

APPENDIX H

WEIGHING CLOTHING AND EQUIPMENT

See rule 43. This appendix shall not be changed by sailing instructions or prescriptions of national authorities.

- H1** Items of clothing and equipment to be weighed shall be arranged on a rack. After being saturated in water the items shall be allowed to drain freely for one minute before being weighed. The rack must allow the items to hang as they would hang from clothes hangers, so as to allow the water to drain freely. Pockets that have drain-holes that cannot be closed shall be empty, but pockets or items that can hold water shall be full.
- H2** When the weight recorded exceeds the amount permitted, the competitor may rearrange the items on the rack and the member of the technical committee in charge shall again soak and weigh them. This procedure may be repeated a second time if the weight still exceeds the amount permitted.
- H3** A competitor wearing a dry suit may choose an alternative means of weighing the items.
- (a) The dry suit and items of clothing and equipment that are worn outside the dry suit shall be weighed as described above.
 - (b) Clothing worn underneath the dry suit shall be weighed as worn while *racing*, without draining.
 - (c) The two weights shall be added together.

APPENDIX J

NOTICE OF RACE AND SAILING INSTRUCTIONS

See rules 89.2 and 90.2. In this appendix, the term 'race' includes a regatta or other series of races.

Care should be taken to ensure that there is no conflict between a rule in the notice of race and a rule in the sailing instructions.

J1 NOTICE OF RACE CONTENTS

J1.1 The notice of race shall include the following information:

- (1) the title, place and dates of the race and name of the organizing authority;
- (2) that the race will be governed by the *rules* as defined in *The Racing Rules of Sailing*;
- (3) a list of any other documents that will govern the event (for example, *The Equipment Rules of Sailing*, to the extent that they apply), stating where or how each document or a copy of it may be seen;
- (4) the classes to race, any handicap or rating system that will be used and the classes to which it will apply, conditions of entry and any restrictions on entries;
- (5) the times of registration and warning signals for the practice race, if one is scheduled, and the first race, and succeeding races if known.

J1.2 The notice of race shall include any of the following that will apply and that would help competitors decide whether to attend the event or that conveys other information they will need before the sailing instructions become available:

- (1) changes to the racing rules permitted by rule 86, referring specifically to each rule and stating the change (also, if rule 86.2 applies, include the statement from World Sailing authorizing the change);
- (2) that boats will be required to display advertising chosen and supplied by the organizing authority (see rule 80 and World

- Sailing Regulation 20, Advertising Code) and other information related to Regulation 20;
- (3) any classification requirements that some or all competitors must satisfy (see rule 79 and World Sailing Regulation 22, Sailor Classification Code);
 - (4) for an event where entries from other countries are expected, any national prescriptions that may require advance preparation (see rule 88);
 - (5) the procedures for registration or entry, including fees and any closing dates;
 - (6) an entry form, to be signed by the boat's owner or owner's representative, containing words such as 'I agree to be bound by *The Racing Rules of Sailing* and by all other *rules* that govern this event.';
 - (7) times or procedures for equipment inspection or event measurement, or requirements for measurement or rating certificates;
 - (8) the time and place at which the sailing instructions will be available;
 - (9) changes to class rules, as permitted under rule 87, referring specifically to each rule and stating the change;
 - (10) the courses to be sailed;
 - (11) the time after which no warning signal will be made on the last scheduled day of racing;
 - (12) the penalty for breaking a rule of Part 2, other than the Two-Turns Penalty;
 - (13) denial of the right of appeal, subject to rule 70.5;
 - (14) the scoring system, if different from the Low Point System in Appendix A, included by reference to class rules or other *rules* governing the event. State the number of races scheduled and the minimum number that must be completed to constitute a series;
 - (15) for chartered or loaned boats, whether rule G3 applies;
 - (16) prizes.

J2 SAILING INSTRUCTION CONTENTS

J2.1 The sailing instructions shall include the following information:

- (1) that the race will be governed by the *rules* as defined in *The Racing Rules of Sailing*;
- (2) a list of any other documents that will govern the event (for example, *The Equipment Rules of Sailing*, to the extent that they apply);
- (3) the schedule of races, the classes to race and times of warning signals for each class;
- (4) the course(s) to be sailed, or a list of *marks* from which the course will be selected and, if relevant, how courses will be signalled;
- (5) descriptions of *marks*, including starting and finishing *marks*, stating the order in which *marks* are to be passed and the side on which each is to be left and identifying all rounding *marks* (see rule 28.2);
- (6) descriptions of the starting and finishing lines, class flags and any special signals to be used;
- (7) the time limit, if any, for *finishing*;
- (8) the handicap or rating system to be used, if any, and the classes to which it will apply;
- (9) unless stated in the notice of race, the scoring system, if different from the Low Point System in Appendix A, included by reference to class rules or other *rules* governing the event, or stated in full. State the number of races scheduled and the minimum number that must be completed to constitute a series;
- (10) unless stated in the notice of race, location(s) of official notice board(s) or address of online notice board.

J2.2 The sailing instructions shall include those of the following that will apply:

- (1) that boats will be required to display advertising chosen and supplied by the organizing authority (see rule 80 and World Sailing Regulation 20, Advertising Code) and other information related to Regulation 20;
- (2) replacement of the rules of Part 2 with the right-of-way rules of the *International Regulations for Preventing Collisions at Sea* or other government right-of-way rules, the time(s) or place(s)

- they will apply, and any night signals to be used by the race committee;
- (3) changes to the racing rules permitted by rule 86, referring specifically to each rule and stating the change (also, if rule 86.2 applies, include the statement from World Sailing authorizing the change);
 - (4) changes to the national prescriptions (see rule 88.2);
 - (5) prescriptions that will apply if boats will pass through the waters of more than one national authority while *racing*, and when they will apply (see rule 88.1);
 - (6) when appropriate, at an event where entries from other countries are expected, a copy in English of the national prescriptions that will apply;
 - (7) changes to class rules, as permitted under rule 87, referring specifically to each rule and stating the change;
 - (8) restrictions controlling changes to boats when supplied by the organizing authority;
 - (9) unless included in the notice of race, times or procedures for equipment inspection or event measurement;
 - (10) procedure for changing the sailing instructions;
 - (11) procedure for giving oral changes to the sailing instructions on the water (see rule 90.2(c));
 - (12) safety requirements, such as requirements and signals for personal flotation devices, check-in at the starting area, and check-out and check-in ashore;
 - (13) declaration requirements;
 - (14) signals to be made ashore and location of signal station(s);
 - (15) the racing area (a chart is recommended);
 - (16) approximate course length and approximate length of windward legs;
 - (17) description of any area designated by the race committee to be an *obstruction* (see the definition *Obstruction*);
 - (18) the time after which no warning signal will be made on the last scheduled day of racing;
 - (19) the time limit, if any, for the first boat to *finish* and the time limit, if any, for boats other than the first boat to *finish*;

- (20) time allowances;
- (21) location of the starting area and any restrictions on entering it;
- (22) any special procedures or signals for individual or general recall;
- (23) boats identifying *mark* locations;
- (24) any special procedures or signals for changing a leg of the course (see rule 33);
- (25) any special procedures for shortening the course or for *finishing* a shortened course;
- (26) restrictions on use of support boats, plastic pools, radios, etc.; on trash disposal; on hauling out; and on outside assistance provided to a boat that is not *racing*;
- (27) the penalty for breaking a rule of Part 2, other than the Two-Turns Penalty;
- (28) whether Appendix P will apply;
- (29) when and under what circumstances propulsion is permitted under rule 42.3(i);
- (30) time limits, place of hearings, and special procedures for *protests*, requests for redress or requests for reopening;
- (31) if rule N1.4(b) will apply, the time limit for requesting a hearing under that rule;
- (32) denial of the right of appeal, subject to rule 70.5;
- (33) when required by rule 70.3, the national authority to which appeals and requests may be sent;
- (34) the national authority's approval of the appointment of an international jury, when required under rule 91(b);
- (35) substitution of competitors;
- (36) the minimum number of boats appearing in the starting area required for a race to be started;
- (37) when and where races *postponed* or *abandoned* for the day will be sailed;
- (38) tides and currents;
- (39) prizes;
- (40) other commitments of the race committee and obligations of boats.

APPENDIX K

NOTICE OF RACE GUIDE

This guide provides a notice of race designed primarily for major championship regattas for one or more classes. It therefore will be particularly useful for world, continental and national championships and other events of similar importance. It can be downloaded from the World Sailing website as a basic text for producing a notice of race for any particular event.

The guide can also be useful for other events. However, for such events some of the paragraphs will be unnecessary or undesirable. Organizing authorities should therefore be careful in making their choices.

This guide relates closely to Appendix L, Sailing Instructions Guide, and its expanded version Appendix LE on the World Sailing website, the introduction to which contains principles that also apply to a notice of race.

Rule references within the notice of race use RRS, NoR and SI to denote the source of the rule. 'RRS x' is a rule in The Racing Rules of Sailing. 'NoR x' is a rule in the notice of race, and 'SI x' is a rule in the sailing instructions.

To use this guide, first review rule J1 and decide which paragraphs will be needed. Paragraphs that are required by rule J1.1 are marked with an asterisk (). Delete all inapplicable or unnecessary paragraphs. Select the version preferred where there is a choice. Follow the directions in the left margin to fill in the spaces where a solid line (_____) appears and select the preferred wording if a choice or option is shown in brackets ([. . .]).*

After deleting unused paragraphs, renumber all paragraphs in sequential order. Be sure that paragraph numbers are correct where one paragraph refers to another.

Care should be taken to ensure that there is no conflict between a rule in the notice of race and a rule in the sailing instructions.

If the notice of race is made available electronically, printed copies should be provided on request.

The items listed below, when applicable, should be distributed with the notice of race, but should not be included as numbered paragraphs in the notice.

