***INSTRUCTIONS FOR PREPARING THE SAILNG INSTRUCTIONS…***

1. Filling in the form.

 You can type over the Red writing on this form. Simply place the cursor on the red writing and replace red text & change text colour to black.

2. Heading.

 The comment “This is an NZRYA Ranking Event” may be deleted if you wish to use these Sailing Instructions for a non-ranking event.

3. Schedule of Races.

 Enter the same details in this clause as you have advertised in the Notice of Race for the event.

4. Protests.

 Indicate in Clause 1.2 whether you will be using Appendix A (Arbitration) for your event.

5. Completing the form.

Once complete, please remember to delete these instructions. This can be done by highlighting these instructions with your mouse and pressing the delete key on your keyboard. Then forward the final version in Word format to NZRYA Race Co-ordinator for inclusion on the NZRYA website.



**Regatta Name**

**Dates for the Regatta**

NEW ZEALAND RADIO YACHTING ASSOCIATION (Inc.)

**Place where the Regatta will be held**

**SAILING INSTRUCTIONS**

1. **RULES**

**1.1** The regatta will be governed by the rules as defined in *The Racing Rules of Sailing* *2021-2024* as amended by Appendix E, the Radio Sailing Racing Rules.

**1.2** The following documents will apply:the Notice of Race (NoR), these Sailing Instructions (SI), International Class Administration Rules, the Equipment Rules of Sailing (ERS), the respective International Class Rules. The current NZRYA approved Heat Management System (HMS) *or* Simple Heat Management System (SHRS) will apply in the event that multiple fleets are utilized. Protest Arbitration as described in Appendix A insert will *or* will not be utilized.

**1.3** Racing rules will be changed as follows:

E3.1: Amended to read “The control area will be defined on the course board. Competitors shall be in this area when controlling boats that are racing, except briefly to handle and then release or relaunch the boat.”

E3.2: Amended to read “Launching area will be specified on the course board”

E3.3: Amended to read “The course will be displayed on a Course Board. The board shall be located in or adjacent to the control area.

E3.6: Following the first general recall Rule 30.1 shall apply to the restart. For subsequent general recalls Rules 30.1, 30.3 or 30.4 may apply.

E3.8(c): Amended to read “Courses may be shortened.”

E5.1(a): Amended to read “The race committee will appoint Observers, who may be competitors.”

E6.4: Add “but prior to the prepatory signal for the next heat or race.”

**2 NOTICES TO COMPETITORS**

Notices to competitors will be posted on the official notice board located near the race headquarters at the venue as described in the Notice of Race Clause 10.

**3 CHANGES TO SAILING INSTRUCTIONS**

**3.1** Changes to the sailing instructions, either as permitted in the rule itself or in accordance with RRS 86.1, may be made at any time between heats, prior to the warning signal. Any changes will be posted on the official notice board. Two sound signals followed by a verbal announcement shall be made by the Race Officer (RO) to call attention to the change.

**3.2** In the event that a rule in the Notice of Race conflicts with a rule in the Sailing Instructions, the Sailing Instructions will take precedence. This amends RRS63.7

**4 SCHEDULE OF RACES**

**4.1** Dates of racing: In accordance with the Notice of Race Clause 5.1

**4.2** The scheduled time of the warning signal for the first race each day will be as described in the Notice of Race Clause 5.1.

**4.3** To alert boats that a race or sequence of races will begin soon, an announcement and one sound at least five minutes before a warning signal will be made.

**4.4** Racing will be held during the scheduled times with a maximum of 40 races for the series. There shall be no limit to the number of races/heats sailed on each day.

**4.5** On the last day of the regatta no race will be commence after the time stipulated in the Notice of Race Clause 5.1.

**5 THE COURSES**

**5.1** Course descriptions are to be displayed on the course board, together with a single, alternative, shortened course option.

**5.2** A description of the marks, including starting and finishing marks stating the order and side on which each is to be left shall be posted on the course board.

**5.3** Courses can only be changed between heats or races. Any change to the course will be posted on the course board and before the next heat or race, a sound signal and a verbal warning will be made to signal the change.

**5.4** During a heat/race, the RO may shorten the course to the prearranged option shown on the course board. Shortening of the course will be signalled by two sound signals followed by the hail “shortened course” by the RO before the leading boat starts the leg on which she will finish.

**6** **LAUNCHING AND CONTROL AREA / OUTSIDE HELP**

**6.1** Boats shall be launched and retrieved from within the designated launching area.

**6.2** A boat scheduled to race in a heat may be launched, held on the bank, taken ashore and re-launched at any time during the heat however they shall not be released for the first time after the first boat in that heat has finished.

**6.3** While ashore or within a launching area boats may be adjusted, drained of water or repaired, have their sails/rigs changed or adjusted, have entangled objects removed, or have equipment repaired or changed.

**6.4** A boat that has gone ashore or aground outside the Launching Area, or becomes entangled with another boat or a mark, may be freed and re-launched with help from a rescue boat. This changes E4.2(b)

**7** **RESCUE BOAT**

 Only an authorized boat crew, under the direction of the RO, are to operate the rescue boat.

