

# **GLOUCESTER LONG DISTANCE HEAD – October 2017**

## **Notes for Marshals (Umpires), Monitors and Officials**

### **In case of Emergency**

Umpires and Safety / Rescue boats are in contact with each other via radios / mobile phones.

In the event of an accident, the first duty is to the safety of the competitor or any person in difficulty.

The nearest Umpire / Race Marshals / Monitor will take charge until the Safety Adviser or other member of the Race Committee takes charge. (The Person in Charge – PIC))

The PIC will alert the Safety Adviser / Chief Marshal / Umpires / Marshals and Safety / Rescue Boats - be clear and concise and keep the radio messages brief.

Note: It is safer to keep racing crews moving so stopping racing is a last resort.

The nearest Safety / Rescue Boat should attend the incident, if required; other Safety Boats should remain on station unless a second Safety / Rescue Boat is called for.

Safety / Rescue Boats not involved in the incident must ensure that all other crews return to the Boathouse safely.

The Safety Advisor or other member of the Race Committee will take charge of the incident, becoming the PIC, calling the Paramedic and or Emergency Services,

Capsized crews should stay with their boat until the Safety Boat arrives, unless they have got to the side with the aid of a throwline.

Medical Support must check all involved in the incident, and then wet crewmembers must shower if cleared by Medical Support.

Any Person with a spinal injury should not be moved. If they are in the water they should be supported until the Emergency services arrive. It will be necessary to call the Fire Service who will use a spinal board and lift the person from the water.

The PIC will arrange for the Emergency Services to be called and agree the bridge at which they will access the canal towpath. The Umpire / Marshals on that bridge will be responsible for meeting the Emergency Services and directing them to the incident.

If it is necessary to stop other (non-race) traffic on the canal, contact the nearest bridgekeeper (via the Umpire / Monitor at the bridge if necessary) or the Docks office (see below).

First aid assistance is available at Pilot and the Club.

### **Other Canal Traffic**

The canal will be effectively closed as it is low season. Umpires / Officials should warn other boats when racing is on and request that they moor for the duration of racing. If they continue to move on the course then request that they keep to one side and warn other umpires / officials of their presence.

The lights are back in operation so:

Red – Stop

No lights – proceed with caution

Green – Proceed

If a bridge is opened to let other traffic pass, then crews must be told to stop racing until the bridgekeeper signals that the way is clear.

### **Weather**

In the event of deterioration in the weather conditions, the cancellation procedures in the Safety Plan are to be followed.

**Contact numbers:****Race committee:**

Stephen Rose (Chief Marshal / Chairman of Race Committee) (07790 918149)

Ben Rodford (Marshal)

Clive Pendry (Safety Adviser) (07879 844719)

**Head Secretary**

Karen Goodwin (07795 622106 Head day only)

