayed on the wall adjacent to the Start box. Ensure that the correct colour (Red or Green) is displayed as errors can lead to race abandonment.

The start sequence is as follows:

Time	Timer	Action 1	Action 2
3 minutes before start	-3 min	Raise Q flag (Handicap Class flag; Yellow)	1 sound signal
2 minutes before start	-2 min	Raise P flag (Preparatory flag; Blue with White square in centre)	1 sound signal
1 minute before start	-1 min	Lower P flag	1 sound signal
Start	0	Lower Q flag	1 sound signal

It is the visual signals (raising and lowering of the flags) that are the official signals. The sound signals serve to draw attention to the visual signals. If the sound fails do not stop the start sequence.

If you wish to change the course once the start sequence has started you must signal a postponement, and then re-start the sequence.

If any boats are across the start line prematurely and can be identified by the Race Management Team, then sound 1 signal and raise Flag X (White with Blue cross) until all premature starters have restarted, or for 2 minutes, whichever is the earlier. Any boats not returning shall be classified as On Course Side (OCS) and disqualified.

If a number of boats are across the start line prematurely and they cannot all be identified by the Race Management Team then sound a General Recall with 2 signals and raise the 1st Substitute Flag (Yellow triangle with Blue edge). Restart the entire Start sequence.

All boats must be timed at the end of each lap and at the finish. This is required to calculate the results.

Each race should last for around 45 to 60 minutes. The OOD decides.

Finishing – When the first boat is on the last leg, approaching the finish line, raise Flag S (White with Blue Square in the centre). For shore based starts when the first boat is on the last leg, approaching the finish line, raise Flag S (White with Blue square in the centre), display appropriate finishing line marker board (Green 1, 2 or S, or Red 1, 2 or S), and sound 2 signals. Remove all other course marker boards so that the finish line is clear to the competitors. The finish line must be in the direction of the course from the last course mark. Do not signal a hook finish.

As each boat crosses the finish line sound 1 signal.

The completed race sheets are to be used to calculate the results in accordance with the methodology shown on the race sheet.

After racing:

It is the OOD's responsibility to ensure that all equipment is returned to its proper place and that the club facilities are secured and locked.

The rescue boat crew shall refuel the RIBs and tie up the boats correctly. Please highlight any breakages or issues on the whiteboard located in the Cruiser shed at Stonehaven for the facilities management team.

During the Autumn Series, OODs should check with the monthly co-ordinator whether ribs require to be recovered after sailing or moved to the inner harbour. It is suggested that instructions are placed on the blackboard inside the club house prior to the days sailing asking for help from sailors to assist with any recovery/movement of rescue boats if required.

Race Management Guidance: Stonehaven Mini 1 Day Regattas and Trophy events (Typically Committee Boat Starts)

The Race Management Team for each race day is named in the Programme / via DutyMan. The DutyMan system will remind the OOD and RMT of their duties approximately 2 weeks prior to duty. It is good practise for the OOD to remind the Race Management Team: Assistant OOD (AOOD), Rescue 1 and Rescue 2 that they are scheduled for duty and to assist facilitating swaps if necessary.

Racing starts at **14:00**. 3 races are normally scheduled for the day

Trophy events are handicap races with no individual class starts.

Race Management Team should arrive at Stonehaven at least 1.5 hours before racing starts to prepare. OOD should assess wind force and wave / tide conditions and decide whether racing should go ahead and whether committee boat starts are possible. The OOD's decision is final. The OOD is encouraged to arrange a committee boat start whenever possible to provide better starts and windward legs.

Decide the orientation of the race course. As a guide, it should be a Windward / Leeward course, a Triangle course, or a combination of both. Alternative courses may be set, but it is important to ensure that there is a Windward start. The start and finish line will be between the flagpole on the Committee Boat and an outer limit marker. It is possible to set different courses for different fleets. For example, asymmetric fleets should have windward/leeward courses whenever possible while other classes should have a mixture of courses.

If Shore Based Starts are being used the start line may be between the Flagpole on the Start box and either S, 1 or 2. Alternatively, the start line may be between 1 and 2, S and 1, or S and 2. In this case Rescue is required to observe the start line to identify premature starters and advise the OOD (dependent on weather/situation).

The course(s) should be displayed on a board on the Committee Boat.