**8 THE START**

**8.1** Races will be started in accordance with RRS E3.4 with the warning signal made two (2) minutes before the starting signal.

**8.2** Following the first general recall Rule 30.1 shall apply to the restart. For subsequent general recalls rules 30.1, 30.3 or 30.4 may apply. This changes RRS E3.6.

**9 RACING TIMES**

**9.1** Racing is to start as soon as possible after the scheduled start times.

**9.2** In fleet racing the warning signal will indicate the starting sequence for the next heat as soon as practicable after a heat has been concluded.

**9.3** Except where an announcement is made during the initial briefing, or in exceptional circumstances and where all competitors agree, racing will continue until the times specified in the Notice of Race.

**10 TIME LIMIT and TIME-OUT LIMIT**

**10.1** Except as provided in HMS 2.2, the time limit for all heats will be 30 minutes from the start.

**10.2** The Time Out Limit for racing after the first boat finishes shall be 5 minutes.

**10.3** At the expiry of the Time Out Limit:
a) If 4 or fewer boats are still racing they shall be recorded according to SI 10.4.
b) If more than 4 boats are still racing the Time Out Limit shall be extended until only 4 boats remain racing, at which time the RO shall give two sound signals and call time. Boats still racing shall be recorded according to SI 10.4.

**10.4** Boats failing to finish within the Time Out Limit shall be recorded as DNF, RET, OCS, DNS or DNC in that order, as appropriate. DNF boats still racing at the end of the Time Out Limit will be recorded and scored in accordance with their place on the water.

**11 PROTESTS and REQUESTS FOR REDRESS**

**11.1** Protests will be accepted in accordance with RRS E6. If Protest Mediation is to be used for this event, it is to be conducted in accordance with Appendix A to these Instructions.

**11.2** The protest committee will consist of three competent persons, which may include competitors. If a party to a hearing objects to any individual competitor being a member of the protest committee, because they believe that person to be an interested party, they may object under rule 63.4.

**11.3** A boat intending to protest shall inform the race committee as soon as reasonably possible after finishing or retiring, and in fleet racing, prior to the prepatory signal for the next heat or race. This changes E6.4

**11.4** Protests and requests for redress shall be held at a time and place determined by the race committee except where HMS applies, when protests and requests for redress will be heard in accordance with HMS 1.7.

**11.5** Decisions of the protest committee will be final as provided in rule 70.5(a).

**12 SCORING**

**12.1** The RRS Appendix A Low Point system will apply for single fleet events.
For multi-fleet events, RRS Appendix A as modified by HMS and these Sailing Instructions shall apply.

**12.2** Where there are less than 20 competitors, the event may be sailed in one fleet.

a. There shall be a minimum of ten (10) competitors start in each of minimum number of heats during the event to be ratified as a Championship event.

b. There shall be a minimum six (6) races for event to be ratified as a Championship event result.

**12.3** Excluded scores (discards). When the total score is calculated for each boat, her worst scores will be excluded as follows:

 a. After 4 races have been completed, 1 discard

 b. After 8 races have been completed, 2 discards
c. After 16 races have been completed, 3 discards and so on for every further 8 races completed.

**12.4** When a tie needs to be broken to establish the order of finishing places between two or more boats in HMS promotion or relegation positions at the finishing line, or recorded equally at the end of a heat or at the end of the event:

 a. For single fleet racing: Appendix A7 and A8 will apply.

 b. For fleet racing: HMS 1.5 will apply. *(delete if SHRS is used)*

 c. For Fleet racing under SHRS: Appendix A8 will apply. *(delete if HMS is used)*

**13 WITHDRAWN BOATS**

**13.1** Withdrawn boats in a multi - heat event are covered by HMS 1.3. *or* DNC under SHRS

**13.2** A boat withdrawn from a single heat event will be recorded as DNC and may return to racing at any start, with the permission of the race committee.

**13.3** Any competitor who intends to withdraw from racing, either permanently or temporarily, is to inform the race committee at the earliest opportunity.

**14 REPLACEMENT OF EQUIPMENT**

Substitution of damaged or lost equipment will not be allowed unless authorized by the race committee. Requests for substitution shall be made to the committee at the first reasonable opportunity.

**15 EQUIPMENT AND MEASUREMENT CHECKS**

A boat or equipment may be inspected at any time for compliance with the class rules and sailing instructions. A boat can be instructed by a race committee equipment inspector or measurer to proceed immediately to a designated area for inspection.

**16 PRIZES**

Prizes will be given as described in the Notice of Race Clause 14.

**17 CONDUCT**

**17.1** The New Zealand Radio Yachting Association recognises that major events offer considerable publicity opportunities to the Association and the sport generally. Competitor behaviour can impact unfavourably on the sport and all competitors are advised that their actions will be under scrutiny and in the event of any behaviour that is in breach of Principles of Sportsmanship and Fair Play, or which may bring the sport into disrepute may result in a protest hearing under RRS 2. or in accordance with RRS 69

**17.2** The RO may offer a competitor a two turns on the spot penalty to avoid a protest hearing as in SI 17.1 however the RO is not obliged to make this offer nor is a competitor obliged to accept it in which case a protest hearing may proceed.

