



GOVERNANCE



Competitive Dragon Boating

1st Edition, dated 1st July 2012

GLOSSARY

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A dragon boat race underway!



1 Preamble

- 1.1 The Singapore Dragon Boat Association (SDBA) organizes five(5) major National-level dragon boat championships on an annual basis:-
- a. Singapore National Inter-School Dragon Boat Championship
 - b. Singapore National 5-crew Dragon Boat Championship
 - c. Singapore 10km Dragon Boat Challenge
 - d. Singapore Dragon Boat Festival
 - e. Singapore River Regatta



The Singapore Dragon Boat Festival



The Singapore River Regatta

- 1.2 The SDBA also co-organizes selected marquee dragon boat races for clients. For example:-
- a. DBS Marina Regatta
 - b. Singapore Turf Club's Gallop of the Dragons
 - c. PA Water Venture's PA Paddles-up
- 1.3 The SDBA is also engaged by corporate clients to organize dragon boat races for them. For example:-
- a. ExxonMobil Dragon Boat Carnival
 - b. Jurong Island Dragon Boat Race
- 1.4 On top of our own events and races, the SDBA also sanctions dragon boat races organized by selected event companies such as SAVA International, DBI Academy, etc.
- 1.5 Since its founding in 1987, the number of dragon boat enthusiasts and athletes has steadily increased. The demographics now covered a large spectrum – from school children to active agers. More teams are now competing in dragon boat events and races.
- 1.6 This document therefore serves as governance on the behaviour and expectations of the Singapore dragon boat community in dragon boat competitions, local or international.

2 Common Racing Categories

The common racing categories that may be found in dragon boat championship event in Singapore are:-

2.1 National Championship

For all dragon boat teams, no restriction.

2.2 Civil Service Club

For government agencies, ministries and statutory board teams. Team members must be employees of the said government organizations.

2.3 Corporate

For companies, corporations and partnerships registered under the Singapore Company's and/or Business Act. Team members must be employees of the organization.

2.4 Inter Business Houses & Clubs

For company staff/recreation club, community sports clubs, dragon boat clubs or equivalent. Pre-requisite for eligibility would be that team members must be a bona fide member or an affiliate of the said club.

2.5 Inter International Business Community

For the expatriate community, eligibility governed by the IBC Council.

2.6 National School Divisions

For the age-group specific 'C', 'B' and 'A' inter-school divisions. Team members must be full-time students of the said schools for the current year.

2.7 POLITE

For the polytechnic and ITE teams. Team members must be full-time matriculated students of the said institutions for the current year.

2.8 Tertiary

For University, Polytechnic and ITE teams. Team members must be full-time matriculated students of the said institutions for the current year.

2.9 The racing categories mentioned above will still be subjected to the specific Entry Rules of every dragon boat championship event.

3 Common Racing Classes

3.1 Open racing class

No restriction on crew composition, age (if not a National School Division race), and gender mix.

3.2 Women racing class

Entire team must be Women:- paddlers + drummer + steersperson + reserves.

3.3 Mix racing class

- a. For the DB22, minimum 8 and maximum 12 females are required as paddlers (excluding drummer, steersperson and reserves)
- b. For the DB12, minimum 4 and maximum 6 females are required as paddlers (excluding drummer, steersperson and reserves)

3.4 Senior racing class

Entire team to be 40 years old and above for the current year.

3.5 The racing classes mentioned above will still be subjected to the specific Entry Rules of every dragon boat championship event.

4 Registration

4.1 It is incumbent upon the team manager to read and understand all the registration documents that makes up the registration procedure. The common registration documents are:-

- a. Entry Rules
- b. Registration Form
- c. Team List
- d. Crew list (*activated on Race Day only*)
- e. Waiver of Liability Form
- f. Event Safety Plan

4.2 The team manager may contact SDBA to clarify or verify any point or item whenever in doubt.

4.3 Teams can only select the categories that they are eligible for.

4.4 It the Entry Rules allows for more than two(2) crews from the same team to participate in a racing category, the two(2) crew must consists of separate set of team-members.

i.e. Crew 1 must comprise of a different set of people from Crew 2, etc.

4.5 Back-to-back races are possible. Teams must manage their own respective crews and ensure that they have sufficient number of athletes (paddlers + drummer + steersperson + reserves) for all the categories the team registered in.

4.6 In back-to-back races, there will be no allowance for waiting time or concession to allow a team that has back-to-back races to be ready for their next event.

- 4.7 Teams to prepare and make ready all the information required for registration. The common registration requirements are:-
- a. Selection of race category
 - b. Team member's photographs (in passport-size format)
 - c. Team member's names & ID (NRIC or passport) number
 - d. Team member's gender
 - e. Team member's age
- 4.8 If Team Tents are provided by the race organizers, Teams may opt to purchase the tent space.
- 4.9 If Teams want to bring their own gazebos, always seek the race organizer's permission first. Note that certain venues imposed restrictions on the number or type of tents to be erected.



