

Highwater LTD MATCH RACING SERIES 2018
Royal Western Yacht Club

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, including Appendix C.
 - (b) the rules for Handling Boats (SI Addendum C) which also applies to any practice sailing and sponsor races. Class rules will not apply.
- 1.2 Boats may be required to race with on-board observers to give information to the umpires. Observers will be weight- equalised by fixing weights near the stern. Observers will not take part in sailing the boat or communicate with the crew while racing.
- 1.3 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.
- 1.4 Add after the first sentence of Appendix A5 ‘When one of the boats in a match fails to sail the course in accordance with rule 28.1, she shall be scored DNF without a hearing.’
- 1.5 Delete RRS C6.3 and replace with: A boat intending to request redress because of circumstances that arise while she is racing or in the finishing area, shall clearly display a red flag as soon as possible after she becomes aware of those circumstances, but no later than two minutes after finishing or retiring.
- 1.7 When the umpires proceed under RRS C8.6 they will follow the guidance in SI Addendum E.

2 ENTRIES and ELIGIBILITY

- 2.1 Crews must contain at least one RWYC member.
- 2.2 To remain eligible the entire crew shall complete registration, pay any entry fee, deposit £90 per person for damage and complete crew weighing.
- 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 deposit, the skipper will be required to restore the deposit to the original value to maintain eligibility.
- 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 crew member 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 located at RWYC and through the UPYC Facebook group
- 3.2 Signals made ashore will be displayed from RWYC
- 3.3 Skippers shall attend the first briefing, which will be at RWYC

- 3.4 The first meeting with the umpires will be at RWYC
- 3.5 A daily morning meeting will start at 0900 at RWYC

4 AMENDMENTS TO SAILING INSTRUCTIONS

- 4.1 Amendments to the SI made ashore will be posted at least 1 hour 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 Boats

- (a) the event will be sailed in J/80 type boats.
- (b) the sails to be used will be allocated by the RC.

- 5.2 The sail combination to be used will be signalled from the RC boat with or before the attention signal. The signals will have the following meanings:

<u>Signal</u>	<u>Sail combination to be used</u>
J	No spinnakers

- 5.3 Other restrictions or instructions may be given to the boats verbally by an umpire. Flag 3rd substitute is not required.

6 IDENTIFICATION and ASSIGNMENT OF BOATS

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

7 CREW MEMBERS, NUMBER and WEIGHT

- 7.1 The total number of crew, including the skipper, shall be 5 excluding persons placed on board by the RC.
- 7.2 **Crew Weighing**
 - (a) The total weight of the crew, including the skipper, dressed in at least shorts and shirts, shall not exceed 500 kg, determined at the time of registration or such time as required by the RC.
 - (b) Crew weights may be checked during the regatta. At any re-weighing, the total weight limit is increased by 10 kg. Any crew weighing in excess of this increased limit will not be penalised, but they shall reduce their weight to the increased weight limit before racing again.
- 7.3 An owner's representative, who is not included in the crew weight limit, may sail on each boat throughout the event. Additional weight may be placed on each boat to equalise their weight.
- 7.4 All registered crew shall sail all matches unless permission for change is given under SI 2.6 or 2.7.

8 EVENT FORMAT and STARTING SCHEDULES

- 8.1 The event format and match pairing lists are detailed in SI Addenda A and B. The matches to be sailed in a flight will be displayed in order of starting on the RC boat.

- 8.2 In a knock-out series between two skippers:
- (a) they will alternate assigned ends for each match. Unless designated in the pairing list, the initial assigned ends will be determined by a draw. This changes RRS C4.1.
 - (b) when the series has been decided, further matches between these two will not be sailed.
 - (c) crews will exchange boats after odd matches of the series, unless otherwise agreed by both skippers.
- 8.3 The racing days are scheduled as 24/03/2018
- 8.4 The latest time for an attention signal on the last day of racing will be approximately 1700.
- 8.5 The number of matches to be sailed each day will be determined by the RC.
- 8.6 The RC may change the format, terminate any stage or the event when, in its opinion, it is impracticable 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.
- 8.7 The intended time of the first attention signal each day is 0950
- 8.8 Each subsequent flight will be started as soon as practicable after the previous flight.
- 8.9 Unless competitors are advised otherwise by an umpire, 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 will be brought forward to eliminate blank starts. Competitors will be so advised verbally by an umpire.