**18 SMOKING**

 Smoking is prohibited within the control area or any enclosed spaces.

**19 RISK STATEMENT**

Sailing is by its nature an unpredictable sport and therefore involves an element of risk. By taking part in any of the events covered by this notice of race, each competitor agrees and acknowledges that:

1. They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves and their boat to such inherent risk whilst taking part in the event;
2. They are responsible for the safety of themselves, their boat and their other property whether afloat or ashore;
3. The provision of a race management team, patrol boats, umpires and other officials and volunteers by the organiser does not relieve them of their own responsibilities;

d. The provision of patrol boat cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances.

A competitor may only enter the event by accepting these conditions as they appear.

**Appendix A: ARBITRATION**

1. Rule 44.1 is changed to permit a yacht that has broken a rule of Part 2, Part 4 or Rule 31 to take a penalty after racing but prior to any protest hearing.
	1. Her penalty shall be a scoring penalty equal to a finishing place mid-way between the yacht's actual finishing place and the score for a disqualification. Half points shall be disregarded, and the points of other yachts shall not be adjusted.
	2. For fleet racing and the application of HMS, the yacht accepting this penalty will be given a finishing place in the heat equivalent to RET.
	3. Rule 63.1 is changed such that an arbitrator may allow a protest to be withdrawn.

1. An arbitration hearing will be conducted for protests lodged in accordance with Rule 61 which allege an infringement of a rule of Part 2, Part 4 or Rule 31. Such hearings will be held subsequent to the protest being lodged and prior to a protest hearing. For the purposes of the arbitration hearing, Rule 61.2 is amended so that a written protest form is not required.

1. The time and place of the arbitration hearing will be decided by the arbitrator and such advice may be given verbally. One representative of each yacht will attend the arbitration hearing and no witnesses will be allowed. The arbitrator will decide the manner in which testimony is given.

1. After taking testimony, the arbitrator will make one of the following conclusions:
	1. The protest does not comply with rule 61 (as amended) and the protestor should withdraw the protest.
	2. No rule was broken, and the protestor should withdraw the protest.
	3. A rule was broken by one or more of the yachts involved, the infringing yacht(s) may accept a scoring penalty as detailed in 1. above and if so accepted, the protestor should withdraw the protest.
	4. The matter shall proceed to a protest hearing. This may be because rules not suited to arbitration may be involved or because evidence is too complex or divergent or because injury, serious damage or a significant advantage may have occurred or because of the apparent severity of the alleged infringement or for any other reason decided by the arbitrator.

The protestor shall have ten minutes from the conclusion of the arbitration hearing in which to complete and lodge a formal protest form.

1. An arbitration hearing shall not be re-opened. No conclusion of an arbitrator shall be subject to appeal or be grounds for redress.

1. The decision of the arbitrator is non-binding, and either skipper may elect to progress to a full protest hearing. Protesting skippers shall have ten minutes from the conclusion of the arbitration hearing to complete and lodge a formal protest form.
2. Failure to attend an arbitration hearing may, at the discretion of the arbitrator or the protest committee, result in an additional points penalty being added to the yacht’s score for that race.
3. Should the protest proceed to a protest hearing then the arbitrator may be a member of the Protest Committee. Any evidence given by an arbitrator during a protest hearing shall be given only in the presence of the parties to the hearing.

**Appendix B: PRINCIPLES OD SPORTMANSHIP & FAIR PLAY**

1. **Introduction:**

Sailing is a self-policing sport, but the enforcement of rules 2 and 69 is the responsibility of all those involved - competitors and race officials. Allowing unacceptable behaviour to go unchecked is the same as condone it and does not protect those sailors who have chosen to compete within the rules. The promotion of fair play and sportsmanship is the responsibility of all those involved in our sport.

1. **Rule Two - Fair Sailing:**

"A boat and her owner shall compete in compliance with recognized principles of sportsmanship and fair play. A boat may be penalized under this rule only if it is clearly established that these principles have been violated. A disqualification under this rule shall not be excluded from the boat’s series score."

1. **Dealing with Dissent and Misconduct:**

Rule 2, Fair Sailing, refers to recognised principles of sportsmanship and fair play. With one exception, The Basic Principle', the rules deliberately do not define these principles. It is necessary to take each situation in context.

**3.1 Basic Principle**

Sportsmanship and the Rules: "Competitors in the sport of sailing are governed by a body of rules that they are expected to follow and enforce. A fundamental principle of sportsmanship is that when competitors break a rule they will promptly take a penalty, which may be to retire."

**3.2 General Principles**

The following principles (which are examples and not a definitive list) are published by the RYA and AY. They are generally accepted as examples of the "recognised principles" referred to in Rule two. Any breach of these principles should be considered unsportsmanlike behaviour or misconduct by a skipper and therefore breach of RRS 2 at any Radio Controlled sailing event..

**3.3 Respect for the rules:**

Breaches of this principle include:

1. Knowingly breaking a rule and not taking a penalty.
2. Deliberately breaking a rule.
3. Intentionally breaking a rule to gain an unfair advantage.