

# ORLANDO WOMEN'S COLLEGIATE MATCH RACE ISAF EVENT GRADE 5

## SAILING INSTRUCTIONS

### Abbreviations:

PC – protest committee	RC – race committee
OA – organising authority	NA – national authority
RRS – racing rules of sailing	SI – sailing instructions
IJ – International Jury	NoR – notice of race

### **1 RULES**

- 1.1 The event will be governed by
  - (a) the 'rules' as defined in the Racing Rules of Sailing 2009-2012 , including Appendix C. The RRS are downloadable at [www.sailing.org](http://www.sailing.org)
  - (b) the rules for Handling Boats (SI appendix C), which also apply to any practice sailing and sponsor races. Class rules will not apply.

### **2 ENTRIES and ELIGIBILITY**

- 2.1 This is a Women's Collegiate Match Racing event collegiate women are eligible for the event.
- 2.2 To remain eligible the entire crew shall complete registration prior to the event.
- 2.3 The damage deposit is waived on the collegiate match racing keelboats used in this event.
- 2.4 Each skipper is not personally liable for the damage or loss to their boat at this event unless responsibility is otherwise assigned by the umpires.
- 2.5 After the warning signal for a match the registered skipper shall not leave the helm, except in an emergency.
- 2.6 When a registered skipper is unable to continue in the event, the OA may authorise an original crew member to substitute.
- 2.7 When a registered crew member is unable to continue in the event, the OA may authorise a substitute, a temporary substitute or other adjustment.
- 2.8 In the event of less than 5 collegiate women's teams registered the OA shall allow non-collegiate women's teams to register.

### **3 COMMUNICATIONS WITH COMPETITORS**

- 3.1 Notices to competitors will be posted on the official notice board located at the Rollins College Alford Boathouse
- 3.2 Signals made ashore will be displayed from flag pole at Rollins College Alford Boathouse
- 3.3 Skippers shall attend the first briefing, which will be January 17, 2010 at 12:00 A.M. in the Rollins College Alford Boathouse unless excused by the OA.
- 3.4 The first meeting with the umpires will be at 12:00 Noon. January 17, 2010 at the Rollins College Boathouse during the skippers meeting.
- 3.5 The North U Clinic will be held January 16, 2010 at the Rollins College boathouse classroom.
- 3.6 Skippers shall attend a press conference in the Rollins College Boathouse dock area each day they race, starting approximately 15 minutes after the last race of the day.

## **4 AMENDMENTS TO SAILING INSTRUCTIONS**

- 4.1 Amendments to the SI made ashore will be posted at least 15 minutes before the start of any race affected and will be signed by the RC.
- 4.2 Flag L over the numeral pennant of the most recent amendment will be displayed ashore each day until the boats have departed for the race course.
- 4.3 Amendments made afloat will be signalled by the display of flag 3rd substitute with three sound signals. An umpire may communicate these either verbally or in writing.

## **5 BOATS AND SAILS**

- 5.1
  - (a) the event will be sailed in keel boat type boats.
  - (b) The sails to be used will be allocated by the RC.
  - (c) Competitors may be requested to exchange sails during a series to satisfy sponsorship commitments. This will not be grounds for redress. This changes RRS 62.
- 5.2 The sail combination to be used will be signalled from the RC boat with or before the attention signal. The signals shall have the following meanings:  
No Signal                      Sail Combination to be used: Mainsail, Jib sail and Spinnaker  
Signal Flag V                Sail Combination to be used: Mainsail and Jib sail, and no Spinnaker
- 5.3 Other restrictions or instructions may be given to the boats verbally by an umpire. Flag 3rd substitute is not required.
- 5.4 The RC will decide which boats are to be used for each stage and when they decide a boat should not be used, the skipper assigned that boat will be given the temporary use of another boat.
- 5.5 The OA may permit a substitute boat when it is satisfied that the original boat is damaged and that repairs in the time available are not practical.

## **6 IDENTIFICATION and ASSIGNMENT OF BOATS**

- 6.1 Boats will be identified by numbers
- 6.2 The mainsails shall display numbers as provided by the OA.
- 6.3 Boats will be allocated by the OA for the stage in accordance with a pre-determined draw.

## **7 CREW MEMBERS, NUMBER and WEIGHT**

- 7.1 The total number of crew, including the skipper, shall be two or three. All registered crew shall sail all races.
- 7.2 The total weight of the crew, including the skipper, dressed in at least shorts and shirts shall not exceed 272 kg or 450 pounds weight, determined at the time of registration or such time as required by the RC.

