



SURF LIFE SAVING®
NEW ZEALAND



TEAM MANAGER CIRCULAR

2023 BP SURF RESCUE
NEW ZEALAND
IRB CHAMPIONSHIPS

Saturday 15th & Sunday 16th April, 2023
Waihi Beach SLSC

Team Manager Circular

This document provides you with all the information you need to know as a Team Manager at the BP Surf Rescue New Zealand Championships. While it contains the typical logistical information surrounding the event, it also incorporates very important details that a Team Manager must be aware of before attending the event.

Please note that this circular must be read in conjunction with the Entry Circular which outlines further information Team Managers must be aware of prior to entering any competitors into the competition.

Important Times

Tuesday 11th April 2023

Pre-event Online Briefing: 6:30pm (via Microsoft Teams)

Friday 14th April 2023

Scrutineering: 10:30am-5:30pm

Fuel Distribution: 4:00pm-6:00pm

Team Managers Meeting: 6:00pm (Waihi Beach SLSC) – *limited to two per club*

IRB Engagement Session*: 6:30pm (Waihi Beach SLSC)

* This is open to all interested parties who wish to discuss High Performance, future IRB events, rules and other relevant points.

Saturday 15th April 2023

Opening Ceremony 7:30am (in front of Waihi Beach SLSC)

Start Time: 8:00am

Prize giving: 20 minutes after the conclusion of racing

Fuel Distribution: 4:00pm-6:00pm

Low Tide: 7:55am

High Tide: 2:00pm (1.77m)

Sunday 16th April 2023

Start Time: 8:00am

Prize giving: 20 minutes after the conclusion of racing

Low Tide: 8:59am

High Tide: 3:06pm (1.78m)

Scrutineering

Scrutineering will be carried out in the Reserve beside Waihi Beach SLSC between 10:30am and 5:30pm on Friday 14th April, 2023. Please follow the instructions of the scrutineering team to ensure that this critical safety compliance check is completed. You can find a full Scrutineering Check Sheet on the SLSNZ Website [here](#).

Please fill this in prior to turning up at the event. Any issues need to be sorted prior to presenting, not as our Scrutineering team is inspecting your equipment.

All equipment must align with the SLSNZ Equipment Specification Manual, found [here](#).
(Including all IRB equipment, helmets and lifejackets)

IRB Hulls and Engines purchased via Government Funding **cannot** be use for sport and/or competitions.

All propellers to be used during the event must be presented for inspection at scrutineering.
NOTE: Propellers will be weighed and this information will be recorded for research purposes, but this process will not be a part of the official scrutineering.

Your assistance with this will eliminate large delays during the scrutineering process, club cooperation would be greatly appreciated.

Refer to the site plan for access via Beach Road, rather than by the club.

Event Programming

The Draft Programme can be found in **Appendix One** of this entry circular. Please note that the Draft Programme is subject to change due to a dependence upon the number of entries and surf/weather conditions.

The event draw will be available online [here](#) from 12:00 noon Thursday 13th April 2022. No paper copies will be made available. Please note that lane draws may change during the event as a result of scratchings.

Equipment

All equipment used in competition must comply with the Equipment Specification Manual, Section 12. [Found Here](#)

- Only SLSNZ sealed engines are to be used in competition.
- No engine may be removed from the beach prior to the completion of the day's competition without clearance of the Event Referee.

Rules of Competition

This event will be conducted under the rules contained in the following documents.

[SLSNZ Competition Manual](#), including any additional amendments as detailed on the website and any additional requirements as communicated by the Event Management Committee.

Additionally members entering events are bound by the following rules, which can be found on the SLSNZ website:

- [SLSNZ Constitution](#)
- [SLSNZ Regulations](#)
- [Drug Free Sport New Zealand](#)

Of particular note pertaining to IRB racing:

2.10.5(c) All IRB patients, ~~including the first crew person in teams~~ are required to wear a full length (sleeves to wrist and legs to ankle) wet suit. (This also negates DQ 106)

2.11.2 - PFDs are compulsory for all IRB drivers, crew person and patients in Competition and Competition training.

