

CHARTER
Hanoi open dragon-boat Regatta 2023

I. PURPOSE AND REQUIREMENT

1. Purpose

- To celebrate 69 years of Ha Noi Liberation Day (10/10/1954 – 10/10/2023).
- Preserve the traditional sports (dragon boat); maintain the annual flagship sport event of Ha Noi. Via this event promote cultural-historical-traditional values of the city of over 1000 years old branded Heroic City and The City for Peace; Promote tourist of the city.
- Contribute to promoting the movement of practicing and competing the sport of traditional boat among citizens of Hanoi Capital and in the whole country; strengthen the understanding, communication, solidarity among the domestic and foreign communities and organizations;
- Improve organizing capacity for sport competition events, operation capability of managers, referees and supporting staff of the sport of dragon boat racing of Hanoi.

2. Requirement

- The work of organizing the regatta and related art performance programs is required to implement in harmony, consistent, practical, efficient, and safe maner, as well as to avoid forms of wasteful activities. Give priority for the participation of non-state agencies.

II. TIME AND LOCATION

The race will take place on Saturday 7 Oct 2023

1. 06 Oct 2023

- + 9h30 -10h30: Meeting of team leaders and coaches at Ha Noi Boat Race Club, 292 Lac Long Quan Road, Hanoi.
- + 10:30am - 11:30: Meeting of referees, assigning tasks at at Ha Noi Boat Race Club, 292 Lac Long Quan Road, Hanoi.
- + 7:30am to 16:30 p.m: Participating teams test the racing courses. Board of Referrees check the equipment at the racing courses in the water area along Thanh Nien Road.
- + 15:30 to 16:30: Rehearsal of all programs.

2. 07 Oct 2023

- + 8:00-8:30 a.m: Opening Ceremony at Ly Tu Trong Flower Garden, Tay Ho, Ha Noi. (Participating teams be there at 7:30).
- + 8:30 a.m to 17:30 p.m: Racing: Heats, semi-finals and finals (on the part of Ho Tay Lake along Thanh Nien Road).
- + 17:30p.m-18:00 p.m: Awarding and Closing Ceremony at Ly Tu Trong Flower Garden.

III. FORM AND COMPETITION EVENTS

1. FORM

- Based on the quantity of crews registered to attend in each events, the Organization Committee will decide the form of racing, including heat, repêchage, semi-finals and final. The quantity of boat teams selected for the final will be decided by the Organization Committee.
- Each event must have at least three (03) boats of three (3) different crews registered for the race to be organized.

2. Competition events

- Event for international teams
 - + *500m (turning over at 250m buoyance) – mix boat with 12 paddlers of both male and female (at least 4 female paddlers)*
- Event for teams from provinces, cities, and sectoral organizations include:
 - + *500m (turning over at 250m buoyance) – mix boat with 12 paddlers of both male and female (at least 4 female paddlers)*
- Event for the teams of districts in Hanoi include:
 - + *500m (turning over 250m) – male boat with 12 male paddlers*
 - + *500m (turning over 250m) - boat with 12 female paddlers*
- Event for teams of embassies and related student alumni and international organizations having head office in Hanoi include:
 - + *500m (turning over 250m) – mix boat with 12 paddlers, both male and female (at least 4 female paddlers)*
- The event for the teams of domestic organizations, enterprises located in Ha Noi:
 - + *500m (turning over 250m) – mix boat with 12 paddlers, both male and female (at least 4 female paddlers).*

IV. CREW, CONDITION AND COMPETITION REGISTRATION

1. Crew

- International crews and crews of foreign airliners are invited by Vietnam Airlines.
- All dragon boat teams of the districts and towns in Hanoi. For this group strictly, paddlers shall be temporary or permanent residents in the regarding districts and towns and shall not be professionals trained at provincial or national team (those are paid for training by local or national sport authorities).
- Crews of provinces and cities with dragon-boat tradition; dragon teams of organizations, enterprises and embassies and related students alumni and international organisations in Hanoi which are invited by Organisation committee.

