



**WORLD ROWING  
COASTAL CHAMPIONSHIPS MANUAL**

TERMS AND CONDITIONS FOR THE ORGANISATION OF THE  
WORLD ROWING COASTAL CHAMPIONSHIPS

**SECTION A:  
EVENT OPERATIONS**

2019 Version

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## A.1. EVENT PROGRAMME

### A.1.1. TIMELINES

For the guide timelines of the World Rowing Coastal Championships see [Appendix A.1.1. Guide Timeline - World Rowing Coastal Championships](#)

### A.1.2. EVENT PROGRAMME

The official opening date of the venue should be agreed between the Organising Committee and FISA; in principle this should be a minimum of two days prior to the first day of racing. From this date onwards and during all official opening hours (to be agreed with FISA), the Information Centre, Control Commission, First Aid and Rescue services should be in operation.

The opening times of the course for training on the day prior to racing commencing shall be agreed with the FISA and clearly communicated in the Crew Captain's Manual. In principle, the course shall be available for training from at least 9:00hrs to 17:00hrs for two days prior to racing commencing. Adequate safety and marshal boats shall be employed during official training hours.

During the hours of racing, training on the course shall not be permitted. Training times before and after racing, if any, shall be clearly laid down, and crews should be off the waters 30 minutes before the first race of the day, and not recommence until the last race of the day has finished.

The Provisional Race Schedule indicates the events to be offered and the order in which events will be conducted each day. The Provisional Race Schedule is developed and controlled by FISA. A sample of a recent Provisional Race Schedule is attached hereto as [Appendix A.1.2. Example Event Programme](#).

## A.2. WEATHER REPORTS

The following information/resources must be available for the duration of the competition:

- **Website:** The best local website for online weather information relevant to the regatta venue that is actual and constantly updated.
- **Weather forecasts/reports:**
  - Hourly weather forecasts: twice per day weather forecast on an hourly basis for the same day should be delivered - morning at 07:00 hrs and afternoon at 12:00 hrs. This report should show date, time of day, general weather, morning and afternoon minimum and maximum temperature (Celsius), relative humidity, wind directions (16-point compass and degrees true), wind velocities (m/s), maximum wind gusts (m/s), potential hazards including electrical storms and high winds, lightning risk and hourly rainfall (mm).
  - Three-hourly weather forecasts: three times every day a weather forecast for the same day and the next two days should be delivered – morning at 07:00 hrs, midday at 12:00 hrs and afternoon at 17:00 hrs. This report should show date, time of day, general weather, morning and afternoon minimum and maximum temperature (Celsius), relative humidity, wind directions, wind velocities (m/s), maximum wind gusts (m/s), potential hazards including electrical storms and high winds, and 3-hourly rainfall (mm).
  - All weather forecasts should specify the time and date of the next forecast of that type.
  - Weather forecasts should be available from the day prior to racing commencing, and should be emailed to FISA (FISA to confirm the email list), published on any Notice Board around the regatta venue, the Information Centre, in the FISA Office and in the Media Centre.
  - For examples of weather forecasts please see: [Appendix. A.2. Examples – Weather Forecasts](#)

## A.3. ENTRIES AND ACCREDITATION

### A.3.1. ENTRIES AND THE DRAW

Entries shall be made through the FISA online entry portal. Clubs should submit their entries to the National Federation, who shall enter all valid entries. The National Federation shall provide a ranking of all entries from that National Federation in the event, for example FRA1, FRA2, FRA3, etc

The entry deadlines will be approved and published by FISA.

Once entries have closed FISA shall provide to the person responsible from the OC the entries in an agreed format, for the OC to enter into their timing and results system. The OC should then provide a list of entries in the required format for publication on the FISA website.

- Please see Section B: The Racing Course and Competition Requirements for details around formats of entries for publication.

Once entries have closed FISA shall decide on the progression system including any requirement for qualification races ahead of the heats, dependant on the number of entries in each event.

Prior to the Crew Captain's Meeting, all crews must register with the appropriate Regatta Administration staff to confirm their attendance and intention to race and confirm their crew line up. Any crew who has not done so by the specified time prior to the Crew Captain's Meeting shall be assumed to not be racing and may be removed from the entry list.

