



Sweep Accreditation and Safety Regulations (SASR)  
for Dragon Boat Sweeps (steerers/helms)

Version 5.3

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With acknowledgment to everyone who has contributed to the development of this document and previous versions

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## FOREWORD

**NOTE:** Where the term ‘sweep’ is used to describe or refer to a person who controls the steering apparatus of a dragon boat, and/or the movement of the steering apparatus (oar/paddle) taken by the person in control, references to the alternative titles of “Steerer” or “Helm” are intended to refer to the same position, role and/or action undertaken.

While the term “sweep” is used within Australia, alternative terms may be used internationally and/or by the International Dragon Boat Federation (IDBF) in its documentation and those descriptions may therefore be substituted for “sweep” within the document, with the understanding that all the terms refer to the same position and/or action undertaken.

### Statement from “the International Waters Rules and Regulations”

“The person who is in charge of a recreational boat that is used for sport in competition and/or training and has a tiller action (an apparatus that can determine boat direction) and has cast away from any fixed land structure (nothing attached to the sporting boat whatsoever) and is moving on water in any direction, then this person is deemed the “captain of the boat” and they have ultimate responsibility to the safety of their boat, boats around them and safety of all of its crew, being one person or more, then this person is deemed in charge of the boat”. This would mean in Dragon Boating that the Sweep is in charge of the boat whilst on the water with a number of crew members.

## Glossary

Additions to the Glossary will be progressively included.

Australian Dragon Boat Federation (AusDBF)	Governing body of dragon boat racing in Australia.
Dragon Boats New South Wales Inc. (DBNSW)	Governing body of dragon boat racing in NSW.
Sweep Accreditation Scheme (SAS)	System of Accreditation, Guidelines and Policies affecting dragon boat sweeps (sweeps / helms).
Sweep Coordinators Group (SCG)	The group of DBNSW appointed officials, including Sweep Coordinators and Administrators who oversee the NSW Sweep Accreditation Scheme.
Probationary / Qualifying Race (QR)	A race swept at an accredited event when sweep is at Level 2 (L2) accreditation status. Successful, incident free races may be used for progression to full Level 3 (L3) accreditation.
Season	The period from 01 July to 30 June (i.e. coinciding with DBNSW membership period)
Accreditation (of sweep)	The education, training, testing and completion of qualifying races to become eligible for L3 status
Registration (of sweep)	Consists of the sweep having their accreditation details and personal details entered into the DBNSW Sweep Accreditation Register
Direct supervision	<b>Direct supervision</b> requires an L3+ Sweep (Instructor) to be on board and sitting at the rear near the sweep in the same boat as the trainee

## 1.0 THE SWEEP ACCREDITATION SCHEME (SAS)

### Purpose

The purpose of the DBNSW Sweep Accreditation Scheme (SAS) and associated Sweep Accreditation and Safety Regulations (SASR) is to ensure that participants in DBNSW (and AusDBF) events as well as at club training are afforded the safety benefits of a trained and accredited Sweep (sweep/helm)

### Overview

A sweep (sweep, or helm) who participates in DBNSW events (races) &/or other sanctioned on-water events as a race sweep must hold at minimum a Level 2 (L2) accreditation issued by DBNSW (or their equivalent interstate AusDBF Member). This ensures that participating sweeps at DBNSW / AusDBF member events have undertaken sweep training, have some knowledge of maritime rules and boat safety, have demonstrated a level of capability and have passed an assessment as being able to competently steer Club Sports Crews.

### Notes:

Only fully accredited Level 3 (L3) sweeps are permitted to steer Corporate / Community / Novice / Social crews.

Only fully accredited Level 3 (L3), Level 4 (L4) or Level 5 (L5) sweeps are permitted to steer at AusDBF Australian Championships.

The DBNSW Sweep Accreditation Scheme consists of two parts:

1. Accreditation
2. Registration

Accreditation consists of the following.

- (a) Education
- (b) Training with an experienced sweep (minimum Level 3)
- (c) Written exam(s)
- (d) An initial practical on-water test
- (e) Issuing of Level Two (L2) Provisional Accreditation
- (f) Sweeping sports crews in four races at a minimum of two (2) events
- (g) Issuing of Level Three (L3) Full Accreditation

Registration consists of the sweep having their accreditation details and personal details entered into the DBNSW Sweep Accreditation Register which is subsequently consolidated into a National Sweep Accreditation Register.

## 1.1 Introduction

Dragon Boat racing is a water sport and as such, has an element of risk associated with it. Safety is of prime importance for DBNSW / AusDBF and experienced sweeps are viewed as a major factor in reducing the risks in dragon boat racing.

This document provides DBNSW / AusDBF members with an outline of the DBNSW Sweep Accreditation System (SAS) and safety procedures advising what you should do (or not do) both on and off the water.

This document covers sweep responsibilities and it is recommended that members adopt and follow the general advice in the guide.

The information provided updates the existing AusDBF Sweep Accreditation Scheme and Guidelines (Version 4); which includes contributions received from AusDBF Member Associations. The AusDBF document is relevant to all Australian state and territories; hence information is provided in 'universal' terms and may not fully relate to, include or cover circumstances relevant to a particular jurisdiction.

The DBNSW Version contains information and advice that is relevant and specific to NSW circumstances and association viewpoints, which may not apply outside of NSW.

## 1.2 Structure

As of January 2005, all sweeps (sweeps/helms) wishing to participate (i.e. steer crews) at DBNSW or AusDBF Member sanctioned events (races) will need to hold a minimum of a Level 2 (Provisional) sweep accreditation issued by DBNSW (or similar AusDBF Member).

To receive accreditation sweeps are required to undergo both written and practical testing of their knowledge and sweeping skills. If successful at this stage, sweeps (steerers/helms) will be given Level 2 (L2) 'Provisional' Accreditation Status. This will then allow them to sweep Sports crews in races (to be completed over 2 sanctioned events by their state member); they will then be granted Full Accreditation (Level 3) Status. Once a sweep (steerer/helm) has been granted full accreditation (L3), only then will they be allowed to sweep Corporate, Community and novice crews at DBNSW and Australian on-water events sanctioned by DBNSW and its equivalent AusDBF members.

## 1.3 Pre-requisite to becoming a sweep (steerer/helm)

The purpose of the Sweep Accreditation Scheme is not to train sweeps. This remains the responsibility of individual clubs. Sweep Coordinators may assist clubs with sweep training and development, as resources allow. **Note:** Clubs should keep a log of their own sweeps that are requesting accreditation.

Prior to attending Sweep Accreditation Testing, each sweep should have:

- Trained with a current, fully accredited sweep (minimum level 3);
- Trained in a variety of conditions such as morning and evening, windy and calm conditions, and with full and half crews etc;
- Accumulated at least twenty (20) hours of on-water sweep practice, which has been logged and certified by club sweep instructors;
- Have had control of a dragon boat on numerous different occasions with a minimum of 30 minutes per session (e.g. 40x 30min, 20x 60min); and
- And it is recommended that sweeps have a senior first aid certificate.

### Notes:

- All sweeps should know the Maritime NSW Rules & Regulations as they apply to Dragon Boating, including the general 'rules of the road' for the bodies of water they train and/or race upon. Sweeps should consult the Maritime NSW website for further information.
- Having a NSW Boat License is a worthwhile qualification, but is not mandatory requirement for dragon boat sweeps within NSW.



## 1.4 Sweep Coordinator(s)

As undertaken by each AusDBF Member, DBNSW will appoint a Sweep Coordinator (or team of coordinators\*) to manage the Sweep Accreditation Scheme in their region. It is hoped that state Sweep Coordinators from around Australia will form a subcommittee and meet regularly either by teleconference and/or during the Australian Championships, so they can regularly update and improve the Accreditation Scheme. State members may also wish to include their Technical or Development Directors as seen fit.

The Sweep Coordinators in each State will keep an updated register of the sweeps in their care and regularly update it, and bi-monthly send any updates through to the AusDBF Technical Director to update the National Register. In NSW, that register is maintained by DBNSW through the Revolutionise database.

\* Note: The team of DBNSW Sweep Coordinators has adopted the representative title of the **Sweep Coordinators Group (SCG)**.

## 1.5 Accreditation Testing

Sweep Coordinators approved by DBNSW will conduct Sweep Accreditation Assessments (Testing) for candidates seeking Provisional Sweep accreditation (L2).

The written test for progression to Provisional Sweep (L2) will consist of at least 20 questions of which the sweep candidate must attain an 80% pass rate (i.e. minimum of 16 of 20 correct answers).

The practical test for progression to Provisional Sweep (L2) will consist of each sweep candidate steering a dragon boat (with a minimum of 16 paddlers) and must be able to demonstrate certain skills such as:

- ensuring the dragon boat is balanced
- performing a head count
- using the standard set of calls
- reversing a dragon boat safely
- maintaining a dragon boat on a start line
- steering a straight line for a reasonable distance;
- stopping a dragon boat quickly
- reversing the dragon boat into a start pontoon and setting up for a race start

No personal PA amplifier and or Cox Vox speaker system or similar is to be used by the candidate during the on-water assessment.

During or following the practical test the Sweep Coordinator will complete a Practical Test and Sweep Skills evaluation document which they store as evidence of the assessment. The Sweep Coordinator will also advise the DBNSW Administration Office of successful candidates so that membership records can be updated.

If both the knowledge and practical tests are completed satisfactorily and the sweep candidate is eligible for Provisional Sweep (L2) accreditation, the relevant Sweep Coordinator will notify the DBNSW Administration Office, so the sweep candidate's membership records can be updated.

To receive Full Sweep Accreditation (Level 3) a Provisional Sweep (L2) must successfully sweep a sports crew at DBNSW (or AusDBF member) sanctioned events, under the observation of Sweep Coordinators approved by DBNSW, SCG, or AusDBF Member, in at least four (4) races without incident, over two (2) or more regattas. Only two races in any one regatta are considered as part of the requirement.

Once completed and the Provisional Sweep (L2) is eligible for Full Sweep Accreditation (L3), the relevant Sweep Coordinator will notify the DBNSW Administration Office, so the sweep candidate's membership records can be updated. The L2 Provisional Sweep will be issued Full Sweep Accreditation (L3) and their details can be included in the AusDBF National Register.

## 1.6 Ongoing Accreditation

Under the current system of re-accreditation, if it can be verified that fully accredited sweeps (Level 3, or higher) have been sweeping regularly within the preceding two (2) year accreditation period, they can 'automatically' be re-accredited. Re-accreditation may also occur if the following conditions are met.

- Sweep history records indicate significant seasonal incident-free sweep activity,
- Observation by one or more Sweep Coordinators at a DBNSW (or AusDBF member) accredited event, confirms the sweep has maintained their practical skills
- Satisfying the DBNSW Sweep Coordinators of individual competency via written and/or practical means (if sweeping occurred interstate &/or overseas).
- Following receipt of a written club submission (e.g. from club president / head coach / administrator), stating a sweep has been active in training, even though records indicate limited or no race activity. For ease of administration, it is suggested that each Club provide on an annual basis a statement listing all sweeps in their Club who they confirm have been active in training by sweeping for at least 20 hours during the season.

At the discretion of the Sweep Coordinators Group (SCG), a Level 4+ sweep may retain their accreditation if they have successfully swept a reasonable number of races per season, and/or activity is recorded within their two (2) year accreditation periods.

The sweeps name & status will be (re)entered in to the DBNSW / AusDBF Sweeps Register as being (re)accredited from the date set by the sweep coordinator overseeing the process. As guidelines, policies or rules are implemented or updated; sweeps may also be required to acknowledge their awareness of rule changes, updated procedures and/or guidelines that have been put in place since their previous accreditation period.

## 1.7 Cancellation of Accreditation

At any time, the DBNSW Board of Directors, from recommendations provided by the Sweep Coordinators Group (SCG), can rescind, suspend or downgrade the accreditation of any DBNSW sweep (sweep/helm). However, before doing so they must advise the sweep in writing as to why their accreditation is being rescinded, suspended or downgraded. The sweep then has 28 days to apply for a review by DBNSW / SCG actions affecting their accreditation. If the member does not retain their sweep accreditation, it may then be necessary for the sweep to undergo re-accreditation.

A sweeps accreditation status (level) may be reviewed and/or revoked for:

- Not performing their role in a safe and respectful manner
- When sweep skills are found to be incompetent
- Displaying poor race skills
- Displaying poor sweeping ethics
- Displaying a lack of respect to crews or equipment
- Not complying with the sweep levels as detailed

- Displaying sufficient reason for them to be de-registered
- When a sweep has been inactive, or absent from the sport for a period in excess of two years
- If the sweep has been impacted by the Demerit Points System (DPS) see Appendix 3.2

## 1.8 Register of Accredited Sweeps (steerers/helms)

For their own region, each Sweep Coordinator will maintain a register of sweep containing the following information:

- Name
- Club
- Contact details
- Races remaining to achieve Full Accreditation Status (Level 3)
- Number of races swept each regatta and throughout each season
- Date tested, or date full accreditation granted
- Retest date / Anniversary / Expiry date
- First Aid qualifications

When a sweep gains Full Sweep Accreditation (L3), their details are recorded in the register of accredited sweeps maintained by DBNSW through Revolutionise. The register will be updated regularly based on information from the SCG.

DBNSW will provide a copy of the Register to AusDBF when required, with the latest update prior to the Australian Championships or as requested by the AusDBF SAS administrator.

