

Irish Coastal Rowing Federation



Handbook
of
Rules
& Governance
2021

Irish Coastal Rowing Federation
Handbook of Rules & Governance 2021

copyright © Irish Coastal Rowing Federation Ltd.

All rights reserved. This book or any portion thereof
may not be reproduced or used in any manner whatsoever
without the express permission of the Irish Coastal Rowing Federation Ltd.

The Irish Coastal Rowing Federation Limited is pleased to report that we have completed the Journey and
are now compliant:



Part 1



Constitution

This Page is Intentionally Blank



Note: In order to comply with the Requirements of the Companies Registration Office & the Revenue Commissioners, sections of this Constitution may be subject to review over the coming period. All Affiliates will be kept fully informed.

Companies Acts, 1963 to 1995

Company Limited by Guarantee and Not Having a Share Capital

Memorandum of Association of the

Irish Coastal Rowing Federation Limited

- A.1** To take over and assume all or any of the assets, rights, liabilities and rules of the Irish Coastal Rowing Federation as existed prior to the incorporation of the Federation.
- A.2** To promote the sport of coastal rowing, and do all such other things as are incidental or conducive to the attainment of coastal rowing on the island of Ireland.
- A.3** To Foster the ideals, intentions and aims of the Irish Coastal Rowing Federation and to promote the art and sport of rowing on a Regional, National and International scale.
- A.4** To encourage, uphold and enhance the status of the annual All-Ireland Coastal Rowing Championships.
- A.5 Company Name**
The Name of the Company shall be the '**Irish Coastal Rowing Federation Limited**' and the Address shall be the Address of the Secretary for the time being.
- A.6 Composition of the Irish Coastal Rowing Federation**
The Federation shall comprise of all or any such rowing associations and/or Clubs from the Island of Ireland and its Islands that apply to join the Federation and are accepted for membership. An Association is defined as a grouping that has two or more affiliated active rowing clubs.
- A.7 Club Membership**
In order to be compliant with the needs of Good Governance, it is necessary to have a direct link between the Federation and the Clubs, for that reason, clubs are required to affiliate directly to the Federation.
- A.8 Procedure for New Members**
Applicant Associations and Applicant Clubs must apply using the appropriate application form which must be sent to the Secretary to become Members of the ICRF. Upon receipt of an application for Membership from a new Applicant, the Board must approve every application by a minimum two thirds vote in favour.



A.9 Definition of a Member

A member herein after, means a fully paid up, affiliated club or affiliated association.

A.10 Executive Committee

- a) The Board shall manage the affairs of the Federation.

The Board shall consist of the following: President, Chairman, Vice-Chairman, Secretary, Treasurer, Communications Officer, Safety Officer, Registrar, Child Protection Officers (x 2), Development Officers (x 2) and any other such officers as may be required or so appointed. Officers of the Board shall be appointed each year at the Annual General Meeting except as described in A.16, A.17A & A.17B. Should a position become vacant during the year, the remaining members of the Board can decide whether to co-opt a new officer onto the Board or to leave that position vacant until the next AGM. See Appendix 7.

- b) In order to effectively manage the affairs of the Federation:

- i) **The Board:** The Board shall organise Executive Meetings where the Executive Officers as a collective can discuss and plan the affairs of the Federation in accordance with Best Practice and as may be deemed necessary to further the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
- ii) **Quorum:** A quorum at Board Meetings shall consist of the Chairman (*or Vice-Chair*), Secretary and at least four other members of the Board. In the event of the Secretary's absence, the Members present may elect an 'Acting Secretary' for the day from amongst those present however the numbers set out above must be present, i.e. Chair (*or Vice-Chair*), Acting Secretary and at least four other members of the Board.
- iii) **Board Bulletin:** The Secretary shall be responsible for issuing a synopsis of the outcome of Board Meetings within two weeks of each Board Meeting providing a brief summary of the items agreed at that meeting. Cognisance must be taken of the requirement for non-disclosure of items of a sensitive or confidential nature.
- iv) **Sub-Committees:** The Board shall have the right to appoint any and all such Sub-Committees as may be deemed necessary to effectively manage, plan, correlate, investigate and/or analyse any such matters as may be deemed necessary to further the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
 - a. The Membership of Sub-Committees can be made up of any combination of Board Members and/or Non-Board Members.
 - b. The ICRF Chairman & Secretary shall be entitled by right to be members of all Sub-Committees.



- c. Any Officer of the Board shall be entitled by right to be a member of any Sub-Committee that overlaps into that Officer's Area of Responsibility.
 - d. No Person shall be permitted to be a Member of any Sub-Committee that is tasked with dealing with any issue that relates either directly or indirectly to that person or his/her club or association. Should a conflict of interest subsequently come to light, then any person so affected must immediately stand aside until such time as any or all such conflicts have been morally and ethically resolved.
- v) **Delegations:** The Board shall have the right to appoint and send Delegates to attend any events or organisations as may be deemed beneficial to the furtherance of the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
- vi) **Services:** The Board shall have the right to hire or appoint any company, organisation or individual as may be deemed beneficial to the furtherance of the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
- vii) **Facilities:** The Board shall have the right to hire, purchase or commission any equipment, items, materials or services as may be deemed beneficial to the furtherance of the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
- viii) **Assistance:** The Board shall have the right to award or render monetary or other assistance to clubs and/or individuals to assist them in attending or participating in events of national or international significance as may be deemed beneficial to the furtherance of the aims of the Federation, the Sport of Coastal Rowing in Ireland and those who participate in it.
- ix) **Start-Ups:** The Board shall have the right to award or render monetary or other assistance to clubs or groups in order to help those clubs or groups to become established and/or to promote the sport of Coastal Rowing in their area.
- x) **Expenditure:** The Board shall not expend more than €15,000 in any year with any supplier or service provider except where approval has been given by the Members at a Delegates Meeting or at an Annual or Extraordinary General Meeting.
- xi) **Debt:** The Board shall not commit the Federation to any form of financial debt burden (*e.g. loans or other forms of debt*) except where approval has been given by the Members at a Delegates or General Meeting (*Annual or Extraordinary*).



xii) Welfare Policies: The Board shall have the responsibility / authority to Design, Develop, Introduce and Enforce Policies and Procedures in all areas of Child and Vulnerable Persons Welfare to ensure compliance with legislation in both jurisdictions (ROI/NI) and in keeping with best practice to ensure the protection and enhancement of the welfare of Youth, Children & Vulnerable Persons taking part in our sport.

xiii) Other Policies: The Board shall have the responsibility / authority to Design, Develop, Introduce and Enforce Policies and Procedures in order to ensure compliance with National Legislation and Best Practice in our Coastal Rowing Community and our Sport.

A.11 Notice of Annual General Meeting

The Secretary shall give notice of the Annual General Meeting at least 6 weeks in advance of it taking place.

A.12 Notice of A.G.M., Nominations to the Executive & Notices of Motion

Notice of the Annual General Meeting along with 'Nominations to the Executive' and 'Notices of Motion' forms shall be issued to all fully paid up members at least 6 weeks in advance of the A.G.M. All completed 'Nominations to the Executive' and 'Notices of Motion' forms must be returned to the Federation Secretary within 3 weeks (that is 3 weeks in advance of the A.G.M.). The Secretary shall then furnish each member with a complete list of 'Nominations to the Executive' and 'Notices of Motion' received along with a full agenda within 1 week (that is 2 weeks in advance of the A.G.M.) for consideration by the member associations before voting on at the A.G.M.

A.13 Delegates & Voting

Each fully paid up Member Association shall appoint three (3) Delegates to the Federation and any two (2) delegates shall be entitled to vote on behalf of their association on all matters being voted upon. As a single entity the Executive is entitled to 1 vote, which shall be cast by the Chairman. Any Association which is not fully paid up will not be permitted to vote.

A.14 Quorum

A minimum of 50% of Associations plus 1 Association is required to be in attendance to make up a quorum at a Delegates meeting or an Annual or Extraordinary General Meeting to proceed.

A.15 Honorary President Term

The Honorary President will serve for a term of 5 years. Nominations for the position of Honorary President will be accepted for election at the Annual General Meeting immediately preceding the end of each 5 year term of office or at the next Annual General Meeting if the position becomes vacant before the 5 year term expires. See **Appendix 7**.



A.16 Commodore

The Irish Coastal Rowing Federation may, if it is the wish of the affiliated members, appoint a person deemed to be deserving of the honour, to the position of Commodore. See **Appendix 7**.

A.17A Child Protection Officers

The Child Protection Officers shall be appointed directly by the Board taking into consideration the appointee's knowledge, experience and aptitude in the field of Child Welfare. Their appointment shall be for a period of up to three (3) years after which they may be reappointed for another term or new appointments can be made. It is a requirement that Child Protection Officers must be Garda or Access NI *Vetted (as appropriate)* and cleared. See **Appendix 7**.

A.17B Safety Officer

Effective from 2023 AGM, the Safety Officer shall be appointed directly by the Board taking into consideration the Appointee's knowledge, experience and aptitude in the field of Health & Safety. The appointment shall be for a period of up to three (3) years after which the Appointee may be reappointed for another term or a new appointment can be made.

A.18 Amendments to the Constitution

Any article of the Constitution can be amended as follows:

- At an Annual or Extraordinary General Meeting, by a Two Thirds vote in favour by those Members voting.

Any rule can be amended as follows:

- At an Annual or Extraordinary General Meeting, by a simple majority vote in favour by the Members voting.
- Any other time: By a Unanimous vote in favour by those Members voting.

A.19 Voting by Proxy

In the event that a Member (Association or Club) is unable to attend a meeting but wishes to exercise their voting rights on any or all voting matters, this can be done by the Association or Club Secretary e-mailing the ICRF Secretary and declaring their voting intentions on each item/matter up for consideration. The ICRF Secretary will then vote on that Club / Association's behalf on each item in accordance with the Club / Associations declaration of Voting Intention. The e-mail must be received from the Secretary's registered e-mail account and will not be acceptable from any source other than the Secretary's registered e-mail account.

A.20 Official Colours

The official colours of the Irish Coastal Rowing Federation are Green and Blue.



A.21 Annual Regatta

The annual regatta organised by the Federation shall be called the 'All-Ireland Coastal Rowing Championships'.

The organisation and running of the All-Ireland Coastal Rowing Championships shall be the responsibility of a dedicated Sub-Committee called the 'All-Ireland Sub-Committee'. The members of the Sub-Committee shall be appointed by the Board of the ICRF.

A.22 Hosting Rights

Each Association shall by right be entitled to host the All-Ireland Coastal Rowing Championships on a rotational basis.

- When it is that Association's turn to host the event, providing that Association can provide a suitable venue and satisfy all criteria for hosting the event, then that Association shall have the right to host the All-Ireland Coastal Rowing Championships that year.
- In the event that an Association which has the right to host the Championships in a particular year declines for whatever reason to exercise their right to host the event, the Executive Board shall be tasked with finding and selecting a suitable alternative host or venue.
- The scheduled Host Association shall be confirmed at least 3 years in advance.
*Refer to **Appendix 8** for list of Scheduled Hosts*

A.23 Federation Flag

The Federation Flag shall be flown at all Federation regattas.

Part 2



Policies

This Page is Intentionally Blank



Section C: Policies

***Note:** All Policies contained in this **Section C** are considered to be ‘Live Documents’ and in order to keep up with best practice are subject to revision at any time. Refer to the ICRF website for the most up to date versions.*

B.1 Policy on Young People who Participate in our Sport

In the Irish Coastal Rowing Federation Ltd. our first priority is the welfare of Young People and we are committed to providing an environment which will allow all participants to perform to the best of their ability, free from bullying and intimidation. The Irish Coastal Rowing Federation Ltd. is required to amend its Child Protection Policies so that it shall be in compliance with the National Laws of both the Republic of Ireland and Northern Ireland and the European Union.

Given the Nature of Coastal Rowing and the inherent dangers associated with all Water Sports, the Irish Coastal Rowing Federation Ltd. is committed to providing the Safest Possible Environment for all of our members and participants so that they may enjoy their sport, devoid of all unnecessary risks. No member or participant should ever be put in a situation of danger and all precautions necessary should be taken to protect our members and participants from all forms of harm.

B.2 Policy on the Wellbeing of Participants in our Sport

The Irish Coastal Rowing Federation Ltd. is fully committed to safeguarding the wellbeing of its members. Every individual in the Irish Coastal Rowing Federation Ltd, its affiliated Associations and Clubs should at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the Code of Ethics and Good Practice for Children’s Sport.

B.3 Anti – Doping Policy

The Irish Coastal Rowing Federation supports the ‘Anti-Doping in Sport’ policies of the Irish and Northern Irish governments and in keeping with that support, prohibits the use of all performance enhancing drugs and supplements which are proscribed and recognised as such by the relevant national statutory Sports Councils and National Olympic Committees governing both the Republic of Ireland and Northern Ireland.

The Anti-Doping Panel of the Irish Coastal Rowing Federation shall consist of the Federation Chairman, Vice-Chairman and Safety Officer and/or any other such Officers as may be deemed appropriate at the AGM or other forum. They are responsible for overseeing and implementing the Federation’s Anti-Doping Policy.



B.4 Policy of Non-Discrimination

Non-Discrimination

It is the policy of the Irish Coastal Rowing Federation Ltd. that it does not and will not discriminate against any person or group on the grounds of:

- Gender, or
- Civil or Family Status, or
- Age, or
- Disability, or
- Race, Ethnicity, or National Origin, or
- Sexual Orientation, or
- Religious or Political Beliefs, or
- Membership of the Traveller Community.

Equal Opportunities

The Irish Coastal Rowing Federation Ltd. is committed to a policy of Equal Opportunities for everybody and does not and will not discriminate on any of the above grounds in the terms of:

- Participation in Coastal Rowing,
- Membership of the Irish Coastal Rowing Federation and/or its Affiliates,
- Affiliation to the Irish Coastal Rowing Federation Ltd. and/or its Affiliates,
- Appointment to Office within the Irish Coastal Rowing Federation and/or its Affiliates.
- Opportunities to participate in Volunteering Positions

B.5 Social Media Policy

Social networking and social media are powerful communication tools which can have a significant impact on organisational and professional reputations. The Irish Coastal Rowing Federation has developed a policy to help clarify how best to use these tools to the benefit of Coastal Rowing. Examples of social networking websites are Blogging, Twitter, Facebook, YouTube, etc.