2. Condition

- The athletes participating in the competition shall be held responsible for their health and safety conditions of themselves as competing in the race through the signing of an Waiver (enclosed at Annex III of this Charter) and submit it to the Organization Committee.
- The attending athletes have valid attendance card issued by the Organization Committee.
- The participating athletes of the teams are encouraged to wear life-jacket while practicing and competing. In case of unfavourable weather conditions with large waves and

strong winds, the dressing of life-jackets before setting off on boats shall be compulsory as determined by the Organization Committee

3. Competition registration

- The athletes belonging to the crews as above are eligible in accordance with the regulations, each athlete is only entitled to register the competition for a dragon boat, the boat driver is entitled to compete for both male and female teams. For the boat teams participating in the non-professional event, the boat driver can compete for different teams or he/she will be arranged by the Organization Committee as having request from the teams.

- Competition registration:

The attending teams register the list of competing athletes according to the form regulated by the Organization Committee (Appendix II), the registration Form must have signature of the representative of the boat team or leader of the unit and seal of Head of the unit (if any) before sending to the Organization Committee.

+ Boat team includes: 01 team leader, 01 coach, 10 official athletes, 01 driver, 01 commanding drum beater and 02 reserve athletes (total of 16 members).

+ The boat team registering the competition of female boat event is required that all paddlers must be female. The boat team registering the competition of male boat event may have female paddlers. The boat team registering the competition of mix event of both gender shall have at least 4 female paddlers (out of 10 paddlers, not including skipper/driver and drummer).

+ The athlete driving and beating the drum for commanding is not necessary to be the same sex with the paddlers (*For example: Male boat team may use female driver and commander, and vice versa*).

- Registration time:

+ Preliminary registration (quantity, members of team), before **20 Sep 2023**.

+ Official registration (list of name and competition event), before **1 Oct 2023**.

+ A package of Registration for each athlete shall include: 1 photocopy of his/her Identity Card, Residency Registration Book, and an Waiver signed by each paddlers.

+ Registration for card issuance: The athletes of each team send 02 colored photos sized 4cm X 6cm stating full name, date of birth on the reverse side of the photos, attached to the competition registration.

+ Address for registration receiving: Ho Tay boat racing club, 292 Lac Long Quan, Tay Ho, Hanoi. Contact: Mrs Pham Thi Ngoc Lan – Vice Head of Ho Tay boat racing club of Hanoi city at tel: 00904113088, email: lanpham07111972@gmail.com.

+ Simultaneously, it is expected that the teams also send 01 registration to the Logistics Division of the Festival. Contact: Ms. Thai Thi Huong Loan, Trade Name Communications Division, Vietnam Airlines Corporation, Tel: 0935225599; email: loanth@vietnamairlines.com.

- Registration of competition content:

+ For international teams, Vietnam Airlines shall invite each participating organisation a dragon boat crew.

+ For the teams of provinces and cities (as units), the Organization Committee shall invite each unit to appoint 1 mix boat team of both male and female paddlers to attend.

+ For the teams at district level of the City, each district appoints a maximum of 2

boat teams, 01 male boat and/or 01 female boat to attend.

+ For the teams of enterprises, organizations located in the Capital, the Organization Committee shall invite each unit to appoint a maximum of 2 mix boat teams of both male and female paddlers to attend.

+ For the team of embassies and related students alumni and international organization, the Organization Committee shall invite each unit to appoint 1 mix boat teams of both male and female paddlers to attend.

V. COMPETITION LAW AND PROFESSIONAL REGULATIONS

1. Competition law

Apply the Dragon-boat competition Law promulgated by Vietnam Sports Administration in attachment to the Decision No. 649/QĐ-TCTĐTT, dated 2 June 2010 except for the contents being adjusted in conformity to the specific conditions of the Festival and it is regulated in this Charter (Appendix I).

2. Technical regulations

The technical regulations are detailed in the Appendix (*promulgated in attachment to the Charter*).

