

## Southwestern Yacht Club Race Liaison

### Duties

#### Every Race

##### **NOR/Sailing Instructions**

NOR/SIs should be circulated to Race Management Chair, PRO, Protest chair, PHRF chair and other interested personnel for review at least 3 weeks prior to race

- Upon approval send final version to Sail Fleet Secretary for posting of Regatta Network entry form; review before going live, send corrections to SF Secretary
  - Send NOR/SI and link for on line entries to Web Site Coordinator for website update
  - Send NOR/SI to Front Office to print and post as required.
  - NOR should be posted to web site and for printing and distribution at the Club 2 weeks prior to race.
- \* Sis to be posted as required by event.

##### **U.S. Coast Guard** – San Diego area races

Complete “Application for Approval of Marine Event” and “Environmental Checklist” for all SWYC races (including SWHF).. Fillable forms are available at:

<http://homeport.uscg.mil/mycg/portal/ep/portDirectory.do?tabId=1&cotpId=3>

Coast Guard Prevention (on left), Waterways Management, select ‘Upcoming Marine Events and application process’

Forms must be submitted to USCG at least 60 days in advance for races that have been conducted on a yearly basis, and 135 days in advance for new races. Include chart with S/F and rounding marks noted and race courses. E-mail for submission of applications:  
D11-DG-SectorSD-Prevention-WaterwaysManagement@USCG.MIL

Contact: MSTC David Getchell  
USCG  
2710 North Harbor Dr.  
San Diego CA 92101,  
Office: (619)278-7268;

#### Races in foreign waters

##### **U.S. Customs**

Races in foreign waters that terminate in a foreign country, i.e. SD – Ensenada race:

1. Send letter/e-mail in July with NOR and highlighting their section. Ask for any changes.
2. Send SIs when available
3. Check on color for Master’s oath. I take them a copy of the printed form on their selected color.
4. Send spread sheet of entries as updated.
5. Send Crew Lists as available.

Race Management/SWYC Office Duties: for Ensenada Race

6. Submit list of entrants as they come in (columns A-H)

Check for completeness of each entry; also check that the documentation number/CF number is the appropriate numbers, 6 digits if  $\leq 999,999$  and 7 digits if  $\geq 1,000,000$ , or CF 4 digits plus 2 letters. If anything doesn't match this, it is wrong!!

7. Submit crew lists as they come in.
8. Send to Customs list of starters after race starts. Use the latest Entry List and cross of any boats DNS. If any boats drop out in the starting area, even if they have checked in, I also cross them off and radio them that they don't have to check in at Customs. (The statement in the SIs is for the RC's protection in case they don't know that a boat drops out or quits early.)
9. Submit results on Monday.

#### Races around Coronado Islands with no stop

1. Send e-mail to US Customs with dates of races (in December for Cabrillo 1, 2, & 3); ask who needs to be on the e-mail.
2. Send list of boats entered as they come in, and Crew Lists on Friday after 5, to Irene Mata, VEC Specialist, Port of San Diego  
610 W. Ash St. Ste. 1005  
San Diego, Ca 92101  
[irene.mata@dhs.gov](mailto:irene.mata@dhs.gov)  
(619) 685-4312  
Fax # (619) 685-4397

#### Yearly

##### **Harbor Police**

Provide list of races prior to beginning of calendar year. I usually do this sometime in December

1. Inside Bay : starting pistols
2. Zuniga Jetty: starting pistols and rotating (color) light after dark