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NAFES



الاتحاد السعودي للتجديف
SAUDI ROWING FEDERATION



Rowing Technical Regulations for Private Clubs

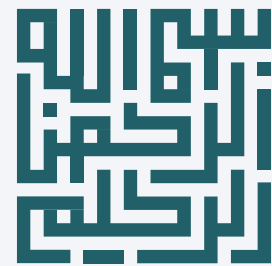




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A/ Technical Requirements





1. Coaches

- 1.1** The coaches must obtain a (level 2) certificate accredited by the Saudi Rowing Federation.
- 1.2** If they have an international certificate, or any certificates from other countries, their qualifications must be sent the Saudi Rowing Federation to be reviewed.
- 1.3** The minimum number of coaches is 2 (Male and Female coach)





2. Facilities

2.1 In the event of the facility not having a headquarters, the following controls must be followed and completed with the headquarters /host facility:

- 2.1.1** The consent of the host location owner
- 2.1.2** Paying rent to use the location
- 2.1.3** Determining the dates and times for using the host facility/ headquarters
- 2.1.4** Following host headquarters rules and regulations
- 2.1.5** Communicate and notify the host facility of the procedures
- 2.1.6** Agreeing to an insurance policy with the host headquarters/facility
- 2.1.7** Provide valid insurance for the used facilities



2. Facilities

2.2 The Boat House

- 2.2.1** Approximate storage area for boats, oars, and the coach's motorboats (9.5mx23m, approx. 4m height).
- 2.3.2** A width of 3mx20m and a height of 4m workspace for boat maintenance.
- 2.3.3** Temperature in the boat's storage area should be between 1 to 30 degrees Celsius.
- 2.3.4** The boat house doors should be facing the water table and should be located 30-50 m from the water's edge.
- 2.3.5** The space between the boat house and the water should be empty and flat.
- 2.3.6** An Automated cardiac Defibrillator should not be further than 100 meters from the warehouse.

2.3 The Gym

- 2.3.1** Approximate area equivalent to 12mx17m, this area should include:
- 2.3.2** Space to use indoor rowing machines and other warm-up and fitness equipment.
- 2.3.3** Space for weightlifting platforms, weight stands and accessories.
- 2.3.4** Interlocking rubber floors or something similar under the weightlifting area.
- 2.3.5** Wooden floor for multi-use spaces, for example, under rowing devices, bicycles and inside the halls.

2.4 Docks and Boat launch pads

- 2.4.1** Pontoon floating platform (at least 18 m in length)



3. Equipment

3.1 Boats

- 3.1.1** Boats for coaches (used with engines and as safety boats in some cases) Quantity: 2
- 3.1.2** Beginners rowing boats (Type: single / Quantity: 2)
- 3.1.3** Medium / professional rowing boats (Type: single / Quantity: 4)
- 3.1.4** Beginners rowing boats (Type: Doubles / Quantity: 4)
- 3.1.5** Medium / professional rowing boats (Type: Doubles / Quantity: 2)
- 3.1.6** Rowing boats (Type (4x4) / Quantity: 2)
- 3.1.7** Variable rowing boats (Type: (four 4- / 4 +) / Quantity: 2)
- 3.1.8** Rowing boats (Type: eight 8+ / Quantity: 1)
- 3.1.9** Sculls (Quantity: 22)
- 3.1.10** Oars (Quantity: 8)
- 3.1.11** Two safety boats



3. Equipment

3.2 Indoor Equipment

- 3.2.1** Leg press machine (Quantity:2)
- 3.2.2** Multiple weights of 500 kg
- 3.2.3** Weightlifting platforms (Quantity:4)
- 3.2.4** Olympic bar (Metal / Weight:20kg / Quantity:8)
- 3.2.5** Olympic hexagonal bar (Metal / Weight: 20kg / Quantity:4)
- 3.2.6** Olympic bar (Metal / Weight:10kg / Quantity:4)
- 3.2.7** Multiple weights for weightlifting platforms (1000 kg)
- 3.2.8** Weightlifting chairs (Quantity:10)
- 3.2.9** Jump. Boxes (Quantity:4)
- 3.2.10** Multiple hand weights and a dumbbell rack
- 3.2.11** A kettlebell rack
- 3.2.12** Resistance bands (Quantity:4)
- 3.2.13** Weighted vests (Quantity:2)
- 3.2.14** High weight bench (Quantity:2)
- 3.2.15** Other separate platforms for weightlifting (Quantity:2)
- 3.2.16** Wattbike or Concept2 bicycles (Quantity:8)
- 3.2.17** SkiErg machine (type:Concept2 / Quantity:2)
- 3.2.18** Indoor rowing devices (type:Concept2 / Quantity:8)
- 3.2.19** Large exercise rubber balls (Quantity:4)



