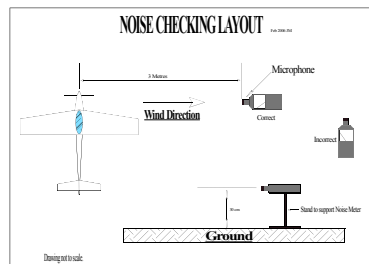
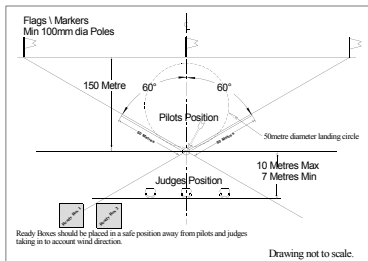




Contest Directors Guide



GREAT BRITAIN RADIO CONTROL AEROBATIC ASSOCIATION.

CONTEST DIRECTOR'S GUIDELINES

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Note to Contest Directors.

With a publication such as this it's very difficult to know when to release it, we could keep adding items as events dictate. The decision was made by the current committee to release this edition even though it may not be 100% correct, we would like to ask the CD's and the membership for feedback. The CD's in particular will be able to supply feedback from their experiences of running future competitions based on this guide. All feedback will be welcomed and incorporated into the next edition.

As this CD guide is being published some major changes are being made to the association web site. Should there be urgent changes to this Guide they will be published on the website at www.gbrcaa.org

Regards

The Committee

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1. Introduction.

These guidelines are based on the FAI Sporting Code and the BMFA Competition Rules. There are also a number of hints and tips which have been picked up over the years from experience of running aerobatic competitions. It is recognised that at some flying sites it is very difficult to run a competition to meet the full requirements of the FAI Sporting Code for F3A aerobatics. However to provide uniformity within our competitions, contest directors must try to follow these guidelines.

The guidelines are written to ensure the safe running of competitions. It is essential that our competitions are run in a manner that ensures safety for competitor's organisers and spectators alike.

2. Planning The Competition

Once a decision has been made to hold a GBRCAA competition on a club site the following aspects need to be addressed

3. Co-ordination with The Club and Judges

When using a club site, it is necessary to ensure that the club is fully notified and has given full approval for the competition to take place. Try to ensure all club members are notified of the date the competition is to take place. This helps to prevent club members turning up expecting a normal club flying session.

A club can be a very good source of help and assistance to a contest director. Always try to advertise the competition as an attraction to club members and encourage them to come along on the day and get involved with the running of the competition.

Judges

You should request a judges LIST for the event by contacting the GBRCAA Chief Judge. Try to give as much notice as possible – judges like to plan ahead too!

A minimum of two judges per flight line are required. If experienced competitors who are also qualified judges are likely to be attending, it may be possible to use them to judge classes other than the class they are competing in.

Site

Most experienced aerobatic pilots will be aware of the suitability of the site for an aerobatic competition. The increased number of pilots at a competition, together with organisers and club members may mean that car parking arrangements need to be considered. Decide if the pit area needs to be extended to cater for the increased number of aircraft on the site. It may be useful to provide chemical toilets if the site does not normally have this provision. If the site is a grass strip, plan to cut the grass a couple of days before the competition.

4. Preparing For The Competition

Notify the GBRCAA Competition Secretary of the planned competition. This will ensure the competition is included in the competition calendar and it will be published in the GBRCAA Newsletter. From this point onwards entries will arrive for the competition. As the contest director receives the entries they should be kept in date order. A good tip is to keep the entries in the envelopes that they are received in. It is useful to record entries in a record sheet as they arrive.

Rounds

The contest director should determine how many entries can be accepted for the competition. The limit should be calculated taking into account the number of flight lines, the number of rounds to be flown and the number of hours available for flying allowing for planned breaks. Allow ten minutes per competitor per flight. In practice, particularly for the entry level classes, the flights do not require the full ten minutes, but allowing the full ten minutes will give the judges the opportunity to take short breaks every 7-8 flights.