Everyone involved in Coastal Rowing needs to follow the same behavioural standards online as they would in real life. The same laws and expectations for interacting with others apply online as in the real world. This document has been put together to help, educate and guide those involved in Coastal Rowing who use social media in an official or unofficial capacity.

These guidelines will evolve over time as new technology and platforms emerge. They currently deal with the social media world as it is today and keep a few basic aims for the Irish Coastal Rowing Federation in mind.

The aims of the Irish Coastal Rowing Federation Social Media Policy are as follows:

- To promote the sport of Coastal Rowing through positive online discussion.
- To protect the reputation of all affiliated clubs, associations and the Irish Coastal Rowing Federation and of the sport of Coastal Rowing.

The Irish Coastal Rowing Federation will continue to encourage online discussion of coastal rowing. In doing so, we must take into account some key challenges:

- When members share opinions online, they may reflect positively or negatively on the Federation and on Coastal Rowing.
- Individuals or groups inside and outside the Coastal Rowing community may use social media to challenge the Federation's rules and its reputation.
- The Irish Coastal Rowing Federation will defend its position in such circumstances.

The Irish Coastal Rowing Federation Social Media Policy will allow our officials and members to develop a positive presence online, enhancing the experience and enjoyment for everyone's benefit whilst also raising the profile of Coastal Rowing nationally. These guidelines include advice on how Associations & Rowing Clubs should manage their reputations online. The whole area of social media is an exciting one for the Coastal Rowing community which we should embrace.

Coastal Rowing's online presence is made up of the Irish Coastal Rowing Federation, Associations & Clubs operating websites and social media channels. We want to ensure that a common set of guidelines and policies are in place so that we are all working for the benefit of Coastal Rowing.

The Guidelines – When Officially Representing your Club, Association or the ICRF.

The following principles will help guide our members who represent their Club, Association or the ICRF in an online, official capacity when speaking on behalf of their Club, Association or the Irish Coastal Rowing Federation.

1. Be Courteous

Approach online communities using sound judgment and common sense. Adhere to your club, association and the ICRF'S constitution & rules, as well as other applicable policies.

2. Be Transparent

Make it clear that you volunteer for your Club or Association. Your honesty will be noted in social media environments. If you are writing about your Club or Association, use your real name, identify your position within the Club or Association and be clear about your role.

If you have a vested interest in what you are discussing, be the first to say so. You should neither claim nor imply that you are speaking on behalf of the Club, Association or Federation.

3. Confidential Information

When posting on the internet do not disclose any information that is confidential or proprietary to your club, association or the Federation or confidential to any third party that has disclosed information to your club, association or the Federation.

When in doubt, do not post. You are personally responsible for your words and actions online.

You must ensure that your posts are completely accurate and not misleading.

4. Be Respectful

When you are representing your club, association or the Irish Coastal Rowing Federation in an official capacity, you should be respectful of all individuals, races, religions and cultures. How you conduct yourself online not only reflects on you – it also reflects directly on the Coastal Rowing community.

When disagreeing with the opinions of others online, keep it appropriate and polite. If you find yourself in a situation that might become antagonistic, do not get defensive or disengage from the conversation abruptly. It is also important not to respond in the heat of the moment, in a way you may regret later. Feel free to seek advice or disengage from the dialogue in a polite manner.

5. Be Honest

Stick to your area of expertise and feel free to provide your unique perspective on non-confidential activities of Coastal Rowing.

Keep in mind that you won't always know all the answers. Don't be afraid to seek help and advice from others who may be better informed than you.



6. Use of Imagery

Internet postings should not include Club, Association or ICRF logos without permission.

Please respect brand, trademark, and copyrighted information and imagery.

Do not post photos of others without their permission.

Consult the ICRF Code of Ethics and Good Practice in Irish Coastal Rowing for Children for guidelines on the use of Photographic and Mobile Equipment.

7. Respect the Law

Internet postings must respect copyright, privacy, fair use, financial disclosure and other applicable laws.

8. Dealing with Mistakes

Correct any mistake immediately and make it clear what you've done to fix it.

If it is a major mistake, let your PRO, Secretary or Chairperson know immediately so appropriate action can be taken to minimise the impact.

The ICRF reserves the right to withdraw certain posts and to remove inappropriate comments that appear on ICRF Social Media platforms & will inform the Club and Association of the member's negative action.

The Guidelines – When Using Social Media Personally

The Irish Coastal Rowing Federation respects your right to use these media platforms in a personal capacity, but we would ask that you remember the implications of referring to the Irish Coastal Rowing Federation when you do.

Recognise when the Irish Coastal Rowing Federation might be held responsible for your behaviour online, and follow these principles when you are using social media channels as a private individual.

- 1.** Adhere to your club, association or the ICRF Constitution and Rules when online.
- 2.** You are responsible for your actions but remember that those actions may have consequences for your club, association or the Irish Coastal Rowing Federation. You have a responsibility when using social media platforms to not do anything online that might tarnish your club, association or the Irish Coastal Rowing Federation's image and reputation or bring Coastal Rowing into disrepute.
- 3.** If you see negative posts about your club, association or the ICRF, or see non-members trying to spark a negative conversation, avoid the temptation to react, unless you are an official spokesperson for your club, association or the Irish Coastal Rowing Federation.
- 4.** Do not mix your official club, association or Federation role with your personal life online. Not everyone will be able to make the distinction between the two. Whilst the Irish Coastal Rowing Federation respects freedom of speech, remember that all online users can see everything you post. Use your judgement and common sense.



5. Never disclose non-public information regarding your club, association or the Irish Coastal Rowing Federation, including confidential information.
6. Remember that it may cause conflict if you take a position online that is counter to your club, association or the ICRF's interests, policies, constitution and rules.

Disclaimers

Protecting Against Libel and Legal Liability

Where people leave comments on forums on websites or social media channels, it is necessary to post a disclaimer. This is a precaution to protect the Club, Association or the Irish Coastal Rowing Federation so that it is not legally liable for those comments. Here is a good example of a disclaimer:

"The [*insert name of your club*] does not accept any responsibility for the opinions expressed on this forum, which are those of the individuals expressing them, and do not necessarily represent the views of [*insert name of your club*]."

When you post on such forums, make it clear that you are posting in a personal capacity, unless you are officially representing your Club, Association or the Federation in your post (in which case you should specify your role).

Protecting Young People Online

Many social networking sites attract teenagers and younger children. When we operate on a social media channel used by young people, including children, we must ensure that the site is suitable for a family audience. This includes content that our users post on the site, and articles we post. If we link to outside sites, we must be sure those sites are also suitable for our audience. The Irish Coastal Rowing Federation takes the welfare of young people extremely seriously. Consult the ICRF Code of Ethics and Good Practice in Irish Coastal Rowing for Children.

Breaches of the ICRF Social Media Policy

When a breach of the Social Media Policy occurs, the Irish Coastal Rowing Federation will inform the offenders Club and Association of the following:

- Type of offence
- The platform or forum it occurred on
- The date it occurred

The club is responsible for ensuring that the inappropriate material is removed from the internet and that the member is informed of their breach of the Social Media Policy. If, in the opinion of the ICRF, the member's club does not deal satisfactorily with the situation the Irish Coastal Rowing Federation reserves the right to impose a fine or sanction on the member involved and/or the member's club. Both the member and the member's club have the right to make a written appeal to the Irish Coastal Rowing Federation within 2 weeks of the imposition of a fine or sanction. The appeal will be heard at the next Irish Coastal Rowing Federation Delegates Meeting.



B.6 Vetting Policies & Procedures

Introduction

In January 2013 the Government passed the “National Vetting Bureau (Children and Vulnerable Persons) Bill 2012”. This legislation makes it an offence under the act to knowingly employ / deploy someone to work with children or vulnerable adults who has not been Garda vetted.

The Act provides a legislative basis for the mandatory vetting of persons who wish to undertake certain work or activities relating to children or vulnerable persons or to provide certain services to children or vulnerable persons.

An organisation shall not permit any person to undertake relevant work or activities on behalf of the organisation unless the organisation received a vetting disclosure from the National Vetting Bureau in respect of that person.

In accordance with Section 8 of the Act the ICRF has been recognized as being a ‘relevant organization’ and has been placed on the ‘register of relevant organizations’. The Act goes on to define ‘relevant work’ as being:

“Any work or activity which consists of the provision of educational, training, cultural, recreational, leisure, social or physical activities (whether or not for commercial or any other consideration) to children unless the provision of educational, training, cultural, recreational, leisure, social or physical activities is merely incidental to the provision of educational, training, cultural, recreational, leisure, social or physical activities to persons who are not children”.

(Schedule 1: Part 1 (5))

The National Vetting Bureau has set up a “Frequently Asked Questions” section on their website,

<https://vetting.garda.ie/Help/FAQ>

The information below indicates the ICRF’s policy with respect to Garda Vetting and our provision of vetting services to our affiliated associations.

(All references to affiliated associations includes each respective associations affiliated clubs)



Garda Vetting (vetting) is available through the ICRF. The aim is to assist in the recruitment of suitable candidates to positions within the ICRF and Associations. The system has been structured in order to:

- Protect children and vulnerable persons.
- Identify if candidates for a position or role have convictions or have been prosecuted for crimes which may mean that they are unsuitable for the position.
- Protect the rights of the candidates.
- Protect ICRF affiliated associations.

What is vetting?

Vetting identifies if the Gardaí have on their national database, details of convictions or specified information relating to the applicant.

This information is then passed to the ICRF nominated person who reviews it and decide if any of it makes the applicant unsuitable to take up a role where they will be in contact with children or vulnerable persons.

Vetting processed by the ICRF does not assess a candidates suitability, or otherwise, for any other role.

Garda Vetting Forms

The vetting form to be used are:

- 1) **NVB 1 Form;**
- 2) **ICRF Vetting Application ID Form – Mandatory;**
- 3) **Parent / Guardian Consent Form (NVB 3) – for persons under 18 years of age.**

1. Garda Vetting I.D. Verification & Proof of Identity (Mandatory)

When conducting Garda Vetting the Irish Coastal Rowing Federation is required to seek proof of identity from each applicant.

Each Garda Vetting Application Form (NVB 1) must be accompanied by the ICRF Vetting Application ID Form signed by the Designated Person signed by the Child Welfare Officer of the applicants Club.



2. Vetting Form (NVB 1) - (Mandatory)

This form must be completed by the Applicant.

Guidelines for completing are listed on Page 1 of the application form.

Best Practice: The completed Vetting Form should be placed in a sealed envelope by the applicant and sent directly to **Charlie Dayman, 7 Tredinock, Arklow, Co. Wicklow** marked **Private & Confidential** together with the completed I.D. Verification & Proof of Identity form.

You must include: Copies of your driver's license, passport and utility bill. These must be signed by the clubs Designated Officer.

3. Parent / Guardian Consent Form (NVB 3) – (For persons under 18 years of age)

Persons under 18 years of age may be Garda Vetted. This form must be completed by the applicant's Parent/Guardian and attached to the Vetting Form

Who is a Designated Person?

Designated Person: The ICRF recommends that each affiliated Association and Club appoint one of the following as the Designated Person
Child Welfare Officer, Secretary, Treasurer or Chairperson.
Designated Persons cannot sign on behalf of their spouses.

Role of Designated Person: To authenticate the documentation received and verify that the forms presented belong to the person applying for Garda Vetting.

The Designated Person should only sign the form if confident that the information verifies the identification of the person and meets the **100 point check**.



What is the 100 Point check?

The 100 point check is a personal identification system developed to support organisations in verifying identity including date of birth and current address of those applying to be Garda Vetted as required. When conducting Garda Vetting, associations should require vetting subjects to present identification totalling 100 points to ensure they are checking the correct person. At least one form of photographic evidence and one separate proof of current residential address must be gathered.

Identification may be confirmed with sight of the Original of ONE of the following:

- Irish Driving License or Learner Permit (new credit card format) **80 points**;
OR
- Passport (from country of citizenship) **70 points**.

AND

- Utility bill (must not be less than 6 months old. Printed online bills are acceptable. Mobile phone bills are not acceptable) **35 points**;

OR

- Birth Certificate **50 points**;

OR

- National age card (issued by An Garda Síochana) **25 points**;

OR

- Written statement by a principal confirming attendance at educational institution on a letter head of that institution **100 points**.

Photocopies of the documents seen **must** be attached, and verified, to the Proof of Identity Form.

A full list of alternative acceptable forms of identity and the points they carry is available on the National Vetting Bureau's Website:

<https://vetting.garda.ie/Help/FAQ> - **Verification of Identity** .



How is vetting carried out?

- 1) The applicant completes the Garda Vetting Form (NVB 1)
- 2) The applicant completes the Garda Vetting I.D. Verification & Proof of Identity Form
- 3) The applicant gets the Proof of Identity Form verified by a Designated Person
- 4) The form and the relevant attachments are then sent to the ICRF Liaison
- 5) The ICRF checks and logs all the forms and sends them onto the Donegal Volunteer Centre who processes them and updates the NVB database
- 6) The NVB database will email each applicant with log in details to complete the NVB 2 form
- 7) **Applicants have 30 days to complete the NVB 2 form**
- 8) The NVB 2 form is emailed to the Donegal Volunteer Centre for final processing. **Make sure you provide all address information.**
- 9) **Disclosures relating to Conviction or Specified Information will be emailed directly to the applicant who has 15 days to lodge a query**
- 10) The NVB will identify any convictions and/or Specified Information. Should the NVB identify any aspect of 'Specified Information' the NVB will contact the applicant directly and seek approval to inform the ICRF of such information (see below)
- 11) The NVB send the results of vetting to the Donegal Volunteer Centre who forwards to the ICRF Liaison
- 12) The ICRF sends each applicant the results
- 13) Where appropriate the ICRF sends the results to the Designated Person in each club.