*Example of purchased tent space – 3m by 3m
Teams will have exclusive use.*



*Seek the race organizers permission to use own
gazebos.*

- 4.10 Prepare the necessary payment required. Payment mode could either be by credit card (if on-line registration) or cash/cheque (if manual registration).
- 4.11 All registration must be completed before the deadline.

5 Amendments to Registration

- 5.1 Amendments to Registration refer to the substituting or replacing of already registered team members or the addition of a new team member into the Team List.
- 5.2 Refer to the respective Entry Rules for the procedures to make amendments to registration after the deadline. See amendment possibilities below.
- 5.2 *Amendment Possibility 01:*
The Team Manager is required to seek permission from the Chief Official to make amendments to the already registered Team List.
- 5.3 *Amendment Possibility 02:*
Amendments to the team List can only be made on Race Day at Race Secretariat.

- 5.4 Note that there may be additional costs involved for every amendment made.

6 Training Sessions

- 6.1 It is incumbent upon teams to arrange their own training sessions.
- 6.2 Teams may seek/organize their training sessions at the following centres:-
- a. Marina Reservoir
Kallang Water Sports Centre, operated by SDBA
Merdeka Bridge, operated by PA Water Venture
 - b. Bedok Reservoir
Operated by PA Water Venture
 - c. Lower Seletar Reservoir
Operated by PA Water Venture
 - d. Jurong Lake
Operated by PA Water Venture
- 6.3 Note that prevalent rental rates will apply. Team Managers should check with SDBA or PA Water Venture if in doubt.
- 6.4 Teams preparing for competitions **MUST** be trained by an SDBA-certified Technical Level 1 coach. Teams may source for the coach on their own accord or seek SDBA's recommendations.

7 Team Manager's Briefing

- 7.1 The race organizers may organize a Team Manager's Briefing before the race day.
- 7.2 Team Managers are required to attend the briefing. If they are unable to attend, please send a representative.



Always attend the Team Manager's briefing for the latest information.

- 7.3 Team Managers are encouraged to bring along their Team Captains to the briefing.
- 7.4 Before the start of the briefing, Team Managers should verify and confirm with the race organizers the following:-
- a. The Team's participating categories
 - b. Number of Crews send by the respective Team
- 7.5 The lane draws may be conducted in the briefing. This is known as 'Open Draw'. Alternatively a 'Closed Draw' may also be conducted in which the finalized draw will be disseminated to Team Managers during the briefing.
- 7.6 The race organizers may want to disseminate or issue items to be used for racing to Team Managers at the briefing. i.e. ID Tags, etc.
- 7.7 Team Managers are encouraged to seek clarification or verification on any matters or items during or immediately after the briefing.

8 Race Day

i. Logistics

- 8.1 It is incumbent upon Teams to prepare and standby their own food and refreshments on race day. They may or may not be food/drink stalls set-up for the event. Check with the race organizers in the Team Manager's briefing.
- 8.2 If Public Tents are provided, Teams may use them on a first-come, first-get basis. Note that Teams are expected to share the tent space with other Teams.
- 8.3 Teams are required to use their own PFD and paddles. There will not be any PFD or paddles provided on race day so Teams must make arrangements to get them before they come for the race.



Teams will be required to use their own PFD and paddles. Seat pads must conform to IDBF requirements

- 8.4 Dragon Boat Seat Pads (cushions) as described shall be made of a soft material, *of an approximate thickness of 15mm* that will compress easily when squeezed between finger and thumb. The width of the seat pad *may vary in size and shape but shall approximate to the width of a paddling seat in the IDBF Standard International Racing Boat and should ideally, not exceed 20cm in width and 40cm in length.*

ii. Submission of Crew List

- 8.5 Team Managers must prepare as well as submit the Crew List to Race Secretariat at least 1hr before the start of the Team's first race **OR** whenever called upon to do so.
- 8.6 The Crew List can only be made-up of athletes registered in the earlier submitted Team List. The athlete must therefore be present in both the Team and Crew List to be eligible to participate.



Submit the Crew List to Race Secretariat.



Inform the Chief Race Secretary of any amendments to your Team List.

- 8.7 It is incumbent upon Team Managers to ensure that any approved amendment made to the Team List is made known to Race Secretariat. Team Managers may reproduce the letter/notice of approved amendment from the race organizers to the Chief Race Secretariat.
- 8.8 Alternatively, the Team Manager may also elect to pay the administrative charge to make any amendment to the Team List. Note that this may be subjected to the Chief Official's approval.
- 8.9 Note that Team Managers may be requested to show proof or justification on the amendment made.
- a. For amendment made on medical reasons, the athlete's official medical certificate (MC) is required to be reproduced as proof.*
 - b. Other reasons will be considered on a case-to-case basis.*

iii. Reporting for Race

- 8.10 Note that the time indicated on the Race Schedule and Race Program is the *race start time*.
- 8.11 The reporting time (also known as 'calling time') will therefore be made way in advance of the start time. The most common time frame would be at least 30 minutes before the Start Time.
- 8.11 Teams are therefore required to be ready to race before the Reporting Time.