**Note:** Accreditation expiry dates are based on the original date of accreditation at the highest level achieved.

Examples:

- A sweep gaining L3 accredited on 24th September 2009 would have an anniversary date of 24th September thereafter.
- If the same sweep was subsequently accredited as L4 on 17th June 2015, their anniversary date would become 17th June thereafter.

## 1.9 Sweep age for race categories

Age requirement for sweeps:

	Open/Mixed Category	Women's Category
Juniors	Either gender Can be adult Minimum 14 years	Female only Can be adult Minimum 14 years
Youth	Either gender Can be adult Minimum 14 years	Female only Can be adult Minimum 14 years
Premier	Either gender Minimum 14 years	Female only Minimum 14 years
Senior A	Either gender Minimum 40 years	Female only Minimum 40 years
Senior B	Either gender Minimum 50 years	Female only Minimum 50 years
Senior C	Either gender Minimum 60 years	Female only Minimum 60 years

## 1.10 DBNSW SCG Junior Sweeps Policy

The following minimum age requirements apply to Junior / School and Youth sweep training and development.

**Minimum Age Requirements** should be read in conjunction with the following notes.

- Regardless of the age that Junior Sweep training commences, the Sweep Coordinator Group (SCG) recommends that Juniors who undertake Sweep Training have paddled regularly for a period of TWELVE (12) months - **with the minimum period being six (6) months** (i.e. one entire racing season) - before regular structured sweep training commences.
- At all times, all sweeps under the age of 18 years must be directly supervised by an adult.
- A Parent / Legal Guardian is required to sign the associated sweep training documents for individuals under 18 years.

### Junior Sweeps - Minimum Age Requirements

Age	Sweep Training	Age Requirements
12	Sweep Training not permitted	Must be a paddler for a minimum of 6 months
13	Minimum Age for sweep training	Must be 13 before L0 Sweep Training commences
14	Minimum Age for L2 Accreditation	Must be 14 before L2 Testing & Probationary Races
14	Minimum Age for L3 Accreditation	Must be 14 before L3 DBNSW Accreditation awarded
18	Minimum Age for sweeping community or school crews	Must be 18 before L3 sweeps can steer a Community Crew or School Crew in training or at a regatta

#### Important Note for Sweeps:

The strength and intensity displayed by racing crews is often heightened during competition. As with sweeps of any age, Junior Sweeps should only steer race crews in competitive situations when they have previously conducted race training with the crew - as opposed to 'regular' training sessions - and/or are confident they can maintain control of the crew during races. This requires a sweep to have the necessary strength, maturity, knowledge and experience to control both the boat and the paddlers on-board.

## 2.0 DBNSW SWEEP REGISTER CLASSIFICATIONS

### Classification Overview:

Level 0	L0	Trainee Sweep - Supervised	Trainee (Novice) Sweep instructed & under direct supervision by an L3+ sweep
Level 1	L1	Trainee Sweep - Unsupervised	Restricted Trainee assessed by a DBNSW official (for New Clubs)
Level 2	L2	Provisional Accreditation	L0 or L1 Sweep who has passed Accreditation Assessment
Level 2 NR	L2NR	Non-racing	L2 Sweep who is accredited to sweep club training sessions only
Level 3	L3	Full Accreditation	L2 Sweep who has completed 4x Probationary Races
Level 4	L4	Advanced Accreditation	L3 Sweep who has race experience and good history
Level 5	L5	Sweep Master (Mentor)	L4 Sweep with skill sets who can mentor other sweeps

**Note A:** *Direct supervision* requires an L3+ Sweep (Instructor) to be on board and sitting at the rear near the sweep in the same boat as the trainee.

**Note B:** The ratio of novice to experienced paddlers 1:3 on board.

E.g.: A **supervised** L0 novice sweep may steer if there are at least 3 'club' paddlers per novice paddler.

A maximum of five (5) novice paddlers at a time would be permitted for a full crew of 20.

Example ratios provided below.

#### Suggested Ratio: Experienced Paddlers to Novice Paddlers

<b>Total Paddlers on Board</b>	20	19	18	17	16	15	14	13	12	11	10
<b>Experienced Club Paddlers</b>	15	14	14	13	12	12	11	10	9	8	8
<b>Novice Paddlers (Maximum)</b>	5	5	4	4	4	3	3	3	3	3	2

### 2.1 LEVEL 0 (L0) – Trainee Sweep (under direct supervision):

- 2.1 a L0 refers to Trainee (Novice) Sweeps, being directly supervised by an L3+ Sweep providing sweep instruction and guidance and has not yet been observed or tested by a sweep coordinator.
- 2.1 b Restricted to 'Club' training sessions only (i.e. with registered Sports Club / DA members).
- 2.1 c Must be under **direct supervision** of a Fully Accredited (L3+) Sweep at all times. (**Refer to Note B above**)
- 2.1 d Allowed to sweep at night only when under the **direct supervision** of an L3+ Sweep.
- 2.1 e Allowed to sweep during 'come & try' sessions only if under **direct supervision** and provided the ratio of novice to experienced paddlers does not exceed 1:3. (**Refer to Note B above**)
- 2.1 f **Direct supervision** requires an L3+ Sweep (Instructor) to be on board and sitting at the rear near the sweep in the same boat as the trainee.
- 2.1 g Only L3+ sweeps can instruct novice sweeps.
- 2.1 h Novice Sweeps must be registered with their Regional Sweep Coordinator when training commences.

- 2.1 i **Novice sweeps can register via the DBNSW SCG Trainee Sweep online registration form** or directly with their Regional Sweep Coordinator. Links to forms are subject to change.
- 2.1 j Trainees are required to provide details to the Sweep Coordinator in advance or sweep assessment will not be considered.
- 2.1 k Novice Sweeps may also be entered in to DBNSW online membership record (Revolutionise) by DBNSW or Club Sweep Coordinator / Administrator.
- 2.1 l A **MINIMUM of twenty (20) training hours** to be recorded (logged) prior to submission for testing.
- 2.1 m L0 Trainee sweeps should be assessed within 12 months of training commencement.
- 2.1 n A Sweep Log Book must be maintained during training until full L3 Accreditation is achieved. An AusDBF Sweep Log Book can be provided upon registration &/or when requested by clubs.

## **2.2 LEVEL 1 (L1) – Trainee Sweep (unsupervised) / Restricted Accreditation**

- 2.2 a L1 refers to Trainee (Novice) Sweeps who have received some training but are not directly supervised by an L3+ Sweep.
- 2.2 b Primarily for Regional Sweeps and newly formed groups. For Sweep Classification purposes, the SCG considers an “established” club to be one that has at least ONE (1) ACTIVE L3+ sweep.
- 2.2 c Interim Accreditation Only. L1 Sweeps are expected to test for L2.
- 2.2 d L1 Sweeps must be observed by a DBNSW representative (an L3+ Sweep).
- 2.2 e L1 Sweeps are to be given training prior to the commencement of Club sessions.
- 2.2 f L1 Sweeps are restricted to steering ‘club’ paddlers at regular training sessions only.
- 2.2 g L1 Sweeps are restricted to steering within the boundaries of their (approved) training location.
- 2.2 h L1 Sweeps are NOT allowed to sweep School &/or Junior Crews at any time unless authorised by DBNSW BoM.
- 2.2 i L1 Sweeps are NOT allowed to sweep Corporate, Community or Social Crews in training, or at events; even if supervised.
- 2.2 j Allowed to sweep at night only when under the **direct supervision** of an L3+ Sweep.
- 2.2 k If a L3+ Sweep is not available, as may be the case for new &/or regional groups, L1 Sweeps must complete at least **TEN (10) HOURS of DAYTIME** sweeping before evening sessions are scheduled.
- 2.2 l Allowed to sweep during daytime ‘come & try’ sessions provided the ratio of novice to experienced paddlers does not exceed 1:3. (Refer to Note B p. 14)
- 2.2 m Restricted L1 Sweeps must be added to the DBNSW Sweep Register when training commences.
- 2.2 n Restricted L1 Sweeps must be entered in to DBNSW online membership record (e.g. Revolutionise) by DBNSW or Club Sweep Coordinator / Administrator.
- 2.2 o A Sweep Log Book must be maintained during training and when L3 Accreditation is achieved.
- 2.2 p A DBNSW Sweep Log Book can be provided upon registration &/or when requested by clubs.
- 2.2 q A **MINIMUM of twenty (20) training hours** must be recorded (logged) prior to submission for testing.
- 2.2 r L1 Trainee sweeps should be assessed for L2 within 12 months of training commencement.

## 2.3 Notes for Tested Sweeps:

- 2.3 a L0 / L1 sweeps may remain at their current level status if found not to be 'race ready'.
- 2.3 b L0 / L1 sweeps who demonstrate safe, competent steering skills and crew control may receive recognition of development by having their status level upgraded to Level **L1.50**.
- 2.3 c **L1.50** refers to sweeps requiring more water-time before Re-Testing for L2 (Provisional) Accreditation.
- 2.3 d At Sweep Coordinator/s discretion, an **L1.50** sweep may be allowed to steer Club crews 'unsupervised'.
- 2.3 e Unless condition 2.3d has been met, a L2-L5 sweep must be on board if **L1.50** sweeps are steering.
- 2.3 f Until sweep test results are provided to an individual test candidate, or club representative - in writing, by receipt of a certificate, or verbally by a Sweep Coordinator - the sweeps pre-test classification restrictions (e.g. L0 / L1 / L1.50) remain in place and still apply to the individual sweep.

## Recommendation

- Where possible, one or more L4 (Advanced) and/or L5 Sweep Masters (mentors) should be assigned to new groups to assist with initial sweep and paddler training.
- It is suggested that L4 sweeps take on a mentoring role with a new club, for advancement from L4 to L5 to be considered. If not strictly required, mentoring a new club would be looked upon favourably.
- Mentoring may remain until a group becomes "established" and has one or more active L3+ sweeps within the club.

## 2.4 LEVEL 2 (L2) – Provisional Accreditation

- 2.4 a Allowed to sweep Sports Crews during club training sessions unsupervised.
- 2.4 b Allowed to sweep Sports Crews at regattas in conditions appropriate to experience.
- 2.4 c Allowed to sweep Corporate & Social Crew training sessions ONLY when **directly supervised** by an L3+ Sweep. (**Refer to Note A p.14**)
- 2.4 d Allowed to sweep at night. It is still advisable to have an experienced L3+ Sweep on board.
- 2.4 e Allowed to sweep School &/or Junior training sessions ONLY when **directly supervised** by an L3+ Sweep. (Note: the L3+ sweep MUST be on board the same boat at all times). (**Refer to Note A p.14**)
- 2.4 f NOT allowed to provide unsupervised training or instruction to L0, L1 or other L2 sweeps.
- 2.4 g NOT allowed to sweep Corporate, Community or Social Crews at DBNSW / AUSDBF events.
- 2.4 h NOT allowed to sweep 2,000m (2k) turn races. See rule L3.7 and accompanying note (below).
- 2.4 i A sweep's individual experience should be considered when racing in difficult conditions (e.g. strong winds).
- 2.4 j DBNSW may allow specified L2 sweeps to instruct novice sweeps, if L3+ sweeps not available (e.g. regional areas).

## 2.5 LEVEL 2NR (L2NR) – Non-Racing

- 2.5 a Allowed to sweep Sports Crews during club training sessions unsupervised.
- 2.5 b Allowed to sweep at night. It is still advisable to have an experienced L3+ Sweep on board.
- 2.4 k NOT allowed to provide unsupervised training or instruction to L0, L1 or other L2 sweeps. Note: DBNSW may allow specified L2NR sweeps to instruct novice sweeps, if L3+ sweeps not available (e.g. regional areas).
- 2.5 c Allowed to sweep Corporate & Social Crew training sessions ONLY if a L3 Sweep is on board

- 2.5 d Allowed to sweep School &/or Junior training sessions ONLY if a L3 Sweep is on board
- 2.5 e NOT allowed to sweep Sports Crews at regattas.
- 2.5 f NOT allowed to sweep Corporate, Community or Social Crews at DBNSW / AUSDBF events.
- 2.5 g NOT allowed to sweep 2,000m (2k) turn races.

## 2.6 Advancement from L2 to L3:

- 2.6 a Level 2 (L2) Provisional Sweeps advance to Full Accreditation (L3) after successfully steering four (4) incident free Probationary Qualifying Races (QR). Though an L2 sweep may steer multiple times at an event, a maximum of two (2) races steered at any one regatta will be counted towards L3 advancement.
- 2.6 b Probationary Qualifying Races (QR) are to be swept in standard (20 person) boats with a minimum of 16 paddlers.
- 2.6 c L2 sweeps must wear an orange safety vest for all races they steer at a regatta and ensure their names and Provisional (P) status is recorded on the marshalling sheets for the duration of the regatta. L2 sweeps are responsible for having their details recorded.

## 2.7 LEVEL 3 (L3) – Full Accreditation

- 2.7 a Allowed to sweep Sports Crews during training sessions and at regattas.
- 2.7 b Allowed to sweep Corporate Crews during training sessions and at regattas.
- 2.7 c Allowed to sweep Community Crews during training sessions and at regattas.
- 2.7 d Allowed to sweep Social / Novice Crews during training sessions and at regattas.
- 2.7 e Allowed to sweep School &/or Junior Crews during training sessions and at regattas.
- 2.7 f Allowed to instruct & assist with sweep training & development of Sweep Levels L0-L3.
- 2.7 g Allowed to sweep 2,000m (2k) turn races but must wear an orange vest for their initial 2k race.

