

# LIVESPORT TELECOM NEW ZEALAND WOMEN'S MATCH RACING CHAMPIONSHIPS

## ISAF GRADE 3

**3-6 MARCH 2011**

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## 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 RRS (2009 - 2012), including Appendix C.
  - (b) The rules for the Handling Boats (SI appendix C), which also apply to any practice sailing. Class rules will not apply.
- 1.2 No penalty shall be taken on the leg between marks W and the offset mark if being used.
- 1.3 If there is any conflict between the Notice of Race and the Sailing Instructions then these Sailing Instructions shall prevail.
- 1.4 Add to RRS 41: (e) help to recover from the water and return on board a crew member, provided the return on board is at the approximate location of the recovery.
- 1.5 Rule 40 is changed so that it applies at all times while racing, without the need for display of the Y flag. This changes RRS 40.
- 1.6 Delete RRS C8.6 and replace with: When the match umpires, together with at least one other umpire decide that a boat has broken rule 14 and damage resulted, they may impose a penalty of up to one point as described in SI Appendix E, without a hearing. The competitor shall be informed of the penalty as soon as practicable and, at the time of being so informed, may request a hearing. The protest committee shall then proceed under rule C6.6. Any penalty decided by the protest committee may be more than the penalty imposed by the umpires. When the umpires decide a penalty greater than that described in SI Appendix E is appropriate, they shall act under rule C8.4.

## **2. ENTRIES AND ELIGIBILITY**

- 2.1 Only female skippers invited by the Organising Authority (OA) are eligible for the event. The skippers are listed in SI Appendix A.
- 2.2 To remain eligible the entire female crew shall complete registration and crew weighing between 0900hrs and 1800hrs on Thursday 3<sup>rd</sup> March 2011, unless extended by the OA. The entry fee of NZ \$800 shall have been paid and a deposit NZ \$1,000 for damage paid.
- 2.3 The damage deposit is the limit of liability of each skipper for each incident. In the event that a deduction is made from the damage deposit, the skipper will be required to restore the deposit to its original value to maintain eligibility. Any remaining deposit after the event will be refunded within 10 days of the finish of the event.
- 2.4 Each skipper is responsible for the damage or loss to their boat unless responsibility is otherwise assigned by the umpires or PC.
- 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 crewmember is unable to continue in the event, the OA may authorise a substitute, a temporary substitute or other adjustment.

## **3. COMMUNICATIONS WITH COMPETITORS**

- 3.1 Notices to competitors will be posted on the official notice board at the foyer of the Western entrance of the Royal New Zealand Yacht Squadron.
- 3.2 Signals made ashore will be displayed from the main flagpole outside the RNZYS.
- 3.3 Skippers shall attend the first briefing in the RNZYS Clubrooms at 1800hrs Thursday 3<sup>rd</sup> March unless excused by the OA.
- 3.4 The first meeting with the umpires will be immediately after the first briefing.
- 3.5 Skippers shall attend the daily briefings which will start at 0845hrs on each race day in the RNZYS Clubrooms.

## **4. AMENDMENTS TO SAILING INSTRUCTIONS**

- 4.1 Amendments to the Sailing Instructions made ashore will be posted by 0900hrs on the day they are to take effect.
- 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 3<sup>rd</sup> 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 Elliott 7m.  
(b) The sails to be used will be allocated by the RC.
- 5.2 Other restrictions or instructions may be given to the boats verbally by an umpire. Flag 3<sup>rd</sup> substitute is not required.
- 5.3 The RC will decide which boats are to be used for each round and when they decide that any boat should not be used, the skipper assigned that boat will be given the temporary use of another boat.
- 5.4 The OA may permit a substitute boat when it is satisfied that the original boat is damaged such that repairs in the time available are not practical.

## **6. IDENTIFICATION AND ASSIGNMENT OF BOATS**

- 6.1 Boats will be identified by boat name and number.
- 6.2 Boats will be drawn each day at the daily morning briefing or at the beginning of each stage as decided by the RC.
- 6.3 Boats will be exchanged in accordance with the pairing list and race schedule.