4. Safety

4.1 Risk assessment

- 4.1.1** It must be reviewed annually by the specialized trainers working at the Club and re-submitted to the federation.
- 4.1.2** The evaluation should include (but not limited to) the following:
- 4.1.3** The location of the Club (longitude and latitude), with a description of the area surrounding the facility.
- 4.1.4** Type and extent of boating area (for example: a narrow channel, wide river, lake, estuary, or sea) and the effect of this on the type of rescue that may be required.
- 4.1.5** Potential hazards such as obstructions, dams, and limited access points.
- 4.1.6** Number of members, age, and rowing experience. Be aware of potential risks.
- 4.1.7** Risks in other parts of the facilities such as the gymnasium, kitchen and workshop.
- 4.1.8** Distance and time to the nearest hospital with the accident department or the minor injuries unit and the type of coverage provided.
- 4.1.9** Details of the service provided by the local ambulance service.
- 4.1.10** It provides other rescue services like air ambulance and lifeboat.
- 4.1.11** Location of the nearest defibrillator.



4. Safety

4.2 Safety plan

4.2.1 All users must be aware of the plan.

4.2.2 The plan must be reviewed annually by the Club's designated coaches and re-submitted to the federation.

4.2.3 It must include (but is not limited to) the following:

4.2.3.1 Local navigation plan, hazard identification, navigation rules, circulation patterns and emergency water access points (with postal codes or point coordinates).

4.2.3.2 Instructions to cover any change in normal procedures required to manage risks from tidal currents, runoff, wind or other climatic conditions.

4.2.3.3 Instructions for reporting incidents verbally and in writing at the Club and sending them to the Federation.

4.2.3.4 Safety-related phone numbers such as Club officials, first aiders, trained CPR personnel, key holders, border guards, or an administrative body responsible for the district.

4.2.3.5 Provide high frequency radio channel equipment and information on how to contact border guards.

4.2.3.6 Rules for Club Affiliates covering their responsibilities regarding safe practice.

4.2.3.7 Sites to Warm up and cool down on the water.

4.2.3.8 Criteria for assessing risks associated with any local water activity.



4. Safety

4.2 Safety plan

4.2.3 It must include (but is not limited to) the following:

4.2.3.9 Instructions to every coach (coxswains) and guidance to always maintain good observation and compliance with the rotation plan and rules of navigation.

4.2.3.10 Instructions that rowers must be clearly seen and that they must always wear high visibility clothing when they are afloat other than when they are required to wear an Club kit during events.

4.2.4 Clubs should have clear guidance on the Club's rules relating to (but not limited to) the following:

4.2.4.1 The rules regarding training junior associates, and new members into rowing and kayaking for them to adapt.

4.2.4.2 Rules for rowing in the dark, especially for boats without a cox (coach).

4.2.4.3 The rules that define the conditions, if any, under which trainees may leave without an accompaniment.

4.2.4.4 Navigation rules based on the local environment, local water authority requirements, and agreements with other water users.

4.2.4.5 Rules relating to the use of indoor rowing machines and sports facilities.

4.2.4.6 Rules regarding the use of launching , and that approved individuals must be at least 18 years old unless they are accompanied by a responsible adult.

4.2.4.7 In the case of going to the sea, rules of reporting to the Coast Guard and radio channels for their use and monitoring



4. Safety

4.3 Safety requirements for boating houses and rowing equipment

- 4.3.1** Provide storage for boats and equipment in an orderly manner, in well-lit places, to minimize damage to people or other equipment.
- 4.3.2** Provide information to users and affiliates on how to inspect boats.
- 4.3.3** Ensure that all boats have adequate buoyancy and provide additional buoyancy if required.
- 4.3.4** Ensure that the coach's stern does not contain protrusions that would get attached to the pilot's life jacket belts, their clothing or hair in a way that would impede their exit from the boat. Also, make sure to adjust the belts and clothing so that they do not stick to any part of the boat.
- 4.3.5** Keep a record of the manufacturer / supplier information regarding the buoyancy attached to the boat.
- 4.3.6** Maintaining all equipment, to remain suitable for the conditions in which it will be used.
- 4.3.7** Asking affiliates to report any damages to boats and equipment to the person is in charge without delay.
- 4.3.8** "Isolate" any damaged boats or pieces of equipment, clearly stating the nature of the damage, and making sure not to use it. The Club must know how to check the equipment.
- 4.3.9** Consider using Splash Boards if water conditions are tough.