## 2.8 L2 and L3 Assessment Notes

- 2.8 a **Recognition of Prior Learning (RPL):** This may be considered if a sweep new to dragon boating can demonstrate steering proficiency obtained through another activity (e.g. as a Surf Boat Sweep).
- 2.8 b **Interstate Sweeps:** Experienced &/or Accredited **Interstate** Sweeps moving to a new state may be awarded DBNSW L2 or L3<sup>^</sup> Sweep Accreditation status within their new state of residence following a review of documents verifying their AusDBF State Member accreditation.
- 2.8 c Additional Practical, Written &/or Verbal testing may also be required.
- 2.8 d **Overseas Sweeps:** Experienced **International** Sweeps (coming from overseas) and now residing in Australia and/or within a specific State Member locality on a regular basis may be awarded DBNSW L2 or L3<sup>^</sup> Sweep Accreditation status if:
  - a. International accreditation documents support claims of experience, and/or
  - b. An individual can demonstrate L2 or L3<sup>^</sup> skill sets to a Sweep Coordinator.
  - c. Additional Practical, Written &/or Verbal testing may also be required.
- 2.8 e **2000m (2K) Turn Races:** As of January 2012, L2 sweeps are restricted from doing 2000m (2k) Turn races. Only Level 3 (L3) Sweeps and above can sweep 2km turn races. To identify the 2K 'novice', L3+ sweeps that do a 2000m Turn Race for the first time are to wear an orange vest (at DBNSW events).



**^ Note:** L3 status may be withheld until a minimum of two (2) probationary races are completed to the satisfaction of the Sweep Coordinator Group (SCG), a member of the SCG, or an appointed individual acting on behalf of the SCG.

**Note:** Demerit points will not be awarded to L3 Sweeps competing in a 2000m (2K) Turn Race for the first time.

## 2.9 Advanced Sweep Classifications

- 2.9a Level 4 (L4) Advanced Accreditation and Level 5 (L5) Master classifications are an acknowledgement of the experience and development of sweeps that demonstrate advanced ability.
- 2.9b Sweeps that have held DBNSW Level 3 (Full) Sweep Accreditation for a significant period – but at a minimum, at three years – have generally developed their practical skills and knowledge of dragon boat sweeping to the point where they have a greater awareness and understanding of race rules and the responsibilities required of an ‘advanced’ sweep.
- 2.9c As recognition of this development, such sweeps may be considered for advanced sweep classifications.
- 2.9d Level 4 (L4) classification is regarded as DBNSW’s highest practical (technical) level of sweeping.
- 2.9e Level 5 (L5) - Sweep Master (Mentor) / Ambassador - is to be thought of more as an honorary title awarded to those with an extraordinary sweeping history who are highly regarded within the dragon boat community and have contributed to the development of the sport and sweeping over many years.
- 2.9f To maintain DBNSW Level 4 (L4) or Level 5 (L5) Sweep Accreditation, sweeps are to maintain their competitive race experience by sweeping in at least two (2) regattas and maintain a minimum 20 hours sweeping duties each membership season (i.e. between 1<sup>st</sup> July and 30<sup>th</sup> June). Failure to comply with these conditions for two successive seasons may see the L4 or L5 sweep relegated back to Level 3 (L3)

Note: At the discretion of the DBNSW Board of Directors, and/or appointed State Representative Squad Coaches, it may be a requirement for sweeps applying for a position as a State Representative Squad sweep to have attained Level 4 (L4) status, or higher.

## 2.10 LEVEL 4 (L4) – Advanced Accreditation (recognition of sweeping experience)

- 2.10a Awarded to Level 3 Sweeps at the discretion of the DBNSW Sweep Coordinators Group.
- 2.10b Submissions for L4 accreditation will be considered at the annual Sweep Coordinators’ meeting held in the first two months of each season. Sweep Coordinators will aim to notify individuals, clubs and DBNSW Administration of Sweep Classification updates before 1st regatta, so that Membership Cards (ID Tags) can be produced.
- 2.10c L4 classification may be awarded to Level 3 (L3) Sweeps who are nominated for advancement by their Club or Sweep Coordinator and...
- i. Have completed a minimum of three (3) calendar years as a L3 sweep.
  - ii. Have shown consistent and continual development as a sweep during the initial accreditation period.
  - iii. Are known to regularly sweep at races (as verified by Sweep Activity Records).
  - iv. Sweep Activity Records should support a ‘Not at fault’ Incident Free Racing record for the previous three seasons.

- v. Have demonstrated local knowledge – e.g. alpine waters, currents, local maritime signage.
- vi. Have demonstrated confident boat manoeuvring and crew management in difficult weather conditions.
- vii. Have demonstrated advanced ability in race environments in a variety of locations and water / weather conditions.
- viii. Have demonstrated the ability to steer various styles of boat and are familiar with various sweep rigging systems (i.e. rowlock, pin, U-bolt).
- ix. Have mentored at least two new sweeps to L2 accreditation
- x. Have swept without incident a minimum of 2 races at each of two regattas with pontoon starts and 2 races at each of two regattas with non-pontoon starts.
- xi. Have swept a minimum of four (4) **10s crews in 20s boats** in regattas without incident. Though a L3 sweep may steer a 10s crew in a 20s boat multiple times at an event, a maximum of two (2) races steered at any one regatta will be counted towards L4 advancement.
- xii. Have swept a minimum of two (2) 2000m turn races at regattas without incident
- xiii. Successfully complete a practical test by Sweep Coordinator approved by DBNSW, steering a **small (10s) dragon boat** (with a minimum of 8 paddlers) safely demonstrating the following skills:
  - ensuring the dragon boat is balanced
  - using the standard set of calls
  - performing a figure 8 manoeuvre
  - pivoting the boat both clockwise and anticlockwise
  - reversing the dragon boat safely not less than 50 metres
  - reversing the dragon boat into a start pontoon and setting up for a race start
  - maintaining the dragon boat on a start line with moving water for at least 30 seconds
  - steering a straight line for not less than 200 metres under simulated race conditions
  - safely and effectively stopping the dragon boat quickly (ie an emergency stop)

2.10d A current State boat licence is NOT required.

2.10e L3 sweeps working towards L4 accreditation should maintain a log book of their hours, including races, sweep workshops and other sweep-related activities, to support their application.

## **Allowances as per Level 3 (L3)**

### **2.11 LEVEL 5 (L5) – Sweep Master (mentor):**

2.11 a Awarded to Level 4 (L4) Sweeps by invitation and at the discretion of the DBNSW Sweep Coordinators Group.

2.11 b Nominations for L5 accreditation will be considered at the annual Sweep Coordinators' meeting held at a point during each season. Sweep Coordinators will aim to notify individuals, clubs and DBNSW Administration of Sweep Classification updates before 1st regatta, so that Membership Cards (ID Tags) can be produced.

2.11 c L5 classification may be awarded to Level 4 (L4) Sweeps who meet the following conditions. Although a sweep may meet all the following conditions, being awarded L5 classification remains at the discretion of the members of the Sweep Coordinator Group (SCG).

- i. Have completed a minimum of three (3) calendar years as an Advanced L4 Sweep

- ii. Continue to meet the requirements for accreditation as an Advanced L4 sweep
- iii. Maintained the abilities that led them to being granted L4 accreditation
- iv. Are known to regularly sweep at races (as verified by Sweep Activity Records)
- v. Sweep Activity Records should support a 'Not at fault' Incident Free Racing record for the previous three seasons
- vi. Actively mentored trainee sweeps to achieve L2 accreditation both within their own club and other clubs
- vii. Have contributed to the development of the sport and sweeping over many years. For example, running sweep workshops, sharing new information and techniques with other sweeps, assisting a new Club that is without an accredited L3 or L2 Unsupervised sweep.
- viii. Be widely known among the dragon boating community by name and reputation as an advanced level sweep
- ix. Volunteering at DBNSW Sanctioned events as a sweep and/or sweep coordinator and/or assisting DBNSW, or an AusDBF State Member, in some other way would demonstrate community involvement and be taken into consideration
- x. Have been involved in Club &/or Inter-Club, State &/or Regional, mentoring and training.
- xi. Have steered AusDBF and/or State Member Representative Crews (at State, National and/or International regattas)
- xii. International representative race experience and/or steering a club crew at overseas races may be taken into account though it does not automatically qualify a sweep for L5 status.
- xiii. A current State boat licence is NOT required
- xiv. L4 sweeps working towards L5 accreditation should maintain a log book of their hours, including races, sweep workshops and other sweep-related activities, to support their application

## **Allowances as per Level 3 (L3)**

### **2.12 Sweep Re-Accreditation after extended absence**

- 2.12 a How to regain L3 (Full) sweep accreditation once an accredited sweep has been absent from the sport for several years.
- 2.12 b To reinstate sweeps to Full Accredited Sweep status after the period noted in section 1.9, a fair system that allows past sweeps to simply undertake an Observation Ability Test. Any Assessor who has been given written proof the person wishing to be reinstated had been tested to Full Accreditation by their governing body previously, goes through an on-water ability test to be sure sweep skills have not been lost. Sweeps who had the skills in the past will not have lost their steering ability and should not need to go through the full process of having to do the same as novice trainee sweeps.
- 2.12 c The Observation Ability Test comprises DBNSW normal Accreditation sweep skills test and redoing the 20 Questions. However, there is no need for the qualifying regatta races and Sweeps can be signed off as either a pass or a fail. A FAIL would mean they will then have to re-do the whole Accreditation Scheme from scratch - a PASS is an instant reinstatement to Full Accreditation.

## 2.13 Sweep Activity Reports

- 2.13 a DBNSW / AusDBF have initiated a program whereby the Sweep Coordinators record sweep activity at accredited DBNSW / AusDBF member events. DBNSW aims to have a 'complete' event record listing all the sweeps who participated at each event, along with any notations & reports where sweeping related incidents occur.
- 2.13 b **ALL SWEEPS:** Ensure your Name and/or DBNSW / AusDBF Member ID Number recorded by the Chief Marshall / Lane Marshall.
- 2.13 c A successful race is recorded when the entire race you have swept is completed 'without incident'.
- 2.13 d Races are considered 'without incident' if there are no reports or observations of race infringements received by race day officials or noted by Sweep Coordinators observing races. *Sweep coordinators may not individually see each & every race, but other officials are observing sweeps throughout events.*
- Note: The 'entire race' period begins when you take control of the boat & crew at the loading point. It involves the approach to the start line, the actual race time, and the return to the unloading point, until you disembark.
- 2.13 e **Provisional (Level 2) Sweeps** **MUST** wear the fluorescent orange (or similar) jackets for all races they steer until they've completed their four (4) probationary races - 2 races, over at least 2 events. A maximum of two races are counted towards full accreditation at any single regatta, therefore you are required to wear the vest for ALL races at the event ... unless excused by a co-ordinator (only if the 4th probationary race is verified). *Probationary Qualifying Races (QR) are to be swept in standard (20 person) boats with a minimum 16 paddlers.*
- 2.13 f Provisional Sweeps must have their L2 status recorded on the Reporting Sheet, indicated by a letter "P", circled or in brackets (P). Only successful probationary Qualifying Races (QR) will be credited towards attaining L3 accreditation.
- 2.13 g Wearing an orange/yellow vest helps officials to recognise the Level 2 sweeps and will attract observation of their probationary races. It also indicates L2 status to higher grade sweeps. More experienced Level 3+ sweeps tend to be more forgiving and helpful when they are aware a sweep is new to racing.

## 2.14 Regatta Marshalls

- Record the Name &/or ID Number of EACH Sweep, for EACH Crew, for EACH Race.
- Please indicate the Level 2 (Provisional) Sweeps with the letter "P" circled, next to their name.
- Provisional (L2) Sweeps **MUST** wear an Orange Safety Vest to signify their status. *Please write legibly.*

## Water umpires and other race officials

- Whether or not you are supplied with an "Accredited Sweeps Race Reporting Sheet", please record any sweeping related incidents you may observe. Incidents may also be reported to the chief official for noting down.
- Infringements can occur when leaving or returning to the loading point, infringing on other lanes, collisions, veering off course, failure to stop the boat appropriately, etc. Incident Reports should include the Race

Number, Lane Number, and Incident Details, and can be noted on a race draw, or other paperwork, with the Race Officials identity noted and signed. **Please write legibly.**

- All Sweep Reporting Sheets should be returned to the DBNSW / AusDBF Sweep Coordinator onsite, or Chief Official at the end of an event. *Do Not Discard !*

Example Sheet

Race No	Time	Category	Lane 1	Lane 2	Lane 3	Lane 4
1	9:00	Prem Mixed	Green	Yellow	Red	Blue
		Sweep Name	Bob One	Carol Two	Ted Three	Alice Four

## 3.0 SAFETY PROCEDURE GUIDELINES

The following safety procedures are guidelines for DBNSW members and may be added to and/or amended, to account for the local conditions.

### 3.1 Land Procedures

There are several procedures to be undertaken on the land to ensure the safety of a crew before heading onto the water. The following sections provide a guideline as to what should occur on land. They are not extensive but provide an outline on what can assist in preventing accidents.