(Pursuant to Section 19 of the Act 'Specified Information' is deemed to be information that is 'considered to give rise to a bona fide concern that the vetting subject may harm, attempt to harm or put at risk a child or vulnerable person or both.')

The Act goes on to state that.....'If such information is going to be disclosed to a relevant organisation relating to one of their applicants, the Chief Bureau Officer must, in advance, notify the vetting subject of the intention to disclose the information'.

An applicant who is in receipt of a notification to disclose specified information to the ICRF has 14 days from the date of receipt of the notification to appeal the decision. All appeals must be submitted in writing to the Chief Bureau Officer at the National Vetting Unit.



How are vetting applications made and processed?

Individuals must fill in the ICRF Vetting Forms forms and submit these to the ICRF.

The ICRF checks the forms and forwards them onto the Donegal Volunteer Centre. Applications for Garda Vetting may only be submitted through organisations, like the ICRF, who are registered with the National Vetting Bureau. The NVB will not process applications made directly to them from individuals or organisations not registered with them.

Once the ICRF receives information from the NVB information is reviewed and an assessment as to whether it makes a candidate unsuitable to work with children or vulnerable persons. The criteria used are published below.

Guidelines for ICRF personnel processing returned vetting applications (see below).

General Policy on Convictions

The ICRF will exercise its discretion when deciding whether to allow a person who has a criminal record to act as a volunteer*. Each application will be decided according to these guidelines and against such other criteria as the ICRF deems relevant to an application. A person with conviction(s) will not always be prohibited from working as a volunteer.

*(*volunteer: for the purpose of this section any and all references to 'volunteer' means reference to a coach, trainer, cox or any applicant working with children or vulnerable persons)*

In deciding whether to approve an applicant the ICRF will take the following into account:

- category and seriousness of the offence(s) involved
- the conduct constituting the offence(s)
- the sentence(s) imposed
- the length of time since completion of sentence
- disclosure of the offence(s) by the person
- overall interests of the public good
- age of person when offence(s) was committed
- record of re-offending
- conduct of person before and after offence
- evidence of rehabilitation



The following guidelines are used by the ICRF when deciding whether to allow a person with a conviction(s) to volunteer with a club. The ICRF is not bound by these guidelines and may, where it deems the conviction(s) renders an applicant unsuitable to volunteer refuse an application for an indefinite period.

Cases awaiting Trial

This matrix should be considered as a guide only and the ICRF is not bound by the matrix in reaching a determination though it will form a factor under which the fit and proper condition is applied.

The “**Period Since Court Outcome Expired**” is determined as follows:

- In the cases of a custodial sentence the day when the full sentence has expired (not the date of release).
- In the case of a suspended sentence the day when the period of suspension expires.
- In the case of a non-custodial sentence the day the sentence was imposed.

In the case of multiple convictions, the period since court outcome expired is extended by:	a minimum of 1 year for 3 or less convictions
	a minimum of 2 years for more than 4-6 convictions
	a minimum of 3 years for more than 7-10 convictions
	a minimum of 4 years for more than 10 convictions

Multiple Convictions Matrix

Period since court outcome expired

Multiple Convictions (3 or less)	0-3 Years	3-6 Years	6-9 Years	9-12 Years	12+ Years
Multiple Convictions (4-6)	0-4 Years	4-7 Years	7-10 Years	10-13 Years	13+ Years
Multiple Convictions (7-10)	0-5 Years	5-8 Years	8-11 Years	11-14 Years	14+ Years
Multiple Convictions (more than 10)	0-6 Years	6-9 Years	9-12 Years	12-15 Years	15+ Years

Where there are charge(s) pending for offence(s) against an prospective volunteer and where a conviction for same would render the applicant unsuitable to volunteer the ICRF will reject the application and advise the applicant to lodge a new application when the case has concluded.

Where there are charge(s) pending for offence(s) against a volunteer the ICRF may suspend the volunteer until the outcome of the court case is known.

**Probation and Community Service Orders**

Where an applicant to volunteer has been subject to the conditions of the Probation Act or receives a Community Service Order, the ICRF will consider the category of the offence before deciding whether to allow a volunteer in the organization.

All Other Sentences Including Custodial, Suspended and Fines

The following conditions shall apply to custodial sentences, suspended sentences and fines. Where an applicant to volunteer has been convicted of an offence and receives a custodial sentence, suspended sentence or fine, the ICRF will consider the sentence against the Fit and Proper Matrix set out on the following page.

Fit and proper matrix

Category of conviction	Period Since Court Outcome Expired				
	0-2 Years	2-5 Years	5-8 Years	8-11 Years	11+ Years
Offences of Sexual, Physical or Emotional Abuse Against Children or Child Pornography	Unlikely	Unlikely	Unlikely	Unlikely	Unlikely
Murder	Unlikely	Unlikely	Unlikely	Unlikely	Consider
Sexual Offences Against or Involving Adults	Unlikely	Unlikely	Unlikely	Unlikely	Consider
Offences Against The State	Unlikely	Unlikely	Unlikely	Unlikely	Consider
Treason	Unlikely	Unlikely	Unlikely	Unlikely	Consider
Drug (Trafficking / Supply)	Unlikely	Unlikely	Unlikely	Unlikely	Consider
Manslaughter	Unlikely	Unlikely	Unlikely	Consider	Consider
Drug (Misuse)	Unlikely	Unlikely	Consider	Consider	Consider
Non Fatal Offences Against a Person or Persons	Unlikely	Unlikely	Consider	Consider	Consider
Offences Involving Offensive Weapon Possession	Unlikely	Unlikely	Consider	Consider	Likely
Road Traffic Offences (Use of Vehicle In Commission Of a Crime)	Unlikely	Unlikely	Consider	Likely	Likely
Offences Under The Defence Act(s)	Unlikely	Consider	Consider	Consider	Consider



Category of conviction	Period Since Court Outcome Expired				
	0-2 Years	2-5 Years	5-8 Years	8-11 Years	11+ Years
Offences Involving Fraud	Unlikely	Consider	Consider	Likely	Likely
Offences Involving Damage To Property	Unlikely	Consider	Consider	Likely	Likely
Offences Involving Theft	Unlikely	Consider	Consider	Likely	Likely
Road Traffic Offences (Hit and Run Offences)	Unlikely	Consider	Consider	Likely	Likely
Road Traffic Offences (Outcome: Other)	Consider	Consider	Consider	Likely	Likely
Public Order and Anti-Social Behaviour Offences	Consider	Consider	Likely	Likely	Likely
Road Traffic Offences (Outcome: Fine Only)	Consider	Likely	Likely	Likely	Likely
Offences Not Falling In To The Above Categories (Outcome: Fine Only)	Consider	Consider	Likely	Likely	Likely
Offences Not Falling In To The Above Categories (Outcome: Other)	Consider	Consider	Consider	Likely	Likely

Who can access vetting?

ICRF vetting may be accessed by individuals who are members of the ICRF or its affiliated Associations.

Who can be vetted?

Only persons who are currently living in Ireland with a current Irish postal address.

Cost:

The cost of each application is €7.50. Cheques / postal orders to be made payable to the ICRF.

Who should be vetted?

Persons who wish to undertake certain work or activities relating to children or vulnerable persons, or to provide certain services to children or vulnerable persons more than four times in any month or overnight.



All ICRF Associations running activities for children or vulnerable persons must have in place a policy stating who must be vetted and when. This would normally form part of the Associations overall Code of Ethics policy.

As a guide, people in the following positions within ICRF affiliated Associations should be vetted and a statement to that effect should be included as part of their respective Code of Ethics policy.

- Designated Officers
- Clubs'/Associations' Children's Officers
- Junior Organisers
- Youth Team Managers
- Coxes coxing junior crews
- Staff and volunteers leading or working on activities or sessions where they will have contact with children or vulnerable persons more than four times in any month or overnight
- Instructors/trainers and coaches running activities for children or vulnerable persons *

Vetting Persons Under 18 Years of Age

Section 13(6) of the Act provides for vetting of persons under 18 years of age.

The Act states that if a person in respect of whom an application for a vetting disclosure is made is under 18 years of age, a declaration of consent (Parent/Guardian Consent Form) is completed on his or her behalf by a parent or guardian of the person.

What is done with the information received?

The National Vetting Bureau informs the Donegal Volunteer Centre by post who subsequently inform the ICRF by post of the results of each vet. This information is kept in a secure location to which only the ICRF Child Protection Officer/NVB Liaison person has access.

The ICRF will not send the results of a vetting disclosure to anyone except the applicant.

Each application is logged on the ICRF database. No information relating to the application or disclosure is recorded other than;

- The date the application was sent onto the Donegal Volunteer Centre by the ICRF
- The date the application was received back into the ICRF office from the Donegal Volunteer Centre
- The result of the Vet (Positive or Negative).

Part 3



Regulations & General Instructions

This Page is Intentionally Blank

Section C: Regulations & General Instructions

C.1 Application of Rules at All Irelands and other Regattas

The “All Ireland” and all other regattas, where two or more associations are taking part, shall be run under the auspices and rules of the Irish Coastal Rowing Federation. Federation rules shall be enforced by the Executive on the days of the All Ireland. However should an incident or situation occur which is not specifically covered by the Federation rules, then the Host Association’s rules shall apply to that specific incident.

C.2 Discrimination

Any Individual or Group who believes that He/She/They has been discriminated against is strongly encouraged to report their concerns to the Secretary or any other appropriate Officer who will arrange for the matter to be thoroughly investigated and for appropriate action to be taken.

Discriminatory Harassment

The Irish Coastal Rowing Federation Ltd treats all incidents of Discrimination extremely seriously and will take appropriate action against any individuals, groups or affiliates found to be guilty of discriminatory behaviour on any of the above grounds.

Section D: Fees

D.1 Setting of Fees

Any changes to current fees or introduction of new fees shall be decided upon and set by the Board. Please See **Appendix 3** for details of fees.

D.2 Affiliation Fee

Each club & association shall pay an affiliation fee to the Federation on an annual basis. Please See **Appendix 3** for details of fees.

D.3 Club Entry Fee

In order to participate in the All Ireland Coastal Rowing Championships, each club must pay an entry fee. The fee must be paid at the time of submission of the Club Entry form. In addition, each club shall also pay a Race Entry fee for each crew entered in the Championships. This fee must be paid at the time of submission of the Race Entry forms. Please See **Appendix 3** for details of fees.

D.4 Financial Assistance to the Host Club

In the event that there is no alternative financial support from the Federation, the Club Entry Fees will be divided equally between the Host Association and the Federation.

Section E: Results, Awards, Medals, etc.

E.1 Official Results

- a. Results called immediately following a race shall be deemed to be 'Provisional Results'. If no objections or appeals are submitted within 30 minutes of the conclusion of a race the result will become 'Final' and will stand. If valid objections or appeals to the outcome of the race are submitted within 30 minutes of the finish of a race the result will remain 'Provisional' pending a final decision by the Hearing Committee. (A valid Objection/Appeal should be submitted on the appropriate form and signed by an authorised Club Officer and accompanied by the correct deposit)
- b. Provided there have been no disqualifications and no Objections or Appeals lodged within the given time, immediately upon the expiry of the 30 minutes after the conclusion of a race, the Official Race Results shall be announced by the Start Line.
- c. If an Objection or Appeal is lodged within the given time, the Official Race Results shall not be publicly announced until the decision of the Hearing Committee has first been notified to the Club Captain(s) of those clubs affected by the decision.

E.2 Special Award for Services to Rowing

The Federation and each association may if they so choose, nominate an individual who merits special recognition for services to the sport of coastal rowing. Those individuals may have worked at Club, Association or Federation level in any capacity. An inscribed gold medal will be presented to each of the nominees at the prize giving ceremonies at the All-Ireland Coastal Rowing Championships in recognition of their dedication to the sport.

E.3 Sporting Club of the Day Award

The Federation or Federation appointed individual or committee shall award the 'Sporting Club of the Day' trophy to the club that in their opinion merits such an award. The Federation may if it so wishes set down the criteria upon which this decision is made. Examples of such criteria are: Good Sportsmanship, Club Spirit, Consistent wearing of Club Colours, Consistent Punctual turn out for the start of races, etc.

E.4 Medals

Only official Irish Coastal Rowing Federation (All-Ireland Coastal Rowing Championship) medals shall be awarded to the first three crews in each race. No alternatives. Only the Stewards/Federation Officials shall have the right to decide on who are the recipients of these medals based on the results of the races. No official All-Ireland medals to be awarded for unauthorised races or to unauthorised individuals. In the event of a tie, medals shall be awarded to placed crews in accordance with the conditions stipulated in rule [J.13](#).

E.5 Perpetual Trophies

All Perpetual trophies remain the property of the Irish Coastal Rowing Federation and must be maintained in pristine condition by the holders. All trophies lost or damaged whilst in the safekeeping of a club or association must be replaced or made good.

All Perpetual trophies remain the property of the Irish Coastal Rowing Federation and must be maintained in pristine condition by the holders. All trophies will be issued in a clean and presentable condition and free from damage.

All trophies must be returned the ICRF no later than at the Draw meeting preceding the Championships where they will be subject to inspection.

If in the view of the ICRF, a trophy is not in a fit state for presentation, its cleaning will be arranged by the ICRF prior to the upcoming Championships. A fine will be levied by the ICRF on the Club for returning the trophy in an unfit condition for presentation. Where multiple trophies have been returned in an unfit condition for reissue a separate fine will be levied on the Club for each trophy returned unfit for reissue.

If a trophy is returned in a damaged state, the ICRF will arrange at its discretion, for repairs to be carried out or for the purchase of a replacement trophy of similar quality. The full cost of repair or replacement will be levied on the Club. In addition to this charge, a fine will be levied on the Club for returning the trophy in a condition unfit for re-presentation.

