APPENDIX 'x' – Regatta Communications

This document provides a standardized communications protocol for radio communications between Umpires and Safety personnel operating at any regatta in Canada. It is based on existing marine communications protocols and best practices used by first responders across Canada.

A. Non-Emergency Calls

Under normal circumstances, individuals wanting to communicate with another individual or group using the radio should

- Mentally formulate the desired message;
- Listen to the radio for active radio traffic;
- When the air is clear, key the mic, take a breath, and call [Name][Name], this is [Your Name], over.
- Listen for a response;
- Deliver your message.

When you finish each transmission, but are continuing a conversation, complete each transmission with [Over] to indicate that you have finished talking and are waiting for a response.

When you have finished the conversation, end your transmission with [Your Name][Out].

B. Urgent Safety Calls

If there is an urgent safety issue, other than a crew capsizing, start your transmission with

- [Safety][Safety][Safety], this is [Your Name];
- Pause for a breath to allow other listeners to pay attention to what you are about to say;
- Briefly communicate what the safety issue is, followed by [Break]. This will indicate to listeners that there is more information to follow, and to stay off the air.
- Continue with any instructions that you want followed, followed by [Over];
- When you have finished the discussion ***and the issue has been resolved***, say [Safety clear].

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The person calling [Safety][Safety][Safety] has control of the air and the conversation. Nobody else should be broadcasting unless they are answering a question that has been asked, or are providing important information about the situation.

C. Emergency Calls

In case of an emergency on the water, use either [Capsize][Capsize][Capsize] or
[Medical][Medical][Medical] to indicate the nature of the emergency.

The person calling the emergency has control of the air until they turn it over to another person, usually the Chief Umpire.

Until the person calling has explicitly turned over control of the incident, they are in command and have exclusive control of the radio. All other users should listen, and only communicate to acknowledge directions or answer questions directed at them.

When calling an emergency, it is essential to state

- the location of the emergency
- the number of boats/athletes involved
- the Club, crew or athlete name, if known, and/or bow number or seat
- brief description of the emergency (collision, shortness of breath, etc.)
- required response (i.e. safety boat, medical at the dock, EHS called)
- additional requirements (i.e. Stop racing; other umpire jump in; hold next Start, etc.)

Once all athletes are safely aboard an umpire or safety boat and the emergency on the water is clear, the person in control of the incident must call

[Medical Clear] or [Capsize Clear]

The foregoing communications are to be applied for local regatta communications.

If the event is a Coastal Endurance or Beach Sprints event on navigable waters subject to maritime rules of the road and regulations, consideration must be given to the ability of the regatta officials (umpires and safety personnel) to manage the incident. **If additional resources are required,** the call for urgent assistance would be

[Pan Pan][Pan Pan][Pan Pan]

or in a serious emergency

[Mayday][Mayday][Mayday]

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