- 1 An entry form, to be signed by the boat's owner or owner's representative, containing words such as 'I agree to be bound by The Racing Rules of Sailing and by all other rules that govern this event.'*
- 2 For an event where entries from other countries are expected, the applicable national prescriptions in English.*
- 3 List of sponsors, if appropriate.*
- 4 Lodging and camping information.*
- 5 Description of meal facilities.*
- 6 Race committee and protest committee members.*
- 7 Special mooring or storage requirements.*
- 8 Sail and boat repair facilities and ship's chandlers.*
- 9 Availability of chartered or loaned boats and whether rule G3 will apply.*

On separate lines, insert the full name of the regatta, the inclusive dates from equipment inspection, event measurement or the practice race until the final race or closing ceremony, the name of the organizing authority, and the city and country.

NOTICE OF RACE

The notation '[DP]' in a rule in the NoR means that the penalty for a breach of that rule may, at the discretion of the protest committee, be less than disqualification.

1 RULES

- 1.1*** The regatta will be governed by the rules as defined in *The Racing Rules of Sailing*.

Use the first sentence if appropriate. Insert the name. List by number and title the prescriptions that will not apply (see RRS 88). Use the second sentence if it applies and if entries from other countries are expected, and state the relevant prescriptions in full.

1.2 [The following prescriptions of the _____ national authority will not apply: _____.]
[The prescriptions that may require advance preparation are stated in full below.]

(OR)

Use if appropriate, but only if the national authority for the venue of the event has not adopted a prescription to RRS 88.

1.2 No national prescriptions will apply.

List by name any other documents that govern the event; for example, The Equipment Rules of Sailing, to the extent that they apply.

1.3* _____ will apply.

See RRS 86. Insert the rule number(s) and summarize the changes.

1.4 Racing rule(s) _____ will be changed as follows: _____. The changes will appear in full in the sailing instructions. The sailing instructions may also change other racing rules.

(OR)

See RRS 86. Either insert here the rule number(s) and state the changes, or, if not using this NoR, do the same in each NoR that changes a racing rule.

1.4 Racing rule(s) _____ will be changed as follows: _____.

Insert the rule number(s) and class name. Make a separate statement for the rules of each class.

1.5 Under RRS 87, rule(s) _____ of the _____ class rules [will not apply] [is (are) changed as follows: _____].

- Use only if RRS Appendix S, Standard Sailing Instructions, will be used.*
- Insert the location.*
- 1.6** If there is a conflict between languages the English text will take precedence.
- 1.7** The sailing instructions will consist of the instructions in RRS Appendix S, Standard Sailing Instructions, and supplementary sailing instructions that will be on the official notice board located at _____.

2 ADVERTISING

- See World Sailing Regulation 20, Advertising Code. Include other applicable information related to Regulation 20.*
- 2.1** Competitor advertising will be restricted as follows: _____.

- See World Sailing Regulation 20.4.*
- 2.2** Boats [shall] [may be required to] display advertising chosen and supplied by the organizing authority. If this rule is broken, World Sailing Regulation 20.9.2 applies. [DP]

3* ELIGIBILITY AND ENTRY

- Insert the class(es).*
- 3.1** The regatta is open to all boats of the _____ class(es).

(OR)

- Insert the class(es) and eligibility requirements.*
- 3.1** The regatta is open to boats of the _____ class(es) that _____.

- Insert the postal, fax and email addresses and entry closing date.*
- 3.2** Eligible boats may enter by completing the attached form and sending it, together with the required fee, to _____ by _____.

- Insert any conditions.*
- 3.3** Late entries will be accepted under the following conditions: _____.

- Insert any restrictions.*
- 3.4** The following restrictions on the number of boats apply: _____.

4 CLASSIFICATION

Insert any requirements.

The following classification requirements will apply (see RRS 79): _____.

5 FEES

Insert all required fees for racing.

5.1 Required fees are as follows:

<i>Class</i>	<i>Fee</i>
_____	_____
_____	_____
_____	_____

Insert optional fees (for example, for social events).

5.2 Other fees:

6 QUALIFYING SERIES AND FINAL SERIES

Use only when a class is divided into fleets racing a qualifying series and a final series.

The regatta will consist of a qualifying series and a final series.

7 SCHEDULE

Insert the day, date and times.

7.1* Registration:

Day and date _____
From _____ To _____

7.2 Equipment inspection and event measurement:

Insert the day, date and times.

Day and date _____
From _____ To _____

Revise as desired and insert the dates and classes. Include a practice race if any. When the series consists of qualifying races and final races, specify them. The schedule can also be given in an attachment.

7.3* Dates of racing:

<i>Date</i>	<i>Class</i> _____	<i>Class</i> _____
_____	racing	racing
_____	racing	reserve day
_____	reserve day	racing
_____	racing	racing
_____	racing	racing

Insert the classes and numbers.

7.4 Number of races:

<i>Class</i>	<i>Number</i>	<i>Races per day</i>
_____	_____	_____
_____	_____	_____

Insert the time.

7.5* The scheduled time of the warning signal for the [practice race] [first race] [each day] is _____.

Use when it would be helpful to competitors to know this time before the event. Insert the time.

7.6 On the last scheduled day of racing no warning signal will be made after _____.

8 MEASUREMENT

8.1 Each boat shall produce a valid [measurement] [rating] certificate.

(OR)

List the equipment with appropriate references to the class rules.

8.1 Each boat shall produce a valid [measurement] [rating] certificate. In addition the following equipment [may] [will] be inspected or measured: _____.

Insert the time(s).

8.2 A boat shall comply with RRS 78.1 at _____.

Insert the time, date and location.

9 SAILING INSTRUCTIONS
The sailing instructions will be available after _____ on _____ at _____.

10 VENUE

*Insert a number or letter.
Provide a marked map
with driving instructions.*

10.1 Attachment _____ shows the location of the regatta harbour.

*Insert a number or letter.
Provide a marked map or
chart.*

10.2 Attachment _____ shows the location of the racing areas.

11 THE COURSES

Include the description.

The courses to be sailed will be as follows:
_____.

(OR)

*Insert a number or letter.
A method of illustrating
various courses is shown
in Addendum A of
Appendix L or LE. Insert
the course length if
applicable.*

The diagrams in Attachment _____ show the courses, including the approximate angles between legs, the order in which marks are to be passed, and the side on which each mark is to be left. [The approximate course length will be _____.]

12 PENALTY SYSTEM

*Include paragraph 12.1
only when the Two-Turns
Penalty will not be used.
Insert the number of
places or describe the
penalties.*

12.1 The Scoring Penalty, RRS 44.3, will apply. The penalty will be _____ places.

(OR)

12.1 The penalties are as follows: _____.

Insert the class(es).

12.2 For the _____ class(es) RRS 44.1 is changed so that the Two-Turns Penalty is replaced by the One-Turn Penalty.

*Include only if the protest
committee is an
international jury or
another provision of RRS
70.5 applies.*

12.3 Decisions of the [protest committee] [international jury] will be final as provided in RRS 70.5.

13 SCORING

Include only if the Low Point System of Appendix A will not be used. Describe the system.

13.1 The scoring system is as follows: _____.

Insert the number.

13.2 _____ races are required to be completed to constitute a series.

Insert the numbers throughout.

13.3 (a) When fewer than _____ races have been completed, a boat's series score will be the total of her race scores.

(b) When from _____ to _____ races have been completed, a boat's series score will be the total of her race scores excluding her worst score.

(c) When _____ or more races have been completed, a boat's series score will be the total of her race scores excluding her two worst scores.

14 SUPPORT BOATS

Insert the identification markings. National letters are suggested for international events.

Support boats shall be marked with _____.
[DP]

15 BERTHING

Boats shall be kept in their assigned places while they are in the [boat park] [harbour].
[DP]

16 HAUL-OUT RESTRICTIONS

Keelboats shall not be hauled out during the regatta except with and according to the terms of prior written permission of the race committee. [DP]

17 DIVING EQUIPMENT AND PLASTIC POOLS

Underwater breathing apparatus and plastic pools or their equivalent shall not be used around keelboats between the preparatory signal of the first race and the end of the regatta. [DP]

18 RADIO COMMUNICATION

Insert any alternative text that applies. Describe any radio communication bands or frequencies that will be used or allowed.

Except in an emergency, a boat that is racing shall not make voice or data transmissions and shall not receive voice or data communication that is not available to all boats. [DP]

19 PRIZES

If perpetual trophies will be awarded state their complete names.

Prizes will be given as follows: _____.

20 DISCLAIMER OF LIABILITY

The laws applicable to the venue in which the event is held may limit disclaimers. Any disclaimer should be drafted to comply with those laws.

Competitors participate in the regatta entirely at their own risk. See RRS 4, Decision to Race. The organizing authority will not accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during, or after the regatta.

21 INSURANCE

Insert the currency and amount.

Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of _____ per incident or the equivalent.

22 FURTHER INFORMATION

Insert necessary contact information.

For further information please contact _____.

APPENDIX L

SAILING INSTRUCTIONS GUIDE

This guide provides a set of tested sailing instructions designed primarily for major championship regattas for one or more classes. It therefore will be particularly useful for world, continental and national championships and other events of similar importance. The guide can also be useful for other events; however, for such events some of these instructions will be unnecessary or undesirable. Race officers should therefore be careful in making their choices.

An expanded version of the guide, Appendix LE, is available on the World Sailing website. It contains provisions applicable to the largest and most complicated multi-class events, as well as variations on several of the sailing instructions recommended in this appendix. It will be revised from time to time, to reflect advances in race management techniques as they develop, and can be downloaded as a basic text for producing the sailing instructions for any particular event. Appendix L can also be downloaded from the World Sailing website.