## 7. CREW MEMBERS, NUMBER

- 7.1 The total number of crew, including the skipper, shall be 4 or 5 and all shall be female. 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 340kg, determined at the time of registration or such time as required by the OA.
- 7.3 Crew weights may be checked during the regatta. At any re-weighing the total weight limit is increased by 10kg. Any crew weighing in excess of this increased limit shall not be penalised, but they shall reduce their weight to the increased weight limit before racing again.

## 8. EVENT FORMAT AND STARTING SCHEDULES

- 8.1 The event format is detailed in SI Appendix B. Match pairing lists will be provided at the daily morning briefings.
- 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 toss of a coin. (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.
- (c) Crews shall (unless agreed by both skippers) exchange boats after the odd races for each series.
- 8.3 The racing days are scheduled as Friday 4<sup>th</sup> March 2011 – Sunday 6<sup>th</sup> March 2011.
- 8.4 The number of matches to be sailed each day will be determined by the RC.
- 8.5 (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 competitors 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.
- 8.6 The intended time of the first attention signal each day is 0954hrs.
- 8.7 Each subsequent flight will be started as soon as practicable after the previous flight. A flight may be started before all matches in the previous flight are finished.
- 8.8 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.
- 8.9 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.

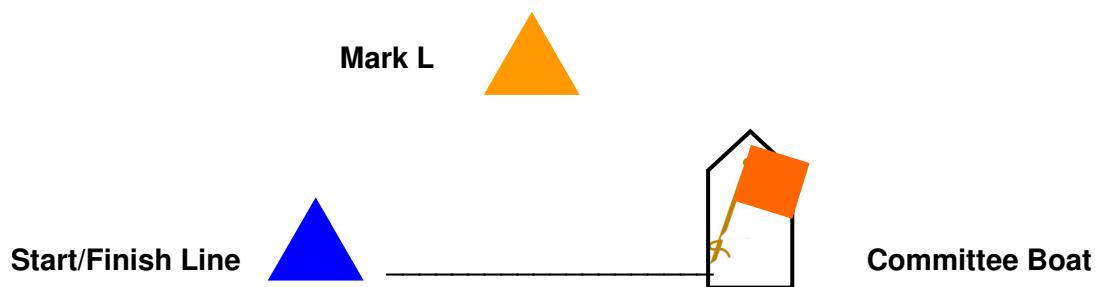
## 9. RACING AREA

- 9.1 The racing area will be on the Waitemata Harbour.

## 10. COURSE

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





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

Course signals will be displayed from the RC boat at or before the warning signal.

**Green flag** flown from the bow of the Committee boat:

Start - W - L - W – Finish. Marks to Starboard

**Red flag** flown from the bow of the Committee boat:

Start - W - L - W – Finish. Marks to Port

(c) **Description of Marks**

The RC boat will be identified by an Orange Flag flown from her main flagstaff.

The starting/finishing line mark will be a blue inflatable pillar buoy.

Mark W may be a RED, YELLOW with black band, BLACK with white band or GREEN inflatable pillar buoy.

Mark L will be an orange inflatable pillar buoy.

(d) Mark W will be identified and signalled from the Committee boat by flying a flag the same colour as the mark from a halyard near the stern of the boat. i.e.: If a Yellow flag is flown then Mark W will be the Yellow buoy with Black band. Black flag = Black buoy with WHITE band. Green flag = Green buoy. Red flag = Red buoy.

(e) When an offset mark is to be rounded it will be signalled by the flying of code flag V below the mark W flag on the halyard near the stern of the Committee boat. Boats shall round mark W and then the next mark to either port or starboard of that mark as in SI 10.1(b).

Note: The race committee may leapfrog dormant marks during racing, which may then become active with a code flag C in accordance with SI 13.1.