9 RACING AREA

The racing area will be Cattewater or Plymouth Sound

10 COURSE

10.1 Configuration, Signals and Course to Be Sailed

- (a) Configuration (not to scale)

Mark W o

Mark L o

Start/Finish Line o-----o

- (b) **Signals and Course to be Sailed**

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

<u>Signal</u>	<u>Course</u>
No Signal*	Start - W - L - W - Finish
S	Start - W – Finish
T	Start - W - L - W - L - W - Finish

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 flag on the RC boat.

- (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 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 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 a position just to leeward of the RC boat and remain there, unless otherwise directed.
- 11.2 The time allowed for repairs will 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 numeral pennants
- 12.2 The next flight number will be displayed on the RC boat
- 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.
- 13.2 **Change of Course Signals** (changes 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 will 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 will be displayed from the RC boat with the preparatory signal for each match affected. The preparatory signal will be followed by a series of repetitive sound signals.
 - (b) When a change of course is signalled after the first leg it will 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

- 15.1 No coach boats will be permitted.

16 MEDIA, IMAGES and SOUND

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

17 PRIZES

- 17.1 Prizes will be allocated by the OA

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 Addendum C and D.
- 18.3 The following actions by skippers and/or crew while racing may be considered a breach of sportsmanship under RRS C8.3(c) and may result in an umpire initiated penalty under RRS C5.2 or C5.3:
- Excessive attempts to verbally coerce, coach or influence umpire decisions;
 - Repetitive or on-going objection to an umpire decision (verbal or otherwise);
 - Abuse of umpires before or after a decision (See also MR Call M4).
- 18.4 Breaches of this SI may also be referred to the PC. Any penalty will be at the discretion of the PC and may include exclusion from further participation in the event, the withdrawal of any prize money or the withholding of deposits.
- 18.5 Gross breaches of this SI may be referred to the PC by the OA for action under RRS 69.

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 ADDENDUM A – LIST OF ELIGIBLE SKIPPERS and PAIRING LIST/KNOCK-OUT TABLE

SI ADDENDUM B – EVENT FORMAT and SCHEDULE OF RACES

EVENT FORMAT

1* First Stage - Round Robin(s)

- (a) Skippers will be divided into **number** groups using the World Sailing Match Race Sailing ranking list 30 days before the event start.
- (b) **Each group /All skippers** will sail a round robin.
- (b) **Each group /All skippers** will sail a **double / triple** round robin.
- (b) **Each group /All skippers** will sail a continuous round robin until **(insert date and time)**
- (c) The **(insert number)** highest scoring skippers **from each group** shall qualify for the next stage.

1 First Stage - Knock Out

- (a) Skippers will be seeded according to the World Sailing Match Race Sailing ranking list 30 days before the event start and paired in accordance with the attached table.
- (b) The first skipper in each pair to score at least **(insert number)** points shall proceed to the next stage.

2 Second Stage – Repechage

2 Second Stage - Round Robin(s)

- (a) **Each group /All skippers** will sail a Round Robin.
- (a) **Each group /All skippers** will sail a **double / triple** Round Robin.
- (a) **Each group /All skippers** will sail a Continuous Round Robin until **(insert date and time)**.
- (b) The **(insert number)** highest scoring skippers **from each group** shall qualify for the next stage.

2 Second Stage - Knock-Out

- (a) Skippers will be paired in accordance with the attached table.
- (b) The first skipper to score at least **(insert number)** points shall proceed to the next stage.

3 Third Stage Quarter Finals

- (a) Skippers will be paired in accordance with the attached table.
- (b) The first skipper to score at least **(insert number)** points shall proceed to the next stage.

