



2024 WOMEN'S WINTER MATCH RACING CHAMPIONSHIPS

Incorporating the BUSA Women's Match Racing Championships

Weymouth & Portland National Sailing Academy, GBR

17/18th February 2024

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. Class rules will not apply.
 - (c) The bye-laws of WPNSA.
- 1.2 The right of appeal will be denied in accordance with RRS 70.5.
- 1.3 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.'
- 1.4 When the umpires proceed under RRS C8.6 they will follow the guidance in SI Addendum E.

2 ENTRIES and ELIGIBILITY

- 2.1 Only skippers invited by the OA are eligible for the event. The skippers are listed in SI Addendum A.
- 2.2 To remain eligible the entire crew shall complete registration, as per the NOR, unless extended by the OA.
- 2.3 Each skipper is responsible for the damage or loss to their boat unless responsibility is otherwise assigned by the umpires or PC. As per NOR Addendum A.
- 2.4 After the warning signal for a match, the registered skipper shall not leave the helm, except in an emergency.
- 2.5 When a registered team member is unable to continue in the event, the OA may authorise a substitute crew member. When a registered skipper is unable to continue in the event, the OA may authorise an original crew member to substitute.

3 COMMUNICATIONS WITH COMPETITORS

- 3.1 Notices to competitors will be posted on the official [ONLINE notice board](#).
- 3.2 Signals made ashore will be displayed from the Committee Boat.
- 3.3 Skippers shall attend the first briefing, which will be at 0830 on the Saturday morning of the event, unless excused by the OA. Location will be given to sailors on the telegram chat depending on weather. Weighing and registration will be between 0800 and 0830.
- 3.4 The first meeting with the umpires will be immediately after the first briefing. Attendance by skippers is mandatory, unless excused by the OA.

4 AMENDMENTS TO SAILING INSTRUCTIONS

- 4.1 Amendments to the SI made ashore will be posted at least 60 minutes before the start of any race affected and will be signed by the RC and the PC representatives
- 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 signaled 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

- (a) the event will be sailed in Elliott 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 will have the following meanings:

Signal	Sail combination to be used
No signal	Jib, full main and spinnaker

- B Jib and full main only (no spinnaker)
- C Jib, reefed main and spinnaker
- D Jib and reefed main only (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 RC 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 hull number.
- 6.2 Boats will be allocated each day as decided by the OA.
- 6.3 Boats will be allocated for the stage as decided by the OA.
- 6.4 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 3-4 sailors, 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 272kg, 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 All registered crew shall sail all matches unless permission for change is given under SI 2.5.

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.
- 8.3 The racing days are as scheduled in the NOR.
- 8.4 The latest time for an attention signal on the last day of racing will be 16.00.
- 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 is 08.53 on Saturday.
- 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 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 Portland Harbour.

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 bow, 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

- (c) **Description of Marks**
The RC boat and marks will be identified at the first briefing.
- 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.
 - (b) 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**
Any areas that are obstructions will be discussed at the first briefing.
- 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 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 The next flight number will be displayed on the RC boat.
- 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.
- 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 MEDIA, IMAGES and SOUND**
 - 15.1 If required by the OA:
 - (a) Media 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.
 - 15.2 Competitors shall not interfere with the normal working of the OA supplied media equipment.
 - 15.3 The OA have the right to use any images and sound recorded during the event free of any charge
- 16 PRIZES**
 - a) Prizes may be awarded to the top 3 teams.
 - b) The top GBR team may be invited to attend the 2024 RYA National Match Racing Championship Final.
 - c) Other prizes may be awarded.
- 17 CODE OF CONDUCT**
 - 17.1 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.
 - 17.2 Competitors shall handle the boats and equipment with proper care and seamanship and in accordance with SI Addendum C and D.
 - 17.3 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).
 - 17.4 Breaches of this SI may also be referred to the PC. Any penalty will be at the discretion of the PC/IJ and may include exclusion from further participation in the event, the withdrawal of any prize money or the withholding of deposits.
 - 17.5 Gross breaches of this SI may be referred to the PC by the OA for action under RRS 69.
- 18 RISK STATEMENT**

Rule 3 of the Racing Rules of Sailing states: "The responsibility for a boat's decision to participate in a race or to continue racing is hers alone."

Sailing is by its nature an unpredictable sport and therefore inherently involves an element of risk. By taking part in the event, each competitor agrees and acknowledges that:

- a) They are aware of the inherent element of risk involved in the sport and accepts responsibility for the exposure of themselves and their crew to such inherent risk while taking part in the event.
- b) They are responsible for the safety of themselves, their crew and any property they may bring, whether afloat or ashore.
- c) They accept responsibility for any injury, damage or loss to the extent caused by their own actions or omissions.
- d) The provision of a race management team, patrol boats and other officials and volunteers by the event organiser does not relieve them of their own responsibilities
- e) The provision of patrol boat cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances
- f) It is their responsibility to familiarise themselves with any risks specific to this venue or this event drawn to their attention any rules and information produced for the venue or event and to attend any safety briefing held for this event.
- g) It is their responsibility to ensure that they are familiar with the type of boat used, and the supplied equipment and are suitably experienced with its operation.
- h) It is their responsibility for ensuring all supplied equipment is carried on board.
- i) That they are fit to sail and that they believe the crew and the boat and crew is capable of competing in the anticipated conditions.

SI ADDENDUM A – LIST OF ELIGIBLE SKIPPERS and PAIRING LIST - Will be emailed the day before the event.

SI ADDENDUM B – EVENT FORMAT and SCHEDULE OF RACES - Will be emailed the day before the event.

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 Adjusting or altering the tension of standing rigging.
- 2.11 Using the spinnaker pole to wing out the foresail.
- 2.12 Attaching lines to the fabric of spinnakers.
- 2.13 Perforating sails, even to attach tell tales.
- 2.14 Radio transmission (including mobile telephones), except to report damage or in response to a request from the RC.
- 2.15 The use of electronic equipment, unless permitted by SI C3.1.
- 2.16 The use of any halyard, non-working spinnaker sheets or the spinnaker twinning lines for hiking is prohibited.
- 2.17 The use of the shrouds (including any inner shrouds) above the lower bottle screw (turnbuckle) to aid the projection of a crew member outboard is prohibited unless that crew member holding the shroud is seated on the side deck.
- 2.18 The spinnaker shall only be hoisted/lowered from/to the spinnaker bag.
- 2.19 Whilst the spinnaker pole is attached to the mast the pole downhaul must be attached to the pole at all times, save for temporary removal for no more than a few seconds.
- 2.20 The use of the spinnaker pole stowage loop on the boom for controlling the position of the boom is prohibited.
- 2.21 A breach of SI C 2.11, 2.16, 2.17, 2.18, 2.19 or 2.20 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 devices such as GoPro
- (g) shackles and clevis pins
- (h) velcro tape
- (i) spare flags
- (j) 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
 - 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 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

- 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	One spinnaker sheets
Headsail & Spinnaker	Two headsail sheets
One spinnaker pole	Tiller extension

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.