## 10.2 Starting/Finishing Line

The starting/finishing line will be a straight line between the course side of a starting/ finishing mark and the staff with an Orange Flag on the RC boat.

## 10.3 Course Limits

- (a) While racing no part of a boat shall sail inside the areas as described below:
- (i) North Side of Harbour: Yachts while racing shall pass on the channel side of all permanently moored small craft in the designated small craft mooring area to the east and west of Northcote Point.
  - (ii) South Side of Harbour: Yachts while racing shall not sail inside the area known as the Westhaven Boat Harbour, the limit of which is defined by a line representing the extension of the seaward side of the breakwater rock wall.

- (b) These areas shall 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 objects defining these areas.
- (d) A breach of this sailing instruction 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)

#### 10.4 Spinnaker Restriction

- (a) A boat shall not have the head of the spinnaker above the main boom gooseneck on a leg of the course between mark W and the offset mark if being used, until her bow is within two boat lengths of the mark at the end of the leg.
- (b) A breach of this sailing instruction 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)
- (c) See also SI 1.2.

#### 10.5 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 to that match only.

### 11. BREAKDOWN AND TIME FOR REPAIRS

- 11.1 Before the attention signal of a flight or within two minutes of finishing, whichever is later, a boat may display a Green Flag 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 PROCEDURES

- 12.1 Races will be started as follows:

6 Minutes	Flag F Displayed	Multi Horns	Attention Signal
5 Minutes	Flag F Removed. Numeral Pennant Displayed	1 Sound	Warning Signal
4 Minutes	Flag P Displayed	1 Sound	Preparatory Signal
2 Minutes	Blue or Yellow Flag, or Both Displayed *	1 Sound	End of Pre-Start Entry Time
0 Minutes	Warning & Preparatory Signals Removed	1 Sound	Starting Signal

This changes Appendix C3.1.

\* These flags shall only be made if one or both boats fail to comply with rule C4.2. The flag(s) shall be displayed until the umpires have signaled a penalty or for one minute, whichever is earlier.

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

13.1 Changes to the course will be made as follows:

- (a) Code Flag C and a coloured flag means: Mark W has been replaced by the Change mark that corresponds to the coloured flag.
- (b) Coloured Flags: Red flag signifies the Red Mark.  
Black & White flag signifies the Black Mark with White band.  
Yellow & Black flag signifies the Yellow Mark with Black band.  
Green flag signifies the Green Mark.

If an offset mark is being used for the first windward leg, a change of course for the second windward leg will be signalled as in 13.2 (b) and the offset mark will be the next mark 'after' the windward mark to either starboard or port depending on the course direction.

### **13.2 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 mark affected. The preparatory signal shall be followed by a series of repetitive sound signals. Code flag C will be flown from the bow of the RC boat and the coloured flag of the new mark W (and Code flag "V" if an offset course is being used) will be flown from a halyard near the stern of the Committee boat.
- (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 by the flying of code flag C and a flag the same colour as the new windward mark and Code flag V, if an offset course is being used. This will be accompanied by a series of repetitive sound signals.

### **14. TIME LIMIT**

14.1 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**

- 15.1 Coach boats shall conspicuously display identification of the team being coached. A coach boat is any boat that is under the direction or control of a person gathering information or giving material support for the benefit of particular competitors either on or off the water.
- 15.2 The organisers will not provide berths for coach boats.
- 15.3 Any interference by a coach boat with the racing or event organisation may result in a penalty applied at the discretion of the PC to the appropriate skipper or team.

### **16. MEDIA, IMAGES AND SOUND**

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

### **17. PRIZES**

- 17.1 The principal trophy for first place will be the Leith Mossman Memorial Trophy.
- 17.2 The OA may reduce a prize in the case of misconduct or refusal to comply with any reasonable request, including attendance at official functions.

