

NORTH SHORE DRAGON BOAT FESTIVAL
RULES and PROCEDURES

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1 ADMINISTRATION

1.1 Waivers and Rosters

1.1.1 All team members must sign waivers, **in advance of any on-water activity**, signifying that they have read and understand the conditions of the waiver, and are aware of and accept all risks associated with the event, and waive all rights to take legal action against: any of the sponsors, their volunteers and employees; the North Shore Dragon Boat Festival, its volunteers and employees; the North Shore Dragon Boat Festival organizing committee, its volunteers and employees; the City of Grand Marais, its volunteers and employees; and any other person, partnership, corporation or association in any way associated with the North Shore Dragon Boat Festival, for injury or death, or for loss or damage to property, howsoever caused.

1.1.2 Team Managers must submit to the North Shore Dragon Boat Festival, prior to the start of the first practice, properly completed team rosters and signed, dated and witnessed waivers. The North Shore Dragon Boat Festival may accept late submission of waivers at its discretion.

1.2 Dragon Boats and Equipment

1.2.1 The North Shore Dragon Boat Festival shall provide dragon boats, paddles, drums, and personal floatation devices. Any teams or team members wishing to use paddles or personal floatation devices not provided by the North Shore Dragon Boat Festival must have these items approved by the North Shore Dragon Boat Festival, prior to any on-water activities.

1.2.2 All equipment shall be returned in good condition immediately following practices and races. In the event that the North Shore Dragon Boat Festival determines negligence, replacement or repair costs shall be charged to the person or team responsible.

1.2.3 Only the drum and drumsticks provided by the North Shore Dragon Boat Festival shall be used to signal the stroke rate in addition to non-electronically assisted voice commands.

1.3 Teams

1.3.1 A person shall be a registered team member of only **one team**. At its discretion, the North Shore Dragon Boat Festival may permit a person to change teams.

1.3.2 All team members must be registered with the exception of assigned qualified Festival steers-persons and drummers, or alternates approved by the North Shore Dragon Boat Festival, at its discretion.

1.3.3 A registered team member **must be 14 years** old prior to the first practice session. All teams with team members under the age of 18 must notify the race committee when they register and provide waivers for these individuals that have been signed by the appropriate parent/guardians.

1.3.4 Every registered team member must be listed on the team roster, and must have read, understood, signed, dated, and have had witnessed, the waiver. The waiver will be filed by the Team Manager, with the North Shore Dragon Boat Festival.

1.3.5 Teams are allowed a **maximum of 25** registered members, comprising of: **1 drummer, 1 North Shore Dragon Boat Festival qualified steers-person, 20 paddlers & 3 alternates.**

1.3.6 The designated Team Manager may be one of the 25 registered racing team members, or be a non-racing, administrative representative for the team. Team Managers may race with only one team.

1.3.6.1 Each team must compete with a minimum of **8 women paddlers** per Dragon Boat per race. If a team is short the required 8 women paddlers, the team shall race shorthanded

accordingly. ie: For every women paddler short, omit 1 male paddler. Each team must race with a minimum of 16 paddlers per dragon boat, plus one drummer, plus one qualified steers-person.

1.3.7 At its discretion, the North Shore Dragon Boat Festival may permit a women's team to use a male steers-person and / or drummer.

1.3.8 Each team must race with a steers-person that has been qualified by the North Shore Dragon Boat Festival. At its discretion, for reasons of safety or race conduct, the North Shore Dragon Boat Festival may at any time replace a team's steers-person with another qualified steers-person, despite that replacement not being a registered member of that team.

1.3.9 At its discretion, the North Shore Dragon Boat Festival may at any time verify racing team members against their team rosters.

1.3.10 Team Managers shall ensure that only registered team members participate in any on-water race event. Any team permitting a non-registered person's participation, shall be subject to disqualification and be prohibited from further races, subject to the discretion of the North Shore Dragon Boat Festival.

1.3.11 At its discretion, the North Shore Dragon Boat Festival may disqualify and prohibit from further participation any team member or team if such a team member or team displays poor conduct.

1.3.12 The Team Manager shall be responsible for:

1.3.12.1 Team conduct

1.3.12.2 Communication and distribution of information to the team.

1.3.12.3 Communication with the North Shore Dragon Boat Festival.

1.3.12.4 Collection and filing of all requisite information and forms with the North Shore Dragon Boat Festival.

1.3.12.5 Liaison with race officials.

1.3.12.6 Attendance at the Team Managers' meeting.

2 Safety Procedures, Emergency Procedures, and General Sanctions

2.1 Application

2.1.1 Safety Procedures, Emergency Procedures, and General Sanctions apply throughout the North Shore Dragon Boat Festival, including but not limited to practices and races.

