

AUSTRALIAN SAILING

POLICY

TITLE:	Race Officials Committee Terms of Reference
DATE CREATED:	March 2021
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APPROVAL:	Australian Sailing CEO

1. Background

Australian Sailing has an objective to engage, educate and guide race officials, and increase the numbers of race officials nationally, to enable a high quality and safe environment for participants.

2. Definitions

References to the **Committee** shall mean the Race Officials Committee.
References to the **Board** shall mean the Board of Directors of Australian Sailing Limited.
References to the **Rules** shall mean The Racing Rules of Sailing.

3. The Committee

The Committee is a volunteer national Committee established by the Board.

4. Objectives

Develop more race officials and achieve a higher standard of officiating by:

- Communicating with race officials.
- Providing an environment to share knowledge and enthusiasm.
- Educating race officials and volunteers
- Providing feedback to Australian Sailing on policy and course development.

5. Responsibilities & Duties

Duties of the committee are as follows:

- Communicating with race officials.
- Sharing knowledge and enthusiasm.
- Educating race officials and volunteers.
- Help Australian Sailing form appeal panels.

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- e. Recommend subject matter experts as needed to form working parties and assist management with the development of accreditation criteria and education resources for officiating disciplines.

6. Membership

- a. The Committee chairperson shall be appointed by the Board.
- b. A director of Australian Sailing shall be on the Committee.
- c. The Committee's members will generally consist of the chairperson of each state and territory sub-committee.
- d. Australian Sailing may appoint additional race officials who have required expertise, are representative of major events, or are on a World Sailing committee or working party.
- e. The state and territory sub-committees and their local chairperson shall be appointed on merit by Australian Sailing in consideration of their local role, accreditation type and experience, and in consultation with local stakeholders.

7. Meetings

- a. The chairperson is to approve the schedule of meetings in consultation with management.
- b. Meetings will be held by Microsoft Teams.
- c. Australian Sailing staff responsible for Rules shall be in attendance at all meetings of the Committee and will act as its secretary.
- d. The secretary, in conjunction with the chairperson shall draw up the agenda of each meeting, which shall be circulated at least one week prior to the meeting to members of the Committee.
- e. A quorum for a Committee meeting is five members.
- f. Committee decisions will be made by a simple majority.
- g. All records, including minutes and any reports or recommendations will be prepared and kept by the secretary.
- h. The chairperson of the Committee shall report the findings and recommendations of the committee to the Board after each meeting.