The principles on which all sailing instructions should be based are as follows:

- 1 They should include only two types of statement: the intentions of the race committee and protest committee and the obligations of competitors.*
- 2 They should be concerned only with racing. Information about social events, assignment of moorings, etc., should be provided separately.*
- 3 They should not change the racing rules except when clearly desirable. (When they do so, they must follow rule 86 by referring specifically to the rule being changed and stating the change.)*
- 4 They should not repeat or restate any of the racing rules.*
- 5 They should not repeat themselves.*
- 6 They should be in chronological order; that is, the order in which the competitor will use them.*
- 7 They should, when possible, use words or phrases from the racing rules.*

Rule references within the sailing instructions use RRS, SI and NoR to denote the source of the rule. ‘RRS x’ is a rule in The Racing Rules of Sailing. ‘SI x’ is a rule in the sailing instructions, and ‘NoR x’ is a rule in the notice of race.

To use this guide, first review rule J2 and decide which instructions will be needed. Instructions that are required by rule J2.1 are marked with an asterisk (). Delete all inapplicable or unnecessary instructions. Select the version preferred where there is a choice. Follow the directions in the left margin to fill in the spaces where a solid line (_____) appears and select the preferred wording if a choice or option is shown in brackets ([. . .]).*

After deleting unused instructions, renumber all instructions in sequential order. Be sure that instruction numbers are correct where one instruction refers to another.

Care should be taken to ensure that there is no conflict between a rule in the notice of race and a rule in the sailing instructions.

If the sailing instructions are made available electronically, printed copies should be provided on request.

On separate lines, insert the full name of the regatta, the inclusive dates from equipment inspection, event measurement or the practice race until the final race or closing ceremony, the name of the organizing authority, and the city and country.

SAILING INSTRUCTIONS

The notation ‘[DP]’ in a rule in the SI means that the penalty for a breach of that rule may, at the discretion of the protest committee, be less than disqualification.

1 RULES

- 1.1*** The regatta will be governed by the rules as defined in *The Racing Rules of Sailing*.

Use the first sentence if appropriate. Insert the name. List by number and title the prescriptions that will not apply (see RRS 88.2). Use the second sentence if it applies and if entries from other national authorities are expected, and state the prescriptions in full. Include the prescriptions in English when appropriate (see RRS 90.2(b)).

1.2 [The following prescriptions of the _____ national authority will not apply: _____.]
[The prescriptions that will apply are stated in full below.]

(OR)

Use if appropriate, but only if the national authority for the venue of the event has not adopted a prescription to RRS 88.

1.2 No national prescriptions will apply.

List by name any other documents that govern the event; for example, The Equipment Rules of Sailing, to the extent that they apply.

1.3* _____ will apply.

See RRS 86. Either insert here the rule number(s) and state the changes, or, if not using this instruction, do the same in each instruction that changes a racing rule.

1.4 Racing rule(s) _____ will be changed as follows: _____.

Insert the rule number(s) and class name. Make a separate statement for the rules of each class.

1.5 Under RRS 87, rule(s) _____ of the _____ class rules [will not apply] [is (are) changed as follows: _____].

1.6 If there is a conflict between languages the English text will take precedence.

Insert the location(s). If notices are online, state how and where they may be found.

2* NOTICES TO COMPETITORS

Notices to competitors will be posted on the official notice board(s) located at _____.

Change the times if different.

3 CHANGES TO SAILING INSTRUCTIONS

Any change to the sailing instructions will be posted before 0900 on the day it will take effect, except that any change to the schedule of races will be posted by 2000 on the day before it will take effect.

Insert the location.

4 SIGNALS MADE ASHORE

4.1 Signals made ashore will be displayed at _____.

Insert the number of minutes.

4.2 When flag AP is displayed ashore, ‘1 minute’ is replaced with ‘not less than _____ minutes’ in the race signal AP.

(OR)

Insert the number of minutes.

4.2 Flag D with one sound means ‘The warning signal will be made not less than _____ minutes after flag D is displayed. [Boats are requested not to leave the harbour until this signal is made.] [Boats shall not leave the harbour until this signal is made. [DP]]’

5 SCHEDULE OF RACES

Revise as desired and insert the dates and classes. Include a practice race if any. When the series consists of qualifying races and final races, specify them. The schedule can also be given in an attachment.

5.1* Dates of racing:

<i>Date</i>	<i>Class</i> _____	<i>Class</i> _____
_____	racing	racing
_____	racing	reserve day
_____	reserve day	racing
_____	racing	racing
_____	racing	racing

Insert the classes and numbers.

5.2* Number of races:

<i>Class</i>	<i>Number</i>	<i>Races per day</i>
_____	_____	_____
_____	_____	_____

One extra race per day may be sailed, provided that no class becomes more than one race ahead of schedule and the change is made according to SI 3.

Insert the time.

5.3* The scheduled time of the warning signal for the first race each day is _____.

5.4 To alert boats that a race or sequence of races will begin soon, the orange starting line flag will be displayed with one sound at least five minutes before a warning signal is made.

Insert the time.

5.5 On the last scheduled day of racing no warning signal will be made after _____.

6* **CLASS FLAGS**

Class flags will be:

Insert the classes and names or descriptions of the flags.

<i>Class</i>	<i>Flag</i>
_____	_____
_____	_____
_____	_____

7 RACING AREAS

Insert a number or letter.

Attachment _____ shows the location of racing areas.

8 THE COURSES

Insert a number or letter. A method of illustrating various courses is shown in Addendum A. Insert the course length if applicable.

8.1* The diagrams in Attachment _____ show the courses, including the approximate angles between legs, the order in which marks are to be passed, and the side on which each mark is to be left. [The approximate course length will be _____.]

- 8.2** No later than the warning signal, the race committee signal vessel will display the approximate compass bearing of the first leg.
- 8.3** Courses will not be shortened. This changes RRS 32.
- Include only when changing positions of marks is impracticable.*
- 8.4** Legs of the course will not be changed after the preparatory signal. This changes RRS 33.
- 9 MARKS**
- Change the mark numbers as needed and insert the descriptions of the marks. Use the second alternative when Marks 4S and 4P form a gate, with Mark 4S to be left to starboard and Mark 4P to port.*
- 9.1*** Marks 1, 2, 3 and 4 will be _____.
(OR)
- 9.1*** Marks 1, 2, 3, 4S and 4P will be _____.
- (OR)**
- Insert the number or letter used in SI 8.1.*
- 9.1*** Marks are described in Attachment _____.
- Unless it is clear from the course diagrams, list the marks that are rounding marks.*
- 9.2** The following marks are rounding marks: _____.
- Insert the descriptions of the marks.*
- 9.3** New marks, as provided in SI 12.1, will be _____.

Describe the starting and finishing marks: for example, the race committee signal vessel at the starboard end and a buoy at the port end. SI 11.2 will describe the starting line and SI 13 the finishing line.

9.4* The starting and finishing marks will be _____.

Include if SI 12.2 is included.

9.5 A race committee vessel signalling a change of a leg of the course is a mark as provided in SI 12.2.

Describe each area by its location and any easily recognized details of appearance.

10 AREAS THAT ARE OBSTRUCTIONS
The following areas are designated as obstructions: _____.

11 THE START

Include only if the asterisked option in RRS 26 will be used. Insert the number of minutes.

11.1 Races will be started by using RRS 26 with the warning signal made _____ minutes before the starting signal.

(OR)

Describe any starting system other than that stated in RRS 26.

11.1 Races will be started as follows: _____. This changes RRS 26.

11.2* The starting line will be between staffs displaying orange flags on the starting marks.

(OR)

11.2* The starting line will be between a staff displaying an orange flag on the starting mark at the starboard end and the course side of the port-end starting mark.

(OR)

Insert the description.

11.2* The starting line will be _____.

- 11.3** Boats whose warning signal has not been made shall avoid the starting area during the starting sequence for other races. [DP]
- Insert the number of minutes.*
- 11.4** A boat that does not start within _____ minutes after her starting signal will be scored Did Not Start without a hearing. This changes RRS A4 and A5.
- Insert the channel number.*
- 11.5** If any part of a boat's hull, crew or equipment is on the course side of the starting line during the two minutes before her starting signal and she is identified, the race committee will attempt to broadcast her sail number on VHF channel _____. Failure to make a broadcast or to time it accurately will not be grounds for a request for redress. This changes RRS 62.1(a).
- 12 CHANGE OF THE NEXT LEG OF THE COURSE**
- 12.1** To change the next leg of the course, the race committee will move the original mark (or the finishing line) to a new position.
- (OR)**
- 12.1** To change the next leg of the course, the race committee will lay a new mark (or move the finishing line) and remove the original mark as soon as practicable. When in a subsequent change a new mark is replaced, it will be replaced by an original mark.
- When SI 12.2 is included, SI 9.5 must also be included. Reverse 'port' and 'starboard' when the mark is to be left to starboard.*
- 12.2** Except at a gate, boats shall pass between the race committee vessel signalling the change of the next leg and the nearby mark, leaving the mark to port and the race committee vessel to starboard. This changes RRS 28.

13 THE FINISH

13.1* The finishing line will be between staffs displaying orange flags on the finishing marks.

(OR)

13.1* The finishing line will be between a staff displaying an orange flag on the finishing mark at the starboard end and the course side of the port-end finishing mark.

(OR)

Insert the description.

13.1* The finishing line will be _____.

13.2 If the race committee is absent when a boat finishes, she should report her finishing time, and her position in relation to nearby boats, to the race committee at the first reasonable opportunity.

14 PENALTY SYSTEM

Include SI 14.1 only when the Two-Turns Penalty will not be used. Insert the number of places or describe the penalties.

14.1 The Scoring Penalty, RRS 44.3, will apply. The penalty will be _____ places.

(OR)

14.1 The penalties are as follows: _____.

Insert the class(es).

14.2 For the _____ class(es) RRS 44.1 is changed so that the Two-Turns Penalty is replaced by the One-Turn Penalty.

Unless all of Appendix P applies, state any restrictions.

14.3 Appendix P will apply [as changed by SI(s) [14.2] [and] [14.4]].

Recommended only for junior events.

14.4 RRS P2.3 will not apply and RRS P2.2 is changed so that it will apply to any penalty after the first one.

15 TIME LIMITS AND TARGET TIMES

Insert the classes and times. Omit the Mark 1 time limit and target time if inapplicable.