Where multiple trophies have been returned in a damaged condition the ICRF will arrange for the repair or replacement of each of the damaged trophies. The full cost of repair and/or replacement will be levied by the ICRF on the Club. In addition to the repair charges, fines will be levied by the ICRF on the Club for each trophy returned in an unfit condition.

Section F: Traditional & Regional Boats

F.1 Traditional / Regional Classes of Rowing Boats

- The **East Coast Skiff** is recognised as the traditional rowing boat of the **East Coast Rowing Council** and its affiliated clubs.
- The **Cork Timber Yawl** is recognised as the traditional rowing boat of both the **Coastal Rowing Association** and the **South West Coast Yawl Rowing Association** and their affiliated clubs.
- The **Slaney Cot** is recognised as the traditional rowing boat of the **Wexford Coastal Rowing Association** and the **Slaney Rowing Association** and their affiliated clubs.
- The **Antrim Gig** is recognised as the traditional rowing boat of the **Antrim Coastal Rowing Association** and its affiliated clubs.



- The **Kerry 4-Oar**, the **Seine Boat** & the **Killarney Six** are recognised as traditional rowing boats of the **Kerry Coastal Rowing Association** and its affiliated clubs.
 - The **Sligo Skiff** is recognised as the traditional rowing boat of the **Sligo & Roscommon Rowing Association** and its affiliated clubs.
 - The **Donegal Skiff**, **Donegal Punt** & the **Currach** are recognised as the traditional rowing boats of the **Donegal Coastal Rowing Association** and its affiliated clubs.
 - The **St. Ayles Skiff** is recognised as the traditional rowing boat of the **Down Coastal Rowing Association** and its affiliated clubs.
 - The **Celtic Longboat**, the **Pembrokeshire Longboat** and the **Bean Treasa Yawl** are recognised as the traditional rowing boats of the **Irish Sea, Sea Rowing Association** and its affiliated clubs.
- a. The Irish Coastal Rowing Federation is happy to acknowledge the status of the above classes of boats and supports the promotion and continued utilisation of these boats in their respective areas of operation.
- b. The Irish Coastal Rowing Federation further acknowledges that it has no desire nor intent now, or at any time in the future to see the eventual replacement of these classes at local level with the Celtic Yawl.

Part 4



Rule Book

This Page is Intentionally Blank

Section G: Stewards and Related Matters

G.1 Stewards

- a. It is the responsibility of the Stewards and Judges to ensure that the championships are run in a fair and safe manner. The Stewards and Judges must have a complete knowledge of the rules of the Federation, and must at all times apply the rules in a fair, honest and practical way.
- b. Stewards should be pro-active, if they see an infringement of rules they should act on it instead of waiting for an objection.
- c. Each day, a Stewards Meeting will be held one hour before racing. Each Steward who is scheduled to steward for that day is required to attend and must sign for an access pass which will allow them access to Stewards boat at their scheduled time. Stewards passes will be person specific and will carry the name of the Steward and will only be valid for that day's racing. The Stewards Meeting will brief stewards on key rules of racing including lane discipline, racing line at turns, any issues from the previous day's racing, etc
- d. In all decisions a majority vote of Stewards shall apply.
- e. Three Shore Judges shall be appointed to officiate at/or on the start/finish line. The Official Starters and the Stewards must co-operate fully with one another at all times.
- f. Three Boat Stewards from different Associations must officiate at each race. A second team of Boat Judges will be appointed to specifically observe the turns. In all decisions on the Stewards Boat, a majority vote of Stewards shall apply.
- g. Boat Stewards should not officiate for more than 6 consecutive races.
- h. Where an incident occurs in a race that requires the opinion / comments from the Stewards then all Stewards who have witnessed the event should give an account of what they saw. This in conjunction with TV evidence available should then be used to make a decision on the matter.
- i. Following the Stewards decision, Clubs involved have the right to appeal that decision to the Hearing Committee.
- j. If a crew is disqualified from a race, the Club Captain from that club must be notified of the disqualification and informed of the Club's right to appeal the decision to the Hearing Committee before any Official Race Results are announced.
- k. The Decision of the Hearing Committee is final.

G.2 Cooperation with Stewards

All associations, club officials, club members, spectators and supporters etc. must fully cooperate with and obey the instructions of all appointed Stewards, Judges and Federation Officials at all times to ensure the safe, fair and efficient running of the Championships.



G.3 Federation Officers

All ICRF Officers have at all times the status of Stewards & accordingly, must be co-operated fully with at all times.

G.4 Officer of the Day

The Officer of the Day shall be responsible for co-ordinating the duties of all Stewards, Race Officials and Service Personnel (Course Maintenance, P.A., Safety, etc.) and liaising with Officials from the Host Committee/Association/Club and all other necessary arrangements to ensure the smooth running of the Championships.

G.5 Race Organiser

The Race Organiser shall be responsible for coordinating all operations on the Start/Finish line including coordinating the race running order, recording and issuing results, identification of boats, issuing of 10-minute warnings etc. He/She may also perform as a Steward simultaneous to the organising duties. The time warnings are at the discretion of the starter and all coxes will be informed of time warnings before the first race.

G.6 Stewards Boats

There must be a minimum of two stewards boats on the water at all times. One must remain in a position behind the turning buoys while the other will follow the races from a safe distance from the rowing boats so as to ensure that they do not interfere with the racing.

G.7 Official Starters

- ◆ The Official Starter shall be appointed by or with the agreement of the Federation.
- ◆ Consistent Starter's instructions and signals to be given as follows:
 "All Boats Ready", followed by a single gunshot or a long blast of a horn.



G.8 Hearing Committee

The Hearing Committee shall be the 'Arbiter of Last Resort' and shall adjudicate and issue final decisions on all appeals and objections received to decisions of the Stewards. The Hearing Committee shall where reasonably possible, consist of one member from each association and one representative from the stewards. In addition, the Federation shall appoint a Chairperson of the Hearing Committee who will be responsible for coordinating the activities of the Committee and for signing off on all decisions of the Hearing Committee. The Hearing Committee's decision shall be final. Each person on the committee shall have one vote. In addition, in the event of a tied vote the Chairperson shall have the deciding vote. The findings of the Hearing Committee will be final. No member of the Hearing Committee shall be permitted to adjudicate on any matter involving their own club, i.e. where the outcome of the Hearing is likely to directly have a positive or negative effect on his/her club, then that person must stand aside from all deliberations and decisions affecting that particular issue. It is in order for a Substitute to take over in this instance however the Substitute shall also be bound by the provisions contained in this Rule **G.8**.

G.9 Objections / Appeals

- a). All objections and appeals to race incidents must be received on an official Objection form, together with the appropriate fee no later than 30 minutes from the time the last boat to finish in the disputed race crosses the finish line.
- b). All objections and appeals received in advance of a disputed race shall be adjudicated on by the Stewards. A right to appeal shall exist to all Stewards decisions however such appeals received within two (2) races of the start of the affected race shall be adjudicated on after the disputed race has finished, i.e. If the disputed race is race No. 7, this means that the Hearing Committee will only sit prior to the race if the Appeal is received before race No. 5 has started. If the Appeal is received after race No. 5 has started, the Appeal will be heard after the race has finished. The Hearing Committee shall have the right, in such instances, to issue a retrospective decision such as may be described in rule **G.11** below.
- c). Objection forms are available from the Stewards and/or from the Federation merchandising stall. The objection fee will be refunded, if an objection is upheld, or if the objection is denied but deemed to have been reasonable and made in good faith. See **Appendix 3** for details of fee.
- d). A club submitting an Objection or Appeal Objection or Appeal, shall be named.

G.10 Attendance at Objection / Appeal Hearing

The Club Captain or other nominated club official will be the only representative from a club entitled by right to be heard at an Appeal Hearing affecting that club. The Hearing Committee shall have the right to call any witnesses who can give an account of what they saw or persons who did not witness an incident but whose expertise or knowledge may be able to assist the Hearing Committee to make a just decision. The Hearing Committee's deliberations shall be done in private.



G.11 Bye into a Final

The Hearing Committee or Stewards at their discretion may grant a crew that was unfairly knocked out of a heat by way of third party interference, broken oar, gate, or tiller, a bye into the final. Alternatively, if the incident occurred early enough during the first heat, a bye into a subsequent heat in the same category may be granted. If there is no berth available in the relevant final or heat, a bye may be granted into an alternative final or heat provided that the race is of the same or higher category and the crew is qualified to take part. If a crew is deemed to have been knocked out of a final unfairly by way of third party interference only, the Hearing Committee or Stewards at their discretion may award position to that crew according to the finishing place that the crew will have been estimated by the Hearing Committee or Stewards to have achieved should they have finished the race unhindered. However, the stewards cannot overturn the results of a placed crew who were not involved in the said incident.

Section H: Race Categories and Qualifying Criteria

H.1 Race Categories

The full list of races, Race Course & Distances, Qualifying Genders and Qualifying Boats can be found in **Appendix 5**.

H.2 Intermediate and Intermediate Ladies Races

Any crew or Rower that has been placed 1st, 2nd or 3rd during the current season in either Junior or Senior Men's/Ladies races is not permitted to row Intermediate Men's/Ladies at the All-Ireland with the following exceptions:

- l.** All Rowers who are qualified to row in the **Under 21** races are exempt from the restrictions stipulated in this rule **H.2**.
- m.** One single Rower from a placed Junior Men's or Ladies crew can be a member of a valid Intermediate crew.

H.3 Junior & Senior Men's and Ladies Races

Any crew or Rower that has been placed 1st, 2nd or 3rd during the current season in any Senior Men's/Ladies races is not permitted to row Junior Men or Ladies at the All-Ireland with the following exceptions:

- n.** All Rowers who are qualified to row in the **Under 21** races are exempt from the restrictions stipulated in this rule **H.3**.
- o.** One single Rower from a placed Senior Men's or Ladies crew can be a member of a valid Junior Men's or Ladies crew.

H.4 Senior Mixed Race

The qualifying criterion for a Senior Mixed crew is that each crew must contain a maximum of two men.



H.5 Veteran and Pre-Veteran Mixed Races

- a. The qualifying criteria for a Mixed Veterans crew is that the crew can only contain a maximum of 2 qualified (*over 45*) Veteran Men Rowers and qualified (*over 40*) Veteran Ladies Rowers in any combination.
Age Qualifications are as per rule **L.6**.
- b. The qualifying criteria for a Pre-Veteran Mixed crew is that the crew can only contain a maximum of 2 qualified (*over 35*), Pre-Veteran Men Rowers and qualified (*over 30*), Pre-Veteran Ladies Rowers in any combination.
Age Qualifications are as per rule **L.6**.

H.6 Masters Races

Both the Ladies and Men's Masters races are categorised as Semi-Open races meaning that the crew members from each crew can come from any combination of clubs in any combination and the composite rules do not apply.

The only eligibility requirements are that each crew member is eligible by age (Ladies over 50 on the day, Men over 55 on the day) and they must be registered with the ICRF as members of affiliated clubs.

H.7 Open Classic Races

The Open Classic races are open to all crews from anywhere in the world competing in four-oared fixed seat timber boats that are not fitted with outriggers. An outrigger is considered to be any fixing that provides a fulcrum to an oar outside of the boundaries of the gunwales of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews need not be members of clubs affiliated to the Federation and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw. **Note:** *For Health & Safety Reasons it has been determined that the Open Classic Race shall be restricted to boats of **not more than 35ft in length**. A straight Open Sprint Race will be run to accommodate boats of over 35ft.*

H.8 Seine Boat Race(s)

The Seine Boat Race shall be run under the rules and guidance of the South & Mid Kerry Rowing Board over a distance and course agreed with the members South & Mid Kerry Rowing Board. Only Seine Boats built to the specifications and rules of the S.M.K.R.B. shall be eligible. For information on the rules of the Seine Boat Race please contact the S.M.K.R.B.

H.9 Under 12 Beginners Race

To Qualify to row in the Under 12 Beginners race, a Rower's 12th Birthday must have fallen on or after 1st January of the current year and this must be the Rower's first year of being registered to row.

H.10 Under 12 Races

All Under 12 Rowers who compete in a Final shall be presented with a Certificate of Participation.



H.11 Heritage Races

The Heritage Races are open to crews competing in traditional **East Coast Skiffs, Kerry 4 Oars, Slaney Cots** and any other such class of traditional Irish rowing boat as may be deemed by the ICRF to provide similar qualities and levels of speed and manoeuvrability, such that a competing crew's success or lack thereof, can be solely attributed to the abilities and qualities of the crew rather than the performance capabilities of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews need not be members of clubs affiliated to the Federation and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw.

H.12 Timber Yawl Races

The Timber Yawl Races are open to crews competing in **Cork Timber Yawls** and any other such class of Irish rowing boat as may be deemed by the ICRF to provide similar qualities and levels of speed and manoeuvrability, such that a competing crew's success or lack thereof, can be solely attributed to the abilities and qualities of the crew rather than the performance capabilities of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews need not be members of clubs affiliated to the Federation and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw.

H.13 St. Ayles Skiff Races

The St. Ayles Skiff Races are open to crews competing in **St. Ayles Skiffs** and any other such class of rowing boat as may be deemed by the ICRF to provide similar qualities and levels of speed and manoeuvrability, such that a competing crew's success or lack thereof, can be solely attributed to the abilities and qualities of the crew rather than the performance capabilities of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews must be members of clubs affiliated to the ICRF through a member Association and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw.

H.14 Donegal Skiff Races

The Donegal Skiff Races are open to crews competing in **Donegal Skiffs** and any other such class of rowing boat as may be deemed by the ICRF to provide similar qualities and levels of speed and manoeuvrability, such that a competing crew's success or lack thereof, can be solely attributed to the abilities and qualities of the crew rather than the performance capabilities of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews must be members of clubs affiliated to the ICRF through a member Association and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw.



