



# SAILING INSTRUCTIONS

## BoatU.S. 2004 ISAF Women's Match Racing World Championships

June 6-12, 2004

Eastport Yacht Club, Annapolis, Maryland, USA

### ABBREVIATIONS:

EYC	Eastport Yacht Club	PC	protest committee
IJ	international jury	RC	race committee
ISAF	International Sailing Federation	RRS	racing rules of sailing
NoR	notice of race	SI	sailing instructions
OA	organising authority (EYC in conjunction with ISAF)	TD	ISAF technical delegate

## 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 appendix C), which also apply to any practice sailing and sponsor races. Class rules will not apply.
- (c) the prescriptions of US SAILING will not apply. When there is conflict the Sailing Instructions shall prevail over the NoR.

1.2 Add to RRS 42: '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.'

1.3 An international jury will be appointed in accordance with RRS Appendix M, and the right of appeal will be denied in accordance with RRS 70.4.

1.4 Add RRS C8.6: 'When the match umpires, and at least one other umpire, decide that a boat has broken RRS 14 and damage results, they may, without a hearing, impose a 0.5 point penalty. A competitor who is so penalised will be informed as soon as practical and may request a hearing. The PC will then proceed in accordance with RRS C6.6. Any penalty decided by the PC may be more than 0.5 point. When the umpires decide that a penalty greater than 0.5 point would be appropriate, they shall act in accordance with RRS C8.4. Penalties under this SI may be either deducted from the score of the boat breaking the rule or credited to her opponent.'

1.5 (a) Add new RRS C11.1(d): 'A sail-off, unless the RC decide that a sail off is not practical, has the highest score in the round robin after eliminating the score for the first race for each tied skipper or, should this fail to break the tie, the second race for each tied skipper and so on until the tie is broken.'

(b) Renumber RRS C11.1(d) to (e) and C11.1(e) to (f).

1.6 Add to RRS C8.2: 'However a boat that displays an incorrect flag or does not display the correct flag may be warned verbally and given an opportunity to correct the error before being penalised.'

1.7 Change RRS C8.2 and C8.3 to include a penalty under RRS C5(c).

1.8 Change the last sentence of RRS 28.1 to read: 'She may correct any errors to comply with this rule.'

1.9 Change RRS C7.4(c) and C7.5(g) by deleting all references to 'shapes' and replace with 'flags'.

## 2 ENTRIES AND ELIGIBILITY

2.1 Only skippers invited by the OA in accordance with the NoR are eligible for the event. The skippers are listed in SI Appendix A.

2.2 To remain eligible the entire crew shall complete registration, pay any entry fee, deposit \$400 (US) for damage and complete crew weighing, all between 1400 Friday, June 4th and 1400 Saturday June 5th unless extended by the OA.

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 TD may authorise an original crew member to substitute.

2.7 When a registered crew member is unable to continue in the event, the TD 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 under the deck on the waterside of the EYC clubhouse.

3.2 Signals made ashore will be displayed from flagpole on the waterside of the EYC clubhouse.

3.3 Skippers shall attend the first briefing, which will be at 1530, Saturday, June 5th in the EYC meeting room, unless excused by the OA.

3.4 The first meeting with the umpires will immediately follow the skipper's first briefing.

3.5 A daily morning meeting will start at 0800 in the EYC meeting room.

3.6 Skippers shall attend a press conference in the tent each day they race, starting approximately 30 minutes after the race committee docks after the last race of each day.

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

4.1 Amendments to the SI made ashore will be posted at least 45 minutes before the start of any race affected and will be signed by RC and IJ representatives and the TD.

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 International J/22s provided by the OA.

(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 3rd substitute is not required.

5.3 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.

5.4 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 sail numbers.

6.2 The mainsails shall display the skipper's names as provided by the OA.

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 four (4). All registered crew shall sail all races.

7.2 The total weight of the crew, including the skipper, shall not exceed 272 kg, determined by weigh-in during registration and dressed in at least shorts and shirts.

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

8.1 The event format is explained in SI Appendix B. The matches to be sailed will be displayed in order of starting on the RC boat as described in SI 12.2.

8.2 In a knock-out series between two skippers:  
(a) They shall alternate assigned ends for each match. The initial assigned ends are designated in the pairing list. This changes RRS C4.1.

(b) When the series has been decided, further matches between these two shall not be sailed.

(c) Crews will exchange boats after odd matches of each series.

8.3 The racing days are scheduled as Sunday, June 6th through Saturday, June 12th.

8.5 The number of matches to be sailed each day will be determined by the RC in conjunction with the TD.

8.6 (a) The RC in conjunction with the TD 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.

