

## Regional Race Officer Certification Requirements

A Regional Race Officer is expected to be able to go anywhere in his or her Area and serve as the principal race officer with any race committee to properly run any race or regatta normally conducted in that Area, including regional championship events. This includes organizing the event and the race committee, writing correct sailing instructions, and doing the scoring.

In order to qualify as a Regional Race Officer, you must:

- [be a member of US Sailing](#)
- be at least 21 years old
- be recognized as having outstanding personal character
- have experience as a racing sailor (no time limit)
- maintain current [SafeSport](#) training and background check
- maintain current First Aid and CPR training
- own the current version of *Join the Race Committee Team*
- own the current version of the *Race Management Handbook*
- own the current US Appeals and World Sailing Cases books
- have experience in all race committee jobs, including scoring
- be recommended by both:
  - a competitor<sup>1</sup> in an event at which you were the principal race officer, and
  - a US Sailing Regional or National Race Officer, Judge or National Judge or World Sailing (WS) Race Official<sup>1</sup> who has observed your work as a principal race officer
  - the above recommendations may not be provided by a member of the local sailing organization that is endorsing you
- be endorsed by a flag officer<sup>1</sup> or equivalent of your local sailing organization, which must be affiliated with US Sailing
- meet at least one of the following requirements:
  - have completed or been the primary instructor at an approved US Sailing Advanced Race Management Seminar, or
  - have completed a World Sailing (WS) IRO seminar, or
  - have accumulated sufficient Continuing Education Units (CEUs), as described in Continuing Education Guidelines for Race Officers
- successfully pass the US Sailing Advanced Race Management objective test at the Regional level (85% or higher) or pass the World Sailing IRO test (not required for people who have been the primary instructor at a US Sailing Advanced Race Management Seminar)
- maintain an up-to-date record of your race management activities in US Sailing's Sailing Officials Automated Reporting System ([SOARS](#))
- have been the principal race officer at least five times in the USA, including at least one regional or higher level event (a major regatta with competitors from a broad geographic area or that determines a regional or higher level championship)

- have been the principal race officer at two or more distinct venues (other than the area in which you customarily work)
- have the breadth of experience necessary to properly run races for the types of boats, competitors, racing formats and events run anywhere in your US Sailing Area
- be recommended without qualification by your [Area Race Officer](#)

<sup>1</sup> Neither an Area Race Officer nor a member of the US Sailing Race Management Committee may serve as this reference.

**Experience:** All of the experience except the racing must be during the four years ending at the time the complete application is received by US Sailing. The minimum experience requirements must be met at events in the USA. It is recommended that applicants also be active in teaching race management, either in seminars or on-the-water training.

**SOARS:** Applicants for certification and all certified race officers are required to record their race management activities in [SOARS](#). For assistance using SOARS, please read the documentation available at the bottom of each page or contact your ARO.

**Recommendations and Local Sailing Organization (LSO) Endorsements:** Recommendations are required for initial applications only, unless requested for recertification by your ARO. LSO endorsements are required for initial and renewal certification. Both are available on the [certification forms page](#). Please ask a flag officer or equivalent to submit your LSO endorsement.

**Deadlines:** The Area Race Officer Working Group (AROWG) and the Race Management Committee (RMC) consider applications for Regional Race Officer certification and renewal in March, June, September and December. Only complete applications will be considered. You should ensure that all application materials, including references, are submitted at least six weeks before the meeting.

**Renewal:** In order to renew at your current level of certification, you must submit an [application](#) and continue to meet all of the other program requirements, including attending required continuing education events and passing the appropriate test. You are not required to resubmit references unless requested to do so by your ARO.

**Lapsed membership:** You must maintain your [US Sailing membership](#) to keep your race official certification current. If your membership has lapsed, you may be reinstated as a race official for the balance of your term if your membership is renewed within 60 days.

**Expiring certification:** Your certification expires on December 31 of the fourth year of your term. US Sailing must receive your renewal application by November 1 to ensure that your certification and insurance coverage continue uninterrupted.

An application received after November 1 will be treated as a renewal if it is received by May 1 of the following year and will be considered by the AROWG and RMC at their next meetings.

Your certification and insurance coverage will be restored when your application is approved. If you apply for recertification after May 1, you may be required to meet all of the requirements for initial certification at the discretion of the Race Management Committee.

[Apply to be a race officer](#)

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