

PART 2: COMMON SAILING INSTRUCTIONS 2018-2019 v1

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PART 2: COMMON INSTRUCTIONS 2018-2019 v1**Application**

1. These Common Instructions:
 - (a) shall be read:
 - (i) subject to and in conjunction with the Keel, Trailable and Multihull's Notice of Race; and
 - (ii) in light of Part 1: Sailing Instructions Introduction; and
 - (b) apply without limitation to each of the Keel, Trailable and Multihull's series and race specific instructions other than Part 8: The River Wranglers' Sailing Instructions where they apply as specified in those instructions.

Rules

2. A race will be governed by the Rules.

Notices to competitors

3. A notice to competitors shall be posted.

A change to an instruction

4. A change to an instruction shall be posted. A late change to an instruction shall be posted on the notice board only (not on the website) two hours before a race on the day it will take effect, in which case flag **L** will be displayed ashore with one sound signal.
5. A change to a date of a race in the program will be posted.

Signals made ashore – location

6. A signal made ashore prior to the start will be displayed on the Club's flagstaff.

Signals made ashore – description

7. **AP** displayed ashore in relation to a race, other than a race in the River Wranglers' Series, means "1 minute" in Race Signal AP is replaced with "not less than 60 minutes".

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8. AP displayed ashore in relation to a race in the River Wranglers' Series, means "1 minute" in Race Signal AP is replaced with "not less than 20 minutes".

Warning signal

9. The warning signal is flag **Q**. This changes rule 26.

Minimum starters

10. The minimum number of boats required for a race in a Division 1 series is two boats that are entered in the series.
11. The minimum number of boats required for a Division 1 race other than a race in a series is two boats.
12. The minimum number of boats required for a Division 2 race or a race in a Division 2 series is one boat that is entered in the series or race.
13. The minimum number of boats required for a Division 1 divisional or class result to be determined is two boats in the Division.
14. The minimum number of boats required for a Division 2 divisional result to be determined is one boat in the Division.
15. Where less than the minimum number of boats start a race, the race shall be deemed to have been abandoned and in the case of a race in a series no points shall be awarded.

Prohibited sailing areas

16. A boat in a race must not pass between:
 - (a) a South Cardinal Mark in the vicinity of Acheron Ledge or Acheron Ledge and Reef Point; or
 - (b) Snapper Island and Observation Point.
17. A boat in a race in a River Wranglers' Series must not pass between a moored boat and the shore.
18. A boat failing to observe a prohibited sailing areas instruction shall be scored DSQ.

PART 2: COMMON INSTRUCTIONS 2018-2019 v1**Late start time limit**

19. Subject to any instruction relating to a Gate Start, a boat starting later than 15 minutes after her starting signal may be scored DNS. This changes rule A4.

Recalls.

20. The Race Officer may, in addition to the procedures prescribed in rule 29, hail a boat or contact it by radio. This changes rules 29 and 41.

The use of a motor.

21. Subject to the following Common Instruction, a boat must stop or disengage her motor prior to or at the preparatory signal (or in the case of a handicap start, her deemed preparatory signal) for any race in which she intends to participate and must keep it stopped or disengaged until she completes or retires from the race.
22. Subject to any instruction relating to a Gate Start, a boat that might otherwise start later than 15 minutes after her starting signal (or in the case of a handicap start, 15 minutes after her starting time) may use her motor after her preparatory (or in the case of a handicap race, her deemed preparatory) signal provided that after stopping or disengaging the motor, she takes a Two-Turns Penalty under sail before crossing the starting line.

Protests and requests for redress

23. It is recommended that a person proposing to lodge a protest does so only after:
 - (a) enquiries of the proposed other party and any potential witness to ensure that there is no misunderstanding of the incident upon which the protest might be based; and
 - (b) reading Part 16 of the Handbook: Protests and Redress.
24. A protest shall be delivered to a member of the Committee before the expiration of 24 hours after the incident upon which the protest is based.
25. The time limit for seeking redress under rule 62 is 72 hours after the publication of the relevant result.
26. As soon as practicable after the protest time limit, a member of the Committee will inform each competitor of a protest in which the competitor is named as a party or a witness. Hearings may be heard in

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the approximate order in which they were received commencing as soon as practicable at a time and place determined by the Protest Committee and notified to each party and witness.

