

## **internal regulations**

### **Introduction**

The Union Regio Aviron association was founded in 2004 with the aim of developing rowing in a trinational context. The purpose of these bylaws is to set out the operating procedures for the association's articles of association. These rules apply to all members of the association who use the Union Regio Aviron facilities. The association is the property of all members. They have a duty to respect and the rules of their association in accordance with the articles of association dated 16 February 2006. These rules follow the internal rules of the Fédération Française d'Aviron en eaux intérieures ports et chenaux. An appendix of rules for rowers from outside member clubs completes this document.

### **Fees**

The fee for an active member includes the federal licence, which in turn includes insurance. The passive member fee does not include an FFA licence. Sailing equipment is insured by the association. The association's financial year runs from 1 September of year n to 31 August of year n+1. The membership fee is due from the start of the new financial year, the cut-off date being 31 October. Members not renewing their membership must notify the President of the Association in writing. If a member renews their membership after year N, they will have to pay the amount due for the first membership fee in addition to the membership fee.

### **General remarks**

Boats belonging to the association are reserved for members who are up to date with their subscriptions for current sporting year. All rowers must read the information posted on the notice board next to the next to the (electronic) logbook.

### **Safety**

All rowers must fully comply with the safety instructions given by the instructors in charge of the sessions. Experienced rowers will advise less experienced rowers to assess the weather and water conditions. Before boarding the boat, you should assess :

- Visibility (fog, night...)
- Temperature (negative, very hot...)
- Thunderstorms

Safety is governed by the FFA and VNF's special police regulations.

### **Regular supervision**

Regular supervision takes place at set times during the week. These times are posted in the boathouse.

Beginners and advanced rowers who are not self-sufficient organise their outings during regular supervision times.

### **Outings - in general**

Boats must scrupulously respect the traffic directions described on the sign posted near the outings register. Each crew appoints a skipper for the outing for boats without a coxswain.

The coxswain takes on this role for crews with a coxswain. The coxswain is responsible for the safety of his crew and the sailing equipment. The other rowers submit to his or her commands throughout the outing.

### **Outings outside the regular timetable**

Experienced rowers and rowers using their own private boats can organise outings at any time of day, with the consent of the association president. It is advisable to take along a mobile phone with a waterproof pouch.

### **Use of boats**

Boats can be marked with green, yellow, red or black dots. These colours indicate the availability of the boats according to the user's level:

- Green = accessible to all
- Yellow = experienced rowers
- Red = current or former competitors
- Blue/Green = private

The equipment manager and the president may, on request, allow exceptions in certain circumstances.

### **Logbook and sailing equipment**

The rower or skipper is obliged to record his or her outing in the logbook before and after the session.

All fields must be completed. The rower is obliged to note any damage noted before the outing or caused during the outing in the logbook, and to notify the president of the association as soon as possible.

[unionregio@orange.fr](mailto:unionregio@orange.fr). (Email + photos if necessary)

### **Sailing equipment and care**

Sailing equipment must be used with great care by users. Care of the equipment is an integral part of every outing.

To do :

- Gently manoeuvre the sailing equipment before and after the outing.
- Check and adjust the boat's settings before each outing.
- Clean and dry the boat and the oars, pair or tip after each outing.
- Close the oars and replace the covers if necessary.
- Store the boat carefully and in the right place, pointing towards the exit, preferably with at least two people if possible.
- Fill in the logbook
- Note any damage or other remarks.

### **Role of the supervisors**

All supervisors of regular sessions have the right to ask the rowers present for their FFA licence. The list of all club members with photo is available on the FFA website. It helps the coaches in their work. The coaches organise the regular sessions at the times set. They are responsible for the smooth running of the session. The coaches decide which boats will be used and make up the crews. Experienced rowers and rowers with private boats are exempt from this rule. They are responsible for their own outings, but must abide by the general instructions given by the supervisors.

The coaches support the rowers present with advice and practical support on rowing techniques and boat care.

During the regular sessions, the supervisors decide whether or not the weather conditions are suitable for the outing and what kilometre limit should not be exceeded.

A safety boat is made available to supervisors during regular sessions.

Supervisors are authorised by the President to organise regular sessions. They must hold at least an initiator's certificate or a certificate from another federation and be able to use a motorboat (river licence required). The names of the instructors in charge of regular sessions are displayed with a photo in the office.

### **Competitor coaching**

Training sessions take place under the responsibility of the coach appointed by the President. These sessions do not interfere with regular session times.

### **Leisure outings and hikes**

Leisure outings (hikes) are posted with sufficient notice on the website, in the hangar and by group e-mail. The committee appoints a leader for each outing. He or she is responsible for registration and organising the outing.

### **Regatta organisers**

Participation in regattas is organised by a designated member of the committee.

### **Accès aux bâtiments – Généralités**

Chaque membre a accès à toutes les salles dédiées directement aux membres. Pour recevoir le moyen de contrôle d'accès (badge), le membre s'acquitte de la cotisation. L'accès aux installations prend fin dès lors qu'un membre quitte l'association. Le secrétaire ou le président de l'association sont responsables de la distribution des moyens de contrôles (badges) d'accès.

### **La salle d'entraînement physique**

La salle d'entraînement est accessible à tous les membres du club. En général, chaque membre est responsable de la bonne tenue de la salle. La salle d'entraînement et les vestiaires sont accessibles tous les jours. La bonne utilisation des appareils d'entraînement, surtout les appareils de musculation à charge mobile doit être appris pour éviter toute blessure. Certains encadrants peuvent proposer des séances d'initiation à des heures fixes, comme avifit et musculation. La sonorisation de la salle d'entraînement est à utiliser avec modération. Les chaussures de ville et les chaussures de sport sales restent dans le sas à l'entrée. Des chaussures spéciales pour la salle sont impératives. Le dernier utilisateur de la salle éteint la lumière à l'interrupteur central et contrôle la fermeture de la porte d'accès.

### **Vestiaires, sanitaires, environnement et tri des déchets**

Chaque membre est responsable de la bonne tenue et la propreté des vestiaires et des douches. Chacun est appelé à faire un usage économe et écoresponsable de l'eau et de l'électricité. Le tri des déchets est prévu dans tous les bâtiments. En général, tous les membres sont responsables de la gestion durable de toute la structure.

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