

SAVA Sprints International IX

Event Information, Rules and Regulations

SAVA Sprints International VIII ("SSI-IX") organised by SAVA Private Limited will be held on 14th & 15th September 2013 (Saturday and Sunday) at Lower Seletar Reservoir.

exclusive official hotel is **Swissôtel The Stamford**

(a) Details are as follows:-

Date	14 th & 15 th September 2013 (Saturday and Sunday)
Time	0800 – 1800Hrs <i>(Time may vary according to number of entries received)</i>
Venue	Lower Seletar Reservoir
Race Distance	250m only
Registration Deadline	Wednesday 14th August 2013
Registration Fee	LOCAL TEAMS - S\$20.00 per paddler

- The Registration Fee covers any number of events that the Team is entitled to register for.
- A Paddler wishing to join another team for a category that his/her original team is not participating in, must register separately under that team and this registration fee will apply;
- The Registration Fee also applies to Drummers, Steerspersons and Reserves.

INTERNATIONAL TEAMS

- S\$150.00 per team.
- Teams requiring assistance for accommodation and transportation are to contact SAVA directly.

LOCAL FREESTYLE CATEGORY

An additional registration fee of **S\$150.00 per team** is required for local teams wishing to participate in this category.

INTERNATIONAL FREESTYLE CATEGORY

No additional registration fee is required for international teams wishing to participate in this category.

Team Manager's
Briefing

Local Teams:

Date	Wednesday 4 th September 2013
Time	1900 – 2000Hrs
Venue	To be advised (after closing date)

International Teams:

Date Friday 13th September 2013
Time To be advised (after closing date)
Venue To be advised (after closing date)

Categories:

“SSI-IX” 20-Crew 250m

- (1) SSI-IX Premier Open
- (2) SSI-IX Premier Mixed
- (3) SSI-IX Tertiary Men
- (4) SSI-IX Singapore Expatriate Community (Mixed)
- (5) SSI-IX Club Crew (Open)
- (6) SSI-IX Local Freestyle (Open)
- (7) SSI-IX International Freestyle (Open)

“SSI-IX” 12-Crew 250m

- (1) SSI-IX Premier Women
- (2) SSI-IX Inter-Corporate (Open)
- (3) SSI-IX Tertiary Women
- (4) SSI-IX Inter-Bank (Open)
- (5) SSI-IX Seniors (Open)
- (6) SSI-IX Cancer Survivors Friendship Paddle

Note: A category will only be run if there are at least four (4) teams registered for it.

(b) Race Format

Premier Open	Limited to the first 30 teams to register; Drummer can be either male or female; Steersperson can be either male or female. There is no restriction on male/female paddlers' configuration;
Premier Women	No male participants are allowed; Limited to the first 20 teams to register; Drummer must be female; Steersperson must be female.
Tertiary Men	Drummer must be male and must be a student from the same school; Steersperson must be male. All paddlers must be active students as of 1 st September 2013; Steersperson need not be from same school; Each tertiary can only be represented by one team; International/overseas tertiary institutions are eligible to participate.
Tertiary Women	No male participants are allowed; Drummer must be female and must be a student from the same school; Steersperson must be female. All paddlers must be active students as of 1 st September 2013; Steersperson need not be from same school; Each tertiary can only be represented by one team; International/overseas tertiary institutions are eligible to

participate.