The following example shows how to calculate the entry limits for a site with one flight line. If flying starts at 9:00am and finishes at 5:00 pm, with one hour for lunch, this gives 7 hours of flying time, 7 hours multiplied by 60 minutes would give 420 minutes of flying time. Divide this by the 10 minute slot per competitor and you get 42 flying slots in the time allocated. Using this example the following combinations would be possible:

3 rounds with 14 competitors = 42 slots

4 rounds with 10 competitors = 40 slots

Once entries have reached the calculated limit, any further entries should be placed on a reserve list. The reserve list should also be kept in the order the entries are received. Notify any entrants who are on the reserve list to determine what notice period would be required if you are able to offer a place at the competition if another entrant drops out. In this instance offer any spare places to the reserves in the order their entries were received.

The closing date for entries is fourteen days before the competition date. If by this date the entry list is not full you can at your discretion leave the entry list open, but there is no obligation to do so. For competitions on MoD property it may be necessary to submit details of entrants for security purposes. In this case it will not be possible to extend the closing date. **Note:** at the time of publication of this CD guide the closing date for competitions taking place on Mod property is three weeks before the event.

Entries on the day may be taken if the entry list is not full. Again this is at the discretion of the contest director. Entries on the day are charged at double the normal entry fee. This is to discourage the practice of turning up on the day and hoping to fly, as it can cause problems for the contest director in such areas as frequency allocations etc. Competitors must notify the CD 3 days before the competition should they be unable to attend, failing to do this will mean the loss of their entry fee. This will enable the CD to notify a reserve pilot.

Entry Forms

The competitor's entry form should be fully completed and will contain name, address, telephone, BMFA number, GBRCAA number and preferred frequency with an alternative.

The entrant should supply a stamped, self addressed envelope. If an entrant requires immediate confirmation a second stamped addressed envelope should be provided.

The entry fee must be paid by cheque dated for the day of the competition. It is useful if entrants write the competition venue, date and competition class on the reverse side of the cheque.

5. Items Supplied By the Competition Secretary & Chief Judge

Before the competition, the GBRCAA competition secretary will provide the following to the contest director:

- Score sheets for the classes being run
- Entry detail sheet
- Results sheet
- Expenses claim forms for judges and officials

The Newsletter Editor will provide certificates and should be contacted at least 1 week before the competition.

Certificates will be provided for 1st, 2nd and 3rd for each of the classes being run.

The Chief Judge will provide the names of the judges for centralised competition.

6. Information supplied by the Contest Director

After the entry closing date has passed, the contest director should confirm entry acceptance to the competitors and notify the judges. The following information should be provided:

1. Competition venue and date
2. Location of the site
3. Method of entry to the site
4. Car parking arrangements
5. Start time
6. Confirmation of frequency.
7. What facilities are available on site eg toilets, catering
8. Map of the surrounding area, showing location of the site.

Once all entries have been received, the contest director can decide the flying order. The flying order should where possible try to keep the classes of competitors together, then within each class the order should be based upon frequency. The order should ensure frequencies are kept apart as far as practicable.

The order for subsequent rounds should be rotated by the number of pilots divided by the number of planned rounds then rounded up to the nearest whole number. For example, when there are 17 competitors flying 3 rounds, the flying order will rotate by 6 places each round.

The following frequencies are allocated for GBRCAA Centralised competitions and the National Championships - 59, 63, 65, 67 & 69. For local competitions other BMFA approved frequencies can be used. This could be set by club policy, for example some clubs allocate specific frequencies for fixed wing powered aircraft and others for helicopters or gliders. In such cases certain frequencies may be unavailable (for example if a glider site is nearby using these frequencies).

7. The day before the competition.

On the evening before the competition, it is a good idea to pack the necessary equipment for the competition into the car. Most of the equipment required for a competition can be packed into a small box. A checklist is helpful. A typical checklist has been included at the end of this document.

Try to obtain a weather forecast for the day of the competition. There are many websites which give such information. A forecast for the wind can influence the flight line location and if rain is forecast the number of rounds can be adjusted to suit. It is useful to make contingency arrangements for poor weather as it is unfortunately quite common in this part of the world!

8. On the day of the competition

Plan to be at the competition site in good time, at least one hour before the published start time. There can be a lot to organise before the comp can start.

On checking the weather for wind direction and knowing the forecast for the day, the flight line can be planned and laid for the optimum position. When setting out the flight line, all no-go areas and noise sensitive areas should be avoided. This may well mean angling the flight line off the wind direction. The competitors should have no expectation to fly the schedule aligned with the wind!

When determining the flight line, consider the path that the sun will take during the day. It is unacceptable for the manoeuvring area to be facing the sun. If this could be a problem it may be possible to adjust the flight line during the day to avoid the sun infringing the manoeuvring area.