~~9.1.4(d) For all women's Events, the IRB line at the start of the Event, where possible, shall be in shallow water, with the IRB secured by two handlers.~~

9.1.5 (a) At the start of each Race, with the exception of the Assembly Rescue, all IRB's shall be positioned directly in front of their respective start/finish marker, with the bow on the IRB start line (nominally between the water's edge and 5m from the water's edge) facing up the beach. The engine will be in neutral gear.

9.1.5 (n) Patients cannot become crewpersons during a race

9.3. MASS RESCUE EVENT

(c) The Driver and Crewperson may exit the IRB once the Driver has completed the shutdown procedure.

9.6. TUBE RESCUE EVENT

(e) The crew person must exit the IRB with the IRB Turning buoy on their left side and proceed out to the patient positioned on the seaward side of the patient buoy. The crew person shall swim around the patient buoy with the buoy on their left-hand side. The rescue tube must then be clipped around the patient and under both arms by the crewperson and/or patient. The patient may clip themselves into the tube unaided. The crewperson does not have to break stroke during this process as long as the clip on the rescue tube is secured to an o-ring prior to the patient crossing to the shoreward side of the rescue tube patient buoy.

DQ 107 – removed

DQ 143 – removed (covered by 141)

Results & Prizegiving

Results will be available online [here](#) as events are completed.

Prizegiving will be conducted at the end of each day, 20 minutes after the last race in front of Waihi Beach SLSC. Please ensure competitors are dressed in club uniform and present to collect their medals and trophies.

Event Safety

Pre-Existing Medical Conditions

All participants and officials with a pre-existing medical condition must complete and submit a 'Pre-Existing Medical Conditions Declaration' form prior to the close of entries. These forms are to be submitted to the Event Manager: email to luke.smith@surflifesaving.org.nz. Participants are encouraged to submit these as early as possible. Once submitted, the forms will be reviewed by SLSNZ and a decision will be made on whether a 'Competitor Waiver' form is required to be completed.

These forms are available through the website [here](#).

Competition Safety Plan

The Competition Safety Plan will be made available for viewing in the Event Management Area during the event. The missing person at sea reflex tasking can be found in [Appendix Two](#) of this Team Manager circular.

Refuelling:

A Refuelling station will be set up as near to the arena as possible with a SOPEP oil/petrol spill mat, warning signs, and a fire extinguisher. There is to be no refuelling of bladders in club tents on the beach.

Parent, Guardian, Coach, Team Manager and Club Obligations

It is the responsibility of clubs, through their coaches and manager, to ensure that each individual competitor/crew is competent to **safely** compete in the conditions that prevail on any given day.

It is therefore the clubs responsibility to ensure that competitors who are not yet competent to compete in the prevailing conditions are withdrawn from an event rather than expose them to unnecessary risk or potential harm by encouraging or coercing competitors to compete, particularly against their will. Please refer to statement (e) of the **Agreement to be bound by the Manual** section of the **Surf Sports Competition Manual**. The Manual can be found [here](#).

It is the expectation of the organisers that all clubs will only permit competent competitors to compete in an event.

Warm Up on Friday 14th April 2022

Please note that all SLSNZ rules and regulations apply on Friday 14th April 2023, as they do during the event. Please ensure compliance and follow the instructions of Event Management Staff.

If crews are Warming up and using IRBs in the water they must have a Training in Progress sign on the beach, and two cones to signal the extremities of their area of operation.

Return to Shore Procedure

Situations have arisen in past events where craft and or people have been stranded on the IRB race course in the direct path of rapidly approaching IRB crews, whom are unaware of the hazard that lies ahead due to the inability to see the stranded craft/person due to sea conditions, which poses significant risk to people and craft.

The purpose of this procedure is to put in place systems to help identify these situations and immediately draw competitor's attention to the need to immediately 'throttle back' and precede with caution, in order to prevent potential collisions and harm to people and craft.

1. **EMC/nominated officials** - Upon identifying that a person and or craft are stranded within the race arena, the following actions must be implemented as soon as practicable.
 - a. Have the starter activate the all-round RED flashing light atop of the starter pole.
 - b. Raise and wave a RED flag on shore in the affected lane, in direct line of sight of the returning IRB Driver.
 - c. Raise and wave a RED flag from an attending water safety craft.

2. **Drivers** – Upon sighting the red flashing light or waving of a red flag, drivers must throttle back and proceed to shore, unless directed to provide assistance by the designated water safety crew.