H.15 Celtic Longboat Races

The Celtic Longboat Races are open to crews competing in either **Celtic Longboats** or **Pembrokeshire Longboats** and any other such class of rowing boats as may be deemed by the ICRF to provide similar qualities and levels of speed and manoeuvrability, such that a competing crew's success or lack thereof, can be solely attributed to the abilities and qualities of the crew rather than the performance capabilities of the boat. Crews must comprise of 4 oarspersons and a cox or passenger. Crews must be members of clubs affiliated to the ICRF through a member Association and there is no limit on the number of crews from any one club. All boats, without exception, must be entered in the lane draw.

H.15 Novice Races

Eligibility Criteria for participation in the Novice Categories are:

1. Each Novice Crew Member must have first taken up rowing within the previous two years.
2. Crew Members must not have finished 1st, 2nd or 3rd in any previous race except for Novice category races during the current rowing season only.
3. Any club found to have fielded an ineligible Novice crew may be penalised in accordance with **Rule L.10**.

H.16 FISA Style Coastal Rowing Races

FISA Style Coastal Rowing Races may be offered in Single, Double & Quad classes for Men, Ladies & Mixed categories.

FISA Coastal Rowing Competition Regulations applicable to racing procedures only such as Floating Starts, False Starts, Interference and Finish of the Race shall apply to FISA Style Coastal Rowing Races when run under the jurisdiction of the ICRF.

Section J: The Course

J.1 Course Lengths

At the All Ireland Coastal Rowing Championships there are three course lengths which will be used. These are:

- ♦ **Short Course** - **800** meters
- ♦ **Middle Course** - **1500** meters
- ♦ **Multi Turn Course A*** - **1600** meters

Row to the First Course, back to the Start, out to the First Course again and back again to the Finish.

- ♦ **Multi Turn Course B*** - **2300** meters

Row to the Second Course, back to the Start, out to the First Course and back again to the Finish.

- ♦ **Multi Turn Course C*** - **3000** meters

Row to the Second Course, back to the Start, out to the Second Course again and back again to the Finish.

J.2 Lane Numbers

The station closest to the shore will be deemed to be station No. 1. All courses must be set in a straight line i.e. all three sets of buoys to be in line with each other.



J.3 Course Layer

The Federation may hire a course layer with a proven track record to lay the course if it is not satisfied with the host's credentials to lay the course to the required standard for an event of national importance. This will normally but not necessarily be done in consultation with the hosts. All expenses shall be borne by the host.

J.4 Course Equipment

Equipment used to lay the course including turning buoys, associated tackle and anchorage and starting ropes, associated tackle and anchorage must be sufficient for the local area conditions.

J.5 Inspection Team

The Federation will appoint a team to inspect the course and facilities and to go through the list of requirements from the Thursday prior to the commencement of the championships. Should the need arise the team have the authority to use funds from the bond as described in **Appendix 1**, clause **Apx 1.2** to rectify any inadequacies or they may call an emergency meeting of the Federation to review the feasibility of proceeding with the event.

J.6 Monitoring of Buoys

All starting and turning buoys must be continually monitored for the duration of the championships. Any faults/issued that are identified must be promptly and efficiently rectified. Any necessary modifications to the course must be adequately announced via the P.A. system in order to reasonably alert all affected crews.

J.7 Spacing of Buoys

A minimum of 10 fathoms must be maintained between all starting ropes/buoys and all turning buoys.

J.8 Identification of Turning Buoys

All buoys should be clearly numbered in as large a number as can be reasonably fitted. Buoys should be colour coded in groups of 4, that is buoy 1 - Black, buoy 2 - Red, buoy 3 - Yellow and buoy 4 - Orange. This colour sequence should then be repeated for buoys 5, 6, 7 & 8 and again for 9, 10, 11 & 12. The exact same pattern of colours should be



repeated on every set of buoys. The colours chosen should be easily visible and easily distinguishable from a distance.



J.9 Dan Buoys

Two large Dan Buoys are to be positioned at the finish line. One each at the inner and outer extremities of the finish line.

J.10 Recall Buoys

A recall Dan Buoy is to be placed at a distance of 35 meters from the Start Line.



Section K: The Draw

K.1 Closing Date for Entries

The closing date for Club entries and race entries shall be 2 weeks before the draw takes place.

K.2 This No. is no longer used.

K.3 Insurance

Documentary evidence that a club holds adequate insurance cover must be submitted with club entry forms. Clubs must also submit certificates for all lifejackets / buoyancy aids with their insurance documentation. Clubs who do not hold adequate insurance cover or fail to produce adequate lifejacket/buoyancy aids certificates will not be permitted to participate in Federation events.

K.4 Race Crews

Clubs may enter as many crews per race as they wish subject to the following conditions.

- a. In the Ladies' and Men's categories, a club cannot enter a second crew in either the Intermediate, Junior or Senior races unless they have entered at least one crew in the other two races. Similarly, they cannot enter a third crew in one unless they have entered two crews in the other two races, and so on.
- b. If one crew from a club is deemed to have deliberately or negligently committed a foul which benefits another crew from the same club, then both crews will/may be subject to penalty/disqualification.

K.5 Minimum number of boats

In order for a race to proceed in Celtic Yawl races there must be a minimum of five boats in it. Any race not receiving the minimum 5 entries will be cancelled and efforts will be made to accommodate displaced crews in other races in which the displaced crews are qualified to compete.

K.6 Maximum number of boats

The maximum number of boats in a final depends on the venue but barring exceptional circumstances the figure will generally be 12. When the number of boats in a race, exceeds the maximum number permitted in a final, then heats will be held in order to achieve the correct number of boats for the final.



K.7 Lane Draws

Lane draws will take place on the Saturday Two weeks in advance of the championships. For races where Heats are required, draws will be held for each Heat. For races where heats are not required, draws will be held for the Finals. There will be NO draws held for Finals of races where heats were run except as described in the following: Lane positions for these Finals will be determined by Placings in the Heats. In one heat the 1st placed boat will be allocated lane 6, 2nd – lane 5, 3rd – lane 4, 4th – lane 3, 5th – lane 2 & 6th – lane 1. In the other heat the 1st placed boat will be allocated lane 7, 2nd – lane 8, 3rd – lane 9, 4th – lane 10, 5th – lane 11 & 6th – lane 12. Which heat is allocated the inside section and which the outside section will be determined by the toss of a coin after both heats have been run. For races where more than 2 heats are required, the format will be decided at the time of the draw.

Irrespective of available technology, the method of conducting the All-Ireland Lane Draws shall be by manually utilising numbered balls which shall be blindly drawn from an opaque receptacle such as a bucket, pot or bag. i.e. Lane Draws shall not be computer generated.

K.8 Race Running Order Criteria

- a) The 2 Open Classic races must be separated by at least one other race, ie. One-Design boat race.
- b) The Intermediate, Junior Men's and Senior Men's races to be run consecutively.
- c) The Intermediate Ladies, Junior Ladies and Senior Ladies races to be run consecutively.
- d) The Under 18 Ladies, Pre-Veteran Ladies & Mixed races are to be kept apart from the Junior and Senior Ladies races where possible.
- e) A minimum of 1 Adult race (*Celtic Yawl class*) must be run each day before any underage races can take place.

Note: With the exception of clause **e.** above, all other clauses can only be guaranteed on finals day.

K.9 Heat Withdrawals

Where heats were required when making the draw, the heats shall take place, even in the event of sufficient crews withdrawing from the race and the remaining crews all qualify for the final.



Section L: Competitors, Qualifying, Criteria & Behavior etc.

L.1 Registration

All competitors must be registered with the Federation. Identification cards will be issued to all registered competitors and these cards must be available for scrutiny at the championships. As a matter of course, registration cards will be checked immediately after each race at the landing station and so registration cards must be readily available to be checked by the Stewards at the landing station. Crews failing to comply will be disqualified. ID Cards for competitors aged under 18 years will have a validity of 3 years. ID Cards for adult competitors will have a validity of 5 years.

L.2 Discipline

Where there are violations of the rules, aims and/or spirits of the Federation and/or the sport of coastal rowing, or when the Federation or sport is brought into disrepute, the Federation has the right to investigate these matters and if it is found that the relevant association has failed to take appropriate corrective action, the Federation has the right to discipline the offending parties including the said association for failing act accordingly.

L.3 Harassment of Officials

The clubs of members or supporters who abuse or harass Officials, Stewards or Officers of the Federation during the course of the Championships shall be penalised. The Federation shall decide the appropriate penalty.

L.4 Indiscipline at the All Irelands

Any incidents of serious indiscipline such as abusive, disruptive or dangerous behaviour by individuals or groups at the All-Ireland Coastal Rowing Championships will be dealt with severely including fines, disqualifications and where deemed appropriate, the expulsion of entire clubs from the Championships and the negating of earlier results and/or the calling in of the Garda or Police authorities.

L.5 Crew Panels

When entering crews in a race, each club can submit a panel of up to 6 names, from which a crew of 6 can be picked. Crews that compete in the heats must be the same crews that compete in the finals. If due to an injury or other exceptional circumstance, a crewmember has to withdraw from the finals then another rower named on the crew panel may take his/her place. Clearance must be sought from the Stewards for any crew changes. All crews that qualify for finals will be checked immediately after their heat. **Important Note: Medals will only awarded to those crew members who compete in the Final.**

**L.6 Date of Eligibility for Age Restricted Races**

The date of eligibility for all age-restricted competitors with the exception of Veteran Men and Veteran Ladies is the 1st January of the current year. The date of eligibility for Veteran Men and Veteran Ladies is the day of the race. The following age limits are applicable and qualifying birthdays must fall:

Race		Requirements
All Underage Races		On or after 1 st January of the current year
Pre Veteran	Men	Over 35 years <i>on or before the day of the race</i>
	Ladies	Over 30 years <i>on or before the day of the race</i>
	Mixed	Ladies as above, Men as above.
Veteran	Men	Over 45 years <i>on or before the day of the race</i>
	Ladies	Over 40 years <i>on or before the day of the race.</i>
	Mixed	Ladies as above, Men as above.
Masters	Men	Over 55 years <i>on or before the day of the race</i>
	Ladies	Over 50 years <i>on or before the day of the race.</i>
	Mixed	Ladies as above, Men as above.

L.7 Eligibility & Competency of Coxswains

All crews under the age of 18 must be in the charge of an adult Coxswain. The term adult is considered to be 18 years of age or over on the day of competition. The minimum age for Coxswains in adult races is 16 years of age on the day of competition, i.e. their 16th or 18th birthday (as appropriate) must have fallen on or before the day of the race. Refer also to rule **L.8** for Child Welfare requirements.

*Effective from the **2025** All-Ireland Coastal Rowing Championships, all Coxswains shall be required to be certificated in participation in recognised Sea Safety, Coxing and/or Coaching courses as may be proscribed by the ICRF at the time.*

L.8 Coxswains (Child Welfare Requirements)

All Coxswains in races intended for competitors under the age 18 years must be the holders of current Child Welfare Certificates. All Child Welfare Certificates must be submitted to the Child Welfare Officer of the Association concerned for checking and recording purposes.

- p.** Any Coxswain who is not the holder of a current Child Welfare Certificate and is found to be coxing in a race where such Certification is required, will be Disqualified from the entire Championships.
- q.** That is to mean, as an individual, all previous results will be nullified and medals won will be forfeited.
- r.** Similarly, as an individual, that person will be barred from competing in any further races during the current Championships (either Coxing or Rowing).
- s.** These penalties do not apply to the Rowers in affected crews who will retain medals won.
- t.** His/Her club will be subject to a fine of €500.00 which will be donated to the local branch of the **RNLI**.



L.9 Coxswains Adherence to the Rules

Coxswains who are found to be in breach of the rules either negligently or maliciously may be subject to sanction commensurate with the infraction. In addition to applying to a single serious breach of the rules, this may also apply following a series of minor violations which may be deemed to be a consistent disregard of the rules and etiquette. To this end, Stewards are required to maintain a record of all infractions of the Rules and etiquette, detailing the race, club and if known, the Coxswain concerned and a brief description of the incident. Where a pattern emerges, this may be followed up by either a warning or a sanction or punishment commensurate with the infraction(s).

L.10 Penalty for Illegal Age-Restricted & Novice Rowers

If any **Age Restricted** Crew or **Novice** Crew is found to contain an **Illegal Rower**, that crew and all other crews from the same club will be disqualified from the entire championships. Any results achieved by crews, from that club in earlier races, will become null and void and the results of the club and previous races will be amended accordingly.

L.11 Composite Rowers

Where a crew contains members from more than one club it will be known as a composite crew. Composite crews are only allowed to race under the following conditions:

- Only 1 non-club member per crew i.e. from a crew of 5, at least 4 members of that crew must be full members of the club that they are representing.
- All non-club members must be declared at the time of submission of the race entry form.
- Club members who change clubs must re-register with the Federation as members of their new club. In the absence of re-registration, that member will be considered to be still a member his/her old club and thus will be bound by the rules governing composite crews.
- In the case of an unforeseen emergency arising, any club may make a request, on the day to the stewards to include a non-club member in its crew. The grounds for the request must be exceptional and the club must be able to satisfy the stewards that they are unable to use one of their own club members.

L.12 Persons who Compete in Other Codes

All Clubs seeking to participate in the All-Ireland Coastal Rowing Championships are required to proactively seek to confirm if their members have rowed in any other Codes outside of Coastal Rowing within the last 3 calendar years prior to the date of the All-Ireland Coastal Rowing Championships. "Other Codes" is defined as any registered participation in a rowing boat or vessel other than the One Design Celtic Yawl or Traditional Rowing Boats recognised by the ICRF. Clubs are required to confirm the full name, date of birth, ICRF registration number, other code(s) participated in, the start date of participation and the end date of participation where participation in Other Codes is not considered current.



Rowers from Other Codes and the details listed above must be notified to each Association as soon as practicable by all Clubs. The Association will provide the notified list of all rowers within their affiliated Clubs to the ICRF Board at the start of each season, updating as and when required as the season progresses should further rowers from Other Codes become involved or be identified.