**Gloucester Rowing Club: 01452 523795****BW Docks Office: 0800 4799947****Access Points**

From Club	Bridge from Club	Access Points - Set your Sat Nav on Following Coordinates	Bridge Contact Number
-2	Llanthany Bridge	Latitude 51°51'41.63"N, Longitude 2°15'13.67"W (SO 82619 18139)	01452 312143
-1	Hempstead Bridge	Latitude 51°50'45.18"N, Longitude 2°15'50.18"W (SO 81914 16397)	01452 521880
0	Club House	Latitude 51°50'41.54"N, Longitude 2°15'52.11"W (SO 81877 16285)	01452 523795
0	New Club Landing Stage (Access from Water)	Latitude 51°50'36.37"N, Longitude 2°16'00.18"W (SO 81722 16126)	
0	New Club Landing Stage (Access from Main Road)	Latitude 51°50'31.21"N, Longitude 2°16'16.91"W (SO 81401 15968)	
1	Netheridge Bridge (New Bridge)	Latitude 51°50'18.66"N, Longitude 2°16'24.15"W (SO 81261 15580)	01452 507318
2	Sims Bridge (First Bridge)	Latitude 51°50'17.02"N, Longitude 2°16'46.00"W (SO 80843 15531)	
3	Rea Bridge	Latitude 51°50'01.87"N, Longitude 2°17'00.78"W (SO 80558 15064)	01452 723638
4	Sellers Bridge (Pilot)	Latitude 51°49'11.54"N, Longitude 2°17'49.63"W (SO 79616 13513)	01452 720251
5	Broken Bridge	Latitude 51°48'44.68"N, Longitude 2°18'21.53"W (SO 79002 12686)	
6	Parkend Bridge (Castle)	Latitude 51°47'39.64"N, Longitude 2°19'28.11"W (SO 77718 10682)	01452 720016
7	Saul Junction Bridge (Wycliffe Sculling Centre)	Latitude 51°46'56.21"N, Longitude 2°21'18.39"W (SO 75599 09350)	01452 740444
8	Saul Junction Marina (Slip Wav)	Latitude 51°46'45.45"N, Longitude 2°21'15.33"W (SO 75656 09017)	01452 521880

## Gloucester Long Distance Head – Marshals (Umpires) / Monitors points and duties

All Umpires / Monitors will be issued with a megaphone, radio, throwline and thermal blankets.

Umpires / Monitors at bridges should make themselves known to the bridgekeeper.

### 1) Parkend Bridge to Start

Several start Monitors. All boats are to be marshalled on the Gloucester side of Parkend Bridge. Crews will be marshalled with lowest numbers nearest the start. Crews turn when directed by the Marshal and pull into the bank as directed by Marshal. Crews will then be required to come to racing speed as they head for the start as directed by the marshals.

A **Safety Launch (Cat)** is in the region of the start, paying particular attention to Junior crews as they marshal, and follows the last crew down the course.

An Umpire will be used for Long Start supported by 2 Start Marshals and 2 Scribes/Time Keepers.

### 2) 1000m

Race monitor will warn crews of deviation in Canal and moored boats. Look both ways to make sure no other Canal traffic is coming.

### 3) 1650m

Race monitor will warn crews of deviation in Canal and moored boats. Look both ways to make sure no other Canal traffic is coming.

**Rescue Launch (SARA)**

### 4) Broken Bridge

The Race Marshal is stationed at the bridge and when 2 crews are close together directs which has priority through the bridge. The stated rule is that the crew in front 100m before the bridge gets priority but the umpire can vary this at his discretion for reasons of safety and fair racing e.g. if the 2<sup>nd</sup> crew is very much faster than the first. Look both ways to make sure no other Canal traffic is coming.

### 5) 200m from Pilot

Race Marshal will warn crews of deviation in Canal and moored boats. Look both ways to make sure no other Canal traffic is coming.

### 6) Pilot Bridge

The Race Monitor is stationed at the bridge and when 2 crews are close together directs which has priority through the bridge. The stated rule is that the crew in front 100m before the bridge gets priority but the umpire can vary this at his discretion for reasons of safety and fair racing e.g. if the 2<sup>nd</sup> crew is very much faster than the first. Look both ways to make sure no other Canal traffic is coming.

**Paramedic with helper - CDP Safety Adviser.**

**Safety Launch (Sharpness side on bend Long Course (to cover straight from Pilot to BB), above Start on Short Start Gloucester Side)**

### 7) Turning Bay

Race monitor will warn crews of deviation in Canal and moored boats. One on each side of Turning Bay. An Umpire will be used for Short Start supported by 2 Start Marshals and 2 Scribes/Time Keepers.

### 8, 9, 10) Big Bend

350m from Turning Bay Race Monitor to warn crews of deviation in Canal and to keep to correct side.

750m from Turning Bay Race Marshal is for fair rowing round bend. Look both ways to make sure no other Canal traffic is coming.