### 3.2 Initial Safety Procedures

Accidents can occur at the most unlikely times. As a sweep, you must provide the necessary precautions both on and off the water. The following are some guidelines from the time paddlers have stretched prior to training and getting into a dragon boat:

- 3.2 a Paddlers must always ensure when lifting and carrying a dragon boat they use safe techniques, such as bending at the knees when lifting and not bending their back.
- 3.2 b Always ensure there are enough paddlers to lift and carry a dragon boat (a minimum of 10 paddlers is suggested). If there are not the minimum required number, ask other paddlers and crews for help (when available), or use a device to assist with boat movements - e.g. bollards, trolley.
- 3.2 c Use common sense and ensure there are enough paddlers to safely lift and carry the dragon boat you are using in your environment ... *more is better than just enough!*
- 3.2 d When lowering a dragon boat, ensure it is put down slowly with paddlers bending at the knees.
- 3.2 e Decide the seating positions of paddlers before entering the dragon boat. Have paddlers of similar weight seated with one another.
- 3.2 f A dragon boat must not be pushed into the water whilst paddlers are standing. If a dragon boat is to be moved advise those standing to be seated and only then move the dragon boat.
- 3.2 g Paddlers should wear suitable footwear in a dragon boat.
- 3.2 h Paddlers should wear suitable footwear on land where required. Wearing appropriate covered footwear is mandatory at some training locations, such as the DBNSW compound at Bank Street, Pyrmont. (*Note: thongs are not considered covered footwear, thus not appropriate*).
- 3.2 i Paddlers unable to swim 50m fully clothed must be advised to wear a life jacket (PFD).

### 3.3 PFD Notes

**NSW Requirement: Lifejacket laws changed on 1 November 2010.** These changes affect all NSW paddlers, including dragon boaters. Visit <http://www.lifejacketwearit.com.au> (a Maritime NSW website) for further information. In general terms, dragon boaters in NSW are not\* required to wear a lifejacket (or PFD), but as a sweep (and boat skipper), it is your responsibility to ensure you and your passengers wear appropriate lifejackets when the situation and the law demand it.

In most regions of NSW, a dragon boater paddler is not required to wear a Personal Flotation Device (PFD) while dragon boating - unless competency requires it (e.g. non-swimmers, etc) - however in some areas, such

as Alpine Waters\* (as specified by Maritime NSW), it is mandatory to wear a life jacket. This is a legal requirement.

\* Note: Dragon Boaters on Alpine Waters must wear lifejackets.

### 3.4 Interstate and Overseas Requirements

Paddlers training and/or competing interstate or overseas should familiarise themselves with the local state or territory requirements currently in force. For example, in the State of Victoria, Government Law states that all personnel engaged in any water sport must wear a PFD, whether in competition or under training. Teams and individuals who train and/or compete in Victoria must wear a PFD.

### 3.5 The Conditions

As with any water sport, and because of the water environment itself, there is always an element of danger. Because of the size and design of the dragon boat and the water conditions in which training and racing takes place (i.e. flat water) dragon boating is generally safe in such conditions (unless the crew is at fault), therefore capsizes are rare. However, people are people and the possibility remains that an accident may occur. Dragon Boat Racing is no exception to the rule and it is the duty of all who participate in the sport – competitors, race organisers, coaches and officials alike – to be aware of the potential dangers.

Be safety conscious – not safety extreme – and ensure that dragon boat racing is conducted in a responsible manner. In addition, keep to waters within the capabilities of your sweeping ability.

Be aware of weather forecasts – you must NEVER be on the water during a thunder or an electrical storm. If training before sunrise or after sunset, it is the sweeps responsibility to ensure the dragon boat does not go on the water without lights. The local Waterways or Maritime Authorities can fine you.

Some instructions for sweeping at night:

- Lights must be placed on both the front and back of the dragon boat, clearly visible (not obscured by paddlers). If steering interstate, or overseas, make sure you are familiar with the relevant requirements within that location.)
- Torches should be carried at night, in addition to the mandatory requirements.
- Ensure you use a loud voice – with clear instructions.
- Be extra observant!

### 3.6 Lighting requirements

Current lighting requirements stipulate that an “All round white light” is located at both the front and back of a dragon boat. It no longer has to be one (1) meter above the gunwale, but it must be visible from all directions (i.e. 360 degrees). We generally now use continuous lighting, but flashing strobe lights can also be used.

Definition - All round white light: a white light showing an unbroken light over an arc of the horizon of 360 degrees. *Note: Lights must be visible from at least 1km away.*

If a combination is used (e.g. 1x LED, 1x Flashing), standard practice would have you position the flashing light behind you at the stern (back) of the boat - so it does not flash into people’s eyes. Wearing only head mounted lights is not appropriate but can be used for additional illumination.

### 3.7 The Buddy System

The crew should number off from the front of the dragon boat and be made aware that they are responsible for the person they are paired with (seated next to in the dragon boat) and in the event of a capsize; their first responsibility is to ensure that their partner (buddy) is accounted for and safe. This is called the “buddy system” and it gives each person in the dragon boat a specific responsibility for another.

Buddy System and Head Count as per the IDBF protocols ... as copied from “International Dragon Boat Federation Members Handbook – Edition 4 – IDBF Water Safety Policy”

**The Buddy System:** The crew should be ‘numbered off’ from the front of the boat and made aware they are each responsible for the person they are paired with (across the boat) and that in the event of a capsize, or the boat being swamped, their first responsibility is to ensure that their partner is safe and well.

In a standard 20’s boat with a full crew of twenty-two, the ‘Stroke Pair’ (front pair, #2 left and #3 right) in the boat are responsible for the Drummer (#1) and the ‘rear pair’ (last pair) for the Sweep (#22). See Figure 1.

For clarity, when looking forward towards the bow (front) of the boat, the drummer will be #1 (if this position is occupied). If the drummer (or coaches) position is vacant, the head count will proceed left, right, left from front to back; with the first paddler on the LEFT being #1, finishing with the sweep as the person counted. See Figure 2.

Variations in the Head Count Numbering Sequence

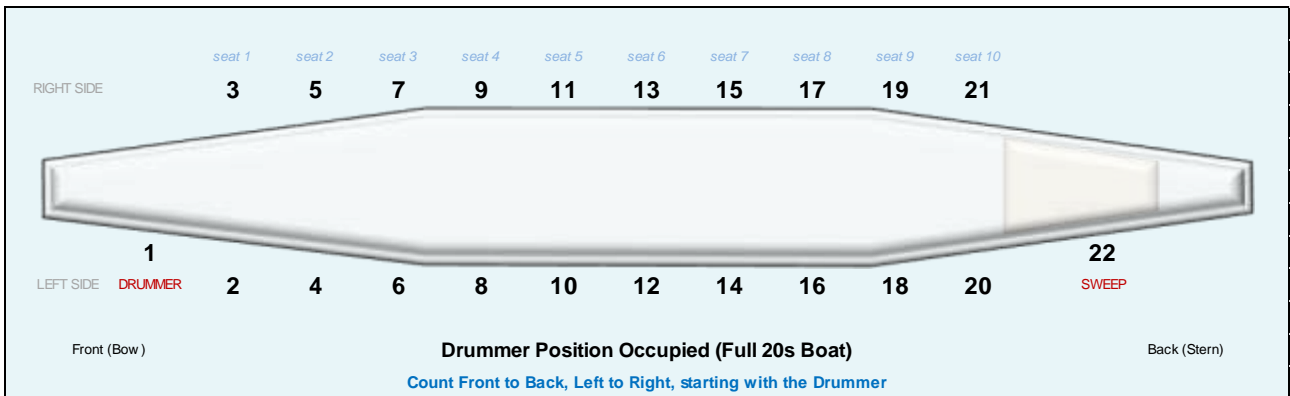


Figure 1

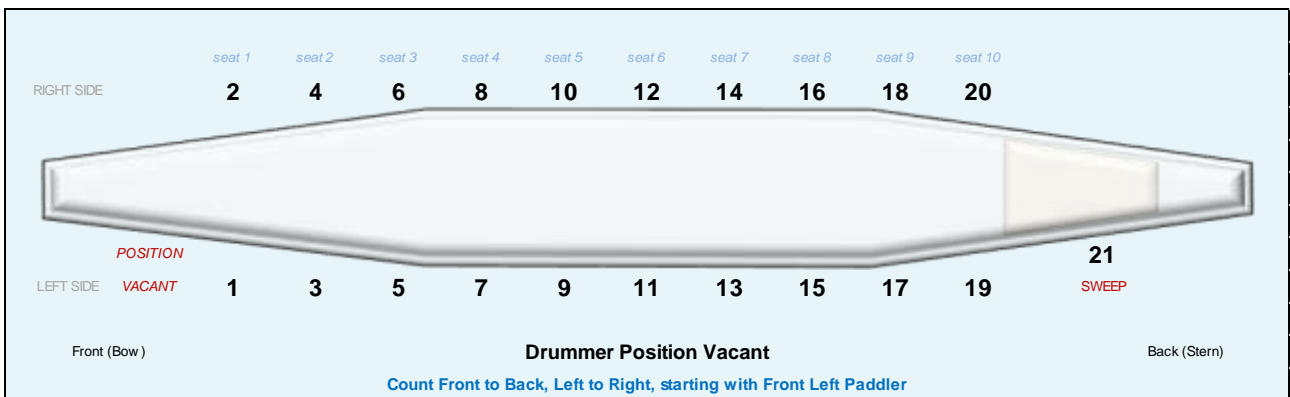
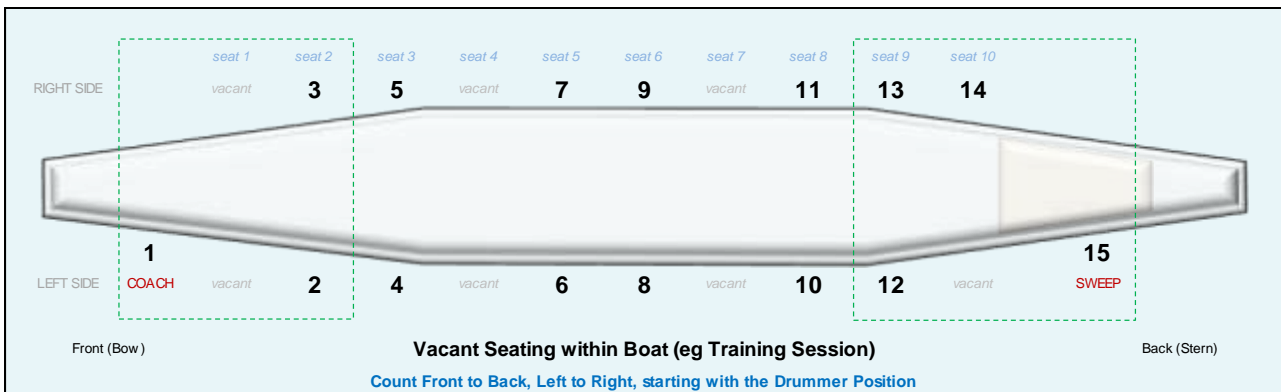


Figure 2



When a boat is not completely filled, it is vitally important that (a) the head count is conducted, and (b) that all paddlers should be aware of how many people are on board, and (c) who they are buddied up with. A ‘buddy group’ may include 3-4 people, particularly when seats are vacant, as illustrated in Figure 3.



**Figure 3** - Note Buddy Group of 3 people (front) and 4 people, including sweep (back), as indicated by dotted lines.

### 3.8 Water Procedures

In any sport, because of the environment itself, there is always an element of danger. On the road, the rule is to keep to the left, on the water it’s the opposite - keep to the right (i.e. move in an anti-clockwise direction). The general rule is if it’s bigger, faster, or more expensive than a dragon boat – keep out of its way! In training areas and in shipping channels the rule is to keep to the right (i.e. the opposite the Australian Road Rules). As a Sweep you should comply with navigation rules and keep as far to the right as practical. Remember, there is an obligation to avoid a collision even if you happen to be in the right.

If meeting another craft head on both boats are required to alter course to Starboard (right), never to Port (left) and any turn should be large enough to be obvious to the other boat. When navigating in narrow channels, all boats should travel on the starboard or right-hand side of the channel and pass oncoming boats on the port (left) side.

Ferries have right of way on the water so don’t take them on under any circumstance. Rivers and Channels are broken into the three sections of the river; dragon boats should keep to the outer third of the river (closest to the shore/bank) as the centre part of the river may be used for commercial and power craft. It’s also recommended that you keep at least 50m away from Ferry terminals and wharves.

Rowing sculls are moving faster than a dragon boat and the rower is facing backwards, so always give way. Be particularly careful of powerboat drivers and sailing vessels (who generally have the right of way). If at any time you think it necessary, report any problems with other vessels to the local Waterways or Maritime Authorities. Safety is the prime concern for sweeps and in all instances it a matter of COMMON SENSE.

Remember: while on the water the sweep is regarded as the Captain of the boat in control of the dragon boat and has the ultimate responsibility for the safety of the crew. Everyone associated with a crew should ensure that dragon boating is conducted as SAFELY AS POSSIBLE

In all water conditions, good or bad, the key to safety is the application of good COMMON SENSE by all those taking part in the activity. Playing around in a dragon boat and deliberately capsizing it, even in warm sunny conditions, can be dangerous to both the crew on the water and other users alike. In certain circumstances it could be lethal; a dragon boat moving at speed through the water cannot easily be stopped and a crew in the water from a capsized dragon boat cannot easily be seen!