At the start of each season, Associations must confirm in writing to the ICRF the regattas to be utilised across the duration of the season by the Association as qualifying regattas for the All-Ireland Coastal Rowing Championships. The ICRF Board will review the regattas identified by the Association as qualification regattas for the All-Ireland Coastal Rowing Championships. If in the view of the ICRF Board too few regattas and/or an insufficient spread of regattas across the coastal rowing season have been stipulated by the Association based on its size and activities the ICRF Board can instruct the Association to do any one of the following;

- i. Instruct the Association to identify within 7 days of notice of same by the ICRF, additional regattas to be used for qualification for the All-Ireland Coastal Rowing Championships.
- ii. Specify additional, reasonably accessible suitable regatta(s) to be used by the Association as qualifying events for the All-Ireland Coastal Rowing Championships.
- iii. Stipulate that all participants from other Codes participate in 100% of the Association regattas.

The required percentage participation of qualifying regattas will be considered a minimum figure and qualifying figures will be rounded up in cases where an uneven number of regattas are run. For example, 75% of 7 declared qualifying regattas is $5\frac{1}{4}$, which will be rounded up to require participation in at least 6 regattas.

Within 7 days of an All-Ireland Coastal Rowing Championship qualification regatta, the Association will furnish to the ICRF a full list of all participants, ICRF Registration numbers, their clubs, categories entered and placings. This list will clearly highlight the rowers currently identified as also rowing in Other Codes and their percentage participation in Association Regattas to date.

Where a qualification regatta has been cancelled or abandoned due to weather or other unforeseen and unavoidable reason and it is not reasonably practicable for the Association to reschedule it, the Association will within 1 day notify the ICRF Board of the reasons for cancelation or abandonment and confirm same in writing by the signature of a minimum of two officers from two separate Clubs within 7 days. The Association will also submit to the ICRF, within 7 days of cancelation or abandonment a full list of all notified participants, ICRF Registration numbers, their clubs, categories entered and placings if some races were completed on the day.

Subject to review of the reasons for cancelation or abandonment and the reasons presented for the impracticality of rescheduling the qualification regatta by the ICRF Board, the ICRF Board may at its discretion instruct one of the following;



- A.** Specify an alternative additional, reasonably accessible suitable regatta to be used by the Association as an alternative qualifying regatta for the All-Ireland Coastal Rowing Championships by all participants.
- B.** Disregard the cancelled or abandoned qualification regatta from the calculation of percentage participation.
- C.** Instruct inclusion of all notified participants in the calculation of percentage participation in Association Regattas to date as would have been reasonably expected to be the case had the event went ahead.

Prior to the All-Ireland Coastal Rowing Championships, on completion of the last qualifying regatta and no later than 5 calendar days prior to the commencement of the All-Ireland Coastal Rowing Championships, Associations will highlight all rowers from Other Codes who have failed to meet the participation requirement as stipulated to the Association by the ICRF. Individuals from other Codes who have failed to meet the stipulated participation requirement will be barred from participation in the All-Ireland Coastal Rowing Championships for that year.

In exceptional circumstances the individual can appeal in writing through their Association where an absence having a direct bearing on their attaining the stipulated participation requirements has been caused by matters outside of their control. The Association will submit the reasons for Appeal in writing to the ICRF Board on behalf of the individual rower within a reasonable time for consideration by the ICRF Board. The Association will confirm by the signature of a minimum of two officers from two separate Clubs that the information is to the best of their knowledge correct, accurate and complete.

The ICRF Board will review the reason for absence leading directly to the failure of the participant to achieve the participation requirements. The ICRF Board can at its discretion accept the appeal and permit participation in the All-Ireland Coastal Rowing Championships. Reasonable grounds for acceptance of an appeal will include but not be limited to;

- D.** Illness confirmed by the Association.
- E.** Bereavement confirmed by the Association.
- F.** Injury for which medical advice stipulates that a rest period is required and confirmed by the Association.
- G.** Failure to attend due to reasons not reasonably considered to be in the control of the rower affected and confirmed by the Association.
- H.** Absence was not as a result of prioritising Other Codes before Coastal Rowing Participation and confirmed by the Association.

Any Club that enters an undeclared rower from Other Codes, or a rower from Other Codes who has failed to meet the participation requirement will have that crew disqualified from the Championships.



L.13 Safety & Insurance

All affiliated clubs taking part in any regattas or otherwise engaged in rowing activities be they related to competition, training or other related activities must be adequately and properly insured. Clubs must at all times ensure that best safety procedures are practiced by their members and the safety of their members and supporters and those of other clubs must always be of utmost priority. Evidence of insurance must be provided before a club can compete in the All-Ireland Coastal Rowing Championships.

L.14 Club Colours

All crews must wear their club colours. Crews failing to wear their club colours will be fined. See **Appendix 3** for details of penalty. All crews who are being presented with medals / trophies must wear their club colours/uniform during the prize giving ceremony. Composite Members must wear the club colours/uniform of their own club in both the race and at the presentations.

L.15 Buoyancy Aids / Lifejackets

- In accordance with civil law, adequate Lifejackets &/or Buoyancy Aids must be carried in all boats for all persons on board. Where Lifejackets are not being worn, they must be stowed in a convenient position adjacent to each person on board allowing that person fast and unhindered access, to safely and quickly don the lifejacket in the event of an Emergency. All persons on board must be trained and briefed in the safe use of Lifejackets and a record should be kept of same.
- Effective from the 1st January 2022 the use of a properly serviced and fitted automatic lifejackets will be mandatory for all Coxswains & Rowers
- All competitors of or under the age of 16 years must wear a buoyancy aid / Lifejacket at all times whilst on the water. Any crew containing an under 16 competitor who is not wearing a suitable buoyancy aid will be disqualified.
 - *This bullet point is due to be revised effective from 1st January 2020.*
- All Coxswains must wear and be seen to be wearing a buoyancy aid whilst on the water. Buoyancy Aids / Lifejackets must be worn over all other clothing. Any crew whose Coxswain is not wearing a suitable buoyancy aid / Lifejacket will be disqualified.
- Life jackets must be visible on coxes at all times. I.e. they must not be worn under clothing. Remember, Lifejackets are not being worn to comply with the Rules, they are being worn to protect the wearer in the event of an emergency.
- Each association is to have a check system in place to prove that all life jackets / buoyancy aids are serviced and approved for use if needed.
- Each club should ensure that their Buoyance Aids / Lifejackets are approved by the National Safety Officer.
- Clubs must also submit certificates for all lifejackets / buoyancy aids with their club entry forms for the All Irelands.
- Department of The Marine Regulations in relation to the use of Buoyancy Aids / lifejackets must be obeyed at all times.

**L.16 Oars for Under 16's**

All competitors qualified to row in any of the Under 16 races are only permitted to row with Macon Oars (*Spoon Blades*). Cleaver Oars (*Hatchet Blades*) are expressly forbidden for use by any Rowers who are qualified to row in the Under 16 races. Any rower qualified to row in an Under 16 race that is found to be rowing with a Cleaver Oar will render his/her crew disqualified irrespective of what race he/she is competing in. If any Under 16 Rowers are rowing in older age categories' they are still required use Macon Oars. This is a 'Health & Safety' matter and there will be no exceptions made.

**L.17 Coxswains in Charge of a Boat Under the Influence of Alcohol or Other Substances**

Coxswains must not at any time take charge of a boat on the water when they are under the influence of alcohol or illegal mind altering substances. A person sitting in the rearmost seat of a boat is considered to be in charge of the boat.

Persons adjudged to have taken charge of a boat on the water whilst they are under the influence of alcohol or illegal mind altering substances will render their crew liable to immediate disqualification and the offending person will be subject to individual punishment deemed appropriate to the level of the offence.

L.18 Cooperation with Anti – Doping Procedures

The Irish Coastal Rowing Federation, its affiliated associations and their clubs, officers and members must fully co-operate with any testing procedures etc. as may be proposed or requested by the relevant statutory sports councils, be they during competition or outside of competition or within the jurisdiction of the Federation or outside of the jurisdiction of the Federation, and any individual found to have failed any properly conducted test and who does not provide a proper and acceptable medical explanation, will be disciplined including disqualification and/or banning in line with such standards which are currently recommended and practiced by the relevant statutory and Olympic bodies.

L.19 Club Captain

Each club must appoint a Club Captain who must be declared at the time of the submission of entry forms. If this changes during event the start line must be informed. The Club Captain will be the only person permitted to speak on behalf of the club in all dealings with the Stewards.



L.20 Club Captains' Meeting

In order to ensure a safe and efficient regatta, a Club Captains meeting will be held between the Stewards and Club Captains in advance of the commencement of racing each day.

- Each Club is entitled to have a maximum of two representatives attend the Club Captains Meeting.
- The Stewards will brief the Club Captains on the days racing, the venue and any other such details as may be deemed necessary or appropriate to hold a Safe, Efficient and Enjoyable regatta for competitors and spectators alike.
- Club Captains will similarly be given the opportunity to have any of their questions and/or concerns answered or allayed.
- Club Captains (or their Representatives) will in turn be responsible for briefing their own club members, including Coxswains of all such subject matter which may have arisen at the Club Captains meeting.

Section M: Race Rules and Procedures.

M.1 Ten Minute Gun

An audible warning (gun, siren, horn or electronic ping) will be given 10 minutes before the start of each race. It is entirely the responsibility of each club to ensure that their boats are on the line and ready to start the race within the allotted time following the sounding of the ten-minute gun. The Time Frame is at the Starter's discretion.

M.2 Boats Failing to Turn Up on Start Line

For each crew that fails to turn up on the line without prior notice and good reason, a separate fine will be imposed on the club concerned. Any fines imposed on the Saturday must be paid that evening. Failure to pay on time will disbar the entire club from competing on Sunday. See **Appendix 3** for details of penalty.

M.3 Starters Instructions

Coxswains must obey the starter's instructions at all times.

M.4 Coxswains Arm Raised

If a crew on the start line is not ready to start the race, the Coxswain or strokes-man should raise his/her arm to signify to the starter that they are not ready. The starter will heed this signal but should the starter or stewards come to the view that a crew is abusing this privilege they may start the race and/or disqualify the offending crew.

M.5 Coxswains to Hold Starting Rope

Coxswains must hold the starting rope until the starting gun is fired. If any Coxswain is found not to be holding the starting rope at the instant when the gun is fired then that crew will be disqualified.



M.6 Starting Signal

The starter will start a race by first calling the words “**All Boats Ready**” and shortly thereafter firing a single gunshot, Horn or Electronic Ping to signify the start of the race. The Starter must strictly and consistently adhere to this procedure.

M.7 Race Recall

The starter may recall a race if a crew breaks an oar, gate or tiller within a specified and marked distance from the start line (Recall Dan Buoy). Similarly the starter may recall a race if a crew is unfairly fouled within that same specified distance to such an extent that it puts them out of the race. The application of this rule is solely at the discretion of the Starter/Stewards meaning that if the Stewards don't see an incident then the race will continue. The signal for a race recall is a single or series of audible shots, sirens or horns after the original race starting shot. If a crew hears these shots they must immediately stop rowing and return to the start line without delay. Any abuse of this rule will result in disqualification.

M.8 Coxswains to Remain Seated

Coxswains must remain seated at all times during the race. No standing permitted.

M.9 Turning

All boats must round their own buoy only, to starboard. They must make a full 180° turn. Boats coming out of the turn have right of way over incoming boats. However, if a boat exiting a turn does so at too wide an angle and impedes an incoming boat on a correct course then the outgoing boat will be deemed to be the offender and will be disqualified.

M.10 Racing Line

Both on the Outward and Return legs of the race each boat must remain in lane. I.e. On the middle course, the boat drawn No. 3 must pass the short course No. 3 buoy to starboard on both the outward and return legs of the race and likewise No. 3 starting buoy on the finishing line. This means that there is to be no altering course on either leg of the race. Boats that require to significantly alter course to get back into lane will be disqualified.

M.11 Boats in Collision

Any collisions that are in the opinion of the Stewards to be either deliberate or due to negligence shall be punishable by disqualification, and a fine. See **Appendix 3** for details of financial penalty

M.12 Finishing Line

All boats must cross the finish line in their own lane; failure to finish in the correct lane will result in disqualification



M.13 Determination of Finishing Places

Race results are determined in accordance with the order in which boats cross the Finishing Line.

Excluding boats which are disqualified or subsequently disqualified:

- First Place is awarded to the First Boat to cross the Finish Line,
- Second Place is awarded to the Second Boat to cross the Finish Line,
- Third Place is awarded to the Third Boat to cross the Finish Line.
- And so on.

In the event of a Tie, placings are determined as follows:

- In the event of a tie for **First place**, placings will be allocated as follows:
 - ♦ A two way tie: **1st, 1st & 3rd** only (There will be no 2nd).
 - ♦ A three way tie: **1st, 1st & 1st** only (There will be no 2nd or 3rd).
- In the event of a tie for **Second place**, placings will be allocated as follows:
 - ♦ **1st, 2nd & 2nd** only (There will be no 3rd).
- In the event of a tie for **Third place**, placings will be allocated as follows:
 - ♦ **1st, 2nd, 3rd & 3rd**.

*Refer also to General Instruction **E.5** regarding awarding of Medals.*

M.14 Finishing Signal

A gas horn or siren will signal the finish of a race.

M.15 I.D. Checking

All Qualifying Crews from the Heats and the top five crews from the finals must remain in their boats with their valid ID Cards or present themselves to the I.D Checking station in a timely manner with their valid ID Cards (whichever is directed by the ID Checkers/Stewards) and prior to the start of the following race.

Failure to present as directed and produce valid ID cards will result in the crew being disqualified.

M.16 Coxswain

At no point during the race may a Coxswain hold, or use an oar. Failure to obey this rule will result in crew disqualification.