Fuel Allocation

Clubs have been allocated 8 litres of fuel per team entered for the weekend. See **Appendix Three** for club fuel allocation - please check the list and email luke.smith@surflifesaving.org.nz by Thursday 13 March 2023 to confirm if allocation is correct or if you think you will need more or less.

Fuel collection times are as specified in event timings above.

A Refuelling station will be set up as near to the arena as possible with a SOPEP oil/petrol spill mat, warning signs, and a fire extinguisher. There is to be no refuelling of bladders in club tents on the beach.

Site Plan

The draft Site Plan can be found in **Appendix Four** of this entry circular. Please note that the Site Plan is subject to change due to a dependence upon the number of entries and surf/weather conditions.

Trailer Storage

Trailers can be secured in two locations for the duration of the event. Those clubs with the larger enclosed trailers can put these in an allocated area near the scrutineering area. Clubs with smaller trailers can store these down the north end in a secured area. There is extremely limited space so please work with each other to make this work.

Dune and Environment Protection

As per all our events dune and environment protection is the responsibility of everyone and as Surf Life Saving members please make sure you look after our beaches and sand dunes. If you see anyone walking through the dunes or placing equipment in areas they shouldn't be please advise them to remove it or inform event management. Please make sure all rubbish is placed in the bins supplied or taking with you.

Communications

Event Management utilise a variety of tools to keep you updated with the latest event information and news. These include:

[The SLSNZ Event Calendar](#)

[Facebook](#)

[Instagram](#)

TeamReach

Group code = IRBNAT23

Key Contact

If you have any queries or concerns, please feel free to contact the Event Manager.

Luke Smith

2023 bp Surf Rescue New Zealand Championships Event Manager

Surf Life Saving New Zealand

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e Luke.smith@surflifesaving.org.nz



Draft Programme: Subject to entry numbers and prevailing conditions.

Saturday 15th April 2023

Start Time: 8:00am
 Prizegiving: 20 minutes after the conclusion of racing
 Low Tide: 0755 hrs – 0.52m
 High Tide: 1359 hrs – 1.77m

Water Arena	# Races approx..	Progressions
Mass Rescue		
U19 Female - Heats	3	Places 1 to 4 go through to semi final
U19 Male - Heats	3	Places 1 to 4 go through to semi final
U23 Female - Heats	2	Places 1 to 3 go through to final
U23 Male - Heats	4	Places 1 to 3 go through to semi final
Open Female - Heats	3	Places 1 to 4 go through to semi final
Open Male - Heats	4	Places 1 to 3 go through to semi final
U19 Female - Semis	2	Places 1 to 3 go through to final
U19 Male – Semis	2	Places 1 to 3 go through to final
U23 Female – Semis		
U23 Male – Semis	2	Places 1 to 3 go through to final
Open Female - Semis	2	Places 1 to 3 go through to final
Open Male – Semis	2	Places 1 to 3 go through to final
U19 Female - Final	1	
U19 Male – Final	1	
U23 Female - Final	1	
U23 Male – Final	1	
Open Female - Final	1	
Open Male – Final	1	
Tube Rescue		
U19 Female - Heats	3	Places 1 to 4 go through to semi final
U19 Male - Heats	3	Places 1 to 4 go through to semi final
U23 Female - Heats	2	Places 1 to 3 go through to final
U23 Male - Heats	4	Places 1 to 3 go through to semi final
Open Female - Heats	2	Places 1 to 3 go through to final
Open Male - Heats	4	Places 1 to 3 go through to semi final

Water Arena	# Races Approx.	Progressions
Tube Rescue- continued		
U19 Female - Semis	2	Places 1 to 3 go through to final
U19 Male - Semis	2	Places 1 to 3 go through to final
U23 Female - Semis		
U23 Male - Semis	2	Places 1 to 3 go through to final
Open Female - Semis		
Open Male - Semis	2	Places 1 to 3 go through to final
U19 Female - Final	1	
U19 Male - Final	1	
U23 Female - Final	1	
U23 Male - Final	1	
Open Female - Final	1	
Open Male - Final	1	
Teams Race		
Open Male/Mixed - Heats	5	Places 1 to 4 go through to quarters
Open Female - Heats	3	Places 1 to 4 go through to semi final
Open Male/Mixed - Quarters	4	Places 1 to 3 go through to semi final