Premier Mixed	Must have a minimum of 8 female paddlers; Limited to the first 40 teams to register; Drummer and steersperson can be either male or female.
Inter-Corporate (Open)	All paddlers must be full-time employees in the Company that the Team is registered for; There is no restriction on male/female paddlers' configuration; Limited to the first 20 teams to register; Drummer and steersperson can be either male or female; A letter from the HR Manager/Director is required to certify that all the paddlers in the Team are full-time employees of the Company; In the event of doubt or discrepancy, the Organisers reserve the right to request for proof of employment (i.e. CPF statement, etc).
Singapore Expatriate Community (Mixed)	Must have a minimum of 8 female paddlers; 80%/20% configuration between expatriates and locals respectively (i.e. not more than 4 local paddlers are allowed in each team); Limited to the first 12 teams to register; Drummer and steersperson can be either male or female; Drummer and steersperson are not governed by the 80%/20% ruling; The Organisers reserve the right to accept or reject an entry.
Club Crew (Open)	Male paddlers must be 25 years of age as at 1 st June 2013; Female paddlers must be 22 years of age as at 1 st June 2013; Age ruling also applies to Drummers; Limited to the first 20 teams to register; Drummer and steersperson can be either male or female.
Inter-Bank (Open)	All paddlers must be full-time employees in the respective Bank; There is no restriction on male/female paddlers' configuration; Limited to the first 20 teams to register; Drummer and steersperson can be either male or female; A letter from the HR Manager/Director is required to certify that all the paddlers in the Team are full-time employees of the Bank; In the event of doubt or discrepancy, the Organisers reserve the right to request for proof of employment (i.e. CPF statement, etc).
Freestyle event Local/ International	There is no restriction on male/female paddlers' configuration; Limited to the first 10 teams who register; Drummer and steersperson can be either male or female; Teams are allowed to race in any style of paddling (i.e. Squatting, kneeling, standing, etc). However it is compulsory for the Team to attempt freestyle only after the 50m mark .
Seniors 12-crew Open	Paddlers and Drummer must be 40 years of age and over as at 1 st June 2013; Age criteria does not apply to Steersperson.

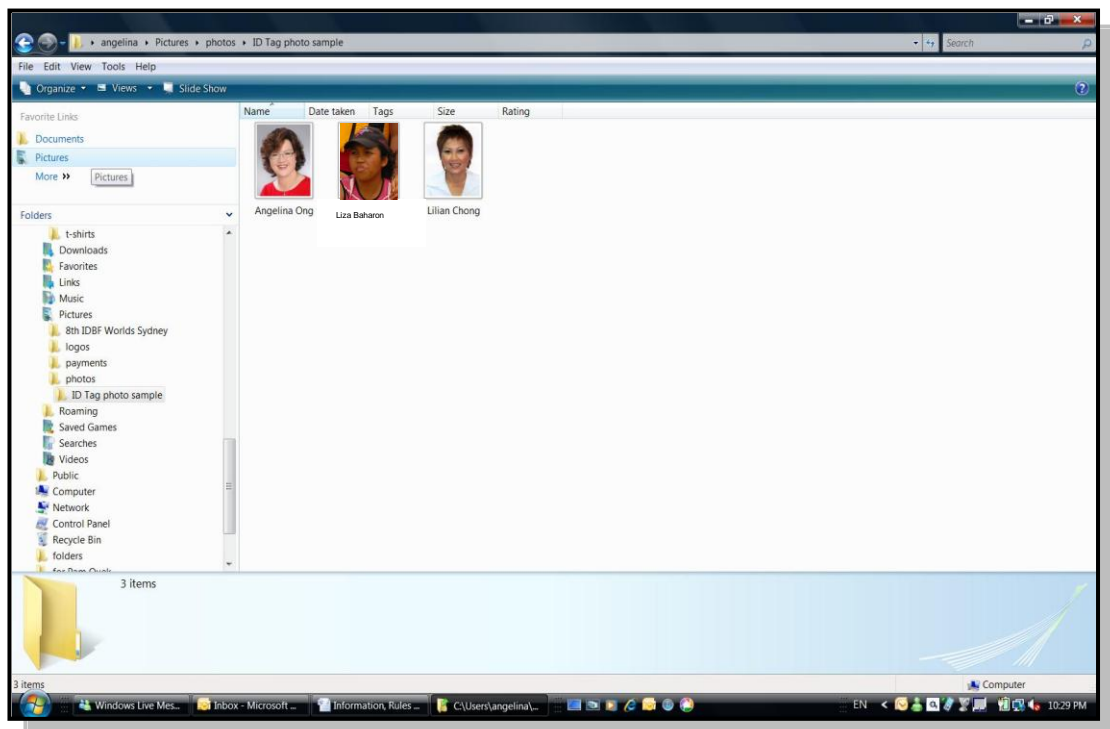
Cancer Survivors This is not a race. Any cancer survivor wishing to join may do so.
Friendship Paddle They do not have to be a member of any dragon boat team.
Interested teams/participants may contact SAVA directly.