Section N: Boats

N.1 Identification Numbers

Each boat must carry the identification number of its club. If during the course of the championships a club borrows a boat then the number must be changed to that of the club that is borrowing the boat. The number must be displayed on both sides of the bow and on the Coxswain's back. The number must be black on a white background and must be at least 8" high X 4" wide with the stems being a minimum of 1" thick. Clubs are responsible for the supply of their own numbers. Any boat failing to carry the correct number will be barred from racing or disqualified. *(A full list of club numbers can be found in **Appendix 6**)*



N.2 Boat Scrutiny

All Celtic Yawl boats are liable to be checked by Representatives of the ICRF in advance of or during the weekend of the Championships. Any boat found to be in breach of the One-Design Rules may become ineligible for competition at the championships even if the boat is returned to its original state. Refer to **Appendix 2 Celtic Yawl Boat** for more information.

N.3 Boat Alterations

Any Celtic Yawl that has been altered whilst the owner club is operating outside of the jurisdiction of the ICRF such that the boat is no longer compliant with ICRF Specifications, will be deemed ineligible to compete at the All-Ireland Coastal Rowing Championships or any other ICRF sanctioned regattas.

Any Celtic Yawl that has been built to specifications outside of that as laid down by the ICRF will be deemed ineligible to compete at the All-Ireland Coastal Rowing Championships or any other ICRF sanctioned regattas. Refer to **Appendix 2 Celtic Yawl Boat** for more information.

Section P: Miscellaneous.

P.1 Federation Flag

The Federation flag must be flown at the All-Ireland Coastal Rowing Championships and other Federation regattas. The Irish National flag must be flown at all events held in the Republic of Ireland only.

P.2 Entitlement to Host the All Ireland Coastal Rowing Championships Rule Book

The hosting of the "All-Ireland shall be awarded to members on a rotation basis. The Host association may elect an affiliated club to run the event. Should the proposed venue be found to be unsuitable by the Federation, then an alternative venue must be nominated. The Host association must comply with the rules, and requirements governing the "All Ireland" as laid down by the Federation, and all activities relating to the event must be located in or around the immediate area of the championships. Very careful consideration of the venue will be given by the Federation.

P.3 Ratification of the All Ireland Coastal Rowing Championships

The date and venue of the All Ireland Coastal Rowing Championships must be ratified by the Federation.

P.4 Duration of the Championships

Ideally, the Championships shall be held over two days but should it become necessary or preferable, the Federation at its discretion may extend or shorten the event to better suit the circumstances.



P.5 Inspection of the Host Venue

The Federation will appoint a person or person(s) to go through the requirements list with the Host club on the Thursday immediately prior to the event to ensure that all of the requirements are in place.

P.6 Association Regatta Results

Each association must ensure that they appoint someone who will be responsible for submitting the results of their regattas to the Administrator of the Federation. Results must be received by the Administrator by the Wednesday after the event. The Administrator will then upload the results to the website.

P.7 Safety Officer at Local Regattas

At all regattas organised by clubs affiliated to either the Irish Coastal Rowing Federation or to an association that is affiliated to the Irish Coastal Rowing Federation, a Safety Officer must be appointed who will be responsible for ensuring that the regatta is run to the highest Safety Standards as are reasonably possible, thereby protecting the wellbeing and safety of Competitors, Officials, Spectators and Passers-by alike.

- The Safety Officer shall have the power, independent of the Host Club and/or Association to make decisions affecting the regatta that will ensure the safety of all competitors and spectators.
- The Association, Clubs, Officials, Competitors, & Spectators must cooperate fully with the Safety Officer and His/Her's decisions and requests.
- The Safety Officer although appointed by the Association or Host Club, shall report the National Safety Officer.
- The Safety Officer must report all safety related incidents to the National Safety Officer who will maintain a record of all such reports.

P.8 Official Medals & Trophies

Only Official Federation medals and trophies shall be awarded to 1st, 2nd and 3rd placed crews at the All-Ireland Coastal Rowing Championships.

This Page is Intentionally Blank

Part 5



Appendices

This Page is Intentionally Blank



Appendix 1: Requirements of the Host Club / Association

APX 1.1 Financial Resources

The Host Club / Association must have adequate resources (own funds, sponsorship etc.) to cover all costs related to the staging of the event.

APX 1.2 Insurance

Proof of adequate 'Public Liability' and General Insurances must be provided in advance of the event.

APX 1.3 Promotion

The correct name for the event is the (SPONSOR) All-Ireland Coastal Rowing Championships'. All advertising and promotional literature and signage should accurately reflect this. The Host must provide enthusiastic and ample assistance to our main Sponsors, to assist with their advertising/publicity requirements, placing and removing of advertising/publicity hoardings and banners etc.

APX 1.4 Awards

Fund all official medals (approximately 22 races @ 15 medals per race and if run 39 medals for each Seine Boat race and up to 7 individual awards) and a suitable 'Sporting Club of the Day' trophy. These can be sponsored. The medals will be ordered through the Federation.

APX 1.5 Programme

Produce a commemorative 'Programme' for the championships that will accurately reflect the importance/status of the event. Space must be reserved in the programme for addresses by the Federation President and Chairman. Additionally, draw and result sheets for every race category must be included along with the previous year's results. In addition prominent space must also be reserved for the Federation's Main Sponsor.

APX 1.6 Blessing of the Boats

Arrange an Ecumenical 'Blessing of the Boats' ceremony to take place before the day's racing on the Saturday morning.

APX 1.7 Opening Ceremony

Arrange an Opening Ceremony on the Friday night of such standard that reflects the importance and status of the Championships.

APX 1.8 Entertainments Programme

Arrange and provide a good entertainments programme for both adults and young people for each evening over the course of the weekend with particular emphasis on youth entertainment

APX 1.9 Boat Storage

Provide a manned, safe and secure storage area convenient to the venue for the overnight parking and supervision of the boats and equipment.



APX 1.10 Parking

Provide adequate car and coach parking facilities at a location convenient to the championships with a good traffic management system in operation around the environs of the championships.

APX 1.11 Toilets

Provide adequate toilet facilities for all spectators and competitors.

APX 1.12 Boats Required

The Host must provide the following craft which are to be fully manned and available for the duration of the championships:

- 2 Stewards Launches which are capable of keeping up with the races and do not produce excessive wash. One of these will follow the racing while the other will station itself behind the turning buoys. Stewards boats must have working toilets on board.
- At least 1 Course Maintenance Boat.
- 2 fast Safety Boats with a combined capacity to pick up/rescue at least 10 persons.
- A Commentators Boat that is capable of keeping up with the races and does not produce an excessive wash.
- Any other boats that may be requested by the Federation to ensure the smooth running of the Championships.

APX 1.13 The Course

Starting line and turning buoys must be laid to the very highest standard possible. All 3 sets of turning buoys and starting line must be laid in a straight line. The hosts must be able to satisfy the Federation that they can and will lay the course to the required standard otherwise the Federation may hire a Course Layer. (See rule J.3)

- Lay 2 sets of turning buoys to permit races of 800 & 1500 meters distance. All ropes must be properly weighted with no loose ends & all buoys to be properly spaced, numbered and coloured as per rule No. J.8
- Lay a starting line. All ropes must be properly weighted with no loose ends and all buoys must be properly numbered as per rule No. J.8
- All buoys should be maintained at 10 fathoms apart.
- Lay Dan Buoys to the inner and outer extremities of each set of turning buoys to mark the course.
- Lay a Dan buoy bearing a Red flag (Race Recall buoy) 35 meters from the Starting line along the outside of the course.
- In accordance with rule J.5, The course should be in place and ready for inspection by the Thursday immediately prior to the event.
- Any changes or corrections to the course which may be requested by the Inspection Team must be facilitated.

**APX 1.14 Start / Finish Line Enclosure**

Provide a suitable Stewards Enclosure on the Start/Finish line. This enclosure must be securely cordoned off from the public with security personnel if required. It must provide adequate shelter from the elements and must be furnished with ample seating and tables as may be specified by the Stewards. An ample power supply should be maintained.

APX 1.15 Public Address System

Provide a public address system of the highest standard, capable of being clearly heard by all boats on the starting line, at all crew changing areas and various stages along the course to provide an adequate service to the viewing public.

APX 1.16 Launching / Landing Facilities

Provide Launching and Landing facilities capable of safely and efficiently handling for all boats participating in the event. All landing stations must be supervised to maintain safe crew changeovers.

APX 1.17 ID Checking Station

A designated and marked landing station should be provided for the checking of crew IDs.

APX 1.18 Two Way Radios

Provide an adequate and reliable supply of two-way radios to maintain an efficient communication between the Officer of the Day, Shore Judges/Starter and Boat Judges, Stewards, Course Maintenance personnel, Safety Boat crews, Ambulance crew(s) & Traffic Co-ordinator(s), etc. In addition an adequate recharge/battery replacement facility and spare radios to provide backup in case of failures must be provided. The exact number of sets required to be discussed and agreed with the hosts. Racing shall not proceed unless all personnel required to be equipped with two-way radio are so equipped.

APX 1.19 Race Commentary

Provide a separate two-way radio linkup between the Race Commentator and the public address system so that the race commentary is not interrupted during radio conversations between Stewards.



APX 1.20 Video Cameras

- Provide Video Camera with playback facility and TV monitor and Video playback machine on start/finish line. Must be of sufficient quality to permit easy distinction of all boats on line. When required an operator must be in attendance.
- Provide additional Video Camera with playback facility for stewards launch. Must be of sufficient quality to permit easy distinction of all boats. An operator must be in attendance.
- Provide additional Video Camera with playback facility on a boat anchored at a safe distance behind the turning buoys. Must be of sufficient quality to permit easy distinction of all boats. An operator must be in attendance.

APX 1.21 Hearing Committee Room

Provide suitable room for hearing committee room. Provide a TV monitor and Video playback machine in the Hearing Committee room. Must be of sufficient quality to permit easy distinction of all boats on view. When required an operator must be in attendance.

APX 1.22 Audible Starting/Finishing Device

Provide a suitable Audible Device for the Start & Finish of all races such as a Starters Gun, Air Horns or Electronic Ping Device with an adequate supply of blank cartridges/refills to cover the championships in their entirety. The supplied device must be agreeable to the Federation and must be loud enough to be clearly heard on the outside of the start/finish line and from the outside lane at the recall buoy. Where necessary, a suitably positioned remote speaker system must be utilised.

APX 1.23 Presentation Platform

Provide a suitable Presentation platform with easy access for medal recipients and including a trophy display stand, adequate lighting (awards usually occur around dusk) and public address facilities.

APX 1.24 Food / Refreshments

Provide snacks/light meals and refreshments for Stewards (Boat & Shore), Officials, ID Checkers, Service Crews and other personnel as is reasonably required during the course of the day. Particular emphasis should be paid to those personnel who are stuck out on boats without regular breaks.

APX 1.25 Safety

Provide a Local Safety Officer with a good knowledge and understanding of the local conditions who will liaise with the Federation Safety Officer.

APX 1.26 Personnel

Provide adequate liaison personnel to coordinate all aspects of the event.



APX 1.27 First Aid

Provide an ambulance/first aid team onsite and have a doctor and cardiac ambulance on call.

APX 1.28 Contact Details

Furnish a full list of contacts: names, addresses, telephone No.'s & e-mail of those who from the club / association which are hosting the event.

APX 1.29 Rule Book

Provide the Federation with a copy of the Host Association's Rules Book.

APX 1.30 Changing Facilities

If possible, provide crew-changing facilities in case of wet weather conditions.

APX 1.31 Local Boat Owners

All spectator and ancillary craft must remain outside of the steward's launch and obey the instructions of the stewards at all times. Local boat owners should be made aware of this requirement.

APX 1.32 Results Board

Provide in a prominent location, a suitable Results Information Point (or points). This Results Information Point should contain regularly updated Race Draws, Race Results and other relevant information in an agreed format that can be easily accessed, read and understood by those attending the championships.

APX 1.33 Flag Poles

Provide suitable flagpoles for the flying of the Federation Flag and where appropriate the National Flag.

APX 1.35 Federation Flag

During the Course of the Championships the hosts are responsible for the raising, lowering and safe care of the Federation flag.

APX 1.36 Merchandising

- Provide a covered/sheltered stand with storage space for the sale of Federation goods. This must be sited in a prominent position so as to maximise its potential.
- No sellers/hawkers to be permitted to sell goods that will interfere with or jeopardise the Federations revenue earning or fund raising potential. It is expressly forbidden for goods bearing the Federation logo or similar logos, or using the name 'All-Ireland Coastal Rowing Championships' or variations or derivatives of that name without the Federation's written consent. Any unauthorised sellers of such goods must be immediately removed from the vicinity of the Championships.
- All sellers/hawkers must have the Federation's permission to sell goods or services. Any unauthorised sellers must be immediately removed from the vicinity of the Championships.