## **8 EVENT FORMAT AND STARTING SCHEDULES**

- 8.1 The event format and match pairing lists are detailed in SI Appendix A and B. The matches to be sailed in a flight will be displayed in order of starting on the RC boat.
- 8.2
  - (a) in a knock-out series between two skippers, they shall alternate assigned ends for each match. Unless designated in the pairing list, the initial assigned ends shall be determined by a draw. This changes RRS C4.1.
  - (b) When a knock-out series between two skippers has been decided, further matches between these two shall not be sailed.
- 8.3 The racing days are scheduled as January 17, 2010 to January 18, 2010.
- 8.4 The latest time for an attention signal on the last day of racing will be determined by the RC.
- 8.5 The number of matches to be sailed each day will be determined by the RC.

- 8.6 (a) The RC may terminate any stage or the event when, in its opinion, it is impractical to attempt to hold the remainder of matches under the existing conditions or in the remaining time scheduled. Early stages may be terminated in favour of later stages.
- (b) Add RRS C10.3 (b): 'When a single round robin is terminated before completion, or a multiple round robin is terminated during the first round robin, the highest score shall be determined as the average points scored per match sailed by each competitor, unless one or more competitor has completed less than one third of the scheduled matches when the entire round robin shall be disregarded and if necessary the event declared void.'
- 8.7 The intended time for the first attention signal each day will be posted on the official notice board before time the previous day.
- 8.8 Each subsequent flight will be started as soon as practicable after the previous flight.
- 8.9 When a match cannot start at its intended time, the signals and starts of the following matches will remain as originally scheduled, leaving a blank start for the pair not starting. No starting sequence flags will be displayed for a blank start.
- 8.10 When, in a knock out series, a winner of a particular series has been determined, subsequent starts shall be brought forward to eliminate blank starts. Competitors will be so advised verbally by an umpire.

## 9 RACING AREA

The racing area will be Lake Virginia adjacent to the Rollins College campus in Winter Park, Florida. Winter Park Florida is located adjacent to Orlando, Florida USA.

## 10 COURSE

- 10.1 (a) **Course Configuration** (not to scale)

Mark W     o

Mark L     o

Start/Finish Line o----- o

- (b) **Course signals and course to be sailed**

Course signals will be displayed from the RC boat bow, at or before the warning signal. Marks W and L shall be rounded to starboard.

Signal	Course
No Signal	Start - W - L - W - Finish
S	Start - W - Finish

- (c) **Description of Marks**

The RC boat will be identified by description of identifying is an orange flag  
 The starting/finishing line mark will be description of mark is an orange mark  
 Marks W will be description of mark is an orange mark  
 Mark L will be description of mark is an orange mark.  
 The replacement marks will be description of mark is a white mark.

- 10.2 **Starting/Finishing Line**

- (a) The starting/finishing line will be a straight line between the course side of a starting/finishing mark and the staff with an orange and white checker flag on the RC boat.
- (b) The finishing line will be between the staff with an orange and white checker flag on the RC boat and the course-side of the finishing line mark.
- (c) A buoy may be attached to the RC boat anchor line just below keel depth. Boats shall not pass between this buoy and the RC boat at any time. This buoy is part of the RC boat ground tackle

### 10.3 **Course Limits**

- (a) While racing no part of a boat shall sail inside the area description of the area and shown in the diagram in Appendix E.
- (b) These lines or areas rank as obstructions and are the limit of safe pilotage for the purposes of Part 2 of the RRS.
- (c) There is no penalty for touching these buoys or objects defining these areas.

### 10.4 **Abandonment and Shortening**

- (a) RRS 32 is deleted and replaced with: 'After the starting signal the RC may abandon or shorten any match for any reason, after consulting with the match umpires when practical.'
- (b) Within a flight, when a visual signal is displayed over a numeral pennant, the signal applies only to that match.

## 11 **BREAKDOWN and TIME FOR REPAIRS**

- 11.1 Before the attention signal of a flight or within two minutes of finishing or within five minutes of changing into a new boat, whichever is later, a boat may display flag L to signal breakdown or damage to the boat, her sails or injury to her crew and request a delay to the next start. She shall proceed as soon as possible to close to leeward of the RC boat and remain there, unless otherwise directed.
- 11.2 The time allowed for repairs shall be at the discretion of the RC.
- 11.3 After the attention signal of a flight, a match will not be postponed or abandoned due to breakdown unless the breakdown signal was displayed as required by SI 11.1.
- 11.4 Except when RRS 62.1(b) applies, failure to effect repairs in the time allowed, or breakdowns after the attention signal shall not be grounds for redress. This changes RRS 62.

## 12 **STARTING PROCEDURE**

- 12.1 Match warning signals will be a bell signal
- 12.2 The next flight number will be displayed on the RC boat port and starboard side.
- 12.3 The attention signal will be displayed 7 minutes before the first starting signal in each flight. This changes RRS C3.1.