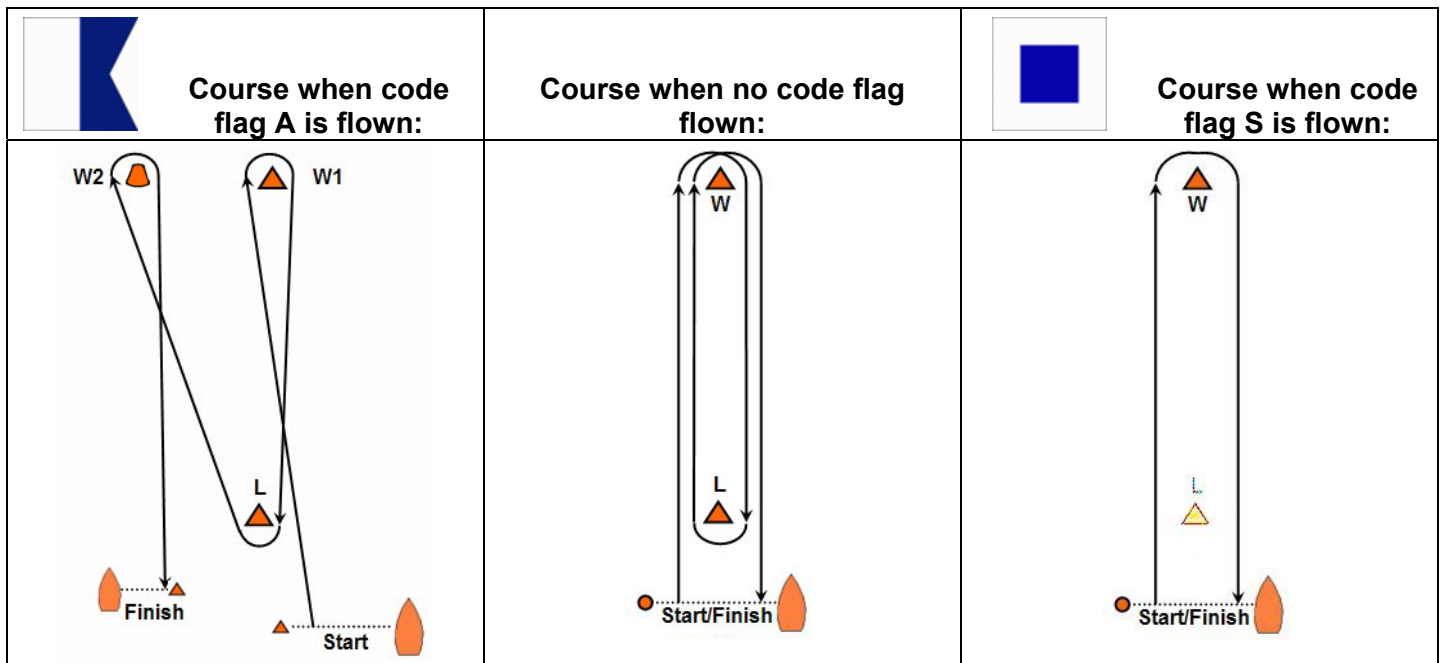


Figure 1, Course Diagrams (not to scale)

(b) Add RRS C10.3(b): 'If the first round robin of stage 1 is terminated before completion, 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 of the first attention signal each day is 0900.

8.8 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 on the Severn River, or on the Chesapeake Bay between the Chesapeake Bay Bridge and Thomas Point.

## 10 COURSE

10.1 (a) Courses are as shown in Figure 1 above.

(b) Course signals will be displayed on the RC boat at or before the warning signal. Marks W, W1, W2, and L shall be rounded to starboard.

<u>Signal</u>	<u>Course</u>
No Signal	Start - W - L - W - Finish
Flag S	Start - W - Finish
Flag A	Start- W1 - L - W2 - Finish

## (c) Description of Marks

The starting/finishing line mark(s) will be a small orange tetrahedron. Marks W, W1 and L will be large orange tetrahedrons with BoatU.S. logos. Mark W2 will be an orange cone. When a change of course has been signalled, replacement marks W and W1 will be a yellow tetrahedron, and replacement mark W2 will be a yellow cone.

### 10.2 Starting/Finishing Line

(a) The starting line will be a straight line between the course side of a starting mark and the staff displaying an orange flag on the RC starting boat.

(b) The finishing line will be a straight line between the course side of a finishing mark and the staff displaying an orange flag on the RC finishing boat.

### 10.3 Abandonment and Shortening

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.'

## 11 BREAKDOWN AND TIME FOR REPAIRS

11.1 Before the attention signal of a match or within two minutes of finishing or within five minutes of changing into a new boat, 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 the area to leeward of the starting line mark and rendezvous

with an inflatable boat flying a GREEN flag, unless otherwise directed.