The flight line should be marked out if possible. A good tip here is to use some masking tape to identify the flight line and its centre. Masking tape can be stuck down to a runway and even on grass to identify the centre line and end points. The judges should be positioned not more than ten metres and not less than 7 metres behind the flight line. The judges and scribes should be separated sufficiently so as not to overhear each other during the process of judging. The box ends and centre line should be clearly identified, ideally with white poles (100mm diameter) or other items such as flags, road cones etc. The landing zone should also be clearly marked for the pilots and judges, I.E The landing zone is designated by a circle of 50m radius or lines across a standard runway spaced 100 metres apart where the runway is at least 10 metres wide. Whatever markers you decide to use they must be clearly visible by both the pilots and judges. Sometimes when no specific markers are available, the use of natural markers on the horizon may be used. Again these markers must be clearly visible.

See suggested layout at rear of this guide.

The competitors should report to the contest director when they arrive at the site. At this time you may wish to carry out spot checks of BMFA membership and, where appropriate, GBRCAA membership. The former is essential for proof of insurance cover and all competitors are required to produce a valid BMFA membership card on demand.

Ensure all entry fees have been paid prior to the start of the competition. Any person entering the competition on the day is required to pay double the entry fee.

Pilots Briefing

The pilots' briefing should be conducted shortly before flying starts. The pilots' briefing should follow the agenda below:

1. Welcome, including introductions of officials and judges.
2. Weather forecast.
3. Frequency Check - go through all competitors to confirm attendance and check frequencies against the entry list
4. If you are not a member of the host club it is useful to introduce a club official, who can describe any local restrictions which may affect the flying e.g.. no-go area, times when flying is not permitted. It is useful to describe any emergency arrangements such as the location of a first aid box.
5. Transmitter Control - identify where the transmitters are to be impounded.

Note that this is a mandatory requirement for all GBRCAA competitions.

A transmitter pound will be in operation for the duration of the competition. This means that all transmitters will be impounded before the start of the comp and only released to the pilot when the peg is free and for the duration of the flight. The Tx will be switched off and returned to the pound upon completion of the flight and only then will the peg be returned to the CD or flight line controller.

6. Flying Order – announce the flying order for the competition The first round order may well be the same as the order used for the frequency check. State the flying order rotation for subsequent rounds. It is recommended to put the flying order somewhere visible to all competitors so they know when they are likely to be flying.
7. Flight Line - take the competitors and Judges to the flight line and identify the manoeuvring area including centre markers and box end markers. Also show the pit area and any no-go areas.
8. Timing - the method of timing should be explained to the competitors.
9. Noise Checking - the arrangements for noise checking should be identified to the competitors and officials. *See Drawing layout at rear of this guide*
10. Start and Ready Boxes - the method of using the start and ready boxes should be shown to the competitors and officials. *See Drawing layout at rear of this guide.*
11. Scribing – unless dedicated judges’ scribes have been obtained it is essential that all the competitors are made aware of their duty to record the judges scores when other competitors are flying

Not all of the above will be applicable to all competitions. It will vary on the resources available to the contest director in both equipment and manpower.

At the end of the pilots briefing, allow time for any questions from the competitors or judges.

Noise Testing

Noise checking should be conducted where practicable. Noise checks should only be conducted with a fully calibrated noise meter and in accordance with the FAI rules. An area near to the start area shall be identified for noise checking. The test procedure is described below.

The maximum sound level of the model aircraft and its propulsion source will be 94 dB(A) measured at 3m from the centre line of the model aircraft with the model aircraft placed on the ground over concrete, macadam, or bare earth at the flight line. With the propulsion source/motor running at full power, measurement will be taken 90 degrees on the right hand side and downwind from the model aircraft. The microphone will be placed on a stand 30 cm above the ground in line with the motor. Other than the helper restraining the model aircraft and the sound steward, no sound reflecting or sound absorbing objects, or persons shall be nearer than 3m to the model aircraft or the microphone. The sound measurement will be made immediately prior to each flight. If a concrete, macadam, or bare earth surface is not available then the measurement may be taken over dry grass in which case the maximum sound level will be 92 dB(A). The sound check area must be located in a position that does not create a safety hazard to officials and other competitors.