15.1* Time limits and target times are as follows:

<i>Class</i>	<i>Time limit</i>	<i>Mark 1 time limit</i>	<i>Target time</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If no boat has passed Mark 1 within the Mark 1 time limit the race will be abandoned. Failure to meet the target time will not be grounds for redress. This changes RRS 62.1(a).

Insert the time (or different times for different classes).

15.2 Boats failing to finish within _____ after the first boat sails the course and finishes will be scored Did Not Finish without a hearing. This changes RRS 35, A4 and A5.

16 PROTESTS AND REQUESTS FOR REDRESS

State the location if necessary.

16.1 Protest forms are available at the race office[, located at _____]. Protests and requests for redress or reopening shall be delivered there within the appropriate time limit.

Change the time if different.

16.2 For each class, the protest time limit is 90 minutes after the last boat has finished the last race of the day or the race committee signals no more racing today, whichever is later.

Change the posting time if different. Insert the protest room location and, if applicable, the time for the first hearing.

16.3 Notices will be posted no later than 30 minutes after the protest time limit to inform competitors of hearings in which they are parties or named as witnesses. Hearings will be held in the protest room,

located at _____, beginning at [the time posted] [_____].

16.4 Notices of protests by the race committee, technical committee or protest committee will be posted to inform boats under RRS 61.1(b).

16.5 A list of boats that, under SI 14.3, have been penalized for breaking RRS 42 will be posted.

16.6 Breaches of SIs 11.3, 18, 21, 23, 25, 26 and 27 will not be grounds for a protest by a boat. This changes RRS 60.1(a).

16.7 On the last scheduled day of racing a request for redress based on a protest committee decision shall be delivered no later than 30 minutes after the decision was posted. This changes RRS 62.2.

Include only if RRS 70.5 applies.

16.8 Decisions of the [protest committee] [international jury] will be final as provided in RRS 70.5.

17 SCORING

Include only if the Low Point System of Appendix A will not be used. Describe the system.

17.1 The scoring system is as follows: _____.

Insert the number.

17.2 _____ races are required to be completed to constitute a series.

Insert the numbers throughout.

17.3 (a) When fewer than _____ races have been completed, a boat's series score will be the total of her race scores.
 (b) When from _____ to _____ races have been completed, a boat's series score will be the total of her race scores excluding her worst score.

- (c) When _____ or more races have been completed, a boat's series score will be the total of her race scores excluding her two worst scores.

Insert the procedure for check-out and check-in.

18 SAFETY REGULATIONS

18.1 Check-Out and Check-In: _____. [DP]

18.2 A boat that retires from a race shall notify the race committee as soon as possible. [DP]

19 REPLACEMENT OF CREW OR EQUIPMENT

19.1 Substitution of competitors will not be allowed without prior written approval of the [race committee] [protest committee]. [DP]

19.2 Substitution of damaged or lost equipment will not be allowed unless authorized by the [race committee] [protest committee]. Requests for substitution shall be made to the committee at the first reasonable opportunity. [DP]

20 EQUIPMENT AND MEASUREMENT CHECKS

On the water, a boat can be instructed by a member of the race committee or the technical committee to proceed immediately to a designated area for inspection. Ashore, equipment may be inspected or measured at times specified in the class rules, the notice of race, and at the following time(s) _____.

Insert the time(s).

21 EVENT ADVERTISING

See World Sailing Regulation 20.4. Insert necessary information on the display of event advertising material.

Boats shall display event advertising supplied by the organizing authority as follows: _____. If this rule is broken, World Sailing Regulation 20.9.2 applies. [DP]

22 OFFICIAL BOATS

Insert the descriptions. If appropriate, use different identification markings for boats performing different duties.

Official boats will be marked as follows: _____.

23 SUPPORT BOATS

23.1 Team leaders, coaches and other support persons shall stay outside areas where boats are racing from the time of the preparatory signal for the first class to start until all boats have finished or retired or the race committee signals a postponement, general recall or abandonment. [DP]

Insert the identification markings. National letters are suggested for international events.

23.2 Support boats shall be marked with _____. [DP]

24 TRASH DISPOSAL

Trash may be placed aboard support or official boats.

25 HAUL-OUT RESTRICTIONS

Keelboats shall not be hauled out during the regatta except with and according to the terms of prior written permission of the race committee. [DP]

26 DIVING EQUIPMENT AND PLASTIC POOLS

Underwater breathing apparatus and plastic pools or their equivalent shall not be used around keelboats between the preparatory signal of the first race and the end of the regatta. [DP]

27 RADIO COMMUNICATION

Insert any alternative text that applies. Describe any radio communication bands or frequencies that will be used or allowed.

Except in an emergency, a boat that is racing shall not make voice or data transmissions and shall not receive voice or data communication that is not available to all boats. [DP]

28 PRIZES

If perpetual trophies will be awarded state their complete names.

Prizes will be given as follows: _____.

29 DISCLAIMER OF LIABILITY

The laws applicable to the venue in which the event is held may limit disclaimers. Any disclaimer should be drafted to comply with those laws.

Competitors participate in the regatta entirely at their own risk. See RRS 4, Decision to Race. The organizing authority will not accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during, or after the regatta.

30 INSURANCE

Insert the currency and amount.

Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of _____ per incident or the equivalent.

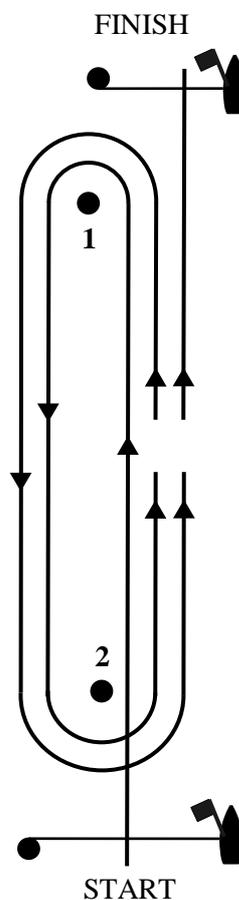
ADDENDUM A

ILLUSTRATING THE COURSE

Shown here are diagrams of course shapes. The boat's track is represented by a discontinuous line so that each diagram can describe courses with different numbers of laps. If more than one course may be used for a class, state how each particular course will be signalled.

A Windward-Leeward Course

Start – 1 – 2 – 1 – 2 – Finish

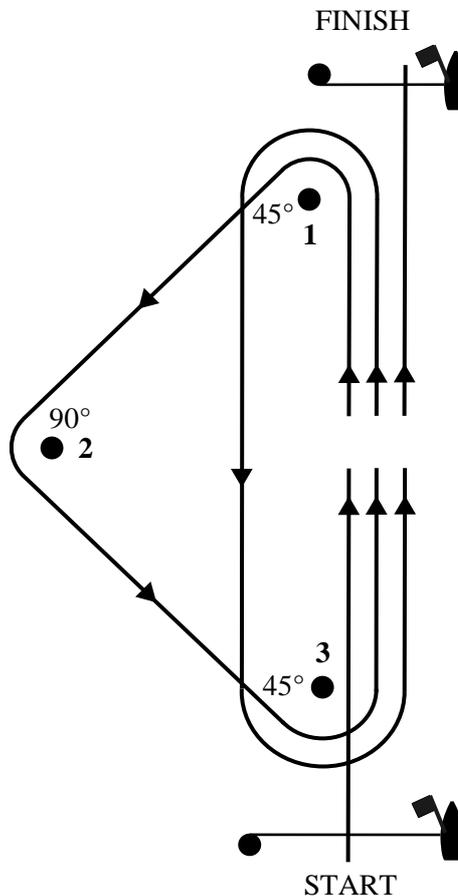


Options for this course include

- (1) *increasing or decreasing the number of laps,*
- (2) *deleting the last windward leg,*
- (3) *using a gate instead of a leeward mark,*
- (4) *using an offset mark at the windward mark, and*
- (5) *using the leeward and windward marks as starting and finishing marks.*