VI. COMMENDATION AND REWARD, DISCIPLINE AND COMPLAINT

1. Commendation and reward

- Awarding the commemorative flag, flowers, and medal to attending teams.
- Vietnam Airlines sponsors the following awards:

+ First prize: 15,000,000 VND (fifteen million Vietnam dongs) for the whole team and a round-trip economy ticket for any route within Asia operated by Vietnam Airlines for each team member;

+ Second prize: 10,000,000 VND (ten million Vietnam dongs) for the whole team and a round-trip economy ticket for any route within Southeast Asia operated by Vietnam Airlines for each team member;

+ Third prize: 7,000,000 VND (seven million Vietnam dongs) for the whole team and a round-trip economy ticket for any domestic route operated by Vietnam Airlines for each team member;

Kindly noted that the number of air tickets for each team shall not exceed 16 tickets, basing upon the list of attending athletes. The ticket fare does not include taxes, fees, charges and surcharges. Tickets shall be issued prior to 10 Oct 2024 and shall remain valid within 3 months from the date of issuance.

2. Discipline

The Organization Committee applies discipline for the following acts:

- A fine of 3,000,000 VND (three million Vietnam dongs) and revoke the right to participate in all next contents for the act of willingly sinking the boat;
- Cancel the achievement of one or many contents for entire team as one or many members in that team violate the following acts: Cause security disorder, destroy the common assets, have words of offending the Organization Committee, Referee and athletes of opponent team or other violation acts in the Festival area;
- Request to investigate the criminal responsibility if the serious consequence happens.

3. Complaint

The complaint must be in writing under the regulated form of the Organization Committee, and shall be sent to Secretary desk of the Organization Committee in attachment to the complaint fee regulated in chapter VII and the following regulations:

- Only the delegation leader or head coach named in the registration form is entitled to submit the application for complaint;
- For personnel complaint: After the Organization Committee announces the list of official racing registration, the persons concerned are entitled to claim;
- For professional complaint: Within 20 minutes after the Organization Committee announces the race result of each content;
- The Organization Committee will be responsible for settling the complaints within 01 (one) hours from the time of receiving the application for complaint;
- The decision of the Organization Committee is the final decision.

VII. REGULATIONS ON FINANCE

1. The teams participating the regatta will bear the expenditure of transport and accommodation.
2. The Organization Committee will provide dragon-boats, paddles and lifejackets for the athletes participating in the competition, drinking water and lunch for all members of the teams according to the registration in the race day.
3. Attendance fee: Fee of charge for all attending teams.; Complaint fee: 1,000,000 VND/complaint.

VIII. EXECUTION PROVISION

1. This Charter becomes effective as of the signing date;
2. The athlete delegations attending the prize must be responsible for disseminating and requesting all members in the delegation to strictly implement the regulations of the Charter and other regulations of the Organization Committee./.

Destinations:

- Board of Directors of the Department;
- Vietnam Canoeing, Rowing and Sailing Federation;
- Vietnam Airlines Corporation;
- Ho Tay boat racing club;
- Boat delegations of the provinces and cities in the country and internationally;
- People's Committees of districts, towns of Hanoi City;
- Culture - Physical Exercises and Sports of districts and towns of Hanoi City;
- Agencies, divisions and sectors with dragon-boat teams;
- Filed in office, QLTDTT.

VICE DIRECTOR

Pham Xuan Tai

(Signed and sealed)

Appendix I
TECHNICAL REGULATIONS FOR HANOI OPEN
DRAGON BOAT REGATTA 2023

(Issued in attachment to the Charter No. 3388/DL-SVHTT dated 31 Aug 2023 of Hanoi Department of Culture and Sports).

1. Competition facilities

- The Organization Committee will provide boats and oars to the participating athletes; however, the racing teams can equip their own oars in accordance with the regulations of the Dragon boat competition Law issued by the Directorate of Physical Training and Sports. The Organization Committee will inspect and survey the oars of the teams before training and official racing.

- Before each racing phase, the teams will draw lots for choosing boats, receiving oars and the teams are permitted to bring two replacement oars on the boat for replacement during the race;

- The Organization Committee will not bear responsibility for technical errors of the tools during the race. Therefore, the teams must inspect their tools carefully before leaving the starting area, if finding that the boat meets with problem, they must notify immediately the referee commanding the boat. After the teams have received the boats, if they damage, broke, lost, depending on the level, the Organization Committee will decide the compensation level.