**Note: DBNSW and the Sweep Coordinators Group (SCG) DO NOT RECOMMEND practicing in-water capsizing drills. We suggest practicing safety drill procedures on land.**

### 3.9 Water Safety Precautions

The most likely time a capsizing will occur is when paddlers are loading into or getting out of a dragon boat and the following guidelines should be observed:

- 3.9 a If loading from a beach or ramp, make sure you load from the rear of the boat first (i.e. paddlers should walk down the boat with seat ten (10) loading first, then seat nine (9) and so on.
- 3.9 b If loading from a pontoon / jetty, paddlers should load in the middle of the boat first, then rows one (1) and ten (10) alternatively back to the middle of the boat. Paddlers on the water side should be helping to stabilise the boat or sitting in the centre of the seat until their buddy boards.
- 3.9 c The back of the dragon boat should be in the water.
- 3.9 d Two paddlers hold the front of the dragon boat steady.
- 3.9 e Paddlers load and unload from the front of the dragon boat.
- 3.9 f When loading and unloading, the paddlers should avoid erratic movements.
- 3.9 g Paddlers should keep their weight low when moving through the dragon boat.
- 3.9 h Once seated, a paddler must sit on the seat in the middle of the dragon boat. Only when their paddling partner is about to sit down should they move to their paddling side.
- 3.9 i The strokes (front row) and the drummer should be the last to enter and the first to leave the dragon boat. **Note:** The sweep is always first on board and last to leave.
- 3.9 j All paddlers should know their buddy seated next to them. The drummer is looked after by row 1 (or the front row) and the sweep by row 10 (or the last row). Remember that your safety and that of your buddy's safety is dependent on each other.
- 3.9 k When paddlers are seated, they should have their paddles in the "Paddles Flat Position" (or brace position).
- 3.9 l Once all paddlers are seated, the sweep must complete a head count. As mentioned previously, number 1 is the drummer followed by number 2 left, number 3 right, number 4 left, number 5 right and so on till the sweep is counted (i.e. number 22 in a full standard size boat) .
- 3.9 m Finally, the sweep must ensure the dragon boat is balanced once leaving the shore. If after leaving the shore the dragon boat is still unbalanced, stop the dragon boat and make adjustments i.e. swap the paddlers from left to right and vice versa.
- 3.9 n When loading or unloading from a pontoon, the dragon boat must be held securely, with the side of the dragon boat butted against the side of the pontoon. The sweep may disembark to hold the boat steady (if the situation is appropriate), the drummer last to disembark. The boat should be loaded

and unloaded from the middle rows first. Paddlers should sit in the centre of their seat until their seat buddy joins them. It is also recommended to only have 2 or 3 rows loading or unloading at anyone time to help stabilise the boat as much as possible.

### 3.10 After a Capsize

As mentioned previously, because of the size and design of the dragon boat, and the water conditions in which training and racing takes place, (i.e. flat water), dragon boating is generally safe and capsizing in such conditions is a rare, unless the crew is at fault.

The speed at which a capsize occurs can take paddlers by surprise. This can unsettle paddlers, who may then be disorientated, confused and/or unresponsive. In a stressful situation (such as a real-life capsize), most paddlers will not remember what number they were when the initial head count took place after loading.

Following the same standard head count sequence used when the boat is first loaded becomes impractical after a capsize for several reasons, including (a) paddlers are unlikely to remain in the same order they were before they capsize, (b) paddlers may surface on either side of the boat and (c) in general, paddlers will not remember their assigned number when placed in a capsize situation.

The key points that need to be verified by the sweep (and confirmed with rescue personnel) are...

1. The total number of people on board prior to a capsize, and
2. The total number of people accounted for in the water after a capsize.

A different methodology can therefore be used to establish the total number of people in each situation.

### 3.11 Capsize Head Count Procedure

The size, shape and length of a capsized (overturned) dragon boat acts as a visual and acoustic barrier, thereby preventing or limiting clear communications between paddlers floating in the water. Direct sight and sound lines between paddlers can be reduced or completely obstructed, making effective communication between paddlers difficult.

For example, a paddler in the water located at a front right position may not see or hear paddlers on the left (opposite) side or towards the back of the boat, resulting in a breakdown in communication and errors when a head count or other instructions are issued (by the sweep).

The following is thought to be a simpler, more realistic and practical (post-capsize) head count procedure that most people will be more likely to understand and follow instinctively ('automatically'), even without much training, as the sequence of progression is more natural and consequently more effective.

**If the crew are unable to cooperate to do a head count, the sweep, or a nominated person, should move to an elevated position (as high as possible) and 'manually' conduct a head count.**

1. The sweep should move to a position at the centre stern of the boat where they can view paddlers on both sides of the vessel.
2. The sweep will call calmly and loudly for quiet and initiate the head count as soon as possible.
3. START WITH THE PERSON CLOSEST TO THE SWEEP being #1. The sweep may indicate (point) or touch the person chosen (tap on shoulder) to start the count to avoid confusion.

4. CONTINUE the head count from person #1 to the next ADJACENT person (and so on) along one side of the boat from the back to the front (Stern to Bow); until all on the first side (A) is counted.
  5. CONTINUE THE NUMBER SEQUENCE after CROSSING to the other side at the front of the boat, then continue along the second side (B) from front to back (Bow to Stern), until all persons have numbered off in succession, with the Sweep being the LAST PERSON to count off. (Figure 4)
  6. If needed, each paddler should account for their buddy/s. Call out to the opposite side of the boat if necessary. When your buddy check is complete (buddy found and acknowledged), remain quiet and await further instructions from the sweep.
- For general consistency, it is suggested that counting proceed in a CLOCKWISE direction (left side first, then right side), though counting in a counter-clockwise direction would be equally appropriate.
  - If required (and safe to do so), a paddler may tap the next person in sequence after they have counted off, to let the next person know that they should number off. This may help to prevent a breakdown or interruption of the count if a paddler is unresponsive or confused.

Counting in sequence allows paddlers ADJACENT to each other to hear the count better and continue from one person to the next in a CIRCULAR pattern around the boat, so nobody is missed.

**If the crew are unable to cooperate to do a head count, the sweep, or a nominated person, should move to an elevated position (as high as possible) and ‘manually’ conduct a head count.**

This procedure is to be REPEATED up to three (3) times (but at least once) to CONFIRM paddler responses (and total number accounted for), so the sweep can relay the number to rescue boat(s) and confirm with confidence that all crew members are accounted for ASAP.

If any paddler is missing &/or injured, advise rescue or emergency personnel of the situation ASAP.

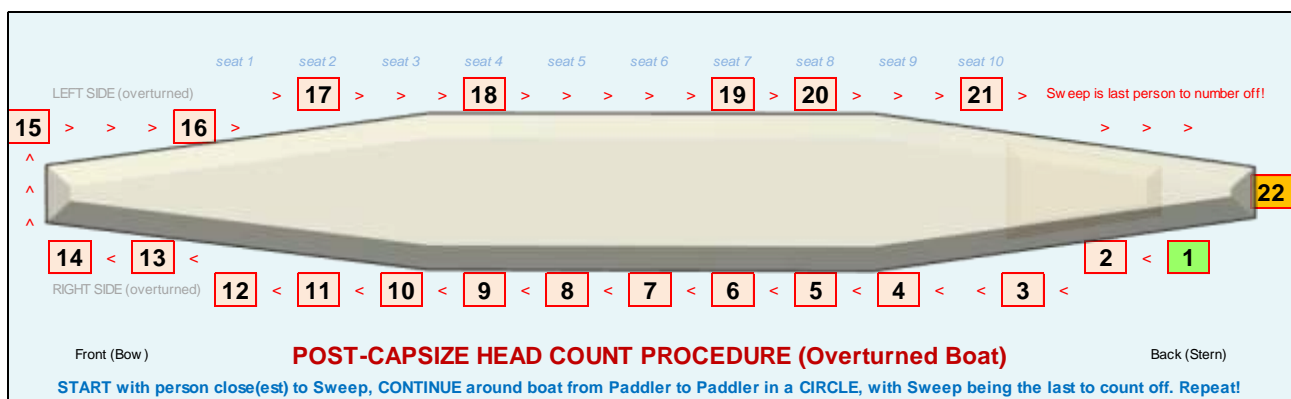


Figure 4

**When a boat is not full a head count should always be conducted**, so the sweep (and all crew members) are aware of how many people are on board at the time (and can be relayed to Safety / Rescue personnel), who may otherwise presume that a standard boat had 22 people on board.

### 3.12 After the head count

- 3.12 a In all situations the sweep should remain in control of the crew and, in a race situation, await the arrival of the rescue boats
- 3.12 b The sweep should immediately ensure that all the crew are accounted for by initiating the head count procedure and noting the responses.
- 3.12 c Each paddler should account for their buddy where possible / as required.
- 3.12 d The crew must initially stay with the dragon boat and leave it in the capsized position or if water logged, in the upturned position
- 3.12 e When a dragon boat has over-turned no one should swim underneath it, but in such circumstances, it can be used as a floating platform, provided the crew position themselves evenly around the dragon boat.
- 3.12 f Alternatively (and/or when on appropriate), and under the instructions of the sweep the dragon boat may be rolled back to the upturned position and used to support the paddlers by individuals holding onto the gunwales.
- 3.12 g The crew should, if their paddles are within easy reach attempt to retrieve them. If there are rescue boats the crew should not attempt to retrieve their paddles. Paddlers should ensure they stay with the boat. The sweeps main concern should be paddler welfare, paddles can be replaced; drowned paddlers cannot. Let rescue crews collect paddles once crews are accounted for and ashore.
- 3.12 h On the arrival of the rescue boats, the sweep should advise the operator(s) of head count outcome (and if anyone is missing or needs immediate assistance); then the crew should move as directed by the operators of the rescue boats, with the sweep remaining in the water until all the members of the crew have been rescued.
- 3.12 i If there are insufficient rescue boats to rescue all the crew in one go and the water conditions are kind, or it is shallow, then the crew members can remain with the dragon boat and start to swim it to the nearest shore. This should only be done under the control of the sweep and when the swimmers are capable and not at risk.
- 3.12 j Once the crew is safe. A rescue boat may be used to recover the dragon boat.

### 3.13 Where there are no rescue boats

If in a competitive situation, there is no rescue boat available then in calm conditions, the whole crew may attempt to swim the dragon boat to the nearest safe landing point, as directed by the sweep. If conditions are not suitable for swimming the dragon boat, then as a last resort, the crew may leave the dragon boat and swim to shore in pairs or small groups, using the buddy system, again under the control of the sweep. As with other methods, the crew must be accounted for at all times during any attempts to swim the dragon boat or as pairs or groups under the buddy system.

In a training situation, crew members are advised not to attempt to swim to shore unless they are wearing PFDs. Should there be no alternative but to swim for the shore then any crew member who is not wearing a PFD should join a buddy pair with PFDs or make up a group (or groups) of three, to provide mutual support and assistance during the swim.

### **3.14 Recovery of a Dragon Boat**

As soon as the dragon boat is alongside the water's edge, all crew members must again be accounted for on the land and any injuries dealt with immediately. The dragon boat if upturned may then be turned right way up (in the water) and bailing commenced. The Dragon Boat SHOULD NOT be dragged out of the water unless there is only a small amount of water left in it. Large amounts of water in the dragon boat, puts considerable strain on the hull if the dragon boat is out of the water. Once the dragon boat is almost empty of water it may be lifted on to the bank and checked for damage and all the equipment of the dragon boat accounted for.

## 4.0 SWEEP SKILLS

### 4.1 Balancing a Dragon Boat

Before leaving the embarking area, the sweep should ensure that the dragon boat is well balanced. That is each pair of paddlers is similar in weight and/or height and that generally, the heavier pairs are seated in the middle section of the dragon boat. The sweep should ALWAYS know the number of people in the dragon boat, both at training and on regatta days.

### 4.2 Reversing a Dragon Boat

All sweeps should be comfortable reversing a dragon boat. Sweeps should practise reversing a dragon boat regularly. Always reverse towards your new line and not away from it. Point the back of the dragon boat towards the direction you intend to go before reversing. Never have the sweep oar (deep) in the water when reversing. This is a sure way of losing control and falling off the back of the dragon boat. Only dip the sweep oar in the water as and when required. There are two important things to remember when reversing a dragon boat, namely:

- Always look behind to ensure there are no craft behind you (especially another dragon boat); and
- Reverse slowly as this is one of the more difficult aspects of sweeping.

*Note: On race days, when heads and tails are attached, allow extra room to manoeuvre.*

### 4.3 Steadying a Dragon Boat

A dragon boat will feel “tippy” if the crew is out of balance or moving about in an uncoordinated manner. To steady the dragon boat in such circumstances (and when sideways on to the wind or a wave pattern) the crew should be instructed by the sweep to lean gently over the side of the dragon boat and place their paddles flat on the water at arm’s length. With all of the paddles on the water in this manner (10 either side) the dragon boat is effectively stabilised. This is called “paddles flat”.

### 4.4 Stopping a Dragon Boat

When manoeuvring, turning or racing a dragon boat it may be necessary to stop the dragon boat suddenly to avoid a collision with another vessel, a dragon boat or even a fixed object. It is important that the crew reacts quickly but safely. An unbalanced crew over-reacting can capsize their own dragon boat! The initial command should be “Stop The Boat”, “Brake The Boat”, followed immediately by “paddles flat” if the dragon boat is unstable and there is no immediate danger of collision. If there is a danger of a collision the command “Stop The Boat” should be given (again) and the crew instructed by the sweep to do a reverse paddle stroke; that is all paddlers take a backward stroke with their paddle instead of a forward stroke. In a race situation when a collision is imminent, the sweep must immediately tell the crew to “Stop The Boat”. Failure by the crew to stop the dragon boat in such circumstances can result in disqualification. Practise stopping a dragon boat during training. Crew should know what to expect when a sweep calls “Stop The Boat”, “Brake The Boat”.