## 13 **CHANGE OF POSITION OF THE WINDWARD MARK**

- 13.1 There will be no changes of course after the start of the first match of a flight except that a mark may be laid any time until the first boat of a flight rounds the previous mark or, for the first windward mark, starts.
- 13.1 Changes to the course will be made by moving the marks.
- 13.2 Subsequent changes will revert to the original mark.
- 13.2 **Change of Course Signals** (amends RRS 33 and Race Signals)
  - (a) Flag C and a coloured flag or board means: 'The windward mark has been moved. Sail to a mark the same colour as the flag or board.'
  - (b) When a change of course after starting only affects some matches these shall be designated by the appropriate numeral pennant.
- 13.3 **Signalling vessel**
  - (a) When a change of course is made for the first leg, the signal shall be displayed from the RC boat with the preparatory signal for each match affected. The preparatory signal shall be followed by a series of repetitive sound signals.
  - (b) When a change of course is signalled after the first leg it shall be displayed from a boat in the vicinity of mark L.

## 14 **TIME LIMIT**

A boat that does not finish within 5 minutes after her opponent has completed the course and finished will be scored DNF. This changes RRS 35 and A5.

## **15 COACH BOATS**

- (a) Coach boats shall conspicuously display identification of the team being coached.
- (b) The OA will not provide berths for coach boats.
- (c) Any interference by a coach boat with the racing or event organisation may result in a penalty applied at the discretion of the RC to the associated skipper or team

## **16 MEDIA, IMAGES and SOUND**

### **16.1 If required by the OA:**

- (a) Television personnel and equipment (or dummies) supplied by the OA shall be carried on board while racing.
- (b) Competitors shall wear microphones supplied by the OA during racing and be available for interviews when advised by the OA or RC.
- (c) Registered skippers shall wear communications equipment supplied by the OA that will allow commentators to communicate with them whilst racing.

16.2 Competitors shall not interfere with the normal working of the OA supplied media equipment.

16.3 The OA shall have the right to use any images and sound recorded during the event free of any charge.

## **17 PRIZES**

No prizes will be awarded.

## **18 CODE of CONDUCT**

- (a) Competitors shall comply with any reasonable request from any official, including attendance at official functions, co-operation with event sponsors and shall not behave so as to bring the event into disrepute.
- (b) Competitors shall handle the boats and equipment with proper care and seamanship and in accordance with SI Appendices C and D.
- (c) The penalty for breaking this SI is at the discretion of the OA and may include exclusion from further participation in the event, the withdrawal of any prize money or the withholding of deposits.

## **19 DISCLAIMER**

All those taking any part in the event do so at their own risk. The OA, its associates and appointees accept no responsibility for any loss, damage, injury or inconvenience incurred, howsoever caused.

## SI APPENDIX A - LIST OF ELIGIBLE SKIPPERS and PAIRING LISTS/KNOCK OUT TABLE

ELIGIBLE SKIPPERS – Any Man or Woman Sailor, skipper and crew shall be men or women.

### PAIRING LIST/KNOCK OUT LIST

Below are examples of the pairing list for the five skipper five boat women's match race. Actual pairing list will be provided race day.

#### Double Round Robin

	Flight 1	Flight 2	Flight 3	Flight 4	Flight 5	Flight 6	Flight 7	Flight 8	Flight 9	Flight 10
Match 1	5 vs 2	1 vs 3	2 vs 4	5 vs 1	1 vs 2	2 vs 5	3 vs 1	4 vs 2	1 vs 5	4 vs 3
Match 2	4 vs 1	4 vs 5	3 vs 5	2 vs 3	3 vs 4	1 vs 4	5 vs 4	5 vs 3	3 vs 2	2 vs 1
Bye	3	2	1	4	5	3	2	1	4	5

#### Single Round Robin

	Flight 1	Flight 2	Flight 3	Flight 4	Flight 5
Match 1	3 vs 5	3 vs 1	4 vs 2	1 vs 5	4 vs 3
Match 2	1 vs 4	5 vs 4	5 vs 3	3 vs 2	2 vs 1
Bye	3	2	1	4	5

## SI APPENDIX B - EVENT FORMAT and SCHEDULE OF RACES

### EVENT FORMAT

#### 1 First Stage - Round Robin(s)

- (a) All skippers will sail a double round robin - each skipper sails each other skipper twice.

#### 2 Finals

- (a) Skippers will be paired in accordance with results from semi finals in a best two out of three matches.
- (b) Petite Finals between the 3<sup>rd</sup> and 4<sup>th</sup> place finishers in the double round robin.

## SI APPENDIX C - HANDLING BOATS

### 1 GENERAL

While all reasonable steps are taken to equalise the boats variations will not be grounds for redress. This changes RRS 62.