If Shore Based Starts are being used, advise competitors of course with marker boards that are to be displayed on the wall adjacent to the Start box. Ensure that the correct colour (Red or Green) is displayed as errors can lead to race abandonment.

The start sequence is as follows:

Time	Timer	Action 1	Action 2
3 minutes before start	-3 min	Raise Class Flag	1 sound signal
2 minutes before start	-2 min	Raise P flag (Preparatory flag; Blue with White square in centre flag)	1 sound signal
1 minute before start	-1 min	Lower P Flag	1 sound signal
Start	0	Lower Class Flag	1 sound signal

Additional separate or combined Starts for any Classes which have registered 3 entries 45 minutes before the first start may be included in any Monthly Regatta at the OOD's discretion.

It is the visual signals (raising and lowering of the flags) that are the official signals. The sound signals serve to draw attention to the visual signals. If the sound fails do not stop the start sequence.

If you wish to change the course once the start sequence has started you must signal a short postponement, update the course board on the committee boat, and then re-start the sequence.

If any boats are across the start line prematurely and can be identified by the Race Management Team, then sound 1 signal and raise Flag X (White with Blue cross) until all premature starters have restarted, or for 2 minutes whichever is the earlier. Any boats not returning shall be classified as On Course Side (OCS) and disqualified.

All boats must be timed at the end of each lap and at the finish. This is required to calculate the results for the handicap fleet and to help to clarify any confusion in other fleets.

Each race should last for ca 45 to 60 minutes. The OOD decides.

Finishing - when the first boat is on the last leg, approaching the finish line signal the finish. Raise Flag S, and Class flag(s) if required (see table below), and sound 2 signals. All fleets will typically be finished at the same time, but you may elect to allow 1 or 2 fleets to complete an additional lap. The finishing signals are as follows:

Fleet(s) finishing	Action	Action 2
All fleets	Raise S Flag (White with Blue square in centre flag)	2 sound signals
1 or more fleets, but allow other fleet(s) to complete additional lap(s)	Raise S Flag & Class Flag(s) for fleets finishing Removal all Class flags to signal all Classes are finishing.	2 sound signals

Finishing – If using a Shore Based Start, when the first boat is on the last leg, approaching the finish line, signal the selected finish sequence as per the table above and display appropriate finishing line marker board (Green 1, 2 or S, or Red 1, 2 or S). Remove all other course marker boards so that the finish line is clear to the competitors. The finish line must be in the direction of the course from the last course mark. Do not signal a hook finish.

As each boat crosses the finish line sound 1 signal.

The completed race sheets are to be used to calculate the results in accordance with the methodology shown on the race sheet.

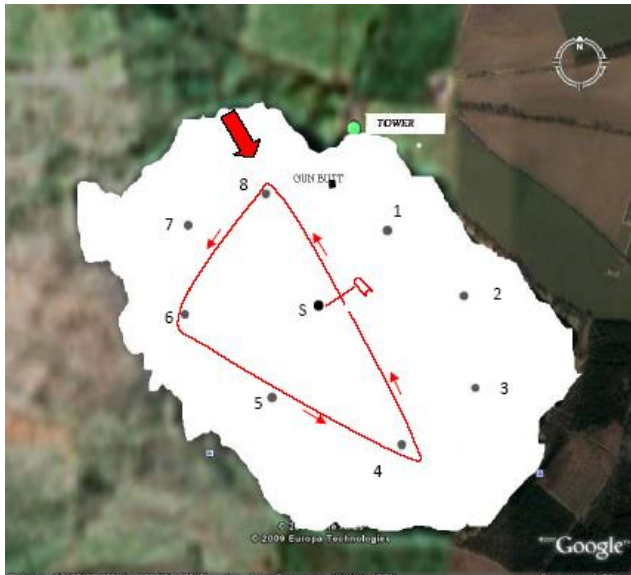
After racing:

It is the OOD's responsibility to ensure that all equipment is returned to its proper place and that the club facilities are secured and locked.

The rescue boat crew shall refuel the RIBs and tie up the boats correctly. Please highlight any breakages or issues on the whiteboard located in the Cruiser shed at Stonehaven for the facilities management team.

Race Areas

Skene Race Area (fig 1)



Stonehaven Race Area (fig 2)



MEMBERSHIP LIST as at 18/03/2016

Both this handbook and DutyMan database will contain member's contact details. These details are available to all members. The data will not be shared with any third party for marketing or commercial purposes without firstly obtaining your explicit consent.

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