**Note:** The intensity, or urgency, of ‘braking’ required to reduce a boats momentum can be conveyed via the words used and the emphasis, or tone placed upon them. For example, loudly calling “STOP STOP STOP”, or “Stop Hard” (or similar) would indicate a more aggressive stopping motion than a softer call to “Take the Run Off” to indicate slight blade pressure on the water surface to slowly reduce forward motion.

## 4.5 Safety Equipment

All clubs should have a First Aid Kit available during the training sessions. As a minimum, the kit should have, in a waterproof container:

- 50mm bandage
- Adhesive tape
- Adhesive bandages
- Tweezers
- Scissors or knife
- Exposure bag or emergency blanket; and

### On-The-Water (OTW) Equipment (Required)\*

- Bailer with lanyard attached
- 25 metre length of 12mm “silver rope” for towing
- Flares or a Mobile Phone (between Sunset and Sunrise)

**\* Legal Requirement**

As noted in **Schedule 5, Part 2, Section 8 (g)**, of the **NSW Marine Safety Act**.

## Marine Safety (General) Regulation 2009

### Minimum safety equipment to be carried on recreational vessels

<http://www.legislation.nsw.gov.au/fragview/inforce/subordleg+109+2009+sch.5+0+N?tocnav=y>

#### 8 Modified safety equipment requirements for dragon boats in enclosed waters

A dragon boat is not required to carry safety equipment specified in Part 1 while operating on enclosed waters if:

- each person on board has undergone a safety drill in respect of possible emergencies arising on the vessel, and
- the vessel is displaying appropriate lights when operating between sunset and sunrise, and
- the vessel is operating not more than 400 metres from the nearest shore, and
- the vessel is built to float if swamped or capsized, and
- the vessel is returned to shore or a safe haven if the weather or water conditions become or are predicted to become unsuitable for boating, and
- the vessel is not rowed in the middle of a channel and is rowed on the starboard side (bow side) of the channel, and
- the vessel is carrying the following equipment:
  - at least 1 bucket (bailer) with a lanyard attached,
  - a rope of at least 25 metres in length and 12 millimetres in diameter of the type known as “silver rope”, securely attached to the dragon boat for towing,
  - flares or a mobile telephone (in a water tight container) when the vessel is operating between sunset and sunrise.

*Note: Additional safety equipment may also be required and/or useful to have on board, such as a waterproof torch, or whistles (to attract attention). Check local regulations and adhere to them!*



## 4.6 Racing at a Regatta

DBNSW holds regattas at venues throughout New South Wales. Not all courses have lanes marked down the course such as the Sydney International Regatta Centre. At venues where there are no markings all sweeps should talk to one another and let each other know the landmark they are heading for at the other end of the course. At a regatta, safety comes before results. If you lose control of the dragon boat that you are sweeping and look likely to hit another dragon boat then you must stop the dragon boat under your control. If you don't stop the dragon boat, your crew can be disqualified and Sweep Demerit Points may be applied to your seasonal sweep activity record.

SAFETY FIRST in all instances. Some pointers for racing:

- Before sweeping at a regatta always check the race rules and ask questions at the briefing for sweeps if you require clarification.
- Move to the start line promptly. Crew can be left behind !
- When lining up at the start line, talk to the sweeps around you if necessary to ensure you all take the correct (safe) line down the course.
- If at the start line you are not ready or experience a problem, ensure your drummer holds their hand above head height (i.e. straight and high). This ensures the Aligner / Starter / Water Judge are aware of your difficulty.
- Brace yourself for the surge at the start of a race. Sweeps have been known to fall off the back of a dragon boat.
- If during a race, a collision is about to occur, instruct your crew to stop the dragon boat. Race controllers may have more sympathy if you stop your dragon boat, than if you continue and have a collision.
- Keep your crew calm and balanced once the race has finished. This is when capsizes can and often do occur.

**Suggestion:**

If a collision is imminent, a call that could be used is “**Collision ... STOP STOP STOP**” to emphasize the need to stop immediately. Supported by the drummer, the strokes should be empowered to stop paddling and dig their paddles in, so the rest of the crew stops behind them.

*If you are found to be responsible for a collision, Demerit Points may be awarded to you.*

## 4.7 The Paddler

The following are some quick tips about paddlers, they must:

- Be a minimum of 12 years old.
- Be able to swim, confidently 50m in clothing (with a shirt, shorts, sandshoes as a minimum).
- Be honest about his/her ability.
- Be aware of hypothermia and other dangers, and take appropriate precautions.

## 4.8 Clothing

All paddlers should dress for the conditions. In the summer months, a paddlers wardrobe should include:

- Race shirt or singlet top
- Shorts or paddling shorts
- Boat shoes or the like
- Hat, sun glasses, sunscreen
- Water bottle

In the winter months, paddlers should dress for the conditions remembering that hypothermia can kill. As such a paddler's wardrobe should include:

- Wetsuit (without sleeves), spring suit
- Woollen or thermals leggings and top
- Windproof jacket
- Wetsuit booties (socks etc)
- Woollen beanie
- If boat capsizes, will you be able to swim with extra or heavier clothing on, wear a PFD if not confident.

Note: Cotton should not be worn when dragon boating in cool conditions.

Jeans should never be worn on the water.

## 4.9 Swimming

Ideally, all members in a dragon boat crew should be able to swim 50m, but as a minimum they must be water competent in cold and moving water and when dressed in light clothing, that is, racing dress (shorts and race top) plus waterproof top and trousers, and light footwear (trainers, crocs, thongs, water shoes or similar)

## 4.10 Personal Flotation Devices (PFDs)

In a formal competitive event and on a flat-water course, in normal summer conditions, and providing that the individual can swim, the AusDBF Competition Regulations and Rules of Racing (and NSW Competition Bye-Laws) do not require an experienced competitor to wear a PFD, such as a buoyancy aid. ***An appropriate lifejacket (PFD) must be worn on Alpine waters.***

When to wear them: All paddlers who are unable to swim at least 50m or who are not water competent MUST wear a PFD when both training and competing. Where local regulations at a race site require water users to wear PFDs, the whole crew will wear them, irrespective of their experience in the sport. In such cases it is the Event Organisers responsibility to notify crews whether the water operator provides PFDs and if NOT, it is the Crew's Manager's responsibility to ensure that the crew has sufficient of their own to cater for any conditions that they may encounter.

## 4.11 Alcohol Consumption

Alcohol and water do not mix. This is especially applicable to dragon boating. At no time should a sweep be in control of a dragon boat while under the influence of alcohol, either at training or during a regatta ... nor should a sweep take a crew onto the water when any member of the crew are under the influence of alcohol. Some Corporate crews like to consume alcohol during a regatta. If you are a sweep at a Corporate Regatta and you suspect that one or more of the crew members are affected by alcohol, you should not allow them in your boat. Report to the Chief Race Official (or another Race Official). They will then make a call as to whether the rest of the crew should be allowed to race.

## 4.12 The Command Voice

A call is an oral instruction from a sweep. The sweep will need to deliver calls correctly so that the dragon boat crew will maintain optimal performance and discipline during training and racing. The precision and timing with which a movement is executed by the crew, is affected by the manner a call is given. Calls must be pronounced clearly and distinctly and delivered with confidence and determination.

A correctly delivered call will be understood by everyone in the crew and have characteristics that demand willing, correct, and immediate response. Calls are best heard and understood when given by a person who has developed a command voice. This voice is characterised by **DLIPS**: **D**istinctness, **L**oudness, **I**nflection, **P**rojection, and **S**nap.

### ***Distinctness***

Distinctness of voice is dependent on the correct use of the tongue, lips, and teeth to form the separate sounds that make up a word. Indistinct calls cause confusion whereas distinct calls are effective. All calls should emphasize correct enunciation so that each word is distinct and can be understood.

### ***Loudness***

Loudness is the volume used to give a call. It should be adjusted to the environmental conditions and the distance and position of individuals in the crew. The voice must have carrying power, without excessive exertion. Speak loudly enough for all to hear, but do not strain the vocal cords. A typical result of trying too hard is the almost unconscious tightening of the neck muscles to force sound out, causing damage to the vocal cords.

### ***Inflection***

Inflection is the rise and fall of pitch or variation of tone in the voice. When delivering two part calls, the preparatory part that announces the movement, should commence with a pitch close to the level of the natural speaking voice and have a rising inflection near or at the end, usually the last syllable. A properly delivered executive part, or combined call, has no inflection and is given at a higher pitch than the preparatory part.

### ***Projection***

Projection is the ability of your voice to reach whatever distance is desired without undue strain. To project a call, focus your voice on the person farthest away, using a distinct loud voice with inflection.

### ***Snap***

Snap is the conciseness of the command. It should be delivered with sharp emphasis, ending like the crack of a whip.

**How to** develop your ability to give clear, distinct calls requires practice, practice, practice. This is the only way to develop your command voice and deliver calls clearly.

- adopt an erect posture
- focus on proper breathing
- warm up your vocal chords. As with all exercise, warm up and avoid injury
- take a deep breath, hold it, open the mouth, relax the throat muscles, and snap out a series of “hats” or “huts”
- use a full, firm voice, and make the calls slowly and carefully
- the vowel sounds (a, e, i, o, u) should be prolonged. Consonants (letters other than vowels) and word endings should be curt and sharply cut off
- enunciate each syllable distinctly, making full use of the lips, tongue, and lower jaw

- keep your tongue down. Unless you're using your tongue to articulate a certain sound, keep it 'glued' to the inside edge of your lower front teeth. This lets more sound escape your mouth
- lift up your soft palate. That's the soft part at the back of the roof of your throat. You will create more volume for less effort
- practice “tongue twisters” and try to articulate them clearly
- gradually increase the rate of delivery until a uniform cadence is achieved.

## 4.13 Structure of Sweep Calls

Instructions from the sweep are made up of calls. So that these calls and instructions can be defined, explained and delivered with maximum clarity, they will be considered as either two–part or combined calls. It is vitally important when proceeding, manoeuvring or stopping that the crew of a dragon boat knows **what** to do and **when** to do it. The dragon boat will perform optimally when all paddlers respond as directed, in unison.

Two–part calls, as the name suggests, have two parts: a preparatory part and the executive part. Neither part is a call by itself, but the parts will be termed calls to simplify instruction. The sweep's instructions are given in this form:

An optional “**identifier**” indicates **who** will perform the movement

The “**preparatory**” part(s) communicates **what** is to be done

The “**executive**” part commands **when** to do it

The **preparatory** call communicates the movement to be carried out and mentally prepares the crew for its execution. It *cautions* the crew that a movement is to be made and may also indicate a direction.

To identify **preparatory** calls in this manual they are shown beginning with a capital letter followed by lower case letters. The comma indicates a pause between the preparatory call and the executive call. In the call *Paddles, OUT*, the preparatory call is **Paddles**.

The **executive** call commands **when** the movement is to be done. The **executive** call is usually a word of one syllable, or two syllables shortened to one for a snappy delivery. In two–part calls, each discrete instruction requiring an action should end with an executive call which commands **when** to do it.

To identify **executive** calls in this manual they are shown in CAPITAL LETTERS. In the call *Paddles, OUT*, the executive call is **OUT**.

More than one preparatory call may be given, each usually separated by a standard pause of one second, for a stroke rate of 60 strokes a minute. (See “Cadence” for correct timing) For example, the call **Draw, Left, DRAW**, is also considered to be a two–part call even though it contains two preparatory commands.

### **Cadence**

Cadence, in calls, means a uniform and rhythmic flow of words. The cadence of the calls should match the cadence of the paddling. This is the stroke rate. The interval between calls is uniform in length for any given stroke rate. This is necessary so that everyone in the crew will be able to understand the preparatory call and will know when to expect the executive call. To change the action, rate or effort level of a *paddling* crew, the preparatory call and executive call are given with an interval of one stroke or count. The same interval is used for calls given while the boat is stationary.

Longer calls, such as **Five, Four, Three, Paddles, OUT** must be started so that the call will end at the proper point or phase of the stroke. A full stroke or count should be left between each preparatory call and the executive call.

#### 4.14 Sweep calls and their meaning

Call	Action
Back 2/3/4 rows	Only the paddlers in the designated rows paddle under the sweeps instruction. Other paddlers have their paddles out of the water. This can be used to manoeuvre to the start position.
Crew (refers to all on board)	This refers to all paddlers in the boat. This call should be used after instructions have been given to part of the crew for manoeuvring.
Pod / Cell / Front / Back (sub-groups of the crew)	Commands may be issued to a specific group of paddlers within the boat. Sub-groups of the crew may be selected for training purposes, or used to affect a manoeuvre. The group needs to be identified so it performs an action when required.
Numbering from the front (Head Count)	At the beginning before leaving the bank, beach or pontoon, the crew will call their number commencing with the drummer as <b>1</b> then, proceeding from the front left side, right side (seat 1 left is <b>2</b> , seat 1 right is <b>3</b> ) through the boat to the sweep (on a full boat the sweep will be <b>22</b> ).  If there is no drummer then numbering commences from the first occupied seat left <b>1</b> , right <b>2</b> continuing through the boat to the sweep.  <b>NOTE:</b> it doesn't really matter which side, left or right, begins the numbering. Left side is only used as an example.
Change Sides (from the front)	The paddlers change sides as instructed by the sweep. The paddlers should avoid sudden movements and transfer their weight uniformly to maintain the boat balance. This should be executed one row at a time. The row behind should not start changing until the row in front has completely finished swapping.
<b>Draw front</b> left or right (specific seat numbers may be called to draw)	Is used by the nominated seats to pull the front of the dragon boat in line. The opposite side should hold their paddles flat. Some seats may be directed to hold water to minimise drift.
<b>Draw back</b> left or right (specific seat numbers may be called to draw)	Is used by the nominated seats to pull the back of the dragon boat in line. The opposite side should hold their paddles flat.  Some seats may be directed to hold water to minimise drift.
Paddles behind, or Paddles back	Paddles are placed in a backward position for paddling backwards, awaiting the sweeps call "GO" to initiate reversing by pushing the blade forward in time with crew mates.
Paddles Up	Move paddle to the start position (paddles up). Paddles can be placed in the water (not moving) ready to take the first stroke.
Paddles Flat	Paddlers press the blade of the paddle flat on the water to stabilise the dragon boat (also known as "Bracing" the boat)
Paddles Out, Let it Run, Take the Run Off, Easy	Paddles come out of the water, allowing the dragon boat to glide (run) through the water, gradually slowing down to a stop.  (same as 'Slow the boat'). Easy is an outriggering term.
Hold Water	This is when paddlers hold their paddles still in the water to halt the dragon boat motion and to keep the boat stationary.