11.2 The time allowed for repairs shall be at the discretion of the RC.

11.3 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 1 through 6 as shown in the SI Appendix B.

12.2 Match pairings for each match will be displayed on the starting RC boat:

(a) During stages 1 and 2, the number of the next match to start and the match pairings for that match and the next 2 matches will be displayed on the bow of the starting RC boat. When the match pairing display shows code flag "F" there will not be a match starting (as per SI 12.3 (b)). This display will be updated for the next match to start between the start of the previous match and the preparatory signal for the upcoming match.

(b) During all other stages, the current flight number and the match pairings for the flight will be displayed on the bow of the starting RC boat.

12.3 (a) RRS C3.1 is changed such that the warning signal will be the numeral pennant associated with the match number as shown in SI Appendix B. The RC may start any number of matches in succession.

(b) Code flag "F" may be displayed to insert a 5-minute delay before the warning signal for the next match.

## 13 CHANGE OF POSITION OF THE WINDWARD MARK

13.1 A rounding or finishing mark may be moved any time until the first boat of a match rounds the previous mark or, for the first windward mark, starts.

13.2 Additional course changes may be signalled prior to the start or at mark L in accordance with RRS 33, Race Signals, SI 13.3, and SI 13.4.

13.3 Change of Course Signals (amends RRS 33 and Race Signals)

(a) Flag C: 'The next mark is changed to a yellow mark.'

(b) Flag C over Flag O: 'The next mark is changed to an orange mark.'

(b) When a change of course after starting only affects some matches these shall be designated by the appropriate numeral pennant.

## 13.4 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 near 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 Coach boats shall not be allowed. A coach boat is any boat that is not under the direction of the OA and has a person gathering or providing information or giving material support for the benefit of particular competitors either on the water or off.

15.2 Breaches of this SI may result in the competitor associated with the coach boat being penalised in accordance with RRS C6.6.

## 16 MEDIA, IMAGES AND SOUND

(a) The OA may require media equipment (or dummies) to be carried on board at any time and may require competitors to be available for interviews.

(b) The position of media equipment will be determined by the RC and may be advised verbally.

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

(d) Crew members (including the skipper) may be required to carry an audio microphone.

## 17 PRIZES

(a) ISAF Medals will be awarded to the skipper and crews of the teams finishing first, second, and third.

(b) Prizes will be awarded to the skipper and crew of boats placing first through fourth.

(c) The names of the winning team will be engraved on the perpetual BoatU.S. Santa Maria Cup Trophy.

(d) The Gay Lynn Memorial Trophy will be awarded to the team whose final finish position is better than the most number of teams whose ISAF ranking is better than their ranking at the start of the regatta. If two or more teams are tied, then the award will go to the team with the better ISAF ranking.

(e) The Eleanor Ruth Wilcox Trophy will be awarded to the bow person of the winning team.

## 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 D and E.

(c) 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 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.

## APPENDIX A - LIST OF ELIGIBLE SKIPPERS

<u>Skipper</u>	<u>Country</u>	<u>ISAF Rank*</u>
Betsy Alison	USA	11
Jenny Axhede	SWE	9
Sally Barkow	USA	19
Liz Baylis	USA	10
Nina Braestrup	DEN	5
Carol Cronin	USA	26
Marie Fauré	FRA	3
Sabrina Gurioli	ITA	17
Elizabeth Kratzig	USA	21
Claire Leroy	FRA	6
Paula Lewin	BER	14
Lotte Meldgaard-Pederson	DEN	1
Christelle Philippe	FRA	8
Linda Rahm	SWE	18
Katie Spithill	AUS	16
Deb Willits	USA	23

\* Interim rankings as of June 2, 2004 to be used for Gay Lynn Trophy

## **APPENDIX B - EVENT FORMAT AND SCHEDULE OF RACES**

Pairing lists and boat assignments are part of SI Appendix B and will be distributed prior to the start of the relevant stage.

This format description is included as a non-binding statement of the intentions of the OA prior to the start of racing. In accordance with SI 8, this event format may be modified as time and conditions require. If there is a conflict between SI 8 and this Appendix, SI 8 has precedence.

### **STAGE 1: 16-TEAM ROUND ROBIN(S)**

#### **Part 1A**

All sixteen skippers will sail a round robin with each skipper sailing each other skipper once.

The first round robin of stage 1 will be completed before any other stages are attempted.

If the first round robin of stage 1 is not completed by the end of racing on Friday, June 11th, then stages 2, 3, and 4 will be cancelled, and the skippers placing in the top four after stage 1 will advance to stage 5.