4. Safety

4.3 Safety requirements for boating houses and rowing equipment

4.3.10 Train others to:

4.3.10.1 The need to check equipment.

4.3.10.2 How to inspect equipment.

4.3.10.3 What to do if you find issues with the equipment.

4.3.11 Ensure that equipment is checked before use.

4.3.12 Ensure that equipment is checked after use.

4.3.13 Ensure that isolated equipment is not used.

4.3.14 All boats must be well maintained and in good condition for rowing.

4.3.15 Clubs should ensure a comprehensive inspection of boats and equipment including the following:

4.3.15.1 No visible signs of damage to the hull, for example scrapes or cracks

4.3.15.2 Buoyancy compartments, seals, hatch covers, boat hull and ventilation bungs are secure and watertight. Buoyancy Bags have been installed if no under-seat buoyancy compartments are fitted.

4.3.15.3 Bow ball is in good condition and securely fixed (where the construction of the boat, or its composition, is such that the bow is properly protected or its shape does not present a hazard in the event of a collision, then this requirement need not apply).



4. Safety

4.3 Safety requirements for boating houses and rowing equipment

4.3.15 Clubs should ensure a comprehensive inspection of boats and equipment including the following:

- 4.3.15.4** Fixing screws or bolts do not represent a hazard in the event of an accident. Any sharp protrusions should be covered or removed.
- 4.3.15.5** In all boats the foot stretchers, shoes or other devices holding the feet of the rowers shall be a type which allows the rowers to get clear of the boat with no delay in an emergency.
- 4.3.15.6** Heel restraints are strong, secure and durable and the correct length (laces and cable ties are not appropriate).
- 4.3.15.7** Where shoes or other devices holding the feet will remain in the boat, each shoe or device shall be independently restrained such that when the heel reaches the horizontal position the foot will be released from the shoe.
- 4.3.15.8** Shoe fastenings such as laces or Velcro must be able to be released immediately by the rower with a single quick hand action of pulling on one easily accessible strap.
- 4.3.15.9** Where shoes or other devices holding the feet will not remain in the boat, each shoe or device must be able to be released by the rower without using their hands or with a single quick hand action of pulling on one easily accessible strap or release device.
- 4.3.15.10** No part of the rigger, or any other structure, restricts the ability of rowers to remove their feet from the shoes in an emergency.



4. Safety

4.3 Safety requirements for boating houses and rowing equipment

4.3.15 Clubs should ensure a comprehensive inspection of boats and equipment including the following:

- 4.3.15.11** Rudder lines, steering mechanisms and rudder (where fitted) and fin, are secure and in good working order.
- 4.3.15.12** Outriggers, swivels, gates, seats, runners and stretchers are secure and operating correctly and show no signs of cracking or fatigue.
- 4.3.15.13** The forward port and starboard rigger on all boats, other than single sculls, should be protected.
- 4.3.15.14** Thole pins are in good condition, correctly placed (hard forward, soft astern) and spares are carried.
- 4.3.15.15** Blades are undamaged, and buttons are secure and properly set.
- 4.3.15.16** The boat is suitable for the situation in which it is to be used, for example maximum crew weight.
- 4.3.15.17** Lighting, if required, is suitable for the outing and working correctly.



4. Safety

4.4 Requirements for safety boats

4.4.1 All Clubs must have a number of rescue/safety boats available according to their operational capacity.

4.4.2 Safety boats must be equipped with a properly trained crew capable of providing first aid.

4.4.3 Responsibility: The Club shall be responsible for the following in relation to safety boats:

4.4.3.1 Maintenance: It is ensured that any safety boat is working well, and that the engine is secure and properly mounted, and that any boat unsuitable for use has been marked and placed in a different area until it is repaired and safe for use.