### 2 PROHIBITED ITEMS and ACTIONS

Except in an emergency or in order to prevent damage or injury, or when directed by an umpire otherwise, the following are prohibited.

- 2.1 Any additions, omissions or alterations to the equipment supplied.
- 2.2 The use of any equipment for a purpose other than that intended or specifically permitted.
- 2.3 The replacement of any equipment without the sanction of the RC.
- 2.4 Sailing the boat in a manner that it is reasonable to predict that significant further damage would result.
- 2.5 Moving equipment from its normal stowage position except when being used.
- 2.6 Boarding a boat without prior permission.
- 2.7 Taking a boat from its berth or mooring without having paid the required damage deposit or having permission from the RC, or, on race days, while 'AP' is displayed ashore.
- 2.8 Hauling out a boat or cleaning surfaces below the waterline.
- 2.9 Using a flattener as a reef.

- 2.10 Attaching lines to the fabric of spinnakers.
- 2.11 Perforating sails, even to attach tell tales.
- 2.12 Radio transmission (including mobile telephones), except to report damage or in response to a request from the RC.
- 2.13 Adjusting or altering the tension of standing rigging, excluding the backstay.
- 2.14 Using a winch to adjust the mainsheet, backstay or vang.
- 2.15 Adjusting lifeline tension.
- 2.16 Using a reef line as an outhaul.
- 2.17 Cross winching foresail sheets.
- 2.18 Omitting any headsail car or turning block before sheeting onto a winch.
- 2.19 The use of electronic instruments other than compass and watches.
- 2.20 Using the spinnaker pole to wing out the foresail.
- 2.21 Marking directly on the hull or deck with permanent ink.
- 2.22 After the starting signal and while sailing close hauled for more than a few seconds, the main boom position shall be controlled only by using the mainsheet as it exits the block on the cockpit floor, and the vang.
- 2.23 The use of the shrouds (including any inner shrouds) above the lower bottle screw (turnbuckle) to facilitate tacking or gybing, or to aid the projection of a crew member outboard is prohibited.
- 2.24 Having the head of the spinnaker above the main boom gooseneck on a leg of the course between marks WP and WS until her bow is within two boat lengths of the mark at the end of the leg.
- 2.27 A breach of SI C 2.22, 2.23, or 2.24 is not open to protest by boats but is subject to action by Umpires in accordance with RRS C8.2. This changes RRS C6.2 and C8.2.

### **3 PERMITTED ITEMS and ACTIONS**

The following are permitted.

- 3.1 Taking on board the following equipment:
  - (a) Basic hand tools
  - (b) Adhesive tape
  - (c) Line (elastic or otherwise of 4 mm diameter or less)
  - (d) Marking pens
  - (e) Tell tale material
  - (f) Watch, timers and hand held compass
  - (g) Shackles and clevice pins
  - (h) Velcro tape
  - (I) spare flags
- 3.2 Using the items in 3.1 to:
  - (a) Prevent fouling of lines, sails and sheets
  - (b) Attach tell tales
  - (c) Prevent sails being damaged or falling overboard
  - (d) Mark control settings
  - (e) Make minor repairs and permitted adjustments
  - (f) Make signals as per Appendix C6
- 3.3 Fixing a spinnaker sheet catcher at the bow, providing that it does not extend the length of the boat more than 100 mm and does not require any repair after removal.
- 3.4 Changing the number of mainsheet purchases.

### **4 MANDATORY ITEMS and ACTIONS**

The following are mandatory.

- 4.1 The completion of a written damage report before leaving a boat and submitting it to the RC, even if no damage or loss is recorded. Reports shall include any evidence of matters which could cause damage or disadvantage to the boat in future matches.
- 4.2 At the end of each sailing day:
  - (a) Folding, bagging and placement of the sails as directed
  - (b) Leaving the boat in the same state of cleanliness as when first boarded that day
  - (c) Releasing backstay tension
- 4.3 At the end of the final day for a particular boat, cleaning the boat (cabin and decks), removing all trash and removing all tape and marks.
- 4.4 Any request to alter, in any way, the equipment on a boat shall be in writing and worded to permit a yes/no answer.
- 4.5 Complying with any regulations, including speed restrictions and navigation marks, while leaving or returning to the berth or mooring.

## **SI APPENDIX D - EQUIPMENT LIST**

- 1** The following non-fixed items, provided by the OA, are to be carried on board at all times in their designated place while sailing. Any loss shall be reported on the daily damage report.

### **SAILS and SAILING EQUIPMENT**

Mainsail and set of battens

Small headsail

Spinnaker

One winch handle

One spinnaker pole

Two spinnaker sheets

One headsail sheets

Tiller extension

Genoa cars

### **SAFETY GEAR**

Life jackets for each crew member

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