Back 2/3/4 rows Hold Position	This is used to ask one or more back rows to keep the boat stationary by paddling either forward or backward as required.
Stop the boat / Brake the boat	Paddlers stop the dragon boat quickly by holding the paddle vertically in the water.
Set the boat	Crew members lean forward with arms straight, resting on the gunwales and with the paddle at a 90degree angle, nearly touching the paddler in front of them.
GO	Start paddling.
Rest/Relax	Crew members must remain seated where they are but can relax, drink, re-apply wax to paddle shafts and chat with others around them.
As you were	This cancels a call started but not completed. The response from the crew is to resume their former position.

TIP: Use language that is appropriate to the crew. Remember that Corporate, Community & Social Crews may need greater guidance and/or explanations of the commands issued.

## 4.15 Starter calls and their meaning

Call	Action
All boats hold	The paddlers hold their paddles still in the water to halt the boat's motion and to keep the dragon boat stationary.
Are you ready	The crew moves their paddles to the start position with the paddle fully immersed. If the crew is not ready the drummer must immediately raise a hand above head height. The drummer is forbidden to take such action prior to this call. All movement of paddles to align the boat must stop.
Attention	The command to GO or the starting signal is imminent, and in any case shall not exceed 5 seconds. The crew should ready themselves to take the first stroke.
<b>'GO'</b> Alternatives: <ul style="list-style-type: none"> <li>• Gun shot</li> <li>• Electronic start signal</li> <li>• Other distinct sound as specified.</li> </ul>	Commence Racing.
<b>STOP STOP STOP</b> Alternatives: <ul style="list-style-type: none"> <li>• Repeating the start signal</li> <li>• Using the alternative start signal as specified.</li> </ul>	There has been a false start. Boats are to return to the start line.

## Appendix 1 DBNSW On-water Sweep Assessment

Test Date	Test Location	Sweep Coordinator	
<b>Test conditions</b>	Wind	Tide/current	Weather
<b>Sweep candidate Name</b>		<b>Club</b>	
<b>Written Test Result</b>			
↓ <b>Criteria</b> ↓	<b>Competent</b> <input type="checkbox"/> <input type="checkbox"/> n/a	<b>Test notes / comments / advice</b> <small>No personal PA amplifier and or Cox Vox speaker system or similar is to be used by the candidate during the on-water assessment.</small>	
Head Count			
Safety instructions			
Boat Balance			
Vocal Projection			
Standard Commands Used			
Crew Control			
Straight Line			
Turn Left while moving			
Turn left (pivot)			
Turn Right while moving			
Turn Right (pivot)			
Emergency stop			
Start Line Approach			
Start Line holding position 30'			
Drift Management			
Reversing (general)			
Positioning for pontoon start			
Wake Control			
Signage and maritime rules			
360° Awareness			
X-factor (confidence)			
<b>Notes:</b>   			
<b>OVERALL RESULT</b>	<input type="checkbox"/> pass <input type="checkbox"/> fail – recommendation...		
<b>Assessor signature</b>		<b>Candidate signature</b>	

## Appendix 2

### Novice Sweep (L0 & L1) – Club Training Checklist

Sweep name:	
Club:	
Instructor/s	
Training Hours	
Minimum Required:	

	1	2	3	4	5	6	7	8	9	10	Ready to test
<b>Basic Skills</b>											
Head Count											
Boat Balance											
Vocal Projection											
Commands Used											
Standard Language											
Crew Control											
Turn Left											
Turn Right											
Stationary Pivot turn											
Stopping Boat											
Wake Control											
Approach Loading Area											
Area Awareness											
<b>Race Ready Skills</b>											
Start Line Approach											
Drift Management											
Reversing Boat (general)											
Reversing Boat (pontoon)											
Straight line											
X-Factor (confidence)											

**Training Notes:**

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## **Appendix 3**

### **DBNSW Sweeps Demerit Points System (DPS)**

#### **Introduction / Rationale**

The Sweep Coordinator Group (SCG) is of the opinion that introducing a demerit points/warning system is likely to assist with curbing unsafe training practices and questionable race performance. Having a regulatory system that promotes 'good' behaviour and punishes 'bad' behaviour should lead to improved training and competition safety.

As a disciplinary mechanism, the system is intended to fulfil the dual purposes of

(a) Increasing awareness of responsible sweeping practices and encourages positive behaviour, and (b) aimed at identifying individuals that consciously flaunt the rules, take unnecessary risks or repeatedly misjudge their abilities.

Several incidents have occurred in the past when sweeps have lost control of the boat and it has not been stopped in the vain hope that control could be regained. In the SCG experience, this is unlikely and can lead to accidents. From a risk management point of view, it is unacceptable to continue when control is lost.

#### **Outline of Demerit Points Procedure**

Although the primary racing season occurs between September and April each year, dragon boat activities - training and racing - occur throughout the year. Following its introduction in the 2012/2013 racing season at DBNSW Race 1, the DPS cycle will reflect the annual DBNSW Membership subscription period stretching between 1<sup>st</sup> July and 30<sup>th</sup> June each year.

At the introduction of the system, Accredited Sweeps (L3 and above) will start with twelve (12) points. Demerits points will be deducted from individuals for incidents they cause, or contribute to, where they are deemed to be 'at fault'. *Example: Leaving allocated lane on a buoyed course (1 demerit point).*

The SCG will take appropriate actions if and when Demerit Points are allocated to a sweep. At the end of each cycle Low to Medium Severity (minor) infringements **may** be cleared and points reset, whereas High to Extreme Severity incidents may be carried over from season to season.

At the end of each season,

- any sweep who has lost 3 points or less will have those points restored
- any sweep who has lost up to and including 6 points must have one 'clear' season (ie no demerit points) before those 6 points will be restored
- any sweep who has lost 9 or more points must wear a yellow vest when sweeping at sanctioned regattas
- when 12 points have been lost the sweep is returned to L2 status and must sweep four races without incident across a minimum of two regattas to regain L3 status

#### **Implementation Procedure & Right of Appeal**

The collection and collation of event data - Race Records / Marshalling Sheets / Coordinator Reports - will be used to review sweep activity at sanctioned events. Incidents at non-sanctioned events and/or club training sessions may also be observed, recorded, reported and investigated.

Incidents that are identified and can be attributed to an individual sweep (or the actions of multiple sweeps) may result in Demerit Points being applied to a sweeps seasonal activity record. Once a sweep loses "X"

number of points within a racing season, the sweep coordinators will take a course of action that reflects the nature, frequency and severity of the reported incident(s).

Depending on the incidents concerned and amount of points deducted, the SCG may decide to...

- (a) Provide guidance to the individual/s concerned, and/or
- (b) Issue a sweep with a disciplinary notice, and/or
- (c) Suspend a sweeps accreditation for a nominated time, and/or
- (d) Revoke and cancel a sweeps accreditation as per Section 1.8.

Affected sweeps may ask that incidents and allocation of demerit points be reviewed. Sweeps will be offered an opportunity to explain their side of the story if incidents are unclear, or in dispute. Sweeps will also have a right of appeal if a suspension or accreditation notice is issued as per Section 1.8. Appeals will follow DBNSW protocols.

### DPS Process

1. Depending on the nature of the infringement, a Sweep Coordinator may decide to counsel a sweep and/or provide a warning in the first instance, prior to Demerit Points being issued.
2. When Demerit Points are issued to a sweep, the individual and their club are to be notified in writing. Details are to include Infringement Details, the Points Lost and Remaining Points.
3. Sweeps can lodge an appeal if supported by their club. Refer to the DBNSW **Sweep Demerit Points - Appeal Application** form for further information.

### Infringement key

Category	Severity	Description of Infringement / Incident
A	Low	Sweeping Issue - Infringement of DBNSW Sweep Guidelines.
B	Medium	Minor Safety Issue - Infringement of DBNSW Sweep Guidelines.
C	High	Major Safety Issue - Infringement of DBNSW or Maritime Regulation.
D	Serious	Serious Safety Issue - Infringement of DBNSW or Maritime Regulation.
E	Extreme	Extreme Safety Issue - Disregarding DBNSW and/or Maritime Regulation.

## Demerit points infringement guide

Demerit Points will be deducted for, but not limited to, the following infringements.

This list has been compiled as a guide and does not restrict the Sweep Coordinators and/or Race Officials from nominating a penalty for behaviour not specifically listed. The Sweep Coordinator Group reserves the right to add, remove and amend the infringements list associated with the Demerit Points System (DPS).

Demerit Code	Severity	Description of Infringement / Incident	Points (Deducted)
A1	Low	Ignore Instructions provided by Race Official.	1
A2	Low	Boat directed across course, or impedes other boats. No Contact.	1
A3	Low	Lose Steering Control. Cross One (1) Lane Marker. No Contact.	1
B1	Medium	Lose Steering Control. Cross Two (2+) Lane Markers. No Contact.	2
B2	Medium	Approach Docking Area at speed, causing impact or ground contact.	2
B3	Medium	During 2000m (2k) Race, hinder overtaking boats by not moving to right.	2
C1	High	Any Damage to Boat, Dragon Head and/or Tail.	3
C2	High	Boat Movement contrary to Maritime Regulations.	3
C3	High	Training session conducted without appropriate lighting.	3
D1	Serious	At Fault Collision with another boat or object.	4
D2	Serious	At Fault Collision with another boat or object, causing Injury / Capsize.	5
E1	Extreme	Remain on water when Lightning or Thunder is present. <b>(Use 30-30 rule*)</b>	6

***The '30-30 Rule': The principle lightning safety guide is the 30-30 rule.***

***If thunder and lightning occur within thirty seconds of each other you must keep off the water for thirty minutes.***

***If you haven't already done so, get off the water & seek shelter immediately.***

***The thirty minutes is from the MOST RECENT occurrence of 30 seconds or less between thunder and lightning.***

## Appendix 4

### Code of Conduct for Rowing and Sculling Shells

[http://www.maritime.nsw.gov.au/rec\\_boating/CodeOfConduct.html](http://www.maritime.nsw.gov.au/rec_boating/CodeOfConduct.html)

<http://www.maritime.nsw.gov.au/docs/recboat/rowing-coc.pdf>

CODE OF CONDUCT OUTLINING ADDITIONAL LIGHT REQUIREMENTS FOR ROWING/SCULLING CRAFT, DRAGON BOATS, SURF BOATS AND OUTRIGGER CANOES OVER FOUR METRES IN LENGTH

Passages that relate to dragon boats (as 'a vessel under oars') are shaded.

#### 1. Purpose

- 1.1 The purpose of this Code of Conduct is to prescribe guidelines to enhance marine safety and navigation by increasing the current minimum light/torch/lantern requirements in relation to rowing/sculling craft, dragon boats, surf boats and outrigger canoes **over four metres in length** being operated on New South Wales navigable waterways between sunset and sunrise.
- 1.2 Compliance with this Code signifies a commitment by rowers and paddlers to reduce the level of risk associated with operating a rowing/sculling craft, dragon boat, surf boat or outrigger canoe in restricted visibility and between sunset and sunrise.

#### 2. CURRENT REQUIREMENTS IN RELATION TO LIGHTS

- 2.1 Rule 25 of the *International Regulations For Preventing Collisions At Sea*, which are adopted in NSW through the *Marine Safety (General) Regulation 2009 at Schedule 2*, sets out the **minimum** lights required to be displayed and/or carried on all rowing/sculling/paddle craft used on navigable waters between sunset and sunrise.
- 2.2 Rule 25 is reproduced here for convenience and immediate reference.  
Rule 25 Sailing vessels underway and vessels under oars.
  - (a) A sailing vessel underway shall exhibit:
    - (i) sidelights
    - (ii) a stern light
  - (b) In a sailing vessel of less than 20 metres in length the lights prescribed in paragraph (a) of this Rule may be combined in one lantern carried at or near the top of the mast where it can best be seen.
  - (c) A sailing vessel underway may, in addition to the lights prescribed in paragraph (a) of this Rule, exhibit at or near the top of the mast, where they can best be seen, two all-round lights in a vertical line, the upper being red and the lower green, but these lights shall not be exhibited in conjunction with the combined lantern permitted by paragraph (b) of this Rule.
  - (d)
    - (i) A sailing vessel of less than 7 metres in length shall, if practicable, exhibit the lights prescribed in paragraph (a) or (b) of this Rule, but if she does not, she shall have ready at hand an electric torch or lighted lantern showing a white light which shall be exhibited in sufficient time to prevent collision.
    - (ii) A vessel under oars may exhibit the lights prescribed in this Rule for sailing vessels, but if she does not, she shall have ready at hand an electric torch or lighted lantern showing a white light which shall be exhibited in sufficient time to prevent collision.
  - (e) A vessel proceeding under sail when also being propelled by machinery shall exhibit forward where it can best be seen a conical shape, apex downwards.