4.4.3.2 Avoid overloading: Make sure you know the maximum load and stick to it.

4.4.3.3 Measures: Define the procedures for recovering the rowers. Also provide information on the safe use of the boat.

4.4.3.4 Risk assessment: Ensure that the risks associated with boat use are included in the academic risk assessment and take appropriate action to reduce the risk to an acceptable level.

4.4.3.5 Spare parts: providing spare parts for the maintenance of the boat.



4. Safety

4.4 Requirements for safety boats

4.4.3 Responsibility: The Club shall be responsible for the following in relation to safety boats:

- 4.4.3.6 The safety boat must be afloat and ready for immediate use when boats are on the water and must be operated by trained drivers (exceptionally experienced athletes, and if the coach of the national team grants written permission to do so).
- 4.4.3.7 For non-coastal paddling in inland, 'tin fish', water boats or hard plastic boats are permitted.
- 4.4.3.8 A safety boat must be capable of carrying the crew of any boat on water.
- 4.4.3.9 Clubs in coastal or open waters, there must be safety boats (rigid inflatable boat).
- 4.4.3.10 Engine propellers must be fitted with impeller shields.
- 4.4.3.11 Safety boats must be fitted with engine kill wires of adequate length, fully functional and always used while on the move.

4.4.4 Lifeboat / Safety Kits: It is recommended that the following equipment be included in the launch safety kit:

- 4.4.4.1 A First Aid kit in a waterproof bag, checked monthly
- 4.4.4.2 A throw line, throw bag or equivalent grab line
- 4.4.4.3 A serrated safety knife with rope cutter
- 4.4.4.4 Enough survival equipment or 'Bivvi bags' for the maximum number of persons on board. (Note: Foil blankets tend to keep cold people cold and are not recommended.)
- 4.4.4.5 Sufficient lifejackets for the maximum number of persons on board.



4. Safety

4.4 Requirements for safety boats

4.4.4 Lifeboat / Safety Kits: It is recommended that the following equipment be included in the launch safety kit:

- 4.4.4.6** A spare kill-cord for crewman or passenger in the competition of the driver falling overboard.
- 4.4.4.7** A spare length of rope.
- 4.4.4.8** A bailer.
- 4.4.4.9** A paddle.
- 4.4.4.10** Fire extinguisher.

4.4.5 The following equipment may be required from the assessment of site risks, water and weather conditions:

- 4.4.5.1** A tool kit including spares for rowing boats (such as spanners, nuts and washers and cord).
- 4.4.5.2** A minimum toolkit and spares for the engine.
- 4.4.5.3** An anchor and line appropriate for the water and weather conditions.
- 4.4.5.4** A communications device such as a waterproof VHF radio transceiver or mobile phone.
- 4.4.5.5** A boathook.
- 4.4.5.6** An audio signalling device: air horn, loudhailer or megaphone.
- 4.4.5.7** A pump for the sponsons (buoyancy chambers) plus a spare valve, valve cap, and a repair kit for inflatables or Rigid Inflatable Boats (RIBs).
- 4.4.5.8** Spare fuel.



4. Safety

4.4 Requirements for safety boats

4.4.5 The following equipment may be required from the assessment of site risks, water and weather conditions:

- 4.4.5.9 Simple handholds on the side of the launch to provide assistance to anyone being rescued or for the driver if they fall overboard.
- 4.4.5.10 Spare lifejackets, spare fuel tank (open water use), and alternative means of propulsion adequate for the expected conditions, in-date flares, maps, navigation aids or GPS system.
- 4.4.5.11 Suitable lights in low visibility conditions.
- 4.4.5.12 Life raft (valise) able to hold the appropriate number of people and suitable for inshore use.
- 4.4.5.13 Rescue tube - an approximately 1 metre long, high-buoyancy foam tube developed for water rescue or other flotation device capable of supporting a casualty in the water.
- 4.4.5.14 Ladder, rope sling, or similar equipment to help when retrieving a casualty from the water into the boat.
- 4.4.5.15 Rescue strop for pulling the casualty up a steep or vertical bank.
- 4.4.5.16 Sea anchor to prevent the launch drifting with the wind; this could be a canvas bucket on a rope.
- 4.4.5.17 Searchlight with a beam strong enough to locate a casualty at night.



