

## **SAILING INSTRUCTIONS GUIDE**

*This guide provides a set of sailing instructions that should be used for all radio controlled sailing regattas. They are applicable and useable for all RC classes and events. They are particularly useful for national and regional championships and other events of similar importance. However, for some events, some of these instructions will be unnecessary or undesirable. Therefore, each instruction should be reviewed and those that are not required for a particular regatta, deleted.*

***The principles on which all sailing instructions should be based, are as follows:***

- 1 They should include only two types of statement: the intentions of the race committee and the obligations of competitors.*
- 2 They should be concerned only with racing. Information about social events and etc. should be provided separately or in the Notice of Race.*
- 3 They should not change the racing rules except when clearly desirable.*
- 4 They should not repeat or restate any of the racing rules.*
- 5 They should not repeat themselves.*
- 6 They should be in chronological order; that is, the order in which the competitor will use them.*
- 7 They should, when possible, use words or phrases from the racing rules.*

***To use this guide:***

- 1** Download this guide as a PDF document to your computer. It may be edited directly if using Adobe acrobat professional or copy and paste the contents into your favorite text editor for processing (Word etc.).
- 2** Then, review Racing Rules of Sailing (RRS) rule J2 and decide which instructions will be needed. Instructions that are required by rule J2.1 are marked with an asterisk (\*).
- 3** Delete all inapplicable or unnecessary instructions.
- 4** Insert the appropriate words where indicated and then delete the bold type "pointers"
- 5** Select the preferred wording or phrase if a choice or option is shown in brackets [.....], and then delete the unused wording or phrase.
- 6** After deleting unused instructions, renumber all instructions in sequential order. Be sure that instruction numbers are correct where one instruction refers to another
- 7** Delete this guide section (first two pages) insert page numbers and print.

### **Cautions:**

- 1 *In preparing sailing instructions, much diligence needs to be used, as they are part of the rules that govern the regatta. The definition for Rule, in the Racing Rules of Sailing, includes “the sailing instructions”. Since they are part of the rules, they bind the race committee and protest committee, as well as the competitors. US Sailing Appeal 54 makes this very clear by stating; “A race committee’s breach or ignoring of a sailing instruction is an improper action or omission, since the sailing instructions are a part of the rules governing a race, regatta or other series”. This could be grounds for an appeal.  
In other words, when preparing sailing instructions, be careful not to place requirements on race committees and protest committees that they cannot fulfill because of lack of personnel or other restrictions beyond their control.*
- 2 *When instruction 14.4 is included in the sailing instructions, the competitors shall be made aware they are being observed specifically for rule 42 violations, either within the text of instruction 14.4 or at the skippers meeting. Also, the course judges, who are designated to make “on-the-water” penalty calls, must be identified. Not doing so may be considered an improper action or omission of the race committee or protest committee, and be grounds for the protested competitor to file a request for redress.*
- 3 *Race committees electing to use a promotion/relegation type regatta format, which normally requires protests to be heard before the next heat, need to be aware of the following: While rule 70.4 provides for “no appeals” on a protest, requirements for invoking rule 70.4 are very demanding. If an appeal is filed on the protest, and in gathering the facts it is found that all the requirements of rule 70.4 were not fulfilled, the appeal may be upheld on the grounds of improper action or omission on the part of the race committee, not on the facts of the protest (see US Sailing Appeal 22).  
If the requirements of rule 70.4 cannot be satisfied in total, a better choice may be to delete instruction 16.4 and select instruction 16.3. In doing so you be comfortable an appeal will be decided on the protest committee’s decision, and not on an improper action or omission of the race committee.*

# **\*[Regatta Name]**

[enter dates here]

[Enter city and state here]

\*Sponsored by [Your Club Name] AMYA Club [#000]

## **SAILING INSTRUCTIONS**

### **1 RULES**

**1.1\*** The regatta will be governed by the rules as defined in *The Racing Rules of Sailing*, Appendix E for RC sailing, prescriptions of US Sailing, class rules of the [class name] class and these Sailing Instructions.

**1.2** Changes to the racing rules or class rules are noted in the specific instructions where they apply

**(OR)**

[enter rule numbers to be changed] is changed to [describe changes]

### **2 NOTICES TO COMPETITORS**

Notices to competitors will be posted on the official notice board located at [name the specific location].

### **3 CHANGES TO THE SAILING INSTRUCTIONS**

Any change to the sailing instructions will be posted before [time], on the day it will take effect, except that any change to the schedule of races will be posted by [time], on the day before it will take effect.

**(OR)**

Verbal changes to these Sailing Instructions may be made at any time. All competitors shall be notified. This changes rule 89.2(c).

### **4 SCHEDULE OF RACES**

**4.1\*** Dates of racing:

<i>Date</i>	<i>Times</i>
[ Day and time]	practice
[ Day and time]	racing
[ Day and time]	racing

**4.2\*** The total number of races planned is [number of races]. The race committee will determine the number of races for each day after considering weather, course and equipment conditions. No race shall start after [time] except on the last day no race shall start after [time]

**4.3\*** The scheduled time of the warning signal for the first race each day is [time].

4 When there has been a long postponement, the warning signal for the first race following the postponement, and each succeeding race, will be made as soon as practicable. After a postponement, to alert boats that a race or sequence of races will begin soon, an audible signal will be sounded at least five minutes before the warning signal for the first race following the postponement.

