

## NATIONAL RACE OFFICER (NRO)

Effective May 2026

A National Race Officer is capable of managing, as Race Officer or Principal Race Officer, the ‘on-the-water’ operations of national and continental championships of above-average size and complexity. The NRO is familiar with all racing formats and has experience in every area of conducting a multi-class event from participation as a member of the OA to leader of the race committee. Certification is handled by Sail Canada and requires a minimum of two years of service as an RRO, successful completion of the Sail Canada National Race Officer Certification Program, evidence of experience at different venues with different formats, and two ‘on-the-water’ assessments.

### Description

- o National Race Officer (NRO) is the highest of four levels of Sail Canada certification for Race Officers.
- o An NRO is able to go anywhere in the country and serve as the principal race officer or race management consultant with any race committee to properly run any race or event, including national and continental championship events, utilizing a variety of race and course formats.
- o This responsibility typically includes:
  - Working with an unfamiliar organizing authority and/or race management team for safe and successful on the water activities. You may also be involved in a supporting role on all official documents (e.g., Notice of Race).
  - Preparing the event Sailing Instructions.
  - Assigning personnel in operational roles on the water.
  - Starting and finishing races (i.e., running Races) for a different group of competitors and/or boats in conditions different from those of their own home waters.
  - Ensure that scoring is correct and published soon after each race is completed.
- o NROs must have a sufficient depth and breadth of experience and demonstrated leadership, teamwork and relationship skills to be able to go anywhere and manage any event likely to be held in that area.
- o It is recommended that NROs become a Race Management Course Conductor or meet the requirements to be certified as a Race Management Course Conductor with presentations at the ARO and CRO Race Management seminars.
- o NROs are encouraged to mentor junior race officials to ensure there is a strong cadre of race officials in the years to come.
- o NROs need both technical and people skills to work successfully with a variety of volunteers, competitors and boats in a variety of conditions as venues vary widely within regions and around the country.
- o Certification is valid for four years. See RMSC Policy 1.



## Requirements

- o A minimum of two years of experience as RRO.
- o Successful completion of the Sail Canada Advanced Race Management Course within four years prior to application. See RMSC Policy 3.
- o Accumulated the minimum number of points for NRO certification as defined in the Sail Canada Race Certification Matrix.
- o Evidence of experience at different venues with varying classes, racing conditions and formats. See RMSC Policies 2 and 7.
- o Have experience in all race committee roles, including scoring.
- o Two on-the-water assessments by a race officer who is certified by Sail Canada as NRO or higher and submission of an evaluation form prepared by that race officer. At least one of the assessments must be performed at a location other than the candidate's home club. At least one of the assessments must be a Level 2 event as defined in the event matrix. See the Instructions for Completing the Sail Canada (SC) National Race Officer (NRO) Assessment Form.
- o Agree to abide by the Sail Canada Code of Conduct.
- o Have a valid Criminal Background Check on file with Sail Canada.
- o Have completion of a valid Safe Sport training module on file with Sail Canada.
- o It is required that Sail Canada has an image of the candidate's Pleasure Craft Operator Card (PCOC) and Restricted Operator Certificate (Maritime) (ROC (M)) on file. Equivalent or superior certifications will be accepted at the discretion of the RMSC.

## Training Book Requirements

- o Current Racing Rules of Sailing (Sail Canada version).
- o Current edition of Sail Canada Race Management Reference Manual. (Available online).
- o Access to World Sailing Case Book, Sail Canada Appeals Book and World Sailing Q&A's Booklet as available on [www.sailing.ca](http://www.sailing.ca) and/or [www.sailing.org](http://www.sailing.org).

## Certification Process

- o Certification as Sail Canada NRO is managed by Sail Canada Race Management Sub-Committee.
- o Certification requires the candidate to register through the Sail Canada database.

### Using the online or paper application form, be prepared to submit the following information:

- o Record of successful completion of the Sail Canada Advanced Race Management Course with an exam mark of 90% or greater within the application cycle. See RMSC Policy 6.
- o For an event at which the applicant served as RO provide the following:
  - Sailing Instructions prepared by the applicant,
  - Any amendments to those Sailing Instructions,
  - Final event results





- o A contact list, including names, telephone numbers and email addresses, of nationally certified race officials, such as ROs, judges and umpires, who have served with the applicant during their time as a RRO. Reference forms will be sent by the RMSC to selected referees.
- o The name and contact information of your on-water assessors.
- o Event Log listing events you have run or worked on, the courses you have taken and race management training seminars you have assisted with.
- o Certification requires a signed copy of the Race Officials Code of Conduct (an Appendix of the Sail Canada Code of Conduct).

### Recertification Process

- o Recertification as Sail Canada NRO is managed by Sail Canada Race Management Sub-Committee.
- o Recertification requires the candidate to register through the Sail Canada database.

#### **Using the online or paper application form, be prepared to submit these Supporting Documents:**

- o Event Log listing events you have run or worked on, the courses you have taken and race management training seminars you have assisted with.
- o Accumulated the minimum number of points for NRO recertifications defined in the Sail Canada Race Certification Matrix.
- o Attended the minimum number of Sail Canada National Race Officer seminars.
- o Evidence of professional development activities undertaken by the candidate. See RMSC Policy 4.
- o Attendance at the Sail Canada Advanced Race Management Course (or equivalent. See RMSC Policy 3.) within past four years.
- o Have a valid Criminal Background Check on file with Sail Canada.
- o Have completion of a valid Safe Sport training module on file with Sail Canada.
- o Certification requires a signed copy of the Race Officials Code of Conduct (an Appendix of the Sail Canada Code of Conduct).

### What is the next level?

The highest level is the International Race Office (IRO). If you are really serious about race management and aspire to be involved at the Olympics, Pan Am Games, OCR events or the America's Cup, you want to be an IRO. An International Race Officer (IRO) is capable of planning and managing, as RO or PRO, the on the water operations of national and international championships at the highest level of competence and professionalism.