Following the close of registration, the Draw will be undertaken as per the FISA Rules by the OC timing and results team. Start lists shall be published by FISA and the OC online and at the Regatta Venue as soon as possible.

### A.3.2. ACCREDITATION

When teams arrive at the Venue, crews should report to the Information Centre (or other Accreditation centre as required) to collect accreditation for their teams and to collect any other information from the Organising Committee. The OC may require a form of photographic identification to be produced prior to the collection of accreditations.

The design of the accreditation card and lanyard shall be approved by FISA prior to manufacturing. The OC should propose to FISA on the first site visit the plan for the accreditation area and how access will be controlled.

Lanyards must include a safety 'quick-release' clip to ensure the lanyard does not become a choking hazard while being worn.

## A.4. RACE ORGANISATION

### A.4.1. MEETINGS

In the morning of each racing and training day a Coordination Meeting should be held between members of the FISA Rowing for All Commission, key FISA staff, the President of the Jury and the key members of the OC to discuss any problems to be solved for the day. The updated weather forecast for the current day and the following day must be available at the beginning of the meeting.

Preparation Meeting – In the morning prior to the Crew Captains' Meeting a Preparation Meeting should be held between FISA and the OC to prepare the timeline, speaking order and content to be presented. This can be included in the Coordination Meeting for that day if necessary.

### A.4.2. INTERNATIONAL JURY AND NATIONAL TECHNICAL OFFICIALS

The FISA Umpiring Commission shall appoint an international Jury, all holders of current FISA umpiring licenses. The number of Jury members required shall be determined by FISA with advice from the OC.

In addition to this Jury, a number of national umpires (national technical officials -- NTOs) provided by the Organising Committee will be required for further duties in connection with the Jury. The number of NTOs required should be discussed with the President of the Jury. It is recommended that the OC appoint a person to coordinate the work of the NTOs.

In principle, the positions of the FISA international Jury are as follows:

- President of the Jury
- Starter
- Judge at Start
- Race Umpires
- Senior Judge at Finish
- Control Commission

The President of the Jury may vary these duties, taking into account local requirements and capabilities.

A meeting of the Jury shall normally take place in the afternoon of the day before the first race and this meeting shall be announced well in advance in order that all umpires make suitable travel arrangements. A full attendance of all members of the Jury, and all NTOs assisting, is essential at this meeting. It is also helpful to have umpire boat drivers attend all or part of this meeting if possible.

A tour by international Jury members of the racing course should be included as part of this first meeting and suitable boats should be made ready for this purpose.

A Jury meeting will be held on each day of racing approximately one and a half hours before the start of the first race, convened by the President of the Jury.

## APPENDIX A.1.1. – GUIDE TIME LINE

<b>Timeline</b>	<b>Elements</b>	<b>Action</b>
Awarding of regatta	2 years in advance of the regatta	The announcement at the congress
21 months	Incorporation of OC	OC to submit "Declaration of Adherence" to FISA.
20 months	Design the event logo	OC to submit ideas for graphical representation to FISA Office
16 months	WRCC website draft	OC to make test website available
14 months	Bulletin – draft	OC to send to FISA
14 months	WRCC website activation	OC activates website and updates content
12 months	Bulletin 1 published	OC distributes at WRCC the year before
10 months	FISA Site visit	FISA to coordinate with OC
9 months	Provisional race schedule	FISA to send to OC
2 months	Souvenir Program	OC to send draft to FISA
6 weeks	Crew Captains Manual – draft	OC to send to FISA
4 weeks	Entry deadline	FISA to close entry system
3 weeks	Publication of entries	Entries, progressions and qualification races (if required) to be published on FISA website
2 weeks	Crew Captains Manual published	OC to publish Crew Captain's Manual
1 day	Crew registration deadline	Crews to register on-site