No adjustment to the needle valve, mixture control, or fuel injection setting (of an internal combustion engine), either manually, or by a condition change on the transmitter after the initial sound test is permitted. Any adjustments after the sound check, and before the model aircraft commences its take-off run, will be subject to a re-test, with the flight time not interrupted.

In the event of a model aircraft failing the sound test, no indication of the result or the reading shall be given to the competitor, and/or his team, or the judges, and both the transmitter and the model aircraft shall be impounded by the flight line official immediately following the flight. No modification (like a different propeller), or adjustment (like needle valve, mixture control, or fuel injection setting) to the model aircraft shall be permitted (other than possibly re-fuelling). At the next judges' break, the model aircraft shall be retested by a second sound steward using a second decibel meter, and in the event that the model aircraft fails the retest, the score for the preceding flight shall be zero. The score for the flight may be tabulated, but not made public until the result of the re-test is communicated to the tabulators.

The flight time will be interrupted while the sound check at the flight line is being made. The competitor shall not be delayed more than 30 seconds for the sound check.

It is recognised that second noise meter and second official may not be available on all occasions. In this case it will not be possible to apply the noise testing procedure. If this is the case it should be announced during the pilot's briefing.

Timing

Timing should be conducted on all flights. Timing can be conducted by a flight line controller or by a judge.

The competitor will be called to the ready box by the flight line controller, at least five minutes before he or she are required to enter the start box. The competitor will wait in the ready box until the start box becomes vacant, at that point he will be in or move into the start box and the next competitor will take his place in the ready box. When the previous competitor has completed his flight the flight line controller will indicate to the competitor that he may start his engine. The competitor will then be allowed three minutes to start his engine, the three minutes will commence when the starter notifies the competitor to start. If after three minutes the engine has not started the competitor will stop and make way for the next competitor by vacating the start box. If the engine stops prior to take off but before the completion of the three minute period then the competitor may re-start his engine, the engine must however be re-started within the three minute period.

The overall slot time shall be ten minutes, this time shall commence when the starter notifies the competitor to start. The entire flight (including the landing) must be completed within the ten minutes. If the flight has not finished by the completion of the ten-minute slot, then all manoeuvres after the completion of the ten minutes will be scored zero. The flight line controller or judge conducting the timing shall indicate the completion of the ten minutes to the judges. The score sheets should state at what point the ten minutes was complete.

The timing sequence may be interrupted by only 30 sec for the noise check.

Attempts

Each competitor is allowed one attempt per round, an attempt will be called complete if

- The competitor fails to start his engine within the three minutes allowed.
- If the motor stops after the take-off run has begun, but before the model aircraft is airborne, it may be restarted within the 3-minute starting period
- If the engine cut is prior to the take off run and cannot be restarted within the three minutes allowed.

When the attempt is complete the competitor will vacate the area and return with his equipment to the pit area.

9. After The Competition

At the conclusion of the event the contest director should check the final result in case of tabulation errors. Once satisfied that the result is accurate, the contest director should sign and date the result sheet. The prize giving can then be held. It is normal practice to thank the judges and officials for their services before the prizes are awarded. Also, if any club officials are present, a public vote of thanks can help to secure the use of the site for future competitions.

Finally it is important to leave the site the way you found it. Make sure there is no rubbish left, no cigarette ends on the floor, no excessive fuel staining and that all articles have been removed from the site. At the pilot's briefing it is always a good idea to remind people to remove their own rubbish and take it home.

If there have been any accidents which have resulted in any damage to the site or to the club equipment, this must be reported to the club and to the GBRCAA Competition Secretary.

Cheque's / Entry List / Judges Claim Form

Upon the completion of the competition, the entry list along with all the entry cheque's and judges claim forms should be forwarded to the GBRCAA secretary. This should be carried out at the earliest opportunity by the contest director.

Judges' & Officials' Expenses

Each judge and official should be given an expenses claim form, by the contest director. These forms should be completed and returned to the contest director on the day of the competition. The contest director should then sign the expense claim form and send it along with the entry cheque's to the GBRCAA Treasurer.

Report

During the day it is a good idea to make some short notes on how the competition is going, how the pilots are performing, the weather. This will help the contest director to formulate a brief report on the day's proceedings. The report, accompanied with a copy of the results of the competition and any photographs should be forwarded to the GBRCAA Newsletter Editor.

Results

A copy of the competition results should be sent to the GBRCAA Competition Secretary. These are required to update personal records and to verify claims for promotion between classes.