2. Racing track - Finishing line

- The Organization Committee will drive 4 to 5 pairs of stakes or float marking buoys (each pair includes 1 stake or starting/finishing marking buoy and 1 stake or boat direction turning marking buoy) to determine the conventional racing track, starting/finishing line, turning point (hereinafter referred to as racing track) on the area where the racing rounds will be organized;

- The racing track has a width from 18m to 20m; the ordinal number of the racing track will be marked from 1 to 5 calculated from the side of lakeshore to the lake; The racing track No. 5 is the standby racing track outside the track No. 4.

- The finishing line and starting line is a straight line connecting 5 starting/finishing stakes, placed perpendicularly 90° with the racing tracks;

3. Stage of boarding on boats

- Within 15 to 20 minutes before the official start time of the racing phases, the boat referee will call out the name of the teams to come for roll-call, check cards, clothes, hold drawing lots for choosing boats, receiving oars and racing track number on the boat to be raced.

- After the boat referee has checked, the teams gather in rows to go on boat according to the instructions of the chief boat referee.

- The athletes who have not card, synchronous clothes of the athletes in the same team and the athletes who have not registered the Letter of exclusion of liability will not be

permitted to go on boat for racing.

- If the referee finds a negative sign in any boarding athletes, and if the athletes take with them any object that may cause damage to the friendly team during the race, he/she shall be drawn up minutes by the referee. Such athletes will not be permitted to participate during the racing process, such boat team will not be entitled to replace with the other preparatory athlete to the position of the athlete who made mistake at the distance where preparing for starting and the next contents or the next racing rounds of such boat team.

- Before, during and after the racing phases, if the referee or any member of the Organization Committee finds that one or a group of athletes of any team has violations as regulated in clause b, section 11, the disciplinary measures are implemented immediately.

4. Starting

- The starting area is the area within 100m calculated from the starting line to the rear, outside the racing track;

- The starting stage includes the row arrangement for the boats at the starting line and calling the starting order name of the teams into the racing track;

- The teams are present at the starting area 5 minutes before the start time so that the referee arranges row starts guiding to the racing track area;

- When arranging row, the row arranging referee raises the red flag and guides the boats to arrange row, when having arranged straight row, the row arranging referee raises the white flag to give signal to the starting referee to implement the starting procedures;

- The teams go in the starting position in accordance with their racing track and anchor the boat right in the middle of the racing track, the rowing athletes of each boat use one hand to hold the starting stake and adjust as instructed to ensure that the prows of boats are equal;

- The teams are not permitted to delay the start time, if any team intentionally delays the start time, such team will be warned, after having been warned but such team still continues delay, it will be rejected by the referee;

- The starting command is as follows: "Prepare" and the starting verbal command by horn signal;

- In case of any technical reason deterring some teams to start, immediately after the row arranging referee raises the white flag, the commanding athlete must make a sign with the starting referee by waving both hands together with drumstick (if any), the starting referee will delay the start. If after the starting referee has called out "**Prepare**", the hand raise is invalid;

- If any boat starts before having the starting command, such boat will be considered to have violated the starting regulations. In such case, the starting referee will permit to restart;

- When having the case of violating the starting regulations, the starting referee will give signal by loudspeaker, at the same time the racing track referee uses the motor-boat to running crossing the racing track and uses the red flag to wave for giving signal to the boats to stop the race for restarting;

- In the case that it is necessary to restart, the teams must return to the starting line immediately to arrange row and restart;

- In a competition phase, if any team violates the starting regulations for the first time, such team will be warned, if violating the starting regulations for the second time, such team will be rejected from such racing phase.

5. On the racing track

- The racing teams will row the boats on a stretch of line 250m and then turn over through the separate marking stake/buoy on each racing track and finish at the starting line.

- The command issuer will use Drum as command during the competition, if the boat team uses the command such as: horn, clarinet to knock to the boat... such team will be considered to have violated the regulations.

- When moving from the starting point to the turning marking stake/buoy, returning to the finishing point, the boats must run in accordance with their racing track.