(c) ACCREDITATION TAGS

We are once again using the online registration method. Please note that as an improvement to the system, and to avoid having to key in personal information for every event, **email addresses will be the personal identification for each participant**. Therefore please ensure that your email address entered is accurate so that in future when you key in your email address, all your personal particulars will be retrieved, thus minimising the task of having to key in every information again.

ALL PADDLERS MUST SUBMIT a digital photograph of themselves (**PASSPORT SIZE**, in soft copy and in **JPEG** format). **The file name for the JPEG photograph must be the name of the paddler registered for (in exact sequence)**. An example of **JPEG** photographs filed in a folder in the computer is shown on the following page. Please follow the instructions provided for online registration to submit these photographs.

Entries received after the closing date, or entries that are still without photographs after the closing date, will not have their Accreditation Tags made before race day. These Accreditation Tags will be processed on race day and a penalty of **\$30.00** per tag will be imposed.



(d) REGISTRATION PROCEDURE

This year we are introducing **online registration**. To assist Team Managers with the procedure to carry out registration online, please refer to the item "Online

Registration Guide and Process Flow" after item (k) below.

As a result of registering online, the following documents are automatically taken care of from the information that you are required to provide online:

- (1) Registration Form;
- (2) Waiver and Release of Liability Form (except for participants below the age of 21 where the parent/guardian will have to sign on a hard copy and same to be submitted to SAVA);
- (3) Summary of Participants;
- (4) Digital Photographs of all the paddlers;
- (5) Letter from the employer as proof of employment **(if required)**.

Important Note:

We are once again using the online registration method. Please note that as an improvement to the system, and to avoid having to key in personal information for every event, **email addresses will be the personal identification for each participant**. Therefore please ensure that your email address entered is accurate so that in future when you key in your email address, all your personal particulars will be retrieved, thus minimising the task of having to key in information again.

(e) CREW LIST

After the closing date for registration, we will be emailing to each Team Manager the Summary of Participants together with a soft copy of the Crew List. The Summary of Participants will be provided in Excel format. The Crew List will also be in Excel format. In this way, Team Managers only need to cut and paste to fill in the Crew List instead of having to re-type the information on Word format (as in the past) or hand write.

(f) OTHER TEAM NOTES

- (1) Teams can register via e-mail to savasprints@sava.com.sg for the rental of a tent (front view), at S\$200.00 for usage over both days of competition. This fee includes a 10ft x 10ft, 2 tables and 20 chairs.
- (2) Consumption of beer or any alcoholic beverage is allowed only at the end of the last race of the day.
- (3) Practice sessions are only available to International Teams on the Friday 13th September 2013 at specific time slots.
- (4) Personal Flotation Devices/Life Vests must be worn at all times when paddlers, drummers and steerspersons are on the water. PFDs are available for rent if any paddler does not have one.
- (5) Paddles must conform to IDBF Specification 202a. Paddles are available for rent but Teams must place advance bookings. Allocation will be on a first-come first-served basis.

(k) PAYMENTS

All cheques are to be made payable to "**SAVA Private Limited**" and mailed to:
SAVA Private Limited
22 Lorong 21A Geylang #07-02, Prosper Industrial Building, SINGAPORE 388431

Payments can also be made by direct transfer to SAVA's bank account. For such transactions, please remit your payments to:

Bank Account Name	SAVA Private Limited
Bank Name	DBS Bank Ltd
Bank Account Type	Current Account
Bank Account Number	065-900891-7
SWIFT Code	DBSSSGSG

Please forward a copy of the remittance confirmation either by email to savasprints@sava.com.sg or fax to **+65 6748 8443**

ONLINE REGISTRATION GUIDE AND PROCESS FLOW

The following guide takes you through from the very first time that you are using the online registration. Therefore it is very important that the person doing the registration for the first time must either be the Team Manager or an appointed representative. Subsequent correspondence will always be sent to this first person. Also, this will be the person who will be required to make payment online (either by Credit Card or Debit Card).