Appendix 2: Celtic Yawl Boat

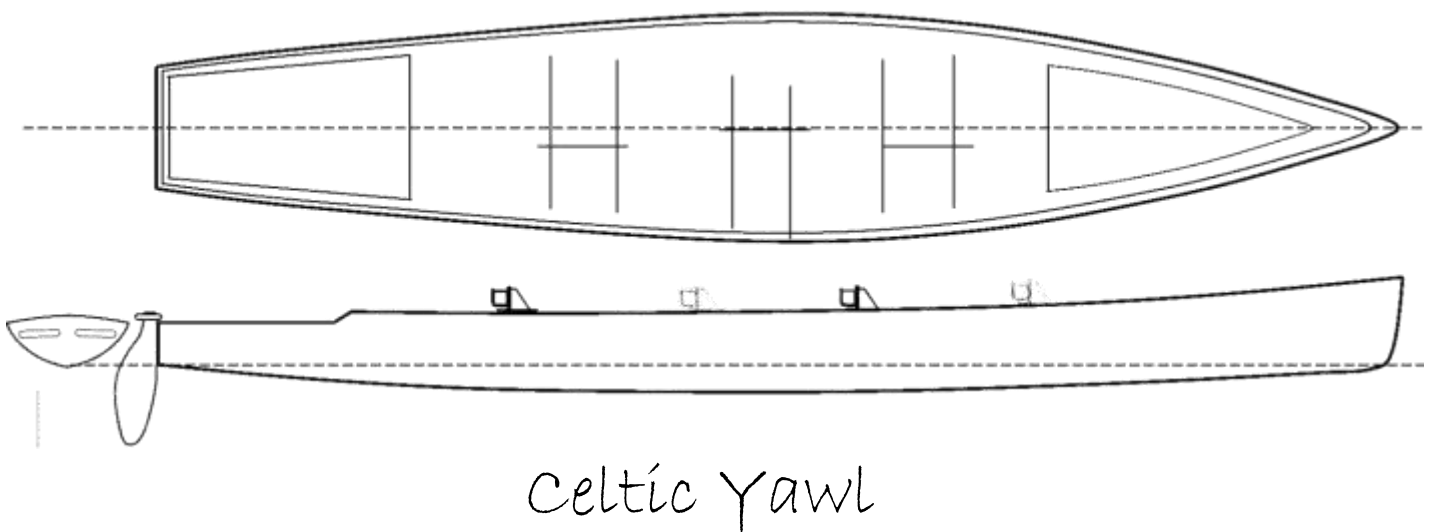
2.1 Celtic Yawl Information

Details of the boat are as follows:

- **Boat Designer:** Mr. Rob Jacob.
- **Design Owners:** Irish Coastal Rowing Federation Ltd.
- **Class Name:** Celtic Yawl.
- **Design Speed:** Approximately 6 knots.
- **Design Weight:** Circa 150 Kgs. A tolerance of +/- 1% is permitted.
- **Gate Positions:** The centreline of the pin anchoring each gate must be 250_{mm} from the front edge* of the corresponding seat with a permitted tolerance of +/- 5_{mm}. (**this is the edge of the seat facing the stern of the boat*).

Exception: All boats built and handed over to their new club owners prior to **27th May 2015** are deemed to be fully compliant and as such, insofar as the positioning of the gate pins are concerned, are deemed to be legal and entitled to be used in all competition.

- **Advertising:** It is permitted on the boats but shall be limited in size. Details of this are available from the ICRF Secretary.
- **Maintenance:** Strict maintenance rules apply. Details of this are available from the Secretary of the Federation.
- **Modifications:** No modifications whatsoever are permitted to the design of the Celtic One Design Boat.
Refer to rules **N.9 Boat Alterations** & **N.10 Boat Scrutiny**.





Recognised Builders

Choice of Boat Builder/Supplier is a matter entirely at the discretion of each individual club and the Irish Coastal Rowing Federation does not have a preference for which boat builder/supplier any club should decide to purchase a boat(s) from.

John Keohane, Elite Coastal Rowing:

Address: Kilmacsimon Quay, Innishannon, Bandon, Co. Cork
Tel: 087 925 2457
E mail: ecrowing@yahoo.com
Website: www.facebook.com/elitecoastalrowing

Roddy O'Connor, CustomWorks:

Address: Unit 3, Portgate Business Park, Raffeen Bridge, Monkstown, Cork
Tel: 086 8358500
E mail: rod@theboatyard.ie
Website: <http://www.theboatyard.ie>

2.2 Boat Ordering Procedure

In order to ensure that all new Celtic Yawls are fully compliant with the Irish Coastal Rowing Federation requirements and the Celtic Yawl One-Design specifications and are therefore legal for use in all competitions specifically intended for Celtic Yawls, A Representative or Agent of the Irish Coastal Rowing Federation must be in attendance when each and every boat is handed over to its new owners or to a representatives acting on behalf of the new owners. It is therefore essential that the ICRF is advised every time that an order is placed for a new boat or boats.

Procedure to be followed:

- a)** As soon as an order has been placed with a Boat Builder, an advice should be sent by e-mail to the ICRF Secretary simply stating that an order has been placed for a new boat (or boats) stating:
 - i)** The Club placing the order,
 - ii)** The Builder the order has been placed with and
 - iii)** The number of boats ordered.
 - iv)** An approximate delivery time-frame if available.
- b)** In order to arrange the attendance of a Representative or Agent of the ICRF, a minimum of one week's notice must then be given to the ICRF Secretary, of the location, date and preferred time of the handover of each new boat. The ICRF shall endeavor to have a Representative or Agent attend at that time but If necessary, an alternative time (*or date*) can be mutually agreed.

**2.3 New Boat Handover Procedure**

A Representative or Agent of the ICRF must be in attendance at the time of the handover of all new Celtic Yawls in order to oversee that each boat is compliant with the Celtic Yawl One-Design specifications.

- a)** In particular, a weight docket must be available for inspection (and if requested, retention) to show that the weight is compliant.
- b)** The positions of the gate pins must be measured in the presence of the ICRF Representative or Agent to show that they are compliant with the specifications.
- c)** Any other specifications which may be deemed appropriate in the future.
- d)** Ensure that the new owners are satisfied that everything is in order.

If any boat is handed over to its new owners or their representatives in the absence of an ICRF Representative, or if either the Boat Builder or the new owners of any new boat fail to co-operate with this regimen, the boat will be ineligible for use in any race intended solely for Celtic Yawls and may/will be prevented from taking part in any races or regattas.

Appendix 3: Fees & Fines

Purpose		€	
Affiliation Fees	Associations:	€20.00	Northern Ireland based clubs shall pay the £Sterling equivalent as applies on the day of the payment.
	Clubs:	€50.00	
Club Entry Fee <i>(per club)</i>		€50.00	
Race Entry Fee <i>(per crew)</i>		€20.00	
ID Card Registration Fee		€10.00	
Garda Vetting Fee <i>(This fee is passed on to the Vetting Facilitating Service Provider)</i>		€7.50	
Objection Deposit		€50.00	
Fine for Crew Failing to Appear on the Line without prior notice		€100.00	
Fine for Failing to Wear Club Colours <i>(per individual)</i>		€20.00	
Fine for Failing to correctly display Boat Number		€50.00	
Fine for the late return or non-return of a trophy <i>(per trophy)</i>		€100.00	
Fine for failing to return a trophy in a fit state for presentation <i>(per trophy)</i>		€100.00	
Fine for return of a trophy in a damaged condition that requires repair or replacement. <i>(per trophy)</i>		€100.00	
Fine For Failure of an Association to provide stewards <i>(per steward, per day)</i>		€100.00	

Appendix 4: This Appendix is not used

Appendix 5: Race Categories and Qualifying Criteria

Course / Distance	Category	Gender	Boat
First Course 800 metres	Under 12 Beginners	Male &/or Female	Celtic Yawl
	Under 12	Male &/or Female	Celtic Yawl
	Under 12 Girls	Female Only	Celtic Yawl
	Under 14	Male &/or Female	Celtic Yawl
	Under 14 Girls	Female Only	Celtic Yawl
	Under 16 Ladies	Female Only	Celtic Yawl
	Ladies Sprint	Female Only	Celtic Yawl
	Men's Sprint	Male Only	Celtic Yawl
	St. Ayles Skiff Ladies	Female Only	Refer to Rule H.12
	St. Ayles Skiff Men	Male Only	Refer to Rule H.12
	St. Ayles Skiff Mixed	Maximum Two Men	Refer to Rule H.12
	Donegal Skiff Mixed	Maximum Two Men	Refer to Rule H.13
Second Course 1,500 metres	Masters Ladies	Female Only	Celtic Yawl
	Masters Men	Male Only	Celtic Yawl
	Mixed Masters	Maximum Two Men	Celtic Yawl
	Veteran Ladies	Female Only	Celtic Yawl
	Veteran Men	Male Only	Celtic Yawl
	Mixed Veterans	Maximum Two Men	Celtic Yawl
	Under 16	Male &/or Female	Celtic Yawl
	Under 18	Male &/or Female	Celtic Yawl
	Under 18 Ladies	Female Only	Celtic Yawl
	Under 21 Ladies	Female Only	Celtic Yawl
	Pre-Veteran Ladies	Female Only	Celtic Yawl
	Pre-Veteran Men	Male Only	Celtic Yawl
	Pre-Veteran Mixed	Maximum Two Men	Celtic Yawl
	Senior Mixed	Maximum Two Men	Celtic Yawl
	Timber Yawl Ladies	Female Only	Refer to Rule H.11
	Timber Yawl Men	Male Only	Refer to Rule H.11
	Heritage U18	Male &/or Female	Refer to Rule H.10
	Heritage U18 Girls	Female Only	Refer to Rule H.10



Course / Distance	Category	Gender	Boat
Second Course 1,500 metres <i>Continued</i>	Heritage Ladies	Female Only	Refer to Rule H.10
	Open Classic Ladies	Female Only	Refer to Rule H.7
	Junior Ladies	Female Only	Celtic Yawl
	Senior Ladies	Female Only	Celtic Yawl
	Intermediate Ladies	Female Only	Celtic Yawl
Multi-Turn A/1,600mtrs	-	-	-
Multi-Turn B 2,300 metres	Heritage Men	Male Only	Refer to Rule H.10
	Under 21	Male &/or Female	Celtic Yawl
	Intermediate	Male &/or Female	Celtic Yawl
	Open Classic Men	Male Only	Refer to Rule H.7
	Junior Men	Male Only	Celtic Yawl
	Senior Men	Male Only	Celtic Yawl
Multi-Turn C/3,000mtrs	East Coast Skiffs Men	Male Only	East Coast Skiffs
Straight Line Course	Open Sprint Men	Male Only	Refer to Rule H.7
	Open Sprint Ladies	Female Only	Refer to Rule H.7
Bespoke Circuit Courses	Seine Boat Race Men	Male Only	Refer to Rule H.8
	Seine Boat Race Ladies	Female Only	Refer to Rule H.8
	Celtic Longboat Men	Male Only	Celtic Longboat
	Celtic Longboat Ladies	Female Only	Celtic Longboat



Appendix 6: Club Numbers

No.	Club	Ass.
1	Ardglass	Down
2	Black Neb	Down
3		
4	Inishturk	-
5	Ballinskelligs	KCRA
6	Ballyheigue	KCRA
7	Donaghadee	Down
8	Bray	ECRC
9	Caherdaniel	KCRA
10	Cahirciveen	KCRA
11	Cararoe	-
12	Callinafercy	KCRA
13	Troll	SRA
14	Carnlough	ACRA
15	Castle	ACRA
16	Castletownbere	
17		
18	Dundrum	Down
19		
20		
21	Fingal	ECRC
22	Fenit	KCRA
23	Dalkey	ECRC
24		
25		
26		
27		
28	Flesk Valley	KCRA
29	Fossa	KCRA
30	Glenarm	ACRA
31	Greystones	ECRC
32	Killyleagh YC	Down
33	Killyleagh CRC	Down

No.	Club	Ass.
34	Whitehead	ACRA
35		
36	Kilmacsimon Quay	
37		
38	Cromane	KCRA
39	Over the Water	KCRA
40	Myross	SWCYRA
41	Maudlintown	SRA
42	Vartry	ISSRA
43		
44		
45		
46	Cushendal	ACRA
47		
48		
49	East Wall	ECRC
50		
51		
52	Sketrick	Down
53	Sive	KCRA
54	Skerries	ECRC
55	Sneem	KCRA
56	Inver Colpa	ISSRA
57		
58	St Michael's	ECRC
59	St Patrick's	ECRC
60	Stella Maris	ECRC
61	Valentia	KCRA
62		
63		
64	Workmens	KCRA
65		
66	Portaferry	Down

No.	Club	Ass.
67	Portavogie	Down
68	Renard	KCRA
69	Tarbert	KCRA
70	Templenoe	KCRA
71	Waterville	KCRA
72	Airport Police & Fire Service	ISSRA
73	Renard	KCRA
74	Tarbert	KCRA
75	Foyle (<i>Moville</i>)	DCRA
76	Inver	DCRA
77	Teelin	DCRA
78	Killybegs	DCRA
79	Kincasslagh	DCRA
80	Tráighéanach	DCRA
81	Mountcharles	DCRA
82	Burtonport	DCRA
83	Chloich Cheann Fhaola (CCF)	DCRA
84	-	-
85	Commercial	KCRA
86	Naomh Michael	Mayo
87	Tullaghan Bay	Mayo
88	Achill	Mayo
89	Bruckless	DCRA
90		
91	Waterville Cove	KCRA
92	Strangford	Down
93	-	-
94	-	-
95	-	-
96	-	-
97	-	-

Appendix 7: Executive Board of the Irish Coastal Rowing Federation

2021 Board

President:	Bill Deasy	Myross RC
Chairman:	Mary B. Teahan	Cromane RC
Vice-Chairman:	Noel Matthews	Bray RC
Secretary:	Elaine Nelson	Glenarm RC
Treasurer:	Johanna King	Cromane RC
Communications Officer:	Paul Lynham	Troll RC
Child Protection Officer (North):	Elaine Nelson	Glenarm RC
Child Protection Officer (South):	Anne Marie Magee	Cloughaneely RC
National Safety Officer:	Mike O'Mahoney	Myross RC
Registrar:	Marguerite Carley	Troll RC
Development Officer (North):	Leonard Lawson	Portaferry CRC
Development Officer (South):	Joe McAllister	Cromane RC

Notes:

- **Mr. Bill Deasy** shall serve as Honorary President of the Irish Coastal Rowing Federation until the **2022** Annual General Meeting when the position shall be open for election again.
- **Elaine Nelson & Anne Marie Magee** are appointed to serve as Child Protection Officers of the Irish Coastal Rowing Federation until the **2024**.

Appendix 8: Schedule of Upcoming All-Ireland Hosts

Schedule of Upcoming Hosts:

2021	–	Antrim Coast Rowing Association.
2022	–	Irish Sea, Sea Rowing Association.
2023	–	Donegal Coastal Rowing Association.
2024	–	East Coast Rowing Council.
2025	–	Wexford Coastal Rowing Association.
2026	–	Kerry Coastal Rowing Association.
2027	–	Down Coastal Rowing Association.

Note: This is merely an aspiration rather than an obligation on the part of either the potential host associations or the ICRF.

This Page is Intentionally Blank

This Page is Intentionally Blank