4. Safety

4.4 Requirements for safety boats

4.4.6 Safety boat drivers are expected to:

4.4.6.1 Wear a correctly fitted lifejacket whenever afloat and ensure that all the crew of the launch do so.

4.4.6.2 Before each use, check the following:

4.4.6.2.1 The launch, including the motor is in good condition before starting to use it.

4.4.6.2.2 There is adequate fuel for the outing.

4.4.6.2.3 The engine is secure and properly mounted.

4.4.6.2.4 The kill cord mechanism is working correctly

4.4.6.2.5 The safety kit is on board.

4.4.6.2.6 If necessary, the lights are working.

4.4.6.2.7 If a radio is carried, it is charged and tuned to the correct channel.



4. Safety

4.5 Swimming Competence

- 4.5.1** Ideally all participants in rowing should be competent and confident swimmers.
- 4.5.2** A Risk Assessment should be used to determine the appropriate procedures for participants with limited swimming ability.
- 4.5.3** It should be recognised that the ability to swim in a pool does not guarantee the ability to swim in cold, exposed waters.
- 4.5.3 Ideally, everyone taking part in rowing should be able to:**
 - 4.5.3.1** Swim at least 50 metres in light clothing (rowing kit).
 - 4.5.3.2** Tread water for at least two minutes.
 - 4.5.3.3** Swim under water for at least five metres.
 - 4.5.3.4** However these times and distances could be extended so that they are appropriate to the venue where rowing takes place.
 - 4.5.3.5** Ideally, athletes must complete inversion exercise in a controlled environment (annually).

4.6 Life jacket and buoyancy aid balls

- 4.6.1** Ensure that coxes' wear their lifejackets all the time when afloat.
- 4.6.2** Sufficient number of lifejackets and buoyancy aid balls for the maximum number of persons on board



4. Safety

4.7 Capsize

4.7.1 Safety boats should be placed to cover the most vulnerable areas.

4.7.2 All cases of capsize must be monitored and attended. Safety boat drivers should inquire whether immediate assistance is required. If assistance is not needed, the safety boat must stand on alert for the crew to correct the position of the boat.

4.7.3 Participants should always stay with their boats and use them as a buoyancy aid (not swim ashore).

4.7.4 Crew safety is more important than boat safety.

4.7.5 Each person at the Club is expected to:

4.7.5.1 Know what to do in the event of capsize or swamping.

4.7.5.2 Understand the need to stay with the boat and use it as a life raft, unless doing so results in greater danger.

4.7.5.3 Take precautions before going afloat to reduce the risk of capsize or swamping.

4.7.5.4 Attend any Capsize, and Recovery training offered by the club.

4.7.5.5 Be aware of the effects of cold-water shock and hypothermia

4.7.5.6 Understand that the key steps are to: Get free from the boat, Get out of the water, and Get off the water.



4. Safety

4.7 Capsize

4.7.6 Coaches are expected to:

- 4.7.6.1** Instruct the rowers to the causes and avoid capsizing and drowning.
- 4.7.6.2** Getting free from an inverted boat (including releasing the feet from the shoes).
- 4.7.6.3** Pay attention to capsize and recovery training of the rower.
- 4.7.6.4** Pay attention to rollover and recovery training of the rower.
- 4.7.6.5** Follow the policies established by the Club for those who have not been trained.
- 4.7.6.6** Ensure that the rowers are aware of the effects of cold-water shock and hypothermia.
- 4.7.6.7** You must not use a training boat that supports the junior crew (less than 5 sessions per participant) as a safety boat for other activities taking place at the same time.

4.8 Reporting accidents

- 4.8.1** All Clubs are required to develop incident reporting procedures, including keeping a record of accidents / imminent occurrences and recording all accident reports regardless of the severity of the accident.
- 4.8.2** Reporting should include recording lessons learned along with actions taken to avoid repetition.
- 4.8.3** All accidents must be submitted to the Federation within one month of the accident.
- 4.8.4** Failure to do so may result in revocation of the license.



4. Safety

4.9 A Record

- 4.9.1** The Club should have a system in place that enables it to monitor the number of boats and users present on the water during training.
- 4.9.2** Reporting should include recording lessons learned along with actions taken to avoid repetition.
- 4.9.3** The record shall include employment and working sites and the names of students, teachers, and associates.