4 Fourth Stage Semi-finals - Knock-Out

- (a) Skippers will be paired in accordance with the attached table.
- (a) The skipper finishing first in the qualifying round robin(s) shall select his opponent when requested by the RC to do so. The remaining two skippers shall race each other.
- (a) The skipper finishing first in the qualifying round robin(s) shall race against the fourth placed skipper. The skipper finishing second shall race the skipper finishing third.
- (b) The first skipper in each pair to score at least **(insert number)** points shall proceed to the finals.

5 Finals

- (a) There will be a draw for the first entry side.
- (b) The first skipper to score at least **(insert number)** points will be the winner.

6 Fifth to Eighth Places

- (a) The losing quarter finalists shall sail for fifth to eighth places.
- (b) The four skippers shall sail a round robin.

- (b) The skippers will be drawn into pairs.
- (c) In each series the first skipper to score at least one point will be the winner.
- (d) The two winners shall sail against each other for fifth and sixth places.
- (e) The two losers shall sail against each other for seventh and eighth places.

7 Third/Fourth Place Final

- (a) There will be a draw for the first entry side.
- (b) The first skipper to score (insert number) points will be awarded third place, the other fourth place.

SI ADDENDUM C – HANDLING of 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 Marking directly on the hull or deck with permanent ink, or using any tape that leaves a residue/ use of duct tape.
- 2.10 Using a flattener as a reef or using a reef line as an outhaul.
- 2.11 Adjusting lifeline tension.
- 2.12 Cross winching foresail sheets.
- 2.13 Omitting any headsail car or turning block before sheeting onto a winch.
- 2.14 Adjusting or altering the tension of standing rigging, excluding the backstay.
- 2.15 Using a winch to adjust the mainsheet, backstay or vang.
- 2.16 Using the spinnaker pole to wing out the foresail.
- 2.17 Attaching lines to the fabric of spinnakers.
- 2.18 Perforating sails, even to attach tell tales.
- 2.19 Radio transmission (including mobile telephones), except to report damage or in response to a request from the RC.
- 2.20 The use of electronic equipment, unless permitted by SI C3.1.
- 2.21 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.
- 2.22 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.
- 2.23 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.
- 2.24 Having the bowsprit extended, except when in the process of setting, flying or taking down the spinnaker. The bowsprit shall be fully retracted at the first reasonable opportunity after taking down the spinnaker. A boat that does not retract the bowsprit fully may be warned and given an opportunity to correct the error.
- 2.25 Extending the bowsprit before getting on the new leg of the course, after entering the zone of a rounding mark without a spinnaker set.
- 2.26 A breach of SI C 2.16, 2.21, 2.22, 2.23, 2.24 or 2.25 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) hand held compasses, watches, timers and small personal video devises such as GoPro
- (g) shackles and clevis pins
- (h) velcro tape
- (i) bosun's chair
- (j) spare flags
- (k) PFD's when not supplied by the OA

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
- (g) personal safety

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 permitted:

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. When boat swaps are carried out on the water, the report should be made verbally to the RC as soon as possible.

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.

4.6 Leaving the engine gear lever in the reverse position while racing.

4.7 A breach of items 4.2 and 4.3 will be considered as damage and the cost of rectification will be deducted from the damage deposit.

SI ADDENDUM D – EQUIPMENT LIST

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
- Large headsail
- Spinnaker
- One winch handle
- One spinnaker pole
- Two spinnaker sheets
- Two headsail sheets
- Tiller extension
- Genoa cars

SAFETY GEAR

- Fire extinguisher
- Life jackets for each crew member
- Safety harness
- Bosun's chair
- Torch
- Foghorn
- Boat hook
- First Aid kit
- Bucket and lanyard
- Flares
- Life ring
- Bilge pump

TOOLS

- Any supplied tools

GROUND TACKLE

- Anchor and chain
- Anchor line

MOORING LINES and FENDERS

- Two mooring lines
- Two fenders

GALLEY EQUIPMENT

- Lunch box
- As provided by the organisers

FUEL and WATER

- As provided by the organisers

SI ADDENDUM E – DAMAGE PENALTIES

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 as shown in the following table:

Level	Extent	Effect
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);

Level	Round Robin	Knock Out
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 when a points penalty is 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.

SI ADDENDUM F – COURSE LIMITS