A Triangle-Windward-Leeward Course

Start – 1 – 2 – 3 – 1 – 3 – Finish



Options for this course include

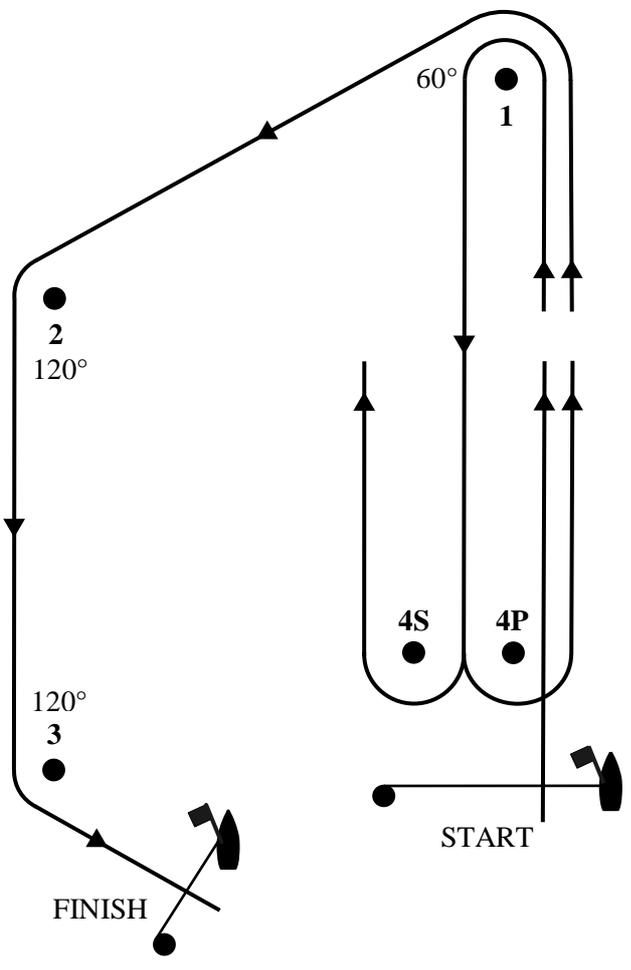
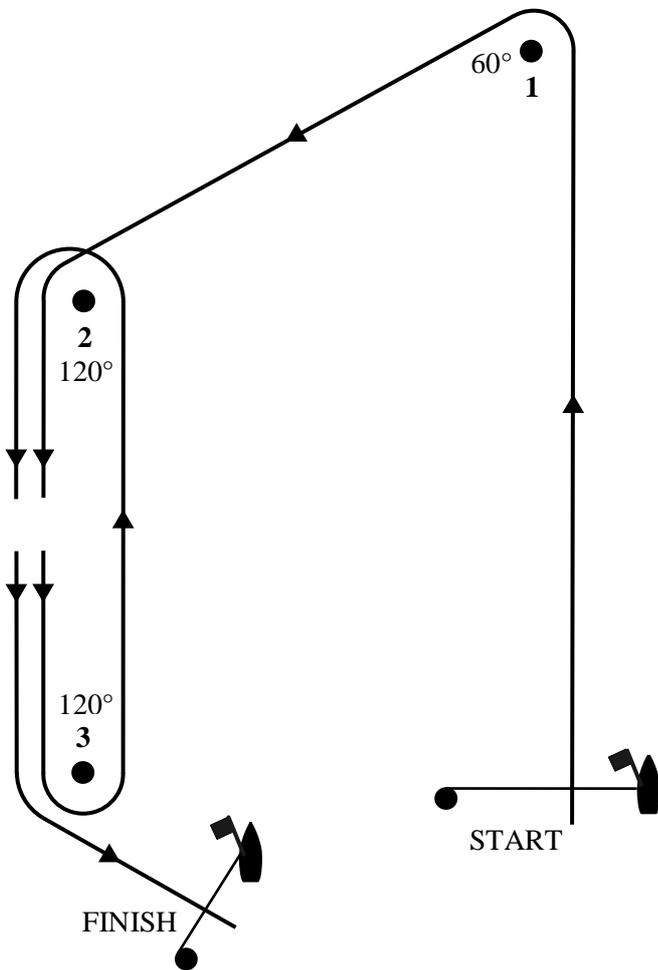
- (1) *increasing or decreasing the number of laps,*
- (2) *deleting the last windward leg,*
- (3) *varying the interior angles of the triangle (45°–90°–45° and 60°–60°–60° are common),*
- (4) *using a gate instead of a leeward mark for downwind legs,*
- (5) *using an offset mark at the beginning of downwind legs, and*
- (6) *using the leeward and windward marks as starting and finishing marks.*

Be sure to specify the interior angle at each mark.

Trapezoid Courses

Start – 1 – 2 – 3 – 2 – 3 – Finish

Start – 1 – 4 – 1 – 2 – 3 – Finish



Options for these courses include

- (1) *adding additional legs,*
- (2) *replacing the gate shown by a single mark, or using a gate also in the outer loop,*
- (3) *varying the interior angles of the reaching legs,*
- (4) *using an offset mark at the beginning of downwind legs, and*
- (5) *finishing boats upwind rather than on a reach.*

Be sure to specify the interior angle of each reaching leg.

ADDENDUM B

BOATS PROVIDED BY THE ORGANIZING AUTHORITY

The following sailing instruction is recommended when all boats will be provided by the organizing authority. It can be changed to suit the circumstances. When used, it should be inserted after SI 3.

4 BOATS

- 4.1** Boats will be provided for all competitors, who shall not modify them or cause them to be modified in any way except that
- (a) a compass may be tied or taped to the hull or spars;
 - (b) wind indicators, including yarn or thread, may be tied or taped anywhere on the boat;
 - (c) hulls, centreboards and rudders may be cleaned, but only with water;
 - (d) adhesive tape may be used anywhere above the water line; and
 - (e) all fittings or equipment designed to be adjusted may be adjusted, provided that the class rules are complied with.
- 4.2** All equipment provided with the boat for sailing purposes shall be in the boat while afloat.
- 4.3** The penalty for not complying with one of the above instructions will be disqualification from all races sailed in which the instruction was broken.
- 4.4** Competitors shall report any damage or loss of equipment, however slight, to the organizing authority's representative immediately after securing the boat ashore. The penalty for breaking this instruction, unless the protest committee is satisfied that the competitor made a determined effort to comply, will be disqualification from the race most recently sailed.
- 4.5** Class rules requiring competitors to be members of the class association will not apply.

APPENDIX M

RECOMMENDATIONS FOR PROTEST COMMITTEES

This appendix is advisory only; in some circumstances changing these procedures may be advisable. It is addressed primarily to protest committee chairmen but may also help judges, protest committee secretaries, race committees and others connected with protest and redress hearings.

In a protest or redress hearing, the protest committee should weigh all testimony with equal care; should recognize that honest testimony can vary, and even be in conflict, as a result of different observations and recollections; should resolve such differences as best it can; should recognize that no boat or competitor is guilty until a breach of a *rule* has been established to the satisfaction of the protest committee; and should keep an open mind until all the evidence has been heard as to whether a boat or competitor has broken a *rule*.

M1 PRELIMINARIES (may be performed by race office staff)

- Receive the *protest* or request for redress.
- Note on the form the time the *protest* or request is delivered and the protest time limit.
- Inform each *party*, and the race committee when necessary, when and where the hearing will be held.

M2 BEFORE THE HEARING

M2.1 Make sure that

- each *party* has a copy of or the opportunity to read the *protest* or request for redress and has had reasonable time to prepare for the hearing.
- only one person from each boat (or *party*) is present unless an interpreter is needed.
- all boats and people involved are represented. If they are not, however, the committee may proceed under rule 63.3(b).

- boats' representatives were on board when required (rule 63.3(a)). When the *parties* were in different races, both organizing authorities must accept the composition of the protest committee (rule 63.8). In a *protest* concerning class rules, obtain the current class rules and identify the authority responsible for interpreting them (rule 64.3(b)).

M2.2 Determine if any members of the protest committee saw the incident. If so, require each of them to state that fact in the presence of the *parties* (rule 63.6).

M2.3 Assess *conflicts of interest*.

- Ensure that all protest committee members declare any possible *conflicts of interest*. At major events this will often be a formal written declaration made before the event starts that will be kept with the protest committee records.
- At the start of any hearing, ensure that the *parties* are aware of any *conflicts of interest* of protest committee members. Ask the *parties* if they consent to the members. If a *party* does not object as soon as possible after a *conflict of interest* has been declared, the protest committee may take this as consent to proceed and should record it.
- If a *party* objects to a member, the remainder of the protest committee members need to assess whether the *conflict of interest* is significant. The assessment will consider the level of the event, the level of the conflict and the perception of fairness. It may be acceptable to balance conflicts between protest committee members. Guidance may be found on the World Sailing website. Record the decision and the grounds for that decision.
- In cases of doubt it may be preferable to proceed with a smaller protest committee. Except for hearings under rule 69, there is no minimum number of protest committee members required.
- When a request for redress is made under rule 62.1(a) and is based on an improper action or omission of a body other than the protest committee, a member of that body should not be a member of the protest committee.

M3 THE HEARING

M3.1 Check the validity of the *protest* or request for redress.

- Are the contents adequate (rule 61.2 or 62)?
- Was it delivered in time? If not, is there good reason to extend the time limit (rule 61.3 or 62.2)?
- When required, was the protestor involved in or a witness to the incident (rule 60.1(a))?
- When necessary, was ‘Protest’ hailed and, if required, a red flag displayed correctly (rule 61.1(a))?
- When the flag or hail was not necessary, was the protestee informed?
- Decide whether the *protest* or request for redress is valid (rule 63.5).
- Once the validity of the *protest* or request has been determined, do not let the subject be introduced again unless truly new evidence is available.

M3.2 Take the evidence (rule 63.6).

- Ask the protestor and then the protestee to tell their stories. Then allow them to question one another. In a redress matter, ask the *party* to state the request.
- Invite questions from protest committee members.
- Make sure you know what facts each *party* is alleging before calling any witnesses. Their stories may be different.
- Allow anyone, including a boat’s crew, to give evidence. It is the *party* who normally decides which witnesses to call, although the protest committee may also call witnesses (rule 63.6). The question asked by a *party* ‘Would you like to hear N?’ is best answered by ‘It is your choice.’
- Call each *party*’s witnesses (and the protest committee’s if any) one by one. Limit *parties* to questioning the witness(es) (they may wander into general statements).
- Invite the protestee to question the protestor’s witness first (and vice versa). This prevents the protestor from leading his witness from the beginning.

- Allow members of the protest committee who saw the incident to give evidence (rule 63.6), but only while the *parties* are present. Members who give evidence may be questioned, should take care to relate all they know about the incident that could affect the decision, and may remain on the protest committee (rule 63.3(a)).
- Try to prevent leading questions or hearsay evidence, but if that is impossible discount the evidence so obtained.
- Accept written evidence from a witness who is not available to be questioned only if all *parties* agree. In doing so they forego their rights to question that witness (rule 63.6).
- Ask one member of the committee to note down evidence, particularly times, distances, speeds, etc.
- Invite first the protestor and then the protestee to make a final statement of her case, particularly on any application or interpretation of the *rules*.

M3.3 Find the facts (rule 63.6).

- Write down the facts; resolve doubts one way or the other.
- Call back *parties* for more questions if necessary.
- When appropriate, draw a diagram of the incident using the facts you have found.

M3.4 Decide the *protest* or request for redress (rule 64).

- Base the decision on the facts found (if you cannot, find some more facts).
- In redress cases, make sure that no further evidence is needed from boats that will be affected by the decision.

M3.5 Inform the *parties* (rule 65).

- Recall the *parties* and read them the facts found, conclusions and *rules* that apply, and the decision. When time presses it is permissible to read the decision and give the details later.
- Give any *party* a copy of the decision on request. File the *protest* or request for redress with the committee records.