Sunday 16th April 2023

Start Time: 8:00am
 Prizegiving: 20 minutes after the conclusion of racing
 Low Tide: 0859 hrs – 0.5m
 High Tide: 1506 hrs – 1.78m

	# Races Approx.	Progression
Assembly Rescue		
U19 Female - Heats	3	Places 1 to 4 go through to semi final
U19 Male - Heats	3	Places 1 to 4 go through to semi final
U23 Female - Heats	2	Places 1 to 3 go through to final
U23 Male - Heats	4	Places 1 to 3 go through to semi final
Open Female - Heats	3	Places 1 to 4 go through to semi final
Open Male - Heats	4	Places 1 to 3 go through to semi final
U19 Female - Semis	2	Places 1 to 3 go through to final
U19 Male - Semis	2	Places 1 to 3 go through to final
U23 Female - Semis		
U23 Male - Semis	2	Places 1 to 3 go through to final
Open Female - Semis	2	Places 1 to 3 go through to final
Open Male - Semis	2	Places 1 to 3 go through to final
U19 Female - Final	1	
U19 Male - Final	1	
U23 Female - Final	1	
U23 Male - Final	1	
Open Female - Final	1	
Open Male - Final	1	
Single Rescue		
U19 Female - Heats	3	Places 1 to 4 go through to semi final
U19 Male - Heats	3	Places 1 to 4 go through to semi final
U23 Female - Heats	2	Places 1 to 3 go through to final
U23 Male - Heats	4	Places 1 to 3 go through to semi final
Open Female - Heats	3	Places 1 to 4 go through to semi final
Open Male - Heats	4	Places 1 to 3 go through to semi final

	# Races Approx.	Progression
Single Rescue- continued		
U19 Female - Semis	2	Places 1 to 3 go through to final
U19 Male - Semis	2	Places 1 to 3 go through to final
U23 Female - Semis		
U23 Male - Semis	2	Places 1 to 3 go through to final
Open Female - Semis	2	Places 1 to 3 go through to final
Open Male - Semis	2	Places 1 to 3 go through to final
U19 Female - Final	1	
U19 Male - Final	1	
U23 Female - Final	1	
U23 Male - Final	1	
Open Female - Final	1	
Open Male - Final	1	
Teams Race		
Open Female - Semi	2	Places 1 to 3 go through to final
Open Male/Mixed - Semi	2	Places 1 to 3 go through to final
Open Female - Final	1	
Open Male/Mixed - Final	1	

Missing Person at Sea - Officials Reflex Tasks

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

OFFICIALS' response and responsibilities.

1. Immediately close and clear the water arena of competitors and craft, by...
2. The continuous sounding of air horns & whistles, and waving of flags to competitors, until all competitors are out the water.
3. With the assistance of supporters immediately clear competitor's equipment from the beach within the affected arena/s then keep supporters and all competitors, who are **not** part of the competitor search party (CSP), out of the affected arena/s.
4. Arena Referees (AR) with assistance of officials and team managers/coaches, assemble the designated CSP into orderly lines, with fins & goggles/masks, ensuring each are "buddied up," and with lifeguard (LG) support, (preferably 1X10). LGs must have fins and a tube.
5. Arena Referees (AR) to 'standby' on their allocated radio channels for instructions from the Event Safety Officer (ESO) who will confirm the location and timing for the deployment of the CSPs.
6. When requested, deploy the CSP to sea, then observe and monitor progress of the CSP and their safety. AR to provide feedback to ESO only where necessary and only as radio traffic permits. AR should continue to 'standby' their radios for further information and instructions.
7. Officials may be called upon by the ESO to call for volunteers, (qualified LGs, whom are competent swimmers, and whom have fins, goggles/mask, and preferably a wetsuit vest) from supporters, who are able and willing to take part in the search upon completion of a suitable briefing, to form supporters search parties (SSP). Officials may only deploy SSP after cleared to do so by the ESO or their delegate, and only when the ESO or their delegate is satisfied that the SSP have been adequately briefed of their roles, safety procedures, and the potential hazards and risks.

Missing Person at Sea - Managers/Coaches Reflex Tasks

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**

TEAM MANAGERS/COACHES' response and responsibilities.