Step 1:

- (1) To begin, enter a valid email address.
 - (a) This must be the Team Manager's email address because all the registration information will be summarized and sent back to this email address for confirmation.
 - (b) This will also be the email address that you will need to enter to access the registration information in the event that you would like to make changes at a later date.
 - (c) *What is the "Already Registered" button for?*
 - (i) This is to be used only when the Team Manager wishes to retrieve or change registration information.
 - (ii) If you need to do this, you must first enter the Team Manager's email address in the box, then click on the "Already Registered" button
 - (iii) You will be taken to a page where you will need to enter your password. This is the password that you created at your initial registration.
 - (iv) Then you will be able to retrieve all the registration information and carry on to make any changes.
 - (d) *What is the "Registering a Group" button for?*

This is an information button only. It will show you the following information:

You will have the opportunity to add additional group members later in the registration process. If there are fees to be paid, the total fees for all registrants in the group will be charged to the first person who made the registration for the group (i.e. should be the Team Manager). If members of the group are paying individually (for example, with different credit or debit cards), please create separate registrations for each.

- (2) Then click "Continue" and you will be taken to the "Personal Information" page.

Step 2:

- (1) You are now on the "Personal Information" page.
- (2) Fill in the information required. You must provide information for every box that has a red star (★).

- (3) You must upload the photograph of the person that is being registered, otherwise you will not be able to proceed. The photograph must be in JPEG or GIF format and should not be more than 20MB in size.
- (4) You must create a password. This is the password that will be reproduced for every team member being registered for subsequently.
- (5) "Proof of Employment" is only required for teams entering the "Inter-Corporate" category.
- (6) When you have completed filling all the information, click "Continue" and you will be taken to the "Activities" page.

Step 3:

- (1) On this page you must answer "Are you liable for registration fees"?
 - (a) "Yes" if you are competing as a paddler, a drummer or a steersperson;
 - (b) "No" if you are a Team Manager who is not competing in the event
- (2) Then proceed to mark off the categories that your team will be participating in.
- (3) Then select either "Add Another Person" button OR "Continue".
 - (a) If you click "Add Another Person":
 - (i) You will be taken to a page where you will need to enter the other person's email address;
 - (ii) Then click "Continue";
 - (iii) Then you will be taken to a page where you will need to fill in the person's information (remember to upload photograph otherwise you cannot proceed) and provide information for every box that has a red star (★).
 - (iv) No need to create a Password for this person because the Password created by the first person doing the registration will be used subsequently for all the team members.
 - (v) "Proof of Employment" is only required for teams entering the "Inter-Corporate" category.
 - (vi) You must indicate that you agree to the terms and conditions on the Waiver and Release of Liability. For participants under the age of 21, you can download this document, have it signed by a parent or guardian and return the document (either in soft copy by email to savasprints@sava.com.sg; or hard copy to SAVA's office);

- (vii) When you are done here, click "Continue" and you will be taken to the "Check Out" page
- (b) The "Checkout" page is the same page that you will get to if you had clicked on "Continue" at **Step 3 item (3)** instead of "Add Another Person".

Step 4:

- (1) You are now on the "Checkout" page.
- (2) Verify that all the team members that you have registered are listed;
- (3) At this point you can still "Add Another Person" (a button is provided for after the summary of registrants).
- (4) Check that the Fee Summary is correct;
- (5) And finally, make payment. You can make payment online by Credit Card or Debit Card.
- (6) For organizations that require SAVA to invoice, please select the appropriate option.

RULES & REGULATIONS

These rules and regulations govern the proper conduct of SAVA Sprints International dragon boat races.