M4 REOPENING A HEARING (rule 66)

M4.1 When a *party*, within the time limit, has asked for a hearing to be reopened, hear the *party* making the request, look at any video, etc., and decide whether there is any significant new evidence that might lead you to change your decision. Decide whether your interpretation of the *rules* may have been wrong; be open-minded as to whether you have made a mistake. If none of these applies refuse to reopen; otherwise schedule a hearing.

M4.2 Evidence is ‘new’

- if it was not reasonably possible for the *party* asking for the reopening to have discovered the evidence before the original hearing,
- if the protest committee is satisfied that before the original hearing the evidence was diligently but unsuccessfully sought by the *party* asking for the reopening, or
- if the protest committee learns from any source that the evidence was not available to the *parties* at the time of the original hearing.

M5 MISCONDUCT (rule 69)

M5.1 An action under this rule is not a *protest*, but the protest committee gives its allegations in writing to the competitor before the hearing. The hearing is conducted under rules similar to those governing a protest hearing but the protest committee must have at least three members (rule 69.2(a)). Use the greatest care to protect the competitor’s rights.

M5.2 A competitor or a boat cannot protest under rule 69, but the protest form of a competitor who tries to do so may be accepted as a report to the protest committee, which can then decide whether or not to call a hearing.

M5.3 Unless World Sailing has appointed a person for the role, the protest committee may appoint a person to present the allegation. This person might be a race official, the person making the allegation or other appropriate person. When no reasonable alternative person is available, a person who was appointed as a member of the protest committee may present the allegation.

- M5.4** When it is desirable to call a hearing under rule 69 as a result of a Part 2 incident, it is important to hear any boat-vs.-boat *protest* in the normal way, deciding which boat, if any, broke which *rule*, before proceeding against the competitor under rule 69.
- M5.5** Although action under rule 69 is taken against a competitor, boat owner or *support person*, and not a boat, a boat may also be penalized (rules 69.2(h)(2) and 64.4).
- M5.6** When a protest committee upholds a rule 69 allegation it will need to consider if it is appropriate to report to either a national authority or World Sailing. Guidance on when to report may be found in the World Sailing Case Book. When the protest committee does make a report it may recommend whether or not further action should be taken.
- M5.7** Unless the right of appeal is denied in accordance with rule 70.5, a *party* to a rule 69 hearing may appeal the decision of the protest committee.
- M5.8** Further guidance for protest committees about misconduct may be found on the World Sailing website.

M6 APPEALS (rule 70 and Appendix R)

When decisions can be appealed,

- retain the papers relevant to the hearing so that the information can easily be used for an appeal. Is there a diagram endorsed or prepared by the protest committee? Are the facts found sufficient? (Example: Was there an *overlap*? Yes or No. ‘Perhaps’ is not a fact found.) Are the names of the protest committee members and other important information on the form?
- comments by the protest committee on any appeal should enable the appeals committee to picture the whole incident clearly; the appeals committee knows nothing about the situation.

M7 PHOTOGRAPHIC EVIDENCE

Photographs and videos can sometimes provide useful evidence but protest committees should recognize their limitations and note the following points:

- The *party* producing the photographic evidence is responsible for arranging the viewing.
- View the video several times to extract all the information from it.
- The depth perception of any single-lens camera is very poor; with a telephoto lens it is non-existent. When the camera views two *overlapped* boats at right angles to their course, it is impossible to assess the distance between them. When the camera views them head on, it is impossible to see whether an *overlap* exists unless it is substantial.
- Ask the following questions:
 - Where was the camera in relation to the boats?
 - Was the camera's platform moving? If so in what direction and how fast?
 - Is the angle changing as the boats approach the critical point? Fast panning causes radical change.
 - Did the camera have an unrestricted view throughout?

APPENDIX N

INTERNATIONAL JURIES

See rules 70.5 and 91(b). This appendix shall not be changed by the notice of race, sailing instructions or national prescriptions.

N1 COMPOSITION, APPOINTMENT AND ORGANIZATION

- N1.1** An international jury shall be composed of experienced sailors with excellent knowledge of the racing rules and extensive protest committee experience. It shall be independent of and have no members from the race committee, and be appointed by the organizing authority, subject to approval by the national authority if required (see rule 91(b)), or by World Sailing under rule 89.2(c).
- N1.2** The jury shall consist of a chairman, a vice chairman if desired, and other members for a total of at least five. A majority shall be International Judges.
- N1.3** No more than two members (three, in Groups M, N and Q) shall be from the same national authority.
- N1.4** (a) The chairman of a jury may appoint one or more panels composed in compliance with rules N1.1, N1.2 and N1.3. This can be done even if the full jury is not composed in compliance with these rules.
- (b) The chairman of a jury may appoint panels of at least three members each, of which the majority shall be International Judges. Members of each panel shall be from at least three different national authorities except in Groups M, N and Q, where they shall be from at least two different national authorities. If dissatisfied with a panel's decision, a *party* is entitled to a hearing by a panel composed in compliance with rules N1.1, N1.2 and N1.3, except concerning the facts found, if requested within the time limit specified in the sailing instructions.
- N1.5** When a full jury, or a panel, has fewer than five members, because of illness or emergency, and no qualified replacements are available, it remains properly constituted if it consists of at least three members and if at least two of them are International Judges. When there are

three or four members they shall be from at least three different national authorities except in Groups M, N and Q, where they shall be from at least two different national authorities.

- N1.6** When it is considered desirable that some members not participate in discussing and deciding a *protest* or request for redress, and no qualified replacements are available, the jury or panel remains properly constituted if at least three members remain and at least two of them are International Judges.
- N1.7** In exception to rules N1.1 and N1.2, World Sailing may in limited circumstances (see World Sailing Regulation 25.8.13) authorize an international jury consisting of a total of only three members. All members shall be International Judges. The members shall be from three different national authorities (two, in Groups M, N and Q). The authorization shall be stated in a letter of approval to the organizing authority and in the notice of race and sailing instructions, and the letter shall be posted on the event's official notice board.
- N1.8** When the national authority's approval is required for the appointment of an international jury (see rule 91(b)), notice of its approval shall be included in the sailing instructions or be posted on the official notice board.
- N1.9** If the jury or a panel acts while not properly constituted, its decisions may be appealed.

N2 RESPONSIBILITIES

- N2.1** An international jury is responsible for hearing and deciding all *protests*, requests for redress and other matters arising under the rules of Part 5. When asked by the organizing authority or the race committee, it shall advise and assist them on any matter directly affecting the fairness of the competition.
- N2.2** Unless the organizing authority directs otherwise, the jury shall decide
- (a) questions of eligibility, measurement or rating certificates; and
 - (b) whether to authorize the substitution of competitors, boats or equipment when a *rule* requires such a decision.
- N2.3** The jury shall also decide matters referred to it by the organizing authority or the race committee.

N3 PROCEDURES

- N3.1** Decisions of the jury, or of a panel, shall be made by a simple majority vote of all members. When there is an equal division of votes cast, the chairman of the meeting may cast an additional vote.
- N3.2** Members shall not be regarded as having a significant *conflict of interest* (see rule 63.4) by reason of their nationality, club membership or similar. When otherwise considering a significant *conflict of interest* as required by rule 63.4, considerable weight must be given to the fact that decisions of an international jury cannot be appealed and this may affect the perception of fairness and lower the level of conflict that is significant. In case of doubt, the hearing should proceed as permitted by rule N1.6.
- N3.3** If a panel fails to agree on a decision it may adjourn, in which case the chairman shall refer the matter to a properly constituted panel with as many members as possible, which may be the full jury.

N4 MISCONDUCT (Rule 69)

- N4.1** World Sailing Regulation 35, Disciplinary Code, contains procedures that apply to specific international events with regard to the appointment of a person to conduct any investigation. These procedures override any conflicting provision of this appendix.
- N4.2** A person shall be responsible for presenting to the hearing panel any allegations of misconduct under rule 69. This person shall not be a member of the hearing panel but may be a member of the jury. Such a person shall be required to make full disclosure of all material that may come into his possession in the course of his investigation to the person subject to allegations of a breach of rule 69.
- N4.3** Prior to a hearing, the hearing panel, to the extent practically possible, shall not act as an investigator of any allegations made under rule 69. However, during the hearing the panel shall be entitled to ask any investigative questions it may see fit.
- N4.4** If the panel decides to call a hearing, all material disclosed to the panel in order for them to make that decision must be disclosed to the person subject to the allegations before the hearing begins.

APPENDIX P

SPECIAL PROCEDURES FOR RULE 42

All or part of this appendix applies only if the notice of race or sailing instructions so state.

P1 OBSERVERS AND PROCEDURE

P1.1 The protest committee may appoint observers, including protest committee members, to act in accordance with rule P1.2. A person with a significant *conflict of interest* shall not be appointed as an observer.

P1.2 An observer appointed under rule P1.1 who sees a boat breaking rule 42 may penalize her by, as soon as reasonably possible, making a sound signal, pointing a yellow flag at her and hailing her sail number, even if she is no longer *racing*. A boat so penalized shall not be penalized a second time under rule 42 for the same incident.

P2 PENALTIES

P2.1 First Penalty

When a boat is first penalized under rule P1.2 her penalty shall be a Two-Turns Penalty under rule 44.2. If she fails to take it she shall be disqualified without a hearing.

P2.2 Second Penalty

When a boat is penalized a second time during the regatta, she shall promptly retire. If she fails to do so she shall be disqualified without a hearing and her score shall not be excluded.

P2.3 Third and Subsequent Penalties

When a boat is penalized a third or subsequent time during the regatta, she shall promptly retire. If she does so her penalty shall be disqualification without a hearing and her score shall not be excluded. If she fails to do so her penalty shall be disqualification without a hearing from all races in the regatta, with no score excluded, and the protest committee shall consider calling a hearing under rule 69.2.