1. Team managers to check that their competitors are all accounted for.
2. Assign only competent lifeguards (LG) to the competitor search party (CSP) with fins and goggles/masks, and direct them to their Coach or Arena Referees (AR) in the affected arena/s.
3. Coaches to report immediately to the AR in their assigned arena and organise their CSP in line/s, ensuring that they are 'paired up' while awaiting instructions from the AR.
4. CSP should be sorted into lines with the most capable athletes closest to the water and least capable furthest from to the water. Coaches to remind CSP that when in the water, searchers will take turns at diving under water to search, while the their buddy makes sure they are safe and that their buddy returns to the surface.
5. Coaches/Team managers must should know the number and names of their CSP prior to entering the water and ensure that they are all accounted for prior to leaving the water and or search party.
6. Team Managers/Coaches and the CSP must follow the instructions of the AR and officials at all times to ensure that the search is implemented in a coordinated manner. If competitors do not feel confident or capable of implementing a search they must withdraw from the CSP, ensuring that they notify their buddy and coach/team manager before leaving the water and or CSP.

Missing Person at Sea - [Supporters Reflex Tasks](#)

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

SUPPORTERS' response and responsibilities.

1. Immediately leave the beach area closest to the water, taking all equipment that you can, to provide clear open access to the water arena by officials and search parties.
2. Only re-enter the arena area, if required, to continue to remove craft and equipment from the arena.
3. Then please remain outside the arena and the designated search zone until instructed or permitted to do so by officials or an announcement by the event management group over the public address system.
4. If you are a qualified and refreshed lifeguard, a competent swimmer, and have fins and goggles/mask with you, and preferably a wetsuit vest, you may wish to consider making yourself available, to join a support search party. If you meet all these requirements, please report to an official in the affected arena/s with the equipment detailed above, and follow their instructions as directed.

Missing Person at Sea - [IRB Reflex Tasks](#)

Upon hearing rescue, rescue, rescue or the continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

IRB CREWS' response and responsibilities.

1. **One crew** to immediately return to shore and pick up the LKP (pink) buoy and place this at the **Last Known Position** of the missing person.
2. Once the LKP is in the correct position, the crew person must enter the water with life jacket, at the LKP, and allow themselves to drift in the direction of the prevailing current, while maintaining their distance from the shoreline.
1. **All other Crews** - Immediately remove all competitors from all arenas, regardless of the race completion.
2. Position the IRBs on the ocean side of the break zone and LKP and stand by on your assigned radio channel for further instructions.
3. Monitor progress of the competitor search party in the water, and provide immediate assistance if required.
4. If the missing person is found, immediately return to the designated position on shore. The Tower must be informed.

Fuel Allocation

Club	No. of crews	Fuel Allocation (L)
Baylys Beach SLS	3	24
Bethells Beach SLSP	7	56
Brighton SLSC	2	16
East End SLSC	6	48
Fitzroy SLSC	2	16
Kariaotahi SLSC	7	56
Kirra SLSC	4	32
Maranui SLSC	3	24
New Plymouth Old Boys SLSC	4	32
North Beach SLSC	2	16
Ocean Beach Kiwi SLSC	1	8
Omaha Beach SLSC	1	8
Opunake SLSC	9	72
Orewa SLSC	3	24
Paekakariki Surf Lifeguards	1	8
Pauanui SLSC	1	8
Ruakaka SLSP	1	8
South Brighton SLSC	5	40
Spencer Park SLSC	2	16
St Kilda SLSC	9	72
St Clair SLSC	4	32
Sumner SLSC	5	40
Sunset Beach LS	10	80
Taylors Mistake SLSC	2	16
United North Piha Lifeguard Service	5	40
Waihi Beach Lifeguard Services Inc	7	56
Waikanae SLSC	4	32
Waimarama SLSC	7	56
Wainui SLSC	2	16
Westshore SLSC	1	8
Whiritoa Lifeguard Service	2	16

bp Surf Rescue New Zealand Championships

Site Plan – Waihi Beach



- Orange = Club Tents
- Green = Public Toilets/Portaloos
- Purple = Vendors
- Red = Podium
- Yellow = Scrutineering
- Arrow = Entrance
- Blue = Waihi Beach SLSC (Event Management, Meeting Space etc.)