(1) ENTRY RULES

CREW MEMBERS and TEAM MANAGER

- (1) A 20 crew team shall consist of 18 Paddlers, 1 Drummer, 1 Steersperson and 4 Reserves.
- (2) A 12 crew team shall consist of 10 Paddlers, 1 Drummer, 1 Steersperson and 2 Reserves.
- (3) A Mixed crew team shall consist of a minimum of 8 female paddlers.
- (4) The minimum number of paddlers in a team is 16. A reserve can participate in the competition in the event of sickness, injury or unavailability of a crew member named in the crew list.
- (5) While paddlers and drummers can only paddle for one team, Steerspersons are allowed to steer for more than one team.
- (6) Every team shall appoint a Team Manager and a Team Captain. The Team Captain shall assume the role of the Team Manager in the event that the Team Manager is not available.
- (7) It is the responsibility of the Team Managers to attend all meetings that are called for Team Managers.
- (8) Crews must follow the directions of the race officials at all times during the competition. Failure to do so may result in disciplinary action being taken, or if appropriate the disqualification of the competitor or crew concerned.
- (9) Save for any exceptions in these Rules, an individual competitor shall only be registered and competing under one (1) team. A competitor must not paddle for a team crew other than the one he or she is registered to compete for.
- (10) All registration must reach the Organisers by 1200 noon of **Wednesday, 14th August 2013**
- (11) A team can only submit one (1) entry per crew per category. If the team has other crew(s) then the team will be required to register each crew separately (e.g. "A", "B" or "C" or more).

(2) SAFETY RULES

- (1) Competitors must be able to swim at least 50 metres wearing light clothing. It is the responsibility of the Team Manager to ensure all members of the team comply with this rule.
- (2) Teams must bring their own life vests (personal floatation aids). It is compulsory for all competitors to put on the life vests during the race.

- (3) The crew members from a capsized dragon boat are required to stay with the boat and leave it in the capsized position. They should not swim ashore. They should wait for the arrival of the safety boats. Only after the crew has been rescued will the safety boats recover the capsized dragon boat.
- (4) Each competitor is solely responsible for his or her own safety and fitness during the competition. No responsibility will be accepted by the Organiser or any other individual or organisation connected directly or indirectly with the races and they will not be held responsible for any death, injury, damage or loss incurred by the members of a team.
- (5) All safety rules must be complied with. Disregard for or infringement of any safety rule will lead to disciplinary action and/or disqualification for the team connected.
- (6) All crews shall compete in their races in accordance with the rules. They shall comply with the instructions of the jury/umpires and of the Organising Committee and they shall observe any traffic regulations in force. They shall, in particular:
 - Not cross the finish line (in any direction) while boats from another race are in the process of finishing, or at any time when not participating in a race;
 - Stop when the competing crews approach their position;
 - Respect traffic rules in warm up and while moving to the start area.

(3) EQUIPMENT

- (1) The Organising Committee shall provide all the dragon boats for the event. All teams must provide their own paddles, which unless exempted by the Organiser, shall be of IDBF 202a specification. The allocation of equipment to individual crew shall be at the sole discretion of the Organising Committee. The Organising Committee shall not be held responsible for any failure of equipment during the race.
- (2) It is the responsibility of the crew in a team to ensure that the dragon boat and its equipment are fully functional and water worthy. Dragon boats must be checked before embarking for a race. The Equipment Steward must be informed should there be any complaints on the equipment issued. His decision on the validity of the complaint is final. The organiser shall not be held responsible for any boat or equipment failure once a crew has embarked.
- (3) Participating teams shall reimburse the Organising Committee for any damages or losses to the equipment caused by the team concerned.
- (4) The Organising Committee has the right to change the boats depending on the availability and weather conditions.

(4) REPORTING/MARSHALLING/EMBARKING

- (1) The Team Manager and his/her crew must report to the Crew Assembly Area and be ready to embark twenty minutes before the start of the race. Crew identity checks may then be carried out by the race Officials and competitors must, if required, be able to produce some proof of identity.

