



HONG KONG RACE WEEK VOLUNTEER GUIDE

Welcome Message

Dear Volunteers,

On behalf of the HKSF, RHKYC, and HKRW management, we would like to thank you for your time and effort in making the third annual Hong Kong Race Week a successful event.

Your commitment is truly appreciated. Without you, getting 262 sailors organised, fed, and out on the race track daily would be an impossible task.

Thank you for being part of the 100 volunteers on the HKRW team for 2017. We could not run a successful regatta without you.

Don't Forget:

- The meeting point daily for all Volunteers (including Race Management) is on the 2/F level Middle Island club house. Go up the stairs and turn left.
- Check in each day at the Volunteer check-in station before joining your group.
- Tea and coffee will be available every morning in the Volunteers meeting area.
- Stay hydrated; ****bring refillable water bottles and refill them often.*** Please note that the regatta is designated a Clean Regatta by Sailors for the Sea and we are not using disposable bottles
- Hats, sunglasses, and sun cream are recommended!
- Octopus cards are recommended if you do not have an RHKYC membership or temporary membership – please ensure that you get a 'Race Day Card' from the Volunteer check-in station when you arrive at Middle Island!
- Lunch will be provided when you are assisting for a full day – if you have any special dietary requirements please ensure that you let us know the details in advance so that we can cater for you.
****Please bring reusable water bottles*** to fill from the water dispensers.
- If you have any specific medical conditions which may affect you during the day (e.g. diabetes, epilepsy) please ensure that your team leader is aware – all such information will be treated with the utmost confidentiality.

Measurement Procedure:

- All measurement procedure is according to measurement sheets provided by HKRW.
- When measurement is complete and all criteria have been met, please sign and stamp the measurement sheet. Don't forget this! Both must be done for the sheet to be accepted in Registration.
- Please check in with chief scrutineer TBA.
- Measurement starts at 0900 hours to 1200 hours on 10 February. *Please arrive at 0830 for briefing and run-through of measurement protocol.
- Measurement starts at 1300 hours to 1600 hours on 11 February. *Please arrive at 1230 for briefing and run-through of measurement protocol.
- Measurement starts at 1000 hours to 1730 hours on 14 & 15 February. *Please arrive at 0930 for briefing and run-through of measurement protocol.
- Each boat to be measured should be partially or fully rigged according to the following specifications:
 - Optimist: fully rigged with all safety equipment onboard and PFDs available to check.
 - Laser: bottom section and boom rigged with all lines set up. Foils on the deck. Sail rolled and available to check for authenticity.
 - 420/470: jib rigged, mainsail rolled and available to check for authenticity.
 - Windsurfers: no need to rig but have all equipment available to check. Check for "NeilPryde" logo on all equipment as an authenticity check.
 - 29er: jib rigged, mainsail rolled and available to check for authenticity.

Thanks for your help!

New measurement form required