P2.4 Penalties Near the Finishing Line

If a boat is penalized under rule P2.2 or P2.3 and it was not reasonably possible for her to retire before *finishing*, she shall be scored as if she had retired promptly.

P3 POSTPONEMENT, GENERAL RECALL OR ABANDONMENT

If a boat has been penalized under rule P1.2 and the race committee signals a *postponement*, general recall or *abandonment*, the penalty is cancelled, but it is still counted to determine the number of times she has been penalized during the regatta.

P4 REDRESS LIMITATION

A boat shall not be given redress for an action by a member of the protest committee or its designated observer under rule P1.2 unless the action was improper due to a failure to take into account a race committee signal or a class rule.

P5 FLAGS O AND R

P5.1 When Rule P5 Applies

Rule P5 applies if the class rules permit pumping, rocking and ooching when the wind speed exceeds a specified limit.

P5.2 Before the Starting Signal

- (a) The race committee may signal that pumping, rocking and ooching are permitted, as specified in the class rules, by displaying flag O before or with the warning signal.
- (b) If the wind speed becomes less than the specified limit after flag O has been displayed, the race committee may *postpone* the race. Then, before or with a new warning signal, the committee shall display either flag R, to signal that rule 42 as changed by the class rules applies, or flag O, as provided in rule P5.2(a).
- (c) If flag O or flag R is displayed before or with the warning signal, it shall be displayed until the starting signal.

P5.3 After the Starting Signal

After the starting signal,

- (a) if the wind speed exceeds the specified limit, the race committee may display flag O with repetitive sounds at a *mark* to signal that pumping, rocking and ooching are permitted, as specified in the class rules, after passing the *mark*;
- (b) if flag O has been displayed and the wind speed becomes less than the specified limit, the race committee may display flag R with repetitive sounds at a *mark* to signal that rule 42, as changed by the class rules, applies after passing the *mark*.

APPENDIX R

PROCEDURES FOR APPEALS AND REQUESTS

See rule 70. A national authority may change this appendix by prescription but it shall not be changed by sailing instructions.

R1 APPEALS AND REQUESTS

Appeals, requests by protest committees for confirmation or correction of their decisions, and requests for interpretations of the *rules* shall be made in compliance with this appendix.

R2 SUBMISSION OF DOCUMENTS

R2.1 To make an appeal,

- (a) no later than 15 days after receiving the protest committee's written decision or its decision not to reopen a hearing, the appellant shall send an appeal and a copy of the protest committee's decision to the national authority. The appeal shall state why the appellant believes the protest committee's decision or its procedures were incorrect;
- (b) when the hearing required by rule 63.1 has not been held within 30 days after a *protest* or request for redress was delivered, the appellant shall, within a further 15 days, send an appeal with a copy of the *protest* or request and any relevant correspondence. The national authority shall extend the time if there is good reason to do so;
- (c) when the protest committee fails to comply with rule 65, the appellant shall, within a reasonable time after the hearing, send an appeal with a copy of the *protest* or request and any relevant correspondence.

If a copy of the *protest* or request is not available, the appellant shall instead send a statement of its substance.

R2.2 The appellant shall also send, with the appeal or as soon as possible thereafter, all of the following documents that are available to her:

- (a) the written *protest(s)* or request(s) for redress;

- (b) a diagram, prepared or endorsed by the protest committee, showing the positions and tracks of all boats involved, the course to the next *mark* and the required side, the force and direction of the wind, and, if relevant, the depth of water and direction and speed of any current;
- (c) the notice of race, the sailing instructions, any other conditions governing the event, and any changes to them;
- (d) any additional relevant documents; and
- (e) the names, postal and email addresses, and telephone numbers of all *parties* to the hearing and the protest committee chairman.

R2.3 A request from a protest committee for confirmation or correction of its decision shall be sent no later than 15 days after the decision and shall include the decision and the documents listed in rule R2.2. A request for an interpretation of the *rules* shall include assumed facts.

R3 RESPONSIBILITIES OF NATIONAL AUTHORITY AND PROTEST COMMITTEE

Upon receipt of an appeal or a request for confirmation or correction, the national authority shall send to the *parties* and protest committee copies of the appeal or request and the protest committee's decision. It shall ask the protest committee for any relevant documents listed in rule R2.2 not sent by the appellant or the protest committee, and the protest committee shall promptly send them to the national authority. When the national authority has received them it shall send copies to the *parties*.

R4 COMMENTS AND CLARIFICATIONS

R4.1 The *parties* and protest committee may make comments on the appeal or request or on any of the documents listed in rule R2.2 by sending them in writing to the national authority.

R4.2 The national authority may seek clarifications of *rules* governing the event from organizations that are not *parties* to the hearing.

R4.3 The national authority shall send copies of comments and clarifications received to the *parties* and protest committee as appropriate.

R4.4 Comments on any document shall be made no later than 15 days after receiving it from the national authority.

R5 INADEQUATE FACTS; REOPENING

The national authority shall accept the protest committee's finding of facts except when it decides they are inadequate. In that case it shall require the committee to provide additional facts or other information, or to reopen the hearing and report any new finding of facts, and the committee shall promptly do so.

R6 WITHDRAWING AN APPEAL

An appellant may withdraw an appeal before it is decided by accepting the protest committee's decision.

APPENDIX S

STANDARD SAILING INSTRUCTIONS

This appendix applies only if the notice of race so states.

These Standard Sailing Instructions may be used at an event in place of printed sailing instructions made available to each boat. To use them, state in the notice of race that ‘The sailing instructions will consist of the instructions in RRS Appendix S, Standard Sailing Instructions, and supplementary sailing instructions that will be on the official notice board located at ____.’

The supplementary sailing instructions will include:

- 1. A table showing the schedule of races, including the day and date of each scheduled day of racing, the number of races scheduled each day, the scheduled time of the first warning signal each day, and the latest time for a warning signal on the last scheduled day of racing (see SI 5 below).*
- 2. The location of the race office and of the flag pole on which signals made ashore will be displayed (SI 4.1).*
- 3. A list of the marks that will be used and a description of each one (SI 8). How new marks will differ from original marks (SI 10).*
- 4. The time limits, if any, that are listed in SI 12.*
- 5. Any changes or additions to the instructions in this appendix.*

A copy of the supplementary sailing instructions will be available to competitors on request.

SAILING INSTRUCTIONS

1 RULES

- 1.1** The regatta will be governed by the rules as defined in *The Racing Rules of Sailing*.

2 NOTICES TO COMPETITORS

- 2.1** Notices to competitors will be posted on the official notice board.
- 2.2** Supplementary sailing instructions (called ‘the supplement’ below) will be posted on the official notice board.

3 CHANGES TO SAILING INSTRUCTIONS

- 3.1** Any change to the sailing instructions will be posted before 0800 on the day it will take effect, except that any change to the schedule of races will be posted by 2000 on the day before it will take effect.

4 SIGNALS MADE ASHORE

- 4.1** Signals made ashore will be displayed from the flag pole. The supplement will state its location.
- 4.2** When flag AP is displayed ashore, ‘1 minute’ is replaced with ‘not less than 60 minutes’ in the race signal AP.

5 SCHEDULE OF RACES

- 5.1** The supplement will include a table showing the days, dates, number of races scheduled, the scheduled times of the first warning signal each day, and the latest time for a warning signal on the last scheduled day of racing.

6 CLASS FLAGS

- 6.1** Each class flag will be the class insignia on a white background or as stated in the supplement.

7 THE COURSES

- 7.1** No later than the warning signal, the race committee will designate the course by displaying one or two letters followed by a number, and it may also display the approximate compass bearing of the first leg.

7.2 The course diagrams are on the pages following SI 13. They show the courses, the order in which marks are to be passed, and the side on which each mark is to be left. The supplement may include additional courses.

8 MARKS

8.1 A list of the marks that will be used, including a description of each one, will be included in the supplement.

9 THE START

9.1 Races will be started by using RRS 26.

9.2 The starting line will be between a staff displaying an orange flag on the race committee vessel and the course side of the starting mark.

10 CHANGE OF THE NEXT LEG OF THE COURSE

10.1 To change the next leg of the course, the race committee will lay a new mark (or move the finishing line) and remove the original mark as soon as practicable. When in a subsequent change a new mark is replaced, it will be replaced by an original mark.

11 THE FINISH

11.1 The finishing line will be between a staff displaying an orange flag on the race committee vessel and the course side of the finishing mark.

12 TIME LIMITS

12.1 The supplement will state which of the following time limits, if any, will apply and, for each, the time limit.

- **Mark 1 Time Limit** Time limit for the first boat to pass Mark 1.
- **Race Time Limit** Time limit for the first boat to sail the course and finish.
- **Finishing Window** Time limit for boats to finish after the first boat sails the course and finishes.

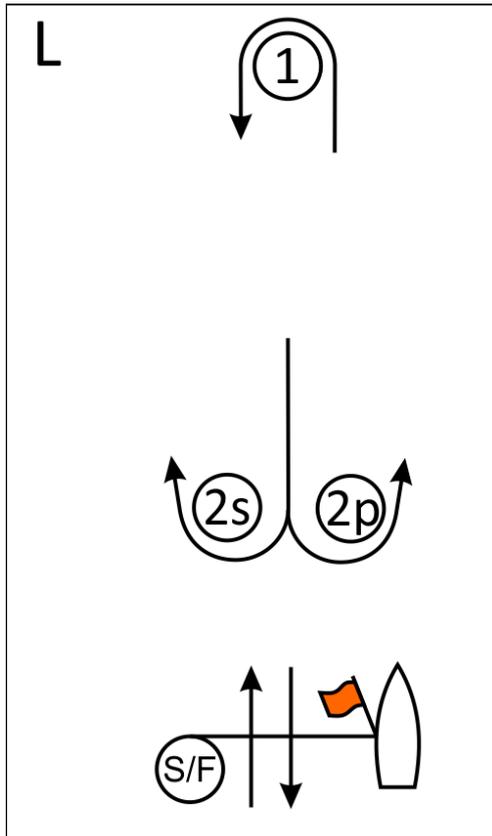
12.2 If no boat has passed Mark 1 within the Mark 1 Time Limit, the race shall be abandoned.

