

Duties of the Officer of the Day

The Officer of the Day (OOD) is the Commodore's representative at the sailing club and is charged primarily with ensuring the safety of all personnel at sea under the auspices of the club or on club premises.

The OOD has authority over all activities and personnel at DSC during the course of their duty.

The safety of all personnel is achieved chiefly through the enforcement of the Sailing Rules but also through the good judgement of the OOD. If the OOD is in doubt, he or she should not hesitate to contact the Commodore, Rear Commodore or Principal.

At the Start of the Day

1. Assess the wind speed and display the OOD's board giving the following information:
 - a. Wind speed and direction
 - b. OOD's name
 - c. Rescue helms name
2. Regularly review sailing conditions and amend board with respect to wind speed.
3. Use the **Checklist in DSC Safety Leaflet 03** to assess the conditions. Raise the DSC pennant on the Boatyard mast if conditions are safe.

General Duties

4. **Enact the DSC Major Incident Plan if required and control any incident until relieved by a Club Flag Officer.**
5. Assist members/visitors in boat choice and if required give assistance to novices rigging boats.
6. Ensure that members who use Club buoyancy aids, wash and replace them after use.
7. **Ensure that sailing and rescue boat activities are run strictly in accordance with DSC Safety Leaflets 03 and 08.**

At the End of the Day

8. At the end of sailing:-

- a. Ensure that the safety boat has been put away properly.
- b. Check that all sailing boats have been tied down and all Club gear has been put away.
- c. Attend to the security of the Club buildings and stores.

Racing Days

9. On racing days, the OOD is also the **Race Officer** and is charged with the conduct of racing in accordance with **DSC Information Leaflet B Standing Racing Instructions** and the racing programme (i.e. start times), including:
 - a. Directing the rescue helm as to the positioning of any marks which need to be put out.
 - b. Checking Racing Instructions and equipment.
10. The OOD is to maintain a watch throughout racing for:
 - a. Boats in difficulties.
 - b. Changing sea or wind conditions.
 - c. Boats rounding marks incorrectly.
 - d. Infringement of the Rules.
 - e. If a protest flag is seen, log time and place.
 - f. Note order of boats round marks when visibility permits.
11. Receive any protests which may be lodged by a competitor.
12. After racing secure bridge or committee boat and race management equipment.