Any spare score sheets and award certificates should be returned to the GBRCAA Competition Secretary.

10. Disputes, Disagreements and Disqualification

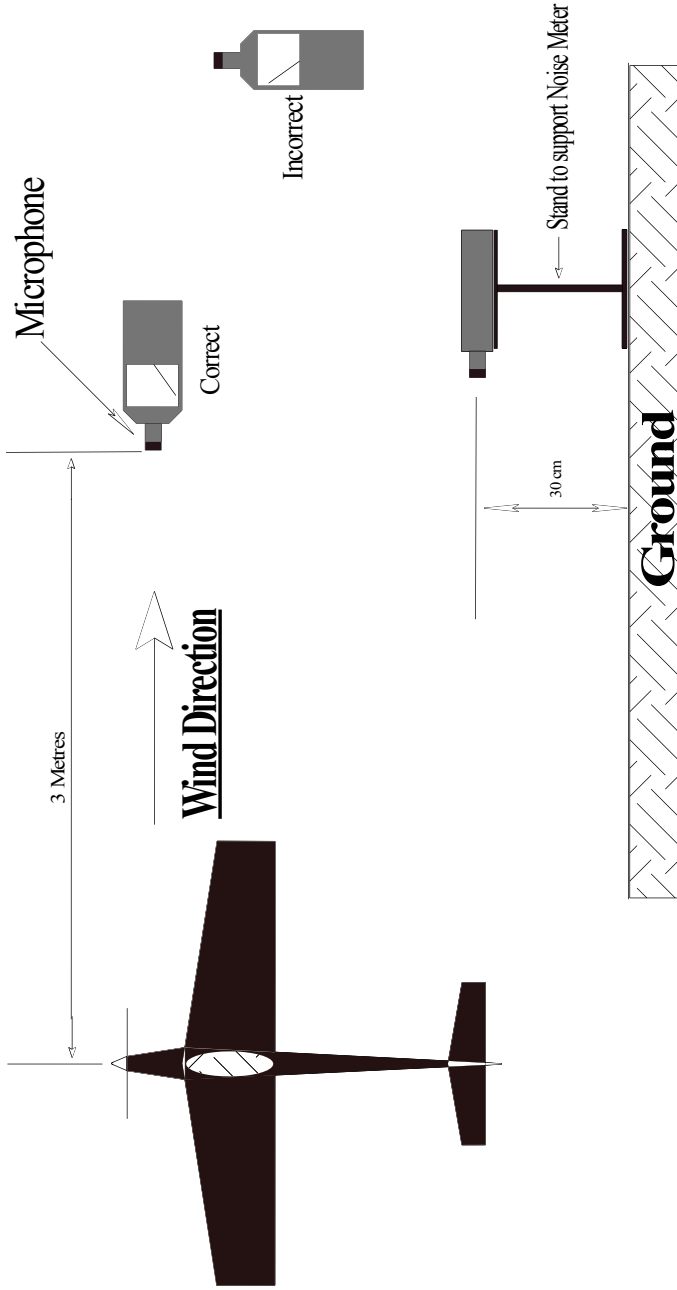
During the running of competitions, there may be circumstances which may lead to disagreements between competitors and officials. It is important to keep disagreements under control. All parties involved should individually discuss with the contest director the problem which has caused the disagreement. The contest director should at that point make a decision to resolve the disagreement. If, after the contest director has made the decision, one of the parties still objects then the problem needs to be addressed to a jury. In most cases a jury can be composed of the contest director and the judges. If the disagreement is not resolved at the event it should be reported to the GBRCAA Competition Secretary after the event.

In the unlikely event of serious misconduct, it may be necessary to disqualify a competitor. This should only occur where there has been a clear breach of safety regulations or competition rules. In all cases, disqualification shall only be determined by the jury. Any disqualifications should be reported in writing to the GBRCAA Competition Secretary.

11. Equipment Checklist

- Entry List
- Results sheet
- Score sheets
- Certificates
- Pens (and spares) Clip boards - or hard board - per judge
- Calculator
- Stop watch
- Box markers
- Basic first aid kit per flight line
- Bin Liner - for rubbish
- Masking Tape
- Table and chair - fold up type
- Noise meter and stand

Item 12. NOISE CHECKING LAYOUT



Drawing not to scale.

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