27. A breach of an instruction relating to:
- (a) boat informing the Race Officer that it has taken a penalty;
 - (b) notifying the Race Officer of its participation in, or retirement from, a race; or
 - (c) failing to display a Division 1 pennant,

will not be grounds for a protest by a boat. This changes rule 60.1(a). The penalty for a breach of an instruction referred to in sub-paragraphs (a), (b) or (c) may be less than disqualification if the Protest Committee so decides.

28. When the Protest Committee decides that a boat that is a party to a protest hearing has broken a rule, it may:
- (a) decide not to impose a penalty;
 - (b) disqualify her;
 - (c) in the case of a race other than a handicap race, impose a time penalty by increasing her elapsed time for the race by 6% or ten minutes, whichever is the greater; or
 - (d) in the case of a handicap race, penalise her two places.

This changes rule 64.1.

29. A penalty may be imposed whether or not the applicable rule was mentioned in the protest.

Pre-hearing meeting with an expert.

30. Prior to a Protest Committee hearing a protest alleging a breach of Part 2 of the Rules (When Boats Meet) and no other rule, one representative from each boat involved in the protest may meet with an expert agreed to by the representatives. No witness, other than the representatives, may attend the meeting. The expert is neither the Committee nor a Protest Committee and an outcome of a meeting with an expert cannot be grounds for redress or be appealed. This changes rule 63. If after meeting with the expert, a boat accepts she has broken a rule, she shall be penalised:

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- (a) in the case of a race other than sternchaser race, by increasing her elapsed time for the race by 3% or 5 minutes, whichever is the greater; or
 - (b) in the case of a handicap race, penalise her one place.
31. A protest that is not resolved after a meeting with an expert shall be referred to a Protest Committee. The protest Committee may hear evidence from the expert on statements made by the representatives during the course of their meeting with the expert.

Scoring

32. Subject to the Common Instructions under this heading:
- (a) the **Low Point System** of Appendix A to the Rules will be applied to determine a boat's result in the Division 1 Bay Cup Series, the Coastal Cup Series, the Winter Series and to determine the Club Champion; and
 - (b) the **Bonus Point System** of Appendix A to the Rules will be applied to determine a boat's result in the Division 2 Bay Cup Series, the Summer Sunday Series, the Division 2 Tollgate Classic Series, the Winter Sunday Series and a River Wranglers' Series.

Scoring Adjustments

Casual entrant

33. Where a boat participates as a casual entrant in a series' race, the first series-entrant boat to finish will accrue points in the series as if she were the winner of the race and each other series-entrant boat will accrue points as if there were no casual entrant.

This changes Appendix A to the Rules.

Representing the Club

34. Where a boat which is entered in a series is unable to participate in a race in the series because its skipper or crew is representing the Club in a class championship or otherwise representing the Club in an official capacity, the Committee may, subject to the receipt of a written application setting out the details give the boat redress by adjusting her score for a race in the series. The Committee's decision shall be final and not subject to redress or protest.

PART 2: COMMON INSTRUCTIONS 2018-2019 v1***Crossing the bar***

35. Where a boat entered in a series is unable to participate in a series' race because it was unable to cross the Batemans Bay bar due to the depth of water on it and/or the condition of the sea over the bar, the Committee may, subject to the receipt of a written application setting out the details, give the boat redress by adjusting her score for a race in the series. The Committee's decision shall be final and not subject to redress or protest.
36. Where a decision is made to give redress to a boat pursuant to the "Representing the Club" or "Crossing the bar" instructions, the boat shall score points equal to the nearest tenth of a point (0.05 to be rounded upward) of her average points to the date of the race in question. If the race in question is:
- (a) the first or second race in the series the average results will be the mid-fleet (median) result for the number of entries:
 - (i) in her division/class for a divisional/class result; or
 - (ii) in the combined divisions for an overall result.
 - (b) the third or subsequent race in the series, the average results will be back calculated from her mean results in the races that have been completed. This changes Appendix A to the Rules.

