



Control Commission – Jetty Duty

Equipment and procedure – generic

Warning: Control Commission must be at the jetty not less than 30 minutes before the first race in order to check boats heading out for the first race.

1. Preparation	
1.1. Report to Regatta Control and collect Radio, Megaphone and Programme with all crew members listed.	
1.2. Check if land based medical services are present and notify Regatta Control.	

2. Outgoing jetty	
2.1. Safety Checks – each boat	
<input type="checkbox"/> Check heel straps – may not be more than 100cm and securely fastened. <input type="checkbox"/> Bow ball (or equivalent) <input type="checkbox"/> Manufacturer's plaque (from January 01, 2006) <input type="checkbox"/> General condition of boat. <input type="checkbox"/> If medical condition indicated, check if crew member has medication present. Notify Regatta Control and Rescue re Race and Lane number. <input type="checkbox"/> Record safety violations – Club/Crew/Boat Name.	
2.2. Fairness Checks	
<input type="checkbox"/> Name of crew members against Programme using RowSA registration cards or note from Judge at Control Commission. <input type="checkbox"/> Weight of coxswains for JM and JW 19, U23, Senior and Master Crews (Female crews – not less than 50kg; Male crews - not less than 55kg). <input type="checkbox"/> At C Class Regattas – If in doubt ask coxswain to weigh in at Control Commission tent. If underweight, must carry extra weight to limit indicated (NMT 10 kg for U23 / Seniors and Masters, NMT 15kg JM/W19). <input type="checkbox"/> At B Class Regattas – Check wrist-band for weight requirement. <input type="checkbox"/> Weight of boat. If underweight must carry extra weight as indicated on sticker. <input type="checkbox"/> Note fairness, check violations: Club/Crew	
2.3. Rule Checks	
<input type="checkbox"/> Correct Lane Number <input type="checkbox"/> Crew in uniform, racing attire. <input type="checkbox"/> Blades as per club registration. <input type="checkbox"/> Light weights: <ul style="list-style-type: none"> o Confirm with Judge at Control Commission that all rowers have weighed in – C Class Regattas. o B Class Regattas – check wrist band. 	
2.4. If all checks have been performed, indicate on programme that crew left the jetty.	
2.5. Notify Aligner if crew has not left jetty approximately 10 minutes before start of race at 1000m and 15min for 2000m.	

3. Incoming jetty	
3.1. Verify extra weight for coxes and boats as appropriate.	
3.2. Notify crew selected for drug test, accompany crew and handover to official in charge of drug testing.	

4. End of day procedure	
4.1. Hand master sheet to Regatta Control.	
4.2. If appropriate, summarise safety and fairness violations for discussion at next Officials Meeting.	
4.3. Return Radio to Regatta Control and Megaphone to store.	