**APPENDIX A.1.2. – EVENT PROGRAMME**

2017 World Rowing Coastal Championships - Thonon-les- Bains, FRA				
Provisional Programme (D.2)				
WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
11-Oct	12-Oct	13-Oct	14-Oct	15-Oct
	Qualification Races	HEATS	FINALS	RESERVE DAY
	<b>QUAL</b>	<b>HEATS</b>	<b>Finals B</b>	
	(8:00 Coord meeting)	(7:20 Coord meeting)	(7:30 Coord meeting)	
	(9:30 course & land inspection)	(7:50 Course inspection)	(8:00 Course inspection)	
	09:00 hrs		08:30	CW4x+
	Training, accreditation & Registration		09:10	CM2x
	(10:00 Technical Rehearsal)		09:50	CW1x
	8:00 - 11:00		10:20	CM4x+
9:00 hrs	Crew registration		11:00	CW2x
-			11:40	CM1x
18:00 hrs				Finals A
			12:20	CW4x+
Training,			13:00	CM2x
Accreditation and boat hire pick up	11:00 Captains Meeting	0800	13:40	CW1x
		-		Victory Ceremony
	14:00 - 18:00	Heats	13:20	CW4x+
	Qualification Races	1700	14:00	CM2x
			14:40	CW1x
				Finals A
			14:20	CM4x+
			15:00	CW2x
			15:40	CM1x
				Victory Ceremony
			16:20	CM4x+
			18:00	CW2x
			18:40	CM1x
			18:30 Medalists' Reception	Estimated Entries
	19:00 hrs		19:00 hrs	CW1x 35
	Opening Ceremony		Medal Ceremony & Party	CW2x 35
				CW4x+ 25
				CM1x 70
				CM2x 80
				CM4x+ 55



## Weather Forecast for 2016 World Rowing Championships (Rotterdam Willem Alexander Rowing Course)

No. 131 Issued at 6 am, August 28, 2016 by Luit Jan Dijkhuis

The next forecast will be issued at 12 pm, August 28, 2016

### 1. Warnings

Until 12 hours local time: risk of thunder with wind from 210° with wind speed 10 m/s (fresh breeze) and with wind gusts of 16 m/s (58km/h).

### 2. Overview for 6:00 to 19:00

Winds 3 m/s to 8 m/s from 190° to 240°.

### 3. Other Information

Sunset 20:35

Sunrise for the next day 06:47

### 4. Hourly Wind Forecast

Time Elements	6:00	7:00	8:00	9:00	10:00	11:00	12:00
Course Wind Directions (°)	190	190	190	190	190	210	230
Course Wind Speed (m/s)	3	3	3	3	3	5	6
Wind direction Icon							
Gust Wind (m/s)	5	5	5	5	5	9	11
Time Elements	13:00	14:00	15:00	16:00	17:00	18:00	19:00
Course Wind Directions (°)	240	240	240	240	240	240	240
Course Wind Speed (m/s)	8	8	8	8	8	8	8
Wind Direction Icon							
Gust Wind (m/s)	14	14	14	14	14	14	14



Valid for Tuesday 02 August 2016

Issued on Tuesday 02 August 2016 at 15:18 (local time)

Time	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800
Weather													
Mean wind direction 16 point Compass	NNW	NW	NW	NNW	WNW	SW	SW	SW	SW	SW	SSW	SSW	SW
Mean wind direction Degrees True	327	325	326	330	286	218	220	226	223	219	211	207	223
Wind Direction Icon													
Mean wind speed (m/s)	6	7	6	5	2	7	8	8	9	8	7	5	4
Maximum wind gust (m/s)	9	9	9	8	7	10	11	11	11	11	11	9	7
Crosswind component (m/s)	6	7	6	5	2	-1	-1	0	0	-1	-2	-2	0
Headwind or Tailwind component (m/s)	-1	-1	-1	-1	1	7	8	8	9	8	7	5	4
Temperature (°C)	23	24	24	25	26	24	23	23	22	22	21	21	21
Rainfall	0	0	0	0	0	0	0	0	0	0	0	0	0
Lightning Risk	Green												

**Weather Overview**

Partly cloudy, warm and mainly sunny day.

\* Crosswind: positive values – winds coming from right; negative values – winds coming from left

\*\* Headwind – positive values; Tailwind – negative values

Key to Lightning Risk: Green – all clear, no thunderstorms expected, Orange – Thunderstorms are possible, Red – Thunderstorms are expected.

Forecaster : Ricardo Marques