When called forward to the Embarking Area, crews must embark in accordance with the instructions of the Boat Marshals. The Race Director can disqualify a team for failing to report within the stipulated time.

- (2) It is the Team Manager's responsibility to ensure that the dragon boat and its equipment are fully functional and water worthy. Therefore, boats and equipment must be carefully checked before embarking for a race. The Organiser cannot be held responsible for any boat or equipment failure, once a team has embarked and left the Embarking Area
- (3) Teams must use the dragon boats allocated to them by the Organiser.
- (4) After a crew has embarked, it must proceed directly to the Start Area. All crews must keep clear of the Racing Lanes and must not interfere with a Race that is in progress.

(5) CONDUCT OF TEAM

- (1) Teams must follow the directions of the Race Officials at all times during the competition. Failure to do so may result in action being taken against them, which may include disqualification of the competitor or team occurred
- (2) Any dragon boat crew or competitor who attempts to win a race by other than honourable means, or who deliberately breaks the Racing Rules, or who disregards the honourable nature of the rules, shall face disqualification from the competition.
- (3) It is forbidden during a race, for a crew to receive outside help or coaching, or, be accompanied by other boats along the course, even outside the Racing Lane. Such acts will result in disciplinary action being taken against the crew(s) concerned.
- (4) Verbal abuse directed at a Race Official by competitors will be dealt with by the Race official first warning the competitor(s) or Team Manager of the crew concerned, that an offence under the Disciplinary Code has occurred. If the abuse continues, the Race Official will take appropriate action against the person(s) concerned and report this to the Organiser. Appropriate action includes disqualification from the event, subsequent events and future competitions.
- (5) Any conduct likely to bring the sport into disrepute, such behaviour considered unacceptable in public, aggressive behaviour to members of the public or social bad manners, will result in disciplinary action being taken against the person(s) concerned.
- (6) Any threat of violence or actual violence occurring during the period of an event among participants will be dealt with by the Organising Committee / Disciplinary Committee. The person(s) concerned and the crew will be disqualified from taking any further part in the competition. No appeal will be entertained in such circumstances.

(6) STARTING PROCEDURE

- (1) It is the Team Manager's responsibility to make sure that each crew member is familiar with the starting procedures. All crew members must assemble

behind the Start Line or in a specifically designated start area at least 5 minutes before their Start Time. Failure to come up to the Start Line when called shall be warned by the Race Starter. The Race Starter will start a Race on time and may start a race without reference to absentees.

- (2) The first 50 metres of the Regatta Course constitutes of the Start Zone. The crew shall not enter the start zone until all crews from the proceeding race have left the start zone, and the Starter has attributed a lane to the crew. Crews must be at their starting position and attached, two minutes before the time laid down for the start. The Starter may start the race without reference to absentees. The Starter may warn a crew arriving late at its starting position and such warning shall have the same effect as one given for a false start. The Starter may also exclude the crew from the event.
- (3) Starting Procedure
 - (a) Crews must attach themselves to their starting buoy at least two minutes before the starting time of the race. When the Starter announces "Two Minutes" this shall signify to the crews that they are formally under the Starter's orders. The announcement of "Two Minutes" shall also be an instruction to the crews to prepare to race (i.e check equipment, etc).
 - (b) When the boats are aligned and the crews are ready to race, the Starter will make a roll-call by announcing the lane order and the names of each of the crews/teams in the race.
 - (c) Once the roll call begins, the Steerspersons must make sure that their boats are straight and ready to race.
 - (d) At the same time, the Aligner will raise the white flag to indicate that the crews are, ready and correctly aligned.
 - (e) The Starter shall then ask "ARE YOU READY" followed by "ATTENTION" and after a clear pause, the Starter shall give the start command by using the air horn and, simultaneously, saying "GO".
 - (f) If the starting procedure is interrupted for any reason external to the crews or for a false start then the Starter must begin the procedure again by starting with the roll call.