4. Safety

4.10 Safety Ratio Guidelines

Level	The number of trainees (Max)	Number of rowing boats (Max)	Number of Safety boats (Min)	Distance proximity to boats (Min)	Example of Boat type
Beginner (Average experience is less than 10 per person)	8	2	1	Less than 250m	4x4 (2) or Single (2)
Beginner (Average experience is less than 10 per person)	16	4	2	Less than 750m	4x4 (4) or Single (4)
Intermediate(Average experience is more than 10 per person)	12	4	1	Less than 750m	4x4 (3) or Double (4)
Intermediate(Average experience is more than 10 per person)	24	8	2	Less than 750m	4x4 (6) or Double (8)
Expert (Average experience is more than 50 per person)	16	8	1	Close to 1000m	4x4 (6) or Single (8)
Expert (Average experience is more than 50 per person)	32	16	2	Close to 1000m	4x4 (8) or Single (16)



4. Safety

4.10 Safety Ratio Guidelines

Note: When there is a mixture of different abilities in training, trainers should follow the instructions for less experienced crews. For example, any session featuring beginner rowers (in the absence of them in a boat with more experienced athletes) only allow a maximum of 8 athletic participants inside a maximum of two boats for one safety boat.

Note: During organized competitions, these percentages do not apply, and safety guidelines will be administered by the organizing committee, but in any case, the number of boats should not exceed 10 to 1 for safety boats.

Note: These are general guidelines and consider the prevailing local conditions of clubs, Clubs and rowing centers. Final decisions will be left to the Club management and its judgment after assessing the risks to operate in safe and appropriate conditions.



4. Safety

- 4.11** Upon acceptance of the player, the player is required to submit a medical examination stating that the participant is medically fit and the Club is held the full responsibility for that.
- To obtain it, please fill out the following form (player form): <http://sfsm.org.sa/mos20>
 - Then fill in the following form (hospital / clinic form): <http://sfsm.org.sa/mos10>
- 4.12** Having a certified physiotherapist for the team or a valid contract with a clinic from the Saudi Federation for Health Specialties. In the event that a specialist is available but not accredited, one can apply for accreditation by filling out the following form by the Saudi Federation for Sports Medicine (SFSM) <http://sfsm.org.sa/mos30>
- **** If needed, SFSM provides a list of physiotherapists. To request, please click on: <http://sfsm.org.sa/mos40>
- 4.13 First Aid** - Provide first aid kit with adequate equipment as it's stipulated here <http://sfsm.org.sa/mos70> as per SFSM's minimum standards, and to have an ambulance car during games & tournaments (if available).
- **** For your convenience, we have prepared a ready-made first aid kit, to obtain it please click on the below: <http://sfsm.org.sa/nafes/>
- ✓ **Small Bag: SAR 12,650 (up to 50 persons)**
 - ✓ **Large bag: SAR 14,375 (up to 100 persons)**
- 4.14 Fire alarm system according to the requirements of the Civil Defense**



5. Competition

- 5.1 Clubs are not entitled to set competitions without referring to the Saudi Rowing Federation
- 5.2 In any internal competitions, the international standards of the International Rowing Federation shall be taken into consideration
- 5.3 The Saudi Arabian Olympic Committee and Federations issues the conditions and instructions regulating the internal and external participations, whether in training camps, tournaments or competitions, and circulates them to the sports federations to work in accordance with them

B/ Administrative Requirements





6. Membership

- 6.1** Upon fulfilling all the license requirements and paying the fees, the Club is affiliated with the Saudi Rowing Federation and is eligible for all sporting activities of the federation.



7. Fees

7.1 The fee required is 2,000 Saudi riyals, to be paid annually

7.2 Any additional charges for checking and inspecting the site by the Federation



8. Violations & Penalties

- 8.1** Any Club that does not meet the technical requirements or does not comply with the guidelines set forth in this document will be subject to several warnings and may be subject to revocation or suspension of its rowing Club license through the following (as indicated in the technical inspection form for sports Clubs):
- First Warning – 30 Days
 - Second Warning – 15 Days
 - Final Warning – Suspension or Revocation of the License
- 8.2** Working illegally, working unsafe, claiming to provide training or activities in disciplines that are not recognized or licensed by the Club, or providing training through unqualified trainers in related disciplines, all procedures will be subject to accountability and lead to the cancellation or suspension of the license in the Rowing Club

THANK YOU