After the first round robin of stage 1 is completed, if there time and conditions make it highly likely that a 2<sup>nd</sup> full round robin can be completed, a second round robin in either format part 1B or part 1C may be sailed. Otherwise, all 16 teams will advance to stage 2.

#### **Part 1B**

(a) All skippers will sail a second round robin with each skipper sailing each other skipper once. The rotation will be the same as the first round robin except that the entry sides (and boats) will be reversed.

(b) Skippers placing in the top 8 positions will advance to stage 4.

#### **Part 1C**

(a) All skippers will sail a second round robin with each skipper sailing each other skipper once. The pairings will be set such that skippers finishing 1st through 8th in the first round robin will race each other first, while skippers finishing 9th through 16th will race each other first.

(b) Skippers placing in the top 8 positions will advance to stage 4.

(c) Prior to the start of the second half of this round robin, if time and conditions make it unlikely that the full round robin can be completed, the OA may switch to stage 2 below. In this case, results of matches already sailed in Part 1C will carry over to stage 2 and will not be re-sailed.

### **STAGE 2: TWO 8-TEAM ROUND ROBINS**

(a) All skippers will sail a round robin during which skippers finishing 1st through 8th in the first round robin race each other once, while skippers finishing 9th through 16th will race each other once.

(b) Skippers placing in the top 4 places of the round robin of higher placed skippers will advance directly to stage 4. Skippers placing in the bottom 4 places of the round robin of lower placed skippers will be eliminated. The 8 remaining skippers will advance to stage 3.

### **STAGE 3: 8-TEAM ROUND ROBIN**

The remaining 8 skippers will sail a round robin with each skipper sailing each other skipper once. Skippers placing in the top 4 places of this round robin will advance to stage 4.

### **STAGE 4: QUARTER FINAL 8-TEAM ROUND ROBIN**

The 8 remaining skippers will sail a round robin with each skipper sailing each other skipper once. Skippers placing in the top 4 places of this round robin will advance to the next stage.

### **STAGE 5: SEMI-FINAL KNOCKOUT SERIES**

(a) The skipper placing 1st in the qualifying round robin(s) shall race against the skipper placing 4<sup>th</sup>. The skipper placing 2<sup>nd</sup> shall race the skipper placing 3<sup>rd</sup>.

(b) The first skipper to score at least 3 points will advance to stage 7. The other skipper will advance to stage 6.

(c) In accordance with SI 8.6(a), the number of points to advance may be reduced. If necessary, stage 5 will be cancelled and skippers placing 1st and 2nd in the previous stage will advance to stage 7, and skippers placing 3<sup>rd</sup> and 4<sup>th</sup> will advance to stage 6.

### **STAGE 6 & 7: FINAL KNOCKOUT SERIES**

(a) Stages 6 and 7 will be sailed concurrently.

(b) Stage 6 will be the petit-finals. The first skipper to score at least 2 points shall be the winner and place 3<sup>rd</sup> in the championship. The other skipper will place 4<sup>th</sup>.

(c) Stage 7 will be the finals. The first skipper to score at least 3 points shall be the winner and world champion. The other skipper will place 2<sup>nd</sup>.

## **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 other than the rope line to adjust the backstay.
- 2.14 Using a winch to adjust the mainsheet, backstay, or vang.
- 2.19 The use of electronic instruments other than compass and watches.
- 2.20 Fixing watch, timer, and/or compass to any part of the equipment supplied.
- 2.21 Using the spinnaker pole to wing out the foresail.
- 2.22 Marking directly on the hull or deck with permanent ink.

### **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

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

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.

3.5 Changing the number of foresail sheets purchases between 1:1 and 2:1.

3.6 Cross winching foresail sheets.

### **4 MANDATORY ITEMS AND ACTIONS**

The following are mandatory.

4.1 The completion of a verbal 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 and placement of the sails in the boat's cabin.
- (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.

4.7 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.

## **APPENDIX D - EQUIPMENT LIST**

The following non-fixed items, provided by the OA, are to be carried on board at all times (except as noted) 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
- Headsail with battens
- Spinnaker
- Two winch handles
- One spinnaker pole
- Two spinnaker sheets
- Two headsail sheets
- Tiller extension
- Jib cars

### **SAFETY GEAR**

- Fire extinguisher
- Four USCG approved personal flotation devices
- Safety harness
- Torch
- Foghorn
- Boat hook
- First Aid kit
- Bucket and lanyard
- Flares
- Throwable flotation device
- Bilge pump

### **GROUND TACKLE**

- Anchor and chain
- Anchor line

### **MOORING LINES and FENDERS**

- Two mooring lines (shall be left at the dock)
- Two fenders (must be carried aboard while racing)