(7) FALSE START

- (1) If a crew starts after the word "ATTENTION" and before the word "GO" it has made a False Start. The Starter shall immediately recall the crews by shouting "STOP STOP STOP". The Starter will then identify the crew or crews responsible for the False Start and will warn them of the offence committed. If the same crew causes two False Starts, the Starter may exclude them from the race or award a "Time Penalty" of 2 seconds to the offending crew.
- (2) When a crew "Jumps the start" which means that the crew has anticipated the Starters word of command "GO" to the extent that a "False Start" cannot be called, the Starter may award a Time Penalty of 2 to 5 seconds against the crew concerned.

- (3) If more than one boat crosses the start line before the start is given, only the crew or crews which the Starter or Aligner decides actually caused the false start shall be awarded a false start.
- (4) A warning given for being the late at the start shall have the same effect as a warning given for a false start.

(8) TECHNICAL RULES ON THE RACE COURSE

- (1) The Drummer shall sit on the seat provided and must actively beat the Drum throughout the race, once the boat has cleared the Starting Area, which is deemed to be 50 metres from the Start. Failure to comply will result in disciplinary action against the crew concerned.
- (2) The race course for each dragon boat is a straight line from its starting position to a corresponding point at the Finish Line. Each dragon boat must remain in its allocated lane and must not interfere with other dragon boats. Any dragon boats which enter a wrong lane which is marked by floating buoys other than its own WILL be disqualified. Lane markers of floating buoys will be positioned to guide crews.
- (3) In a collision during a race, when one or more of the teams involved could have avoided by taking corrective action, i.e. stop paddling BUT did not do so, the team or teams concerned shall be disqualified from the competition class concerned and may face disqualification from the whole competition.
- (4) Qualification of teams to race in subsequent rounds will be determined by the position and/or timing. In the event of a tie, then a draw will determine which of the tied teams advance to the next round of race.
- (5) Allocation of lanes for all heats will be decided by a draw. In the subsequent stages of the competition, for example, repechages, semi final and finals, the principle is to put the crews with the best placing in their previous round in the inner lanes and the crews with the lower placing in their previous round are put in the other lanes.
- (6) Teams with identical times to qualify for one place in the next round will be decided by a draw to decide which team qualifies.
- (7) The Race Umpire in the safety boats will follow each race to observe each course taken by each dragon boat. He will be equipped with a Loud hailer, and White and Red Flags. If the Race Umpire shows a Red Flag, the race must stop. A White flag is used to warn individual crews.
- (8) The correct course for each boat is a straight "line" down the course or down the middle of its marked "Racing Lane" from the Start Line to the Finish Line. Crews are responsible for their steering and leave their Racing lanes or deviate from their "Line" at their own risk. Even when crews are in their Racing Lanes or following a "racing line", at least 2 metres of clear water must be maintained around each boat. The boat includes the crew's paddles and therefore "clear water" is between paddle blade and adjacent paddle.
- (9) Any dragon boat that fails to keep to its proper course will be warned by the Race Umpire by showing a White Flag to the drummer and by giving a

verbal warning. If such warnings are ignored, the team(s) concerned risks disqualification from the race, if in the opinion of the Race Umpire that the crew has impeded another crew or has gained an advantage thereby, which has materially affected the result of the race. Dragon boats should not pass outside the buoys that mark the edges of the lanes.

- (10) The time returned by a dragon boat is the time taken when the foremost part of the body crosses the Finish Line. A Dragon's head when present forms part of the boat. The Finish Line is in between two buoys marked by two flags.
- (11) When a boat is overtaking another boat in a race, it is the duty of the overtaking boat to give "clear water" to the boat it is overtaking. Similarly, the boat being overtaken is not allowed to alter its course to make difficulties for the overtaking boat or boats. It is forbidden for a crew to "wake ride". i.e. to gain advantage from the WAKE of another boat by paddling across the angle of its bow wave and gaining an increase in speed by "riding" the forward face of the wave.
- (12) If, in the opinion of a Course Marshal or Race Director, a dragon boat has been swamped or capsized deliberately by a team, the Organiser reserves the right to impose a penalty of S\$200/- on the organisation which enters the crew, and the right to refuse such a team's entry in future races.
- (13) If in the opinion of the Race Director or Course Marshal, a dragon boat is damaged deliberately by a crew, the Organiser reserves the right to impose a penalty of S\$2,500.00 on the team and the right to require such team or such organisation which entered that team to pay for the costs of repairs to the damaged dragon boat.

