

# Race Officer Checklist

- ☐ Arrive two hours before the start of racing.
- ☐ Display the weather/wind forecast on Notice Board.
- ☐ Sign-on sheets on bench.
- ☐ Check that ramp is OK for launching and retrieving.
- ☐ Required marker buoys in boats and inflated.
- ☐ Required marker buoy tackle in boats.
- ☐ Air horns in working condition, at least one on board each boat.
- ☐ Flags in Start boat.
- ☐ Wind speed device on course boat.
- ☐ Conduct Information session 1 HOUR prior to start-time.
  - what the races are and what type of course will be sailed.
  - reminder for lunch orders.
  - reminder for sign-on / sign-off
  - remind duty crew to sign on as DUTY (get average points)
  - sun-safe , slip-slop-slap
- ☐ **1 rescue boat to be left at jetty until all club organised boating activities are completed for the day (excludes training).**

**Name of Duty Race Officer:** .....

**Date:** .....