853m from Rea Bridge Race Marshal is for fair rowing round bend. Look both ways to make sure no other Canal traffic is coming.

**Rescue Launch (SARA)**

### 11) 300m from Rea (Steps)

The end of the Race so Finish Umpires supported by Finish marshal & 3 Scribes/Timekeepers.  
Finish marshal needs to warn crews to keep going after the finish and not just stop as crews following down.

### 12) Rea

The Race Monitor is stationed at the bridge and when 2 crews are close together directs which has priority through the bridge. The stated rule is that the crew in front 100m before the bridge gets priority (the marshal can vary this at his discretion for reasons of safety), needs to warn crews to keep going after the finish and not stop as crews are following and not to easy within 100m of the bridge.  
Look both ways to make sure no other Canal traffic is coming.  
*Safety Launch (Tin)*

### 13) Sims (Optional)

If present the Race monitor is stationed at the bridge. Look both ways to make sure no other Canal traffic is coming, keep crews moving and stops them from easying 100m before and after the bridge.

### 14) Netheridge (Optional)

If present the Race monitor is stationed at the bridge. Look both ways to make sure no other Canal traffic is coming, keep crews moving and stops them from easying 100m before and after the bridge.

### 15) Landing Stage

Race monitor to organise safe boating. Also safe movements of boats across public right of way. Crew chasers present.

### 16) Car park

Control parking of vehicles and trailers - 2 / 3 Marshals.

### 17) Hempstead Bridge (Optional)

Race monitor is stationed at the bridge to stop crews going towards Gloucester and warn other canal traffic of the end of the event.

### 18, 19) Clubhouse (New GBH & Old GCH)

Control Commission at both locations.

*Paramedic and helper at New Boat House*

### Other Useful Numbers

<b>Emergency Services:</b>	<b>999</b>
Local Police	0845 090 1234
Accident & Emergency (Gloucester Royal Hospital)	01452 394600
Medical Advice (NHS Direct)	0845 4647

## ***Radio Protocol***

### **Before the Race**

Turn Radio on. We will be using Channel 1.

Have you got a spare battery?

Does your radio work? Check it when you pick it up and CALL IN WHEN ON STATION (RADIO CHECK)

### **Think–Listen–Press–Pause–Speak–Release**

When using the radio, remember to Think about what you want to say, Listen to ensure you are not going to cut across another transmission, Press the push-to-talk button (PTT), Pause for 2 seconds for the repeater to kick in, say the location you wish to speak to twice, your location, Speak your message, pause, then Release the PTT button.

### **ABCN**

Ensure your message is Accurate, Brief, Clear and **Necessary**.

### **Over and Out(!)**

At the end of each transmission, say 'over' if you want a response or 'out' if you have finished and do not want a response: never say 'over and out'.

Please be brief in all radio transmissions. Radios are to be used for essential communication only, not catering orders or transport arrangements.

### **During the Race**

Making a call –

- Think what you need to say before you start your transmission
- Listen for a couple of seconds
- Press the transmit button for 2 seconds and then speak
- Start with who you are calling (said twice)
- Who you are (ideally your official position i.e. Umpire 10 and not your name)
- Which channel you are on (only if there is more than 1 channel being used for the event)
- State your message.
- Once finished, pause (to ensure that you do not cut off the last words of your message) and then release the transmit button.

If you have not heard anything for a while check your radio. It may be that your radio has packed up, the battery is flat or you have accidentally changed channel or switched it off. If you are not sure try and call Race Control for a radio check.

***As our Radio Net does not cover the whole course reliably, messages must be relayed from one end of the course to the other as needed. The key relay points are Parkend, 1650m gone (Bend) at end of straight, Pilot, Rea & the Clubhouse.***

So if Broken Bridge needs to get a message to the Clubhouse they will call Pilot to relay the message on. Pilot will relay the message to Rea and Rea will relay it to the Clubhouse. The reply will come back but in reverse through the relay.