(9) FINISHING AND JUDGING

- (1) The finishing order of a race and the time taken by each dragon boat will be determined by the Race Director and the Chief Judge whose decision shall be final.
- (2) Each dragon boat team must return immediately to the Boat Marshalling Area (or designated Embarkation Area) and disembark after the race unless it is involved in a dead heat for a place to determine advancement to the next round. A team is not released from the directions of the Marshalling Officials until all members of the team have left the Crew Assembly Area.
- (3) When two dragon boat teams from the same heat finish a race with identical times, the Race Director will draw lots to determine which team qualifies and in which lane each team is allocated if both teams qualify which is determined by the dragon boat teams.
- (4) Discarding of Life Vests (personal floatation aids), paddles, dragon head/tail into water at the conclusion of a race, is considered ungentlemanly conduct and contravenes the Disciplinary Code of competition. The Organiser reserves the right to take immediate disciplinary action which includes disqualification of the team(s) in all subsequent events of the competition. Penalty for loss or damage to equipment belonging to the Organiser will also be imposed.
- (5) A boat has finished the race when the foremost part of the boat crosses the

Finish line with the same number of Racers. (i.e. Paddlers, Drummer and Steersperson) in it as started the race. A Dragon's Head forms part of the boat.

(10) PROTEST AND APPEAL

- (1) All protests shall be made in writing by the Team Manager to the Race Director. Such a protest must be addressed to the Competition Committee within 15 minutes of the end of the race. A protest against a Race Result must be made no later than 15 minutes after the result is officially posted. A protest shall be accompanied by a fee of S\$150.00 which is refundable if the protest is upheld.
- (2) The Board of Jury will discuss the protest with the Competition Committee. After reaching its decision, the Competition Committee will inform all parties involved in writing, of its decision and of the reasons for the decision. The decision in writing will be handed to the Team Manager by the Chief Judge. The Team Manager must acknowledge receipt of it by signing the Chief Jury Official's copy and recording the time in case of any further appeal to the Jury. Only in exceptional circumstances will the Board of Jury take longer than 30 minutes to consider any one protest.
- (3) In the event of a team being disqualified for infringement of the Racing Rules and Regulations, the Competition Committee will record their decision and the reasons in writing on a Disqualification Notice. The Chief Jury will hand this notice to the Team Manager concerned who will acknowledge the receipt of it by signing the Chief Jury's copy and recording the time of receipt.
- (4) The acknowledgement of receipt(s) by the Team Manager is the start of the period in which the Team Manager may appeal to the Jury of Appeal against the decision of the Competition Committee. An appeal against a decision of the Competition Committee shall be addressed to the Chairman of the Jury and handed in no later than 20 minutes after the Team Manager has acknowledged receipt(s) of the Competition Committee's decision of any disqualification. An appeal shall be accompanied by a fee of S\$250.00 which is refundable if the appeal is successful.
- (5) The discussion of the appeal by the Jury of Appeal will not take more than 30 minutes. The Chairman of the Jury Appeal will inform the Competition Committee and Team Manager concerned of the Jury of Appeal's decision and reasons. The Organiser at its discretion will appoint competent persons for the Jury of Appeal. The decision of the Jury of Appeal is final.

(g) GENERAL

- (1) In the event of any question or matter which is not involved in these Rules and Regulations, THE DECISION OF THE ORGANISER AND/OR THE JURY OF APPEAL ON ANY MATTER NOT PROVIDED FOR IN THE RACING RULES AND REGULATIONS OR IN THE INTERPRETATION THEREOF, SHALL BE FINAL.
- (2) The Organiser reserves the right to accept or refuse the entry of any competitor or crew team in a race AT ITS SOLE DISCRETION.