Change in ownership

37. Where a boat entered in a series has accrued Time Correction Factor points in the series changes ownership, the Committee may, on receipt of a written application from the new owner, allow the boat to retain the points. This changes Appendix A to the Rules.

Safety***Crew lists***

38. A boat entered in a series or a race shall be responsible for informing the Committee:
- (a) when there is a permanent change to a boat's crew as listed in the boat's Entry Form; and
 - (b) the name of each new crew member, the crew member's Australian Sailing number and the crew member's nominee to be contacted in the case of an emergency.

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Attention is drawn to Australian Sailing's prescription to rule 46. A Crew Change List form is available on the website.

39. A boat competing in a Category 4 race shall at the pre-race meeting on the day of the race provide to the Race Officer a Crew List naming each crew member who will be on the boat for the race and each crew member's nominee to be contacted in the case of an emergency. A Crew List form is available on the website.

Emergency Management Plan

40. A boat participating in a race shall carry a copy of the Club's Emergency Management Plan (available on the website and in the Handbook).
41. The person in charge of a boat participating in a race shall bring the Emergency Management Plan to the attention of each crew member.

Logging on and off with Marine Rescue NSW

42. A boat participating in a race shall log on and off with Marine Rescue NSW, Batemans Bay (and any other Marine Rescue NSW base that has coverage of a race).
43. Membership of Marine Rescue NSW, Batemans Bay's Radio Club is recommended.

Informing the Race Officer

44. A boat intending to participate in a race shall, prior to the warning signal for the race, inform the Race Officer (by hailing or radio) of her intention to race, her sail number and the number of persons on board.
45. A boat that retires from a race shall notify the Race Officer as soon as practicable.

Retractable keel or centreboard

46. A boat with a retractable keel or centreboard participating in a race shall maintain the retractable keel or centreboard in its fully lowered and locked position throughout the race.

Motor mounted in a well

47. A boat with a motor mounted in a well within the boat may apply to the Committee for permission to remove the motor from the well during a race. The Committee's decision on such an application is final and not subject to protest or redress.

PART 2: COMMON INSTRUCTIONS 2018-2019 v1***Wind speeds***

48. If the wind speed is estimated or measured by the Race Officer to be:
- (a) over 35 knots in any gust; or
 - (b) over 30 knots continuously for a period in excess of 30 seconds,
- the Race Officer may abandon the race.
49. If a race is not abandoned by the Race Officer, it does not mean that conditions are safe for all boats – attention is drawn to rule 4.

Personal Floatation Devices (PFDs)

50. It is recommended that a person intending to participate in a race visit the NSW Roads and Maritime (R & M) website and familiarise themselves with its requirements relating to personal floatation devices (PFDs).
51. The Club understands that an R & M officer may, when a boat is on the water, request proof that each PFD carried by the boat complies with R & M requirements and that one way of satisfying such a request is to produce a current PFD self-inspection certificate (see the R & M's website at <http://www.rms.nsw.gov.au/maritime/safety-rules/safety-equipment/lifejackets.html>).
52. It is recommended that a boat completing a Special Regulation Compliance Form also ensure that there is a completed manufacturer's or self-inspection PFD certificate available for each PFD to be carried on the boat.

Radio communication

53. A boat in a race shall maintain a listening watch on VHF channel 74 (for race information) and VHF channel 16 (for instructions under the Club's Emergency Management Plan).
54. Radio communications between the Race Officer and a boat in a race shall be on VHF Channel 74.
55. The Club shall monitor VHF channels 74 and 16 for the purposes of regulation 2.02.4
56. A communication between the Race Officer and a boat before or during a race in relation to such matters as a starting time, a course, a general or individual recall, the shortening of the course or abandoning the race does not constitute outside help. This changes rule 41.

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57. The absence of a communication between the Race Officer and a boat in relation to a matter of a kind described above is not subject to a protest or redress.

Club burgee

58. A boat participating in a race shall fly the Club burgee.