### **18. CODE OF CONDUCT**

- 18.1 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.
- 18.2 Competitors shall handle the boats and equipment with proper care and seamanship and in accordance with SI Appendices C and D.
- 18.3 The penalty for breaking this SI is at the discretion of the IJ 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 part in the LiveSport Telecom New Zealand Women's Match Racing Championships do so at their own risk and responsibility. The RNZYS and any sponsors associated with the LiveSport Telecom New Zealand Women's Match Racing Championships shall have no liability for any damage, loss or any penalty suffered by any boat, crew or any other person taking part in the LiveSport Telecom New Zealand Women's Match Racing Championships. The RNZYS is not responsible for the competence of the skipper or crew participating in the LiveSport Telecom New Zealand Women's Match Racing Championships. The RNZYS reserve the right in their sole and uncontrolled discretion to refuse any entry.

**Date of Issue:** 1<sup>st</sup> March 2011

## **Sailing Instruction APPENDIX A – Skippers List**

<b>Skipper</b>	<b>Country</b>	<b>ISAF Sailor ID</b>
Stephanie Hazard	New Zealand	NZLSH3
Samantha Osbourne	New Zealand	NZLSO1
Danielle Bowater	New Zealand	NZLDB5
Jessica McDowell	New Zealand	NZLJS1
Olivia Powrie	New Zealand	NZLOP1

Pairing lists will be provided at the daily briefings.

## **Sailing Instruction APPENDIX B – Event Format and Schedule of Races & Events**

### **A. FORMAT**

#### **1. STAGE ONE - ROUND ROBIN(S)**

- (a) All skippers will sail a double round robin - each skipper sails each other skipper once each round.
- (b) The four highest scoring skippers shall qualify for the Second Stage.
- (c) The fifth placed skipper shall be awarded 5<sup>th</sup> place.

#### **2. STAGE TWO - SEMI-FINALS**

- (a) The skipper finishing first in the Stage One Round Robin(s) shall select their opponent when requested by the RC to do so. The remaining two skippers shall race each other.
- (b) The first skipper in each semi-final to score at least two points shall proceed to the Finals.

#### **3. STAGE THREE - PETIT FINAL (Placings 3 & 4)**

- (a) The port or starboard entry shall be decided by the toss of a coin.
- (b) The first skipper to score at least two points shall be awarded 3<sup>rd</sup> place, the other 4<sup>th</sup> place.

#### **4. STAGE FOUR - FINALS (Placings 1 & 2)**

- (a) The port or starboard entry shall be decided by the toss of a coin.
- (b) The first skipper to score at least three points shall be awarded 1<sup>st</sup> place, the other 2<sup>nd</sup> place.

### **B. SCHEDULE OF EVENTS**

Thursday 03 March	0900 - 1800 1030 - 1600 1800 (to follow) 1830	Registration & Weighing Practice First Briefing Meeting with umpires Opening Ceremony	RNZYS Sailing Office  Commodores Room Commodores Room Members Lounge
Friday 04 March	0815 0954 1700 (approx)	Briefing Attention signal Debriefing	Commodores Room  Dinghy Locker
Sunday 13 March	0815 0954 1600 (not before)	Briefing Attention signal Prizegiving & BBQ	Dinghy Locker  Dinghy Locker

This schedule may be altered at the discretion of the RC.

## **Sailing Instructions - APPENDIX C - HANDLING THE YACHTS**

### **1. GENERAL**

While all reasonable steps are taken to equalize the boats variations will not be grounds for redress. (Amends Rule 32). The boats must be used as presented and no modifications may be made to the boat or attached equipment (including sponsor flags). Standing rigging tension has been pre-set and may not be altered. Sails as supplied must not be re-cut or altered.