12.3 Boats failing to finish within the Finishing Window shall be scored Did Not Finish without a hearing. This changes RRS 35, A4 and A5.

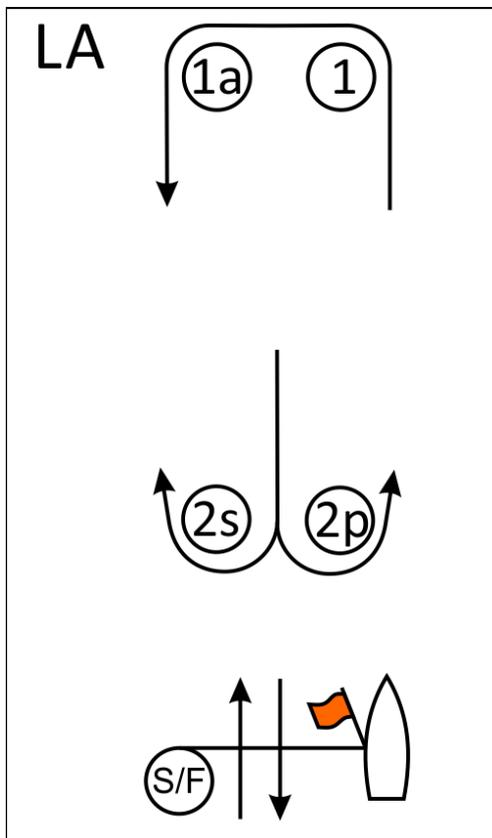
13 PROTESTS AND REQUESTS FOR REDRESS

- 13.1** Protest forms are available at the race office. Protests and requests for redress or reopening shall be delivered there within the appropriate time limit.
- 13.2** For each class, the protest time limit is 60 minutes after the last boat has finished the last race of the day or the race committee signals no more racing today, whichever is later.
- 13.3** Notices will be posted no later than 30 minutes after the protest time limit to inform competitors of hearings in which they are parties or named as witnesses and where the hearings will be held.
- 13.4** Notices of protests by the race committee, technical committee or protest committee will be posted to inform boats under RRS 61.1(b).
- 13.5** On the last scheduled day of racing a request for redress based on a protest committee decision shall be delivered no later than 30 minutes after the decision was posted. This changes RRS 62.2.

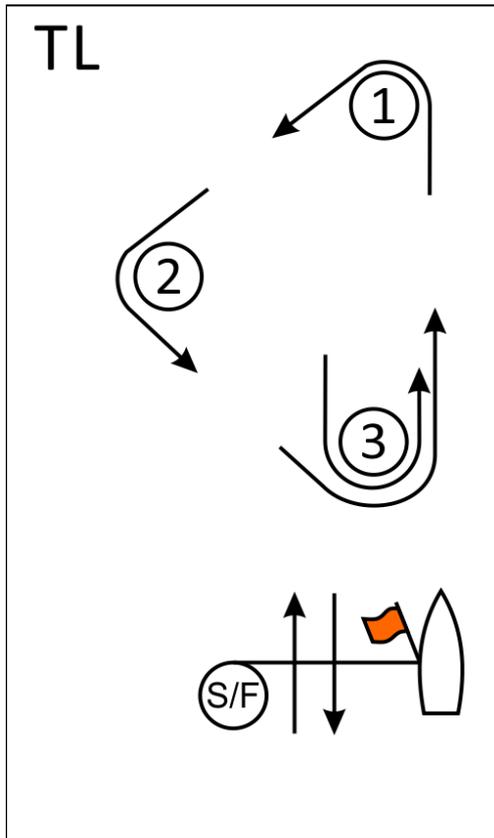
COURSE DIAGRAMS



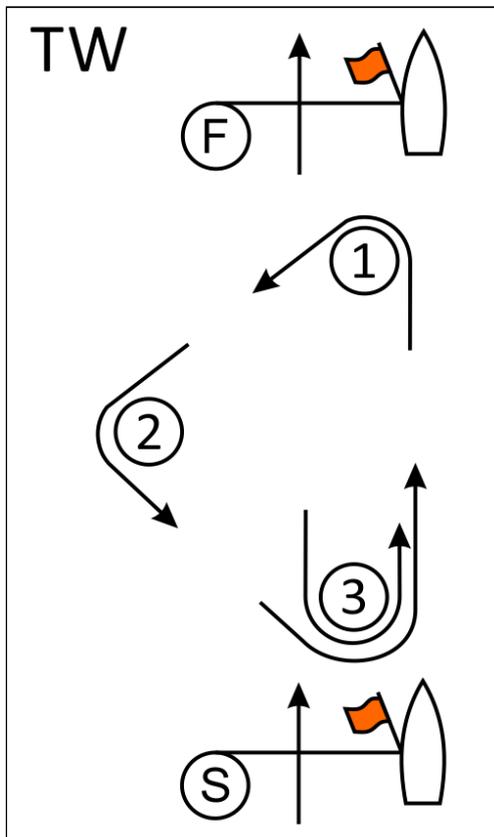
Course L – Windward/Leeward, Leeward Finish	
<i>Signal</i>	<i>Mark Rounding Order</i>
L2	Start – 1 – 2s/2p – 1 – Finish
L3	Start – 1 – 2s/2p – 1 – 2s/2p – 1 – Finish
L4	Start – 1 – 2s/2p – 1 – 2s/2p – 1 – 2s/2p – 1 – Finish



Course LA – Windward/Leeward with Offset Mark, Leeward Finish	
<i>Signal</i>	<i>Mark Rounding Order</i>
LA2	Start – 1 – 1a – 2s/2p – 1 – 1a – Finish
LA3	Start – 1 – 1a – 2s/2p – 1 – 1a – 2s/2p – 1 – 1a – Finish
LA4	Start – 1 – 1a – 2s/2p – 1 – 1a – 2s/2p – 1 – 1a – 2s/2p – 1 – 1a – Finish



Course TL – Triangle, Leeward Finish	
Signal	Mark Rounding Order
TL2	Start – 1 – 2 – 3 – 1 – Finish
TL3	Start – 1 – 2 – 3 – 1 – 3 – 1 – Finish
TL4	Start – 1 – 2 – 3 – 1 – 3 – 1 – 3 – 1 – Finish



Course TW – Triangle, Windward Finish	
Signal	Mark Rounding Order
TW2	Start – 1 – 2 – 3 – Finish
TW3	Start – 1 – 2 – 3 – 1 – 3 – Finish
TW4	Start – 1 – 2 – 3 – 1 – 3 – 1 – 3 – Finish

APPENDIX T

ARBITRATION

This appendix applies only if the notice of race or sailing instructions so state.

Arbitration adds an extra step to the protest resolution process but can eliminate the need for some protest hearings, thus speeding up the process for events in which many protests are expected. Arbitration may not be appropriate for all events as it requires an additional knowledgeable person to act as the arbitrator. Further guidance on arbitration can be found in the World Sailing International Judges Manual, which can be downloaded from the World Sailing website.

T1 POST-RACE PENALTIES

- (a) Provided that rule 44.1(b) does not apply, a boat that may have broken one or more rules of Part 2 or rule 31 in an incident may take a Post-Race Penalty at any time after the race until the beginning of a protest hearing involving the incident.
- (b) A Post-Race Penalty is a 30% Scoring Penalty calculated as stated in rule 44.3(c). However, rule 44.1(a) applies.
- (c) A boat takes a Post-Race Penalty by delivering to the arbitrator or a member of the protest committee a written statement that she accepts the penalty and that identifies the race number and where and when the incident occurred.

T2 ARBITRATION MEETING

An arbitration meeting will be held prior to a protest hearing for each incident resulting in a *protest* by a boat involving one or more rules of Part 2 or rule 31, but only if each *party* is represented by a person who was on board at the time of the incident. No witnesses will be permitted. However, if the arbitrator decides that rule 44.1(b) may apply or that arbitration is not appropriate, the meeting will not be held, and if a meeting is in progress, it will be closed.

T3 ARBITRATOR’S OPINION

Based on the evidence given by the representatives, the arbitrator will offer an opinion as to what the protest committee is likely to decide:

- (a) the *protest* is invalid,
- (b) no boat will be penalized for breaking a rule, or
- (c) one or more boats will be penalized for breaking a rule, identifying the boats and the penalties.

T4 ARBITRATION MEETING OUTCOMES

After the arbitrator offers an opinion,

- (a) a boat may take a Post-Race Penalty, and
- (b) a boat may ask to withdraw her *protest*. The arbitrator may then act on behalf of the protest committee in accordance with rule 63.1 to allow the withdrawal.

Unless all *protests* involving the incident are withdrawn, a protest hearing will be held.

THIS SIDE FOR PROTEST COMMITTEE USE

Number

Fill in and tick as appropriate

Heard together with numbers

Withdrawal requested Signature Withdrawal permitted

Class Fleet Race

Protest, or request for redress or reopening, received within time limit Time limit extended

Protestor, or party requesting redress or reopening, represented by

Other party, or boat being considered for redress, represented by

Names of witnesses

Interpreters

Remarks

Conflict of interest declared Objections: Yes No

Written protest or request identifies incident

'Protest' hailed at first reasonable opportunity

No hail needed; protestee informed at first reasonable opportunity

Red flag conspicuously displayed at first reasonable opportunity

Protest or request valid; hearing will continue Protest or request invalid; hearing is closed

FACTS FOUND

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Diagram of boat is endorsed by committee Committee's diagram is attached

CONCLUSIONS AND RULES THAT APPLY

.....
.....

DECISION

Protest: dismissed Boat(s) is (are) disqualified from race(s)
penalized as follows :

Redress: not given given as follows :

Request to reopen a hearing: denied granted

Protest committee chairman and other members

.....

Chairman's signature

Date and time

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