2.2 Safety Procedures

2.2.1 The steers-person is responsible for the dragon boat and the team while on the water.

2.2.2 The steers-person or Team Manager shall communicate the safety and emergency procedures to all participating team members, before each practice session and before each race.

2.2.3 The steers person, while in control of the dragon boat, will yield the right-of-way way to all other dragon boats, vessels and persons.

2.2.4 Each team member shall wear a North Shore Dragon Boat Festival approved personal flotation device during all on-water activities, including all practices and races.

2.2.5 Each team member shall be capable of swimming 50 metres while wearing a personal flotation device.

2.2.6 Each team member is responsible for his or her own safety at all times while engaging in activities related to practicing and racing in dragon boats.

2.2.7 Individuals or teams deemed unsafe by the North Shore Dragon Boat Festival or its designate shall not be permitted to continue on-water activities, including all practices or races.

2.3 Emergency Procedures

2.3.1 In the event that a dragon boat fills with water or capsizes, the following shall apply.

2.3.1.1 The steers-person shall retain charge of the team until rescue personnel arrive.

2.3.1.2 The Steers-person shall immediately determine if any persons are trapped in or under the dragon boat, and act accordingly.

2.3.1.3 Each team member must ensure that the team members immediately in front, behind, and beside, are not trapped in or under the dragon boat.

2.3.1.4 Each team member must follow directions given by the steers-person, until such time as rescue personnel arrives, at which time all team members must follow directions given by rescue personnel.

2.3.1.5 The team must hold onto the dragon boat. Individuals must not swim to shore unless instructed by rescue personnel.

2.4 General Sanctions

2.4.1 At its discretion, the North Shore Dragon Boat Festival may dismiss or disqualify any person or team, at any time, from further practices or races for:

2.4.1.1 Violating safety rules, principles or procedures

2.4.1.2 Participating or attempting to participate in on-water activities while inebriated or while carrying alcohol

- 2.4.1.3 Demonstrating poor conduct or behavior
- 2.4.1.4 Wilfully, recklessly, or negligently damaging or losing equipment
- 2.4.1.5 Disobeying reasonable requests or instructions made by officials or their designates.

3 PRACTICES

3.1 Location

- 3.1.1 Practices will take place on the Grand Marais Harbor. Teams shall assemble on the east side of the Harbor, at the marshalling area at Boulder Park, adjacent the Grand Marais Coast Guard Station parking lot.

3.2 Schedule

- 3.2.1 As part of the registration fee, each team shall be granted two practice sessions, scheduled during the two days prior to the race and the morning of the race.
- 3.2.2 All practices shall be blocked in sixty minute periods. Teams shall assemble twenty minutes prior to their scheduled practice start time.
- 3.2.3 All practices shall be coordinated by the North Shore Dragon Boat Festival or their designate. Team members and teams shall follow the directions given by the North Shore Dragon Boat Festival or their designate.
- 3.2.4 By the completion of a team's final practice, the Team Manager shall either inform the North Shore Dragon Boat Festival which member on its roster will act as steers-person, subject to their successful qualification by the North Shore Dragon Boat Festival, or shall make arrangements with the North Shore Dragon Boat Festival to provide a qualified steers-person for the race.

4 RACES

4.1 Location

- 4.1.1 Races will take place on the Grand Marais Harbor. Teams shall assemble on the east side of the Harbor at the marshalling area at Boulder Park, adjacent the Grand Marais Coast Guard Station parking lot.

4.2 Race Scheduling

- 4.2.1 The starting order for all races will be determined prior to race day by the North Shore Dragon Boat Festival, and be issued to Team Managers. The starting order will also be posted at the marshalling area.
- 4.2.2 Each race will start as soon as possible following the race preceding it, with races tentatively scheduled every 15 minutes. Although the order of races shall remain constant, the start times may vary. Each team must be prepared to race in advance of their scheduled race time. Team Managers are responsible for monitoring the progression of the races and ensuring that their team is ready to race when called upon, regardless of the scheduled start time.
- 4.2.3 The North Shore Dragon Boat Festival will not wait for teams, if they are not available when their race is called.

4.3 Pre-race Procedure

- 4.3.1 Teams shall report to the marshalling area at least 30 minutes prior to the scheduled start time of their race. Team Managers are responsible for reporting in to the Whipper-In, at the entrance to the marshalling area.
- 4.3.2 Teams shall board the dragon boat assigned to them and will proceed to the start area on instructions from the Chief Marshall.
- 4.3.3 No more than two spare paddles may be boarded.

- 4.3.4 When proceeding to the start area, teams shall paddle along the shoreline toward the coast guard station, along the break wall, and across the mouth of the harbor, and along the second break wall without entering into the racing lanes, regardless of whether the racing lanes are in use or not.
- 4.3.5 Once at the start area, the teams shall make broad turns to the right and line up well back of the start line, facing down their assigned lane.

