

DF95 USCOA Regatta Management Manual (Includes AMYA regatta guidelines with appropriate COA changes)

1.0 Introduction

1.1 Purpose: The purpose of this document is to provide a complete set of guidelines surrounding administration of DF95 COA / AMYA National Championships, Regional Championships, and Ranking Regattas. It defines three types of guidelines: Requirements (2.0), Recommendations (3.0), and Options (4.0). Other documents referenced here (which may be separately kept up to date) may or may not be co-located with this document.

1.2 Scope: This document is intended to assist in understanding elements of championship events which come from many different sources, such as the WORLD SAILING Racing Rules of Sailing, the regulations of the WORLD SAILING Radio Sailing Division where applicable, the Bylaws and other official documents of the AMYA, the Rules of the Class and directives of the DF95 Class Association.

1.3 Background: This document attempts to outline a standard method for regatta management for National, Regional Championships and Ranking Events. It is an attempt reduce or eliminate inconsistencies.

1.4 Coverage: This document is primarily directed at AMYA "National" and "Regional" championships as well as Ranking events. It is designed to answer questions about what can and cannot be done with respect to these events. It is not a guideline on how to organize or run the event itself.

1.5 Definitions:

AMYA Policy – The operational standards and procedures, which the AMYA executive officers, including the Board, develop to handle situations which are not covered in the Bylaws, or interpretations of those Bylaws.

Board – The AMYA Board of Directors.

Bylaws – The official document of the AMYA that defines the duties of the officers, the regulations on clubs, classes, and members, and various other aspects of the organization.

Class Secretary – The top elected authority for class matters. In this document, the term should be taken to include a Class Owners Association, when one exists.

Control Area – The physical area adjacent to the race course to which the skippers are confined while racing.

DF95 Board – The DF95 Class Owners Association Board of Directors

Event – In this document, an event refers to a National, Regional, or Ranking regatta under the authority of the US DF95 Class Association.

HMS – Heat Management System means the current version of the Heat Management System

WORLD SAILING – The body that issues the Racing Rules of Sailing.

Membership Card – The annually issued AMYA membership card which serves as proof that the holder is a current member of the AMYA in good standing.

NOR - Notice of Race.

Qualification - The method by which skippers are selected to compete if fleet size has been limited at the direction of the NOR.

RRS - The Racing Rules of Sailing (most current version). The RRS not only defines the racing rules, but also rules governing how races are described, administered, and scored.

SI - Sailing Instructions, as issued for a specific event.

Race Director: (RD) Individual responsible for the organization and administration of the event

Principal Race Officer: (PRO) Individual responsible for the management and administration of the racing and the activities of the race committee during an event (“on the water manager”).

2.0 Requirements

2.1 Order of Precedence: In the event of conflicts between Class Association Rules or guidance, AMYA Rules or Regulations, the following shall take precedence in order: The WORLD SAILING Racing Rules of Sailing, the applicable WORLD SAILING RRS Appendices, the DF95 Class Association Rules, and the AMYA Rules or Regulations.

2.2 Authority: The primary authority for granting championship events to clubs resides with the DF95 US Class Association Secretary who is also the AMYA DF95 Class Secretary (Bylaw 8.1). This means that the Class Secretary has final authority over most aspects of a National, Regional, or Ranking event.

2.3 Inspection: All boats must be inspected or otherwise certified as meeting class specifications before the start of the first heat. (Bylaw 8.2) In compliance with the Class Rules, the class secretary may specify what inspection must be completed at an event. See the DF95 Inspection Guide.

2.4 Except as discussed below, The AMYA Bylaws require that only current AMYA members who are registered in a class may compete in AMYA National or Regional events. (Bylaw 8.3a) See also the discussion of Bylaw 8.3b, below. Proof of current membership can be verified by having competitors present a current AMYA membership card.

2.5 An exception to the AMYA membership requirement is allowed by Bylaw 8.3.2, which permits skippers from other countries to participate. Bylaw 8.3b was interpreted by the AMYA Board in 1999 as follows: "Bylaw 8.3.2 only applies to non-AMYA entrants who present proof of valid membership in their national association. Note: this gives the Class Secretary final authority over eligibility of a skipper to sail in an event.

2.6 Only properly registered boats may compete in championship events (Bylaw 8.31). A boat is properly registered if the skipper is both a current AMYA and DF95 member. For Regional and National events, the organizer shall contact the Class Secretary in advance to verify membership of registrants. For ranking events that are not a championship, a properly registered boat is one where the skipper is a current DF95 member.

2.7 Slightly different rules exist for One Design classes regarding the substitution of boats and skippers. See Bylaw 8.6 for details. Quick summary: Skippers enter into regattas not boats. Therefore, a boat deemed disabled by the RD may be replaced by another DF95 COA inspected and RD approved boat.