## 5 RACING FORMAT

1 The racing format will be **[state system to be used]**  
2 **[describe the details of the stated format, seeding races etc]**

## 6\* THE COURSE BOARD

The course board is to be located as required by rule E3.2 and show the Course, Control Area and Launching Area.

## 7 THE COURSE

7.1 The course(s), the order in which marks are to be passed and the side on which each mark is to be left, will be as shown on the course board.

7.2 Courses will not be shortened. This changes rule 32.

## 8 CONTROL AREA

The control area will be as shown on the course board [and as marked and identified at the sailing site].

**(OR)**

The control area is unrestricted.

## 9 LAUNCHING AREA

The launching area will be as shown on the course board [and as marked and identified at the sailing site].

**(OR)**

The launching area is unrestricted.

## 10 MARKS

10.1\* Marks 1, 2, 3 and 4 will be **[mark characteristics, bouy, color, flag etc.]**

10.2\* The starting and finishing marks will be **[mark characteristics]** .

## 11 AREAS THAT ARE OBSTRUCTIONS

The following areas are designated as obstructions: **[describe as necessary]**

## 12 THE START

1 Races will be started as required by rule E3.5 and E1.2 with the warning signal sounded two minutes before the starting signal. [An audible signal will be sounded five minutes before the warning signal for the first race of the day. This changes rule E3.5.]

12.2 AMYA two-minute starting sequence will be used.

**(OR)**

12.2 AMYA one-minute starting sequence will be used. This changes rule E3.5.

2 (OR)

Races will be started using **[describe other system if used]**.

12.3\* The starting line will be between the starting marks.

(OR)

12.3\* The starting line will be **[describe the start line]**.

4 Prior to the warning signal, a boat may request the Race Director to delay the starting sequence for five minutes for the repair of a technical problem or breakdown. When such a delay is granted, it will be announced and the warning signal will not be sounded until the expiration of five minutes from the commencement of the delay. Each boat may be granted **[number]** such delay(s) per day. Delays for tuning, adjusting sails or for changing rigs due to weather **[will - will not]** be granted.

5 Boats whose warning signal has not sounded shall stay clear of the starting area.

6 A boat starting later than **[number]** minutes after her starting signal will be scored Did Not Start (DNS). This changes rule A4.

7 If any part of a boat's hull or equipment is on the course side of the starting line after the preparatory signal, the line judge will attempt to hail that boat. Failure of the line judge to make a hail or a skipper to hear such a hail will not be grounds for a request for a redress hearing. This changes rule 62.1(a).

### 13\* THE FINISH

The finishing line will be between the finishing marks.

(OR)

The finishing line will be **[describe the finish line]**.

### 14 PENALTY SYSTEM

14.1 A boat with any part of its hull or equipment on the course side of the starting line during the minute before the starting signal, shall return to the pre-start side as required by rule 30.1 and modified by rule E3.6.

14.2 A boat touching a mark as defined by rule 31.1, shall take a penalty turn as required by rule 31.2.

14.3 A boat breaking a rule in Part 2, shall take a one-turn penalty as required by rule 44 and modified by E4.4.

(OR)

A boat breaking a rule in Part 2, shall take a two-turn penalty as required by rule 44. This changes rule E4.4.

14.4 As provided in rule 67, the protest committee may, without a hearing, penalize a boat that has broken rule 42.

### 14 TIME LIMITS

15.1\* If no boat has passed Mark 1 within **[number]** minutes, the race will be abandoned.

15.2\* If no boat has finished within **[number]** minutes, the race will be abandoned.

**15.3** Boats failing to finish within **[number]** minutes after the first boat finishes, will be scored Did Not Finish (DNF). This changes rules 35 and A4.

## **16 PROTESTS**

**16.1** A boat protesting another boat, while sailing, shall hail the other boat, as required by rule 61.1(a) as modified by rule E5.2.

**16.2** Boats filing a protest with the protest committee shall do so within 15 minutes of when the last boat finishes the heat in which the incident occurred and shall also inform the race committee within five minutes of the finish of the relevant heat, as required by rules 61.3 as modified by E5.3. The protest is to be written. Skippers will be granted additional time to file a protest, if required, in order to record relevant facts.

**3** Protests will be heard immediately following [the heat in which the incident occurred, and before the next heat] [the last race of the day].

**4** **[As provided by rule 70.4, in a regatta being sailed under a HMS or EORS type format, there shall be no appeals on decisions made by the protest committee.]**

## **16 SCORING**

**17.1\*** The Low Point System described in Appendix A shall be used [with the following modification: The score for one race shall be discarded after completion of **[number]** two races after completion of **[number]**x; three races after completion of **[number]**; etc

**17.2\*** **[number]** races are required to be completed to constitute a regatta.

## **17 EQUIPMENT AND MEASUREMENT CHECKS**

A boat and her equipment may be inspected at any time for compliance with class rules and sailing instructions.

## **18 PRIZES**

Prizes will be given as follows: **[describe the prizes and number of places that will be awarded and when and where the awards will be made.]**

## **19 DISCLAIMER OF LIABILITY**

Competitors participate in the regatta entirely at their own risk. See RRS rule 4. The organizing authority will not accept any liability for material damage or personal injury sustained in conjunction with or prior to, during, or after the regatta.