Be ready to race before the reporting time. You may be penalized for reporting late.

- 8.12 It is incumbent upon the Team Manager to ensure that he/she knows or is aware of the Reporting Time. The Team Manager is advised to monitor the announcements broadcasted over the PA system.
- 8.13 There will be a maximum of three(3) calls made by the Boat Marshall for teams to report.
- a. First Call : First indication that teams are required to report
 - b. Second Call : Warning of late reporting. Teams now have 5 minutes to report. Time will be taken from the second call made.
 - c. Final Call : Also known as the 'Last Call'. Teams now have 1 minute to report. Time will be taken from the final call made



Teams, especially the Team Manager, must monitor the announcements made by the Chief Boat Marshall

- 8.14 Teams that did not report will be disqualified from participating in the race. They will also forfeit the opportunity for progression to the next level of racing.
- 8.15 If Teams intend to withdraw from the race, the Team Manager is required to inform Race Secretariat.

iv. Boat Marshall Area

- 8.16 After reporting, the racing crew will be required to line-up in the Boat Marshall Area. The entire racing crew must put on their ID Tags, if provided by the race organizers.

- 8.17 The Team Manager (with ID Tag) is allowed to be with the racing crew in the Boat Marshall Area.



The racing crew ID will be checked in the Boat Marshall Area. Only the Team Manager can accompany the racing crew in this area.

- 8.18 After the Boat Marshalls have checked the racing crew's ID, the Team Manager may collect the ID tags for safe-keeping. The Team Manager will then exit the Boat Marshall Area.

- 8.19 The racing crew must be properly attired once they entered the Boat Marshall Area:- proper footwear, PFD worn, paddles, seat pads. If the crew wants to bring drinks into the dragon boat, they are required to request for the Chief Boat Marshall's approval.



Racing crew must be properly attired – ready to race with all necessary equipment with them.



Checked the assigned dragon boat for any damages or defects.

- 8.20 After the racing crew has been assigned their racing dragon boat, it is incumbent upon the crew to inspect and check that the dragon boat is in good condition. i.e. no breakages, loose items, obvious signs of damage or non-functioning equipment.
- 8.21 It is incumbent upon the Boat Captain to report any contra-indications to the Boat Marshall before leaving the Boat Marshall Area.
- 8.22 If the situation warrants it, the Chief Boat Marshall may substitute the dragon boat or any of its equipment for the racing crew.

- 8.23** Note that once the racing crew departs the Boat Marshall Area in the assigned dragon boat, they will be held responsible for taking over a perfectly functioning dragon boat and related equipment.
- 8.24** Note that any equipment breakages or malfunction that occurred after the 50m recall point will be considered as part of race proceedings. Whatever results that came out of the incident shall stand.

v. After Race

- 8.25** After completing their respective race, the racing crew must return the dragon boat to the Boat Marshall area. There will be other races after yours that will require the use of the same dragon boats.
- 8.26** It is incumbent for the Boat Captain to report any damages or malfunctioning equipment to the Boat Marshall.



At the completion of your race, return immediately to the Boat Marshall Area. There will be other races that require the use of the dragon boats as well.

- 8.27** If the damage or malfunctioning equipment is not reported, and it was discovered by the Boat Marshall/Boat Handlers, additional administrative charges will be levied against the Team that last uses it.
- 8.28** Returning racing crews must follow the instructions of the Boat Marshall and Boat Handlers at the embarkation/disembarkation pontoon.

vi. Prize Presentation Ceremony

- 8.29** Prizes will be given to the following:-
- a. Race Category Winner (1st placing)
 - b. Race Category 1st Runner-up (2nd placing)
 - c. Race Category 2nd Runner-up (3rd placing)
 - d. Grand Champion (overall winner, if have)
 - e. Minor Final winner (1st placing only)
 - f. Plate Final winner (1st placing only)
- 8.30** The winning teams are required to avail themselves at the Main Tent, Stage or equivalent for the prize presentation ceremony.



Everyone, especially the winners, are encouraged to attend the Prize Presentation Ceremony. It is a fitting closure to a long, hard day of racing.

9 Racing Rules & Safety Requirements

- 9.1 It is compulsory for teams to understand the Racing Rules and Safety Requirements.
- 9.2 Note that Teams actually had four(4) opportunities to clarify any Racing Rule or Safety Requirements before they race.
 - a. during registration
 - b. during training (with the coach)
 - c. during Team Manager's briefing
 - d. at Race Secretariat

10 Declaration

- 10.1 SDBA in full as well as in part (of our co-organizers) is dedicated to deliver a safe and fair dragon boat racing event. As such, SDBA reserves the right to change or amend any Competition Regulations, Rules of Racing and Safety Requirements for this purpose.
- 10.2 Teams or individuals can help SDBA make the sport of dragon boat safer and better by offering feedback and suggestions. SDBA welcomes the support and active participation of teams in progressing the sport further.
- 10.2 If Teams require further clarification regarding any aspect of dragon boating, please check out our website: www.sdba.org.sg or contact us at email: admin@sdba.org.sg

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