**Incident Report – keep it factual and succinct. It should include:**

- **What has happened and where**
- **Number of people in the water**
- **Number of casualties and severity of any injuries**
- **Any support required**

If you are not involved, it is vital to keep quiet and listen out for instructions from the event organisers.

## **After the Race**

Please return all your radio equipment as they are expensive bits of kit.

**Note** If required a second channel or mobile phones will be used to communicate.

## **Example of Regular Message**

Eg Press PTT, Wait 2 seconds, START, START, this is FINISH, Result of race 57 was..., over, pause, Release PTT

## **Safety Incident Report**

Keep it factual and succinct:

What has happened and where / Number of people in the water / Number of casualties and severity of any injuries / Any support required

## **Ref RowSafe 2.3**

### ***Distress calling - Mayday***

The word Mayday is derived from the French m'aidez (help me). It is only to be used when there is grave and imminent danger of loss of life or a vessel and immediate assistance is required. "Mayday" calls take precedence over all other transmissions.

There is a standard order in which information should be passed in a distress or urgency situation. This can be remembered using the mnemonic "MIPDANIO", as follows:

M = Mayday

I = Identification (the name of your vessel)

P = Position (your location, preferably as a bearing and distance from a well-known point)

D = nature of your Distress (what is your problem)

A = the Assistance required (what help do you need)

N = the Number of people involved

I = any other relevant Information

O = Over

### ***Urgency message - prefix Pan-pan***

The message prefix "Pan-pan" is used when there is a matter of urgency but where there is no imminent danger of loss of life or a vessel. "Pan-pan" messages take precedence over all except "Mayday" messages and, although they do not impose radio silence automatically, further transmissions not associated with the incident should cease until the urgency has ended.

## **Safety message - prefix "Securite"**

A Safety message is often used to broadcast safety information. For example, a Coastguard radio station will broadcast gale warnings, upon receipt. There is another example below:

"Sécurité Sécurité Sécurité All stations this is Start Marshall, Start Marshall. A large motor vessel is about to enter the course and navigate up the centre of the river at speed. Suspend racing and clear the course. All Stations, this is Start Marshall. Out."

"Sécurité" messages take precedence over all except "Mayday" and "Pan-pan" messages.

### **A few phases:**

"Acknowledge". This is a question rather than an answer - please acknowledge that you have received and understood the message.

"Confirm". Please verify that what I said is correct.

"Correction". An error has been made the correct version is...

"Go ahead". Proceed with your message.

"How do you read"? How well do you receive my transmission?

"I say again". Never say "I repeat".

"Mayday". Indicator of distress / emergency.

"Negative". No, not correct, I do not agree.

"Over". Transmission ended, I expect a response.

"Out". Conversation ended, no response expected. Do not say "over and out". That is for TV actors only.

"Pan Pan". Indicator of urgency.

"Radio Silence". The official term used by a controlling body to ask all parties to silence communications (as more important traffic is expected)

"Roger". Message received and understood.

"Stand by". Please wait.

"Say Again". Please repeat the message. Never say "repeat".

"Station Calling". To return a call to a station whose name was not fully understood. For example "Station Calling, message unreadable, say again".

"That is correct". Confirmation that the information stated is correct.

A = Alpha

B = Bravo

C = Charlie

D = Delta

E = Echo

F = Foxtrot

G = Golf

H = Hotel

I = India

J = Juliet

K = Kilo

L = Lima

M = Mike

N = November

O = Oscar

P = Papa

Q = Quebec

R = Romeo

S = Sierra

T = Tango

U = Uniform

V = Victor

W = Whisky

X = X-Ray

Y = Yankee

Z = Zulu

0 = Zero

1 = Wun

2 = Too

3 = Tree

4 = Fower

5 = Fife

6 = Six

7 = Seven

8 = Alt

9 = Niner

**Space for Notes – Incident details - Racing / Safety etc**