2.8 Chevrons: The top 3 places in championship events are eligible for chevrons, which are distributed (for free) by the AMYA Regatta Coordinator. (Bylaw 8.7 and 8.8).

2.9 Rules: AMYA Championships must be conducted according to the RRS. The RRS provides means for rule adjustment in the NOR (Notice of Race) and SIs (Sailing Instructions).

2.10: Abbreviations: For consistency of presentation in reports, AMYA recommends the following nomenclature and abbreviations for Championship Regattas: National Championship Regatta – NCR, Regional Championship Regattas - R1CR, R2CR etc. Use of the term "National Championship" or "Nationals" is preferred and recommended. And please, do not use "Nats".

2.11: At all events, a rescue craft shall be available onsite and shall be used to assist skippers and boat rescues.

2.12: All events will have a dedicated RD and PRO that is not a racing skipper.

2.13: The scoring system for DF95 National Championships, Regional Championships, and ranking events is the most current version of the Heat Management System (HMS).

2.14: Heat Size: The number of competitors who may compete in a single heat is a function of the size of the racing area, the visibility of the course, wind and sea conditions, and the class of boat being sailed. Larger heat sizes are preferred, if they can be accommodated, because it increases the number of racing opportunities for each skipper. Follow HMS guidance for fleet and heat size. No fleet or heat shall exceed 24 boats.

3.0 Recommendations

3.1 Extension of Bylaw 8.3b to Regional Championships: It is recommended that Bylaw 8.3b, which, as written, only applies to Nationals, be extended to include regional championships. The intent of 8.3b is to welcome skippers who may belong to non-US national organizations but who sail the same class of boat. There is no reason this goodwill should not extend to Regional events. [Policy]

3.2 NOR and SI: It is recommended that the sample NOR and SI included at the AMYA site be used as a starting point for these documents.

3.3 Regatta Fees: There are no fixed requirements governing regatta fees. However, it is recommended that costs not associated directly with the racing be treated as separate, optional fees. For example, an awards banquet could be considered part of the event; a side trip to a local attraction would not.

4.0 Options

4.1 Eligibility: A skipper shall be a current AMYA member and have a valid Class Sail Registration to enter a National Championship or Regional Championship Regatta.

If a skipper claims current AMYA membership, but cannot produce a current membership card, the skipper shall pay the current dues, which shall be returned if it is later ascertained that his membership was current.

If an owner claims current class boat registration, but is not reflected on the Class Sail Registry, the owner shall pay the amount of the Class registration, which shall be returned if it is later ascertained the registration was current.

Note: Organizers shall contact the Class Secretary for all pre-registrants to ensure AMYA membership and Boat registrations are current prior to a Championship event.

4.2 Limiting of Fleet: It is permissible to set an limit on the number of skippers permitted to participate in a National Championship, Regional Championship, or Ranking Event. Fleet limitations shall be discussed by the RD and the Class Secretary well in advance of a National regatta, or with the Regional Director well in advance of a Regional Championship or Ranking Event.

4.3 Qualification: If a fleet is limited, the method by which skippers are selected to compete is termed qualification. There are no fixed regulations defining qualification, the procedure to be used is a Class responsibility. However, the following method is currently used for National Championship.

4.3.1: The Class Secretary will determine the number of slots to reserve for each region based on regional distribution of the class. Divide the total allowable number of boats into groups apportioned to region according to the distribution. The Regatta Director will hold these slots open until some deadline set several weeks in advance of the event and record the date each entry is received.

4.3.2: After the deadline, the RD will fill in unused slots on a first-come, first-served basis, regardless of region. This ensures that each region can be represented according to its relative registered population. The last 3 national champions shall be directly invited and a spot reserved until deadline is reached.

4.4 Awards, Trophies: The class may have standard and perpetual trophies. They are part of the lore of the class and are encouraged. Nationals shall award 1-5 Regional 1-3. Costs of trophies are part of the cost of the event. Standard practice is for the host club to pay the cost of engraving of perpetual trophies. Cost of acquiring or maintaining perpetual trophies is normally borne by the class. Perpetual trophies should be obtained well in advance of the event.

4.5 Scoring: Scoring shall be covered in the NOR and SI. Scores shall be posted daily and at the conclusion of the event.

4.9 Length of Start and Finish lines: The minimum distance between the starting marks should be approximately equal to the number of boats in a heat times the length of the boats. Distance between finishing marks should be approximately the same length as the starting line.

4.10 Control Area size and extent may be limited by the race committee; however, it should always include the ability to sight down the start and finish lines.

4.11 Race Officials as defined as RRS: Events are managed by the race committee, whose authority and duties are defined in the RRS, as well as AMYA regulations mentioned above.