## **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.
- 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 tails.
- 2.12 Adjusting or altering the tension of standing rigging.
- 2.13 Using a winch to adjust the mainsheet or vang.
- 2.14 Using a reef line as an outhaul.
- 2.15 Omitting any headsail car or turning block before sheeting onto a winch.
- 2.16 The use of electronic instruments other than compass and watches.
- 2.17 Radio transmission (including mobile telephones), except to report damage or in response to a request from the RC.
- 2.18 Marking directly on the hull or deck with permanent ink
- 2.19 Using the spinnaker pole to wing out the foresail.
- 2.20 Using a winch to adjust the mainsheet.
- 2.21 Cross winching headsail sheets.
- 2.22 The use of 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.

A breach of Appendix C clauses C2.19, C2.20, C2.21 and C2.22 are not open to protest by boats but are subject to action by umpires in accordance with RRS C8.2. (Changes RRS C6.2 and C8.2.)

## **3. PERMITTED ITEMS AND ACTIONS**

- 3.1 Taking a bag on board containing:
  - (a) basic hand tools
  - (b) adhesive tape
  - (c) line (elastic or otherwise of 4mm diameter or less)
  - (d) marking pens
  - (e) tell tail 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 tails
  - (c) prevent sails being damaged or falling overboard
  - (d) mark control settings
  - (e) make minor repairs
  - (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 100mm and does not require any repair after removal.
- 4. MANDATORY ITEMS AND ACTIONS:**  
The following shall be 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. The damage report shall be handed in to the Sailing Office.
- 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) remove any bilge water from the boat
- 4.3 At the end of the each day the crew shall clean the boat, remove all rubbish and remove all tape 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 Compliance with any regulations, including speed restrictions and navigation marks, while leaving or returning to the berth or mooring. Boats shall not be sailed inside the Westhaven Marina.
- 4.6 Infringement of items 4.2 and 4.3 will be considered as damage and the cost of rectification will be deducted from the damage deposit.

#### **Sailing Instruction – APPENDIX D – Equipment List**

##### SAILS and EQUIPMENT

Mainsail and set of battens	1
Bucket	1
Spinnaker	1
Fender	1
Spinnaker sheet	1
Spinnaker blocks	2
Tweaker blocks and sheets	2
Cunningham	1
Bow line	1
Tiller extension	1
Genoa with attached sheets	1
Set of flags:	
• Yellow	1
• Blue	1
• Green	1
• Red	1
• Y Flag	1

## **Sailing Instruction APPENDIX E – Match Racing Penalties for Damage resulting from contact between boats**

Appendix C6.6 and C8.6 permits the umpires or protest committee to decide the penalty when a boat breaks RRS 14. This document explains how damage will be assessed and gives general guidance on the appropriate penalty. When the protest committee has good reasons to do so, it may apply a different penalty.

Damage will be divided into 3 levels.

<b>Level</b>	<b>Extent</b>	<b>Effect</b>
Level A - Minor Damage	Does not significantly affect the value, general appearance or normal operation of the boat.	Boat may race without repair although some minor surface work may be required after the event. Repairs should not normally require more than 1 hour of work.
Level B - Damage	Affects the value and/or general appearance of the boat	The damage does not affect the normal operation of the boat in that race but may need some (temporary) work before racing again. Requires more than 1 hour of work but should not normally require more than 3 hours of work.
Level C - Major Damage	The normal operation of the boat is compromised and its structural integrity may be impaired.	The boat will need some repair work before racing again. Requires more than 3 hours of work.

**Point Penalties - to be applied without a hearing (this amends RRS C8.6);**

<b>Level</b>	<b>Round Robin</b>	<b>Knock Out</b>
A	None	None
B	Half point	Three quarters of a point
C	One point	One point

When both boats break RRS 14, they should both receive a points penalty. If a competitor requests a hearing after a points penalty has been imposed, the protest committee may decide (in the hearing) to give a greater penalty.

### **Deductions from Damage Deposits**

The assessment of damage level is only for the purpose of points penalties, and is not linked to any deductions from the competitor's damage deposits.

Any points penalty will be based on the assessment of damage level made on the water. Subsequent assessments of the damage level after closer inspection, whether the level turns out to be higher or lower, will have no effect on the points penalty given on the water.