4.4 Race Procedure

- 4.4.1 The Referee shall have control of the race prior to the start. Only the steers-persons may communicate with the Referee, and such communication shall be kept to an absolute minimum.
- 4.4.2 At the Referee's discretion, without waiting for stragglers or waiting for teams which have ventured into the bay above the start area, the referee shall ask the teams to "Please approach the start line." All teams shall immediately do so, lining up in the middle of their assigned lanes, facing straight down the course, and holding in position approximately one-half dragon boat length behind the starting line.
- 4.4.3 If, in the referee's opinion, a steers-person is not capable, the referee shall direct that team to withdraw from the race.
- 4.4.4 The Referee will transfer control of the race to the Starter with the command: "Mr./Mdme. Starter, the race is yours."
- 4.4.5 The Starter shall assume control of the race with the reply: "Thank you, Mr./Mdme. Referee."
- 4.4.6 The starter will ask each team to bring their dragon boat up to, but not over the start line.
- 4.4.7 The starter will instruct each team as to how to position the dragon boat, and may occasionally be assisted by the referee.

- 4.4.8 Once all teams are well positioned within their lanes, facing straight down the course, reasonably stationary behind the start line, the Starter shall call: "Attention please!" and within two seconds, sound the start horn.
- 4.4.9 Upon hearing the starting horn, each team shall proceed to the finish remaining well within their racing lane, without causing interference to a team in an adjacent lane, and without riding the wake of another dragon boat.
- 4.4.10 A false start shall be indicated by the Starter sounding the start horn a second time. The Referee shall assist the starter in communicating a false start by sounding a megaphone siren. Steers-persons and drummers are asked to communicate to the team, if a false start has been called.
- 4.4.11 After a fair start, the Referee shall resume control of the race.
- 4.4.12 The Referee shall follow the dragon boats down the race course, and if necessary, direct steers-persons to alter course to remain well within their lane.
- 4.4.13 If a dragon boat appears to be losing directional control, is crossing out of its lane, or is riding the wake of another dragon boat, the Referee, may elect to either stop one or all dragon Boats, possibly affected, to avoid possible collisions.
- 4.4.14 If the progress of one dragon boat is affected by another, the referee shall either halt the race and issue a re-start, or offer the offended team the opportunity to run the course again in a later heat.
- 4.4.15 If, for any reason, circumstances arise such that the Referee determines that a race should be halted, then the Referee shall halt the race and issue a re-start.
- 4.4.16 If the Referee has ordered a dragon boat to halt, the team shall immediately hold the dragon boat (jamming all

paddles into the water to stop the dragon boat), to prevent the dragon boat from crossing out of its lane, spinning out, or mitigate any dangerous situation.

4.4.17 Restarts make take place immediately, or may be held later in the day, at the discretion of the Referee.

4.4.18 At the finish, the Referee will signal a clean race with a white flag, and a penalty with a red flag. Penalties shall be reported by the Referee to the Chief Official.

4.5 Post-race Procedure

4.5.1 Upon crossing the finish line, all teams shall turn right and proceed along the shoreline back to loading area, being very careful to not turn broadside into Dragon Boats still finishing.

4.5.2 Paddlers with access to bailing buckets shall bail continuously from the finish until back at the dock. Paddlers shall not splash or otherwise deliberately bring water into the Dragon Boat. Upon arrival at the dock, each Dragon Boat must be substantially free of water and be ready for the next race.

4.5.3 Once reaching the loading area, teams shall approach the docks at a dead-slow pace so as to avoid collision or injury.

4.6 Race Penalties

4.6.1 Teams missing the start of their race shall be disqualified from that race. Neither the Marshall, the Referee, nor the Starter are obligated to wait for tardy teams.

4.6.2 Any dragon boat false starting will be penalized 5 seconds. Any dragon boat false starting a second time in the same race will be penalized an additional 10 seconds.

4.6.3 Any dragon boat affecting the progress of another Dragon Boat will be penalized 20 seconds.

4.6.4 Any dragon boat crossing out of its lane but not affecting the progress of another dragon boat will be penalized 5 seconds.

4.6.5 Any dragon boat not obeying instructions from the Referee shall be disqualified at the discretion of the Referee. The onus is on the team, particularly the drummer and steers-person, to keep alert to such instructions, particularly while progressing down the course.

4.6.6 General sanctions continue to apply in addition to race penalties.

4.7 Protests

4.7.1 Any protest must be lodged by the Team Manager with the Chief Official within thirty minutes of the conclusion of the protested race.

4.7.2 The Chief Official shall summon the Race Committee. The Race Committee shall render a decision by consensus.

4.7.3 There is no appeal of the Race Committee's decision.