### 3. HIGHER STANDARD OF LIGHTING REQUIREMENTS FOR ROWING/SCULLING/PADDLE CRAFT OVER FOUR METRES IN LENGTH

3.1 Despite the minimal lighting requirements set out in Rule 25 of the ***International Regulations For Preventing Collisions At Sea*** in relation to vessels under oars Maritime is of the view that for safety reasons any such vessels that are greater than 4 metres in length should, in restricted visibility and between sunset and sunrise, exhibit;

- (a) Two all-round white lights, one attached to the vessel at or near the forward end, and one attached to the vessel at or near the aft end.
- (b) A continuous white light is considered acceptable if it is visible in clear conditions from a distance of 1 kilometre.
- (c) A flashing white light is considered acceptable if it flashes at least once per second and is visible in clear conditions from a distance of 1 kilometre.
- (d) Notwithstanding 3.1(a), it is considered acceptable for a light to be masked so as not to interfere with the vision of the vessel's occupants, provided at least one light is visible from any direction.

### 4. COMPLIANCE WITH THIS CODE

4.1 Roads and Maritime Services notes that although there is no specific legislative provision requiring rowers and paddlers to display the lights specified in Clause 3.1 above failure to comply with this Code may be viewed by the Courts as evidence of poor seamanship or negligence.

### 5. RESPONSIBILITY OF ROWERS AND PADDLERS

5.1 Roads and Maritime Services takes this opportunity to remind rowers and paddlers that although they must at all times comply, as a minimum, with the requirements set out in the ***International Regulations For Preventing Collisions At Sea*** and all other provisions contained in the Marine Legislation, there is a general common law obligation upon them to do more than the minimum should the minimum not be sufficient to eliminate the risk of injury or damage.

### 6. AMENDMENTS

6.1 Any suggested amendments or variations to this Code should be submitted to the General Manager Boating Operations, Roads and Maritime Services in the first instance. They will be adopted if deemed appropriate after consultation with users.

This Code becomes effective on 16 July 2013. (A previous Code became effective on 19th day of February, 2008).

## 4.0 REFERENCE MATERIAL for DBNSW DRAGON BOAT SWEEPS

The following pages contain information and links to resource material that may assist with the training and development of Dragon Boat Sweeps (sweep / helm) within New South Wales (NSW), Australia.

When your training as a Dragon Boat Sweep begins, you will learn practical skills during your on-water instruction. To complement this practical development, you need to educate yourself in regard to your responsibilities and the policies, guidelines, competition regulations and race rules that govern the sport and affect your role as a sweep.

To help you acquire this knowledge and understanding, we've compiled a range of documents you should refer to. Because documents may be reviewed, edited, updated, amended &/or become superseded, this information should not be looked upon as definitive. Education is an ongoing process; therefore sweeps should continually refer to their state and national websites for updates and additions to the policies that affect you.

Trainee (novice) sweeps should be familiar with the following documents. All sweeps should review the documents now and then to check for updates and refresh their knowledge.

Primary reference material is indicated by **Bold** Text.

- AusDBF Sweep Accreditation Guidelines
- DBNSW Sweep Accreditation and Safety Regulations (SASR)
- NSW Maritime Services Act (Dragon Boat Agreement)
- NSW Maritime Code of Conduct (Dragon Boat Lighting).
- AusDBF Competition Regulations and Rules of Racing
- NSW By-Laws to AusDBF Race Rules and Regulations
- DBNSW Sweep Register Classifications
- DBNSW Heat Policy
- DBNSW Lightning Policy
- DBNSW Junior & Schools Policy

A number of these documents can be found on the DBNSW Website ... <http://www.dbnsw.org.au>

A dedicated section for DBNSW Sweeps <https://www.dbnsw.org.au/school--corporate/sweep-development/>

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All DBNSW Sweeps - including novice trainees & those already accredited - should be aware of the various NSW state laws, rules and regulations they operate under. The sweep (or "Skipper") is responsible for the dragon boat under their control (the vessel and crew). The safety of the crew is your primary obligation.

Knowing and abiding by the appropriate rules and regulations is the responsibility of the Sweep.

**"YOU'RE THE SKIPPER - YOU'RE RESPONSIBLE"**

DBNSW and/or the Sweep Coordinators Group (SCG) provide this information in good faith. Links to websites and other reference material was correct at time of compilation. DBNSW and/or the SCG are not responsible for the information contained within individual websites and/or the links to resource material that may be updated or change over time. If possible, DBNSW &/or the SCG may advise amendments to rules, regulations, guidelines and policies as they are introduced ... but it is also the responsibility of each individual sweep to maintain their knowledge base and keep up to date with changes that affect them.

## 4.1 Written test

To attain Level 2 (L2) DBNSW Sweep Accreditation, you must pass a multiple choice written test.

Candidates must get 80% of the questions correct to pass (currently 16 out of 20\*).

\* The written test is subject to review. Questions may be changed and/or added.

The DBNSW Written Test will draw upon the DBNSW Sweep Accreditation and Safety Regulations (version 4.0) as a reference for questions and answers, amongst other sources including (but not limited to) DBNSW Policies and Guidelines that can be found on the DBNSW website &/or have been distributed to clubs.

Sweep test candidates who are put forward as 'Race Ready' should also be aware of AusDBF & DBNSW Race Rules and Regulations. Sweeps should become familiar with NSW Maritime general (& local) boating regulations and information, including marine safety policies and legislation - particularly those areas affecting sweeps, such as boat lighting and minimum safety equipment requirements.

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### Additional notes

**Boat Lifting:** Practical changes have been made re: the number of people required to safely lift a dragon boat. When lifting any boat, common sense should prevail, so the number can vary dependant on the crew. *For example: 14 strong men could possibly move a boat, but it might take 18+ Grand Masters women paddlers to roll the boat safely mid-air.*

**Lighting requirements:** Current lighting requirements stipulate that an "All round white light" is located at the front and back of a dragon boat. It no longer has to be one (1) meter above the gunwale, as was previously the case, but it must be visible from all directions (i.e. 360 degrees). We generally now use continuous lighting, but flashing strobe lights can also be used.

**Definition - All round white light:** a white light showing an unbroken light over an arc of the horizon of 360 degrees.

If a combination is used (e.g. 1x Continuous LED, 1x Flashing), standard practice would have you position the flashing light behind you at the stern (back) of the boat - so it does not flash into people's eyes. Wearing only head mounted lights is not appropriate, though they can be used for additional illumination.

**Race Rules & Regulations:** Sweeps should be aware of competition Rules of Racing (local, interstate and/or international, as required). All Sweeps should personally check for seasonal updates, in case any rules have been introduced or modified.

## 4.2 Resource material / links

Website links are not guaranteed. If they have changed, go the relevant homepage and search for the information required.

### Dragon Boat

Dragon Boats NSW (DBNSW) website home ... <http://www.dbnsw.org.au>

Australian Dragon Boat Federation (AusDBF)

- AusDBF Website Home ... <http://www.ausdbf.com.au>
- AusDBF Documents ... <https://www.ausdbf.com.au/policies/>

International Dragon Boat Federation (IDBF) website ... <http://www.idbf.org>

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### NSW Government Legislation

<http://www.legislation.nsw.gov.au>

This is the official NSW Government website for online publication of legislation and is provided and maintained by the [Parliamentary Counsel's Office](#).

The website contains:

- Acts, regulations, planning instruments and other statutory instruments, as constantly consolidated and updated in the dynamic In Force database
- Point-in-time historical and repealed versions from the In Force database
- Notification: official online notification of the making of new statutory instruments
- Acts as assented to since 1824 in the static, archival As Made database
- Statutory instruments as originally made since 1990
- Advanced searching and browsing features
- Guides to legislation
- Bills—introduced, explanatory notes and consultation drafts

### Marine Safety Act 1998 No 121

<http://www.legislation.nsw.gov.au/viewtop/inforce/act+121+1998+FIRST+0+N>

### Schedule 5

Minimum safety equipment to be carried on recreational vessels

<http://www.legislation.nsw.gov.au/fragview/inforce/subordleg+109+2009+sch.5+0+N?tocnav=y>

Sections to review...

Part 1 General requirements for safety equipment

Part 2 Modified requirements for specified vessels

> 8 Modified safety equipment requirements for dragon boats in enclosed waters

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## Maritime NSW

Homepage <http://www.maritime.nsw.gov.au/>

Maritime NSW Boating Handbook <http://www.rms.nsw.gov.au/maritime/safety-rules/index.html>

The Maritime's Boating Handbook provides essential boating information for operating on NSW waters. It is recommended that you read through the literature provided prior to sitting the test.

Boating Rules <http://www.rms.nsw.gov.au/maritime/safety-rules/index.html>

Safety Equipment <http://www.rms.nsw.gov.au/maritime/safety-rules/safety-equipment/index.html>

Lifejackets <http://www.rms.nsw.gov.au/maritime/safety-rules/safety-equipment/lifejackets.html>  
<http://maritimemanagement.transport.nsw.gov.au/lifejackets/index.html>

Online Boat Quiz <http://www.boatingquiz.com.au/>

Vessel Navigation

<http://www.rms.nsw.gov.au/maritime/using-waterways/navigation-communication/index.html>

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## Water and Boating Safety

A NSW Government Water Safety Initiative <http://www.watersafety.nsw.gov.au/home.html>

Boat For Life - A NSW Maritime microsite <http://www.boatforlife.com.au/>

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## Lifejackets (PFDs)

Life Jacket - Wear It! - A Maritime NSW microsite <http://www.lifejacketwearit.com.au>

Lifejackets are the most important piece of safety equipment on any recreational vessel.

A lifejacket must be carried for each person on board all vessels, unless exempt. It must be the correct size for the wearer and in good working condition. But it can't save your life unless you're wearing it.

Penalties may apply to the owners and masters of vessels found not carrying lifejackets, or if there are not enough lifejackets for everyone on board. Penalties may also apply if occupants are not wearing lifejackets when they are required to do so.

### Lifejacket Law

The rules governing the use of lifejackets on recreational vessels on all NSW navigable waters were strengthened from 1 November 2010 to prevent loss of life on our waterways. A one year educational period ensued and from 1 November 2011 compliance efforts have increased and penalties for failure to comply with the rules can be enforced.

The legislation governing the new lifejacket wearing requirements can be found here...

[\*Marine Safety \(General\) Amendment \(Lifejackets\) Regulation 2010\*](#)

Wear It Australia <http://www.wearitaustralia.com.au>

**Wear It Australia** created this website based on the successful **WEAR IT!** campaign run in the U.S.A. by the [National Safe Boating Council](#).

It's here to encourage everyone on (or near) the water – from kayakers, rock fishermen to commercial trawlermen and professional sailing crews – to wear lifejackets and potentially save life. There are links to the various state government's [legislative](#) requirements, [news stories](#) and latest [product releases](#) – designed to **Engage, Educate and Encourage**.

<http://www.wearitaustralia.com.au/lifejackets-questions-answers/pfd-types/>

State Laws - New South Wales <http://www.wearitaustralia.com.au/state-laws/new-south-wales/>

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## Weather

Bureau of Meteorology (BoM) <http://www.bom.gov.au>

The Bureau of Meteorology is Australia's national weather, climate and water agency. Its expertise and services assist Australians in dealing with the harsh realities of their natural environment, including drought, floods, fires, storms, tsunamis and tropical cyclones. Through regular forecasts, warnings, monitoring and advice spanning the Australian region and Antarctic territory, the Bureau provides one of the most fundamental and widely used services of government.

New South Wales <http://www.bom.gov.au/nsw/?ref=hdr>

<http://www.bom.gov.au/nsw/forecasts/map.shtml>

Sydney <http://reg.bom.gov.au/nsw/forecasts/sydney.shtml>

<http://reg.bom.gov.au/nsw/forecasts/sydneywaters.shtml>

Marine and Ocean <http://www.bom.gov.au/marine/>

### Other Online Weather websites

Data is generally sourced from the BoM (and other sources) and 'repackaged'.

Seabreeze <http://www.seabreeze.com.au/>

Weatherzone <http://www.weatherzone.com.au/>

Weather.com.au (nsw) <http://www.weather.com.au/nsw>

Weatherspark <http://weatherspark.com/>

WillyWeather <http://www.willyweather.com.au/>

Weather Underground <http://www.wunderground.com/>

## 4.3 Other National / International resources

Additional information and links to Australian and International Organisations and Peak Bodies. The websites may be primarily concerned with seagoing or commercial operations and other maritime participants; hence the information may not be entirely relevant to dragon boating. It is provided for general awareness only.

Australian Maritime Safety Authority (AMSA) <http://www.amsa.gov.au/>

The Australian Maritime Safety Authority is a largely self-funded government agency with the charter of enhancing efficiency in the delivery of safety and other services to the Australian maritime industry.

Australia New Zealand Safe Boating Education Group (ANZSBEG) <http://www.anzsbeg.com.au/>

ANZSBEG was established in 1994 following a national review into safe recreational boating and boating safety education undertaken by the Australian Maritime Safety Authority (AMSA).

International Maritime Organization (IMO) <http://www.imo.org>

IMO – the International Maritime Organization – is the United Nations specialized agency with responsibility for the safety and security of shipping and the prevention of marine pollution by ships.

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## 4.4 Disclaimer

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