- The rowing athletes must be in the sitting position during the racing stage.

Accordingly, the rowing athletes in the kneeling or standing position will be considered to have violated the regulations. On the racing track, there will be the racing track referee to supervise the competition boats; the boats must run right in the middle of their track part, conform to the INSTRUCTIONS of the racing track referee. If during the race, one team encroaches on the conventional racing track of the other teams, does not conform to the instructions of the racing track referee, the racing track referee will draw up minutes and such boat team will be rejected from the race;

- After the starting command, the boats must move in accordance with their racing track.

- On the racing track, the boats must be at a distance of at least 2m widthwise from each other, absolutely not let the oar touches each other, not hold, pull oar, boat side of the friendly teams.

- Do not bail out water and throw to the competitors' boats, and do not speak or talk words of offense to the other race teams.

- The commanding (drum beating) athlete is not permitted to participate in rowing including using hands to fan water and must sit or stand fixed in a position. If the referee finds that the drum beating athlete participates in rowing, such boat will not be recognized of its achievement.

- In all racing contents, the bowl is only valid for steering the boat, the bowl controlling athlete is not permitted to use movement "PRIZE" the bowl to create propulsive force for the boat. If the referee finds that the athlete uses the bowl to create the propulsive force for the boat, such boat will be drawn up minutes by the racing track referee and such boat team will not be recognized of the race achievement

- In the case of occurring knock at any position on the racing track (*including the racing phase with boats making it to the finishing line*), the referee will immediately stop the whole racing phase, deal with the related teams and carry out the race again for such content. For the team that caused knock for any reason will be rejected from such racing phase, at the same time the Organization Boat will consider depending on level, penalize at the following levels: dispossess the right to participate in the related contents, cancel the achievement of the previous contents, dispossess the right to attend. In the case of causing serious damage, will apply according to the regulations at Chapter IV section 2.

6. Turning at marking stake/buoy

- When it is near to approach the turning marking stake/buoy, the boat turn in an anticlockwise direction; Not permitted to touch any part of the boat, oar and body of the persons on the boat to the marking stake/buoy.

- The boat that does not conform to this regulations will be considered to have violated against the regulations and the racing result of the violating boat will not be recognized.

7. Finishing stage

- The finishing referee will determine the finishing order and time of the boat teams;
- The finishing order is determined when the prow touches the conventional finishing line (conventional straight line connects 4 starting marking stakes);

- The boats are considered to have completed the race when: The entire boat body passed the finishing point and there must still be a sufficient number of athletes, oars and bowls specified on the boat from the start time to the finishing time;

- The boats are only recognized of their achievements when they have finished the race on their racing track;

- The boats that finishes out of their racing track, when the whole boat body has not passed the finishing line but the athletes jumps out of the boat, throws oars and bowls into the water will be rejected;

- Immediately after having finished, the boats must move immediately to the starting area to hand over fully the boats and oars to the division in charge of the Organization Committee to conduct the future racing phases.

8. Method of arranging the rowing track order

- Based on the quantity of the competition registration teams, the Organization Committee will organize the heat phases, reperchart phases, Semi-final, and Final A to win the First, Second and Third ranks, as well as a final B to rank the teams following the rank of the teams attending the Final A of each content.

- The quantity of teams in each competition round and competition group depends on the quantity of participating teams in each content and is popularized at the team meeting. At this meeting, the Organization Committee will hold drawing lots for the competition group and racing track for the heat phases.

- Depending on the quantity of the participating teams in each content, the plan for dividing the racing track after the heat rounds of each content will be popularized at the team meeting. The principle of dividing the racing track after conducting the heat phases will be based on the competition result of the previous round, as the teams with the better achievement of the previous round will be arranged into the racing track No. 2, and racing track No. 3, the remaining teams are arranged into the racing track No. 1 or No. 4 (or No. 5 in the case of using the standby racing track No. 5).

In addition to the above specific regulations, the Organization Committee applies the Dragon Boat Competition Law issued by the Directorate of Physical Training and Sports in attachment to the Decision No. 649/QD-TCTDTT dated 2 June 2010.