

# Flying Fifteen International Australia Inc.

## Guidelines for the Conduct of an Australian National Championship

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The Flying Fifteen Australian National Championship shall be held in accordance with the Flying Fifteen International Australia Inc. (FFIA) Constitution (including the Conditions of the Coweslip trophy) and the National Championship By-laws.

FFIA do not intend to publish a protocol document defining methodology for conducting an Australian National Championship. It is expected that clubs appointed to conduct the Australian National Championship will understand the requirements of such an event. If any protocol is requested, FFIA will issue a specific statement of outcomes and not prescriptive "how-to" document.

This document replaces the existing 'Proforma for National Championships' document last published in 1995.

### **1. General Guidelines**

#### **Club Facilities**

The host club should have hardstanding and launching facilities for the full fleet.

There should be a suitable location at the club (or nearby) for container unloading, storage and reloading.

#### **Other Events**

The club shall not host any other State or National Championship concurrently with the Flying Fifteen event.

#### **Organising Committee**

The Regatta Organising Committee shall include one member nominated by FFIA, who will act as FFIA's representative. Copies of the minutes of the Committee meetings shall be forwarded to FFIA.

#### **Financial**

All the financial aspects are the responsibility of the host club. FFIA does not participate in either any profit or any loss. Similarly, it is up to the host club to arrange any sponsorship.

#### **FFIA AGM**

The FFIA AGM is normally held at approximately 10 am mid series. The Club should make provision for this in the programme, and provide for an on-site venue for the meeting. The timing shall be included in the Notice of Race.

## **Publication of Race Documentation**

Regatta documentation shall be prepared by the host club. Race documents shall be reviewed by FFIA in advance of the publication date, and approved by FFIA before publication.

Race documents shall be published no later than:

Notice of Race – preferably six months but no later than three months before the event.

Sailing Instructions – no later than three weeks before the event.

## **Event Registration**

At registration, the organising committee shall confirm that each boat has a valid measurement certificate, and that the boat's owner, the helmsperson, and the crew are financial members of FFIA (or an NCA affiliated with FFI), and that the helmsperson and crew hold a current Member National Authority membership card (Yachting Australia Silver Card or equivalent). [FFIA will supply a list of financial association members to the host club following the close of entries]

## **Measurement**

The event measurement is the responsibility of the National Measurer FFIA, who may delegate the task to the State Measurer of the state in which the event is being held. Measurement procedures shall be agreed in discussion with the National Measurer FFIA, but to ensure duty of care by all parties, it shall be mandatory to check and approve all items listed in Class Rules B5 & B15.

A boat's entry will not be deemed complete until all measurement checks have been satisfactorily completed.

## **Courses and Schedule**

FFIA recommend a combination of long (single races in a session) and short (multiple races in a session) races be conducted over a combination of morning and afternoon racing sessions. This is subject to venue restrictions such as sailing area, tide and prevailing winds.

Consideration should also be given to allowing for a lay day mid series.

It is preferred that no more than two races shall be held in any racing session.

Courses will comprise a combination of the following:

- windward, leeward, triangle windward, leeward
- windward, leeward, triangle (for back to back events)
- Windward, Leeward
- Other courses to suit venue limitations shall be submitted to FFIA for approval
- A spacer mark shall be utilised abeam of the windward mark for all roundings
- Gates shall be used at the bottom of windward-return legs

To avoid unnecessary delay between back-to-back races, FFIA recommend, (a) the finish line for the first race should be in the same position as the start line for the second race, or, (b) separate start and finish boats be utilised.

## **Race Management**

Appointment of the Race Committee shall be the responsibility of the host club. In accordance with the National Championship Bylaws, the Race Officer shall be accredited by Yachting Australia to National or International level. During the event the Race Committee shall include an FFIA nominee.

The RO shall conduct a briefing with FFIA before the first race and during the series, as and when considered necessary by FFIA or the RO. It is anticipated briefings will generally be brief and informal.

Target time for the first boat finishing should be 90 min for single races and 60 min for back-to-back races.

## **National Jury**

A National Jury is not considered necessary. However in cases where the Australian Championship is a selection for a World Championship scheduled to be conducted shortly after the Australian Championship which could preclude possibility of competitors appealing protest decisions there may then be a case to appoint a National Jury.

## **Results**

Results for each day's racing shall be available in hard copy for all sailors as soon as practicable after returning to shore. Additionally results shall be posted on the Internet and forwarded to FFIA's Webmaster for publication on FFIA's website as soon as practicable.

Presentations for each day's racing for all divisions, and handicap placings etc, shall be announced at the completion of each day's racing. Progress scores for all divisions shall be available in hard copy for all sailors at this presentation. Presentations in relation to the final day's racing shall be made at the series presentation function.

## **Social and Catering**

The minimum requirement for social events should consist of a welcoming function prior to the first race and a prize giving dinner after the final day of racing.

The host club shall provide light lunches for purchase each day.

## **Media and Publicity**

It is expected the host club will appoint a media person responsible for promotion of the event before, during and after the event. Articles should be sent to all major sailing magazines and websites. Copies of all articles and photographs shall be provided to FFIA for publication by all FFI Associations free of charge, FFIA will ensure to the best of their ability that all articles published by FFI Associations will be correctly attributed to the author.

## 2. Notice of Race (including any Preliminary Notice of Race) and Sailing Instructions

These documents shall be prepared using the Yachting Australia 'Notice of Race and Sailing Instructions Guide - Appendix J, as a general basis for their format and content.

It should be noted that neither the Notice of Race nor the Sailing Instructions may change a Class Rule, with the exception of Rule B 14.5.

FFIA makes the following comments and recommendations for the minimum content of these documents.

### 2.1 Notice of Race

#### Rules

FFIA recommends....

*"The regatta will be governed by the rules as defined in The Racing Rules of Sailing.*

*The Conditions of the Coweslip Trophy and The National Championship By-Laws of Flying Fifteen International – Australia shall apply.*

*The Yachting Australia Prescriptions and Special Regulations Part 2 for Small Open Ballasted Boats shall apply."*

#### Advertising

Advertising is specified in Class Rule B17, so this section is not required, unless specific instructions regarding bow numbers or event advertisers are needed.

#### Eligibility and Entry

FFIA recommends the following inclusions....

*"The regatta is open to all boats of the International Flying Fifteen Class which hold a valid FFI Measurement Certificate and are entered on the FFIA Register of Boats or are registered with an association established outside Australia affiliated with FFI."*

*"The boat's owner shall be a full member of a recognised State or National Flying Fifteen Association with affiliation to FFI. In addition the boat's helmsperson and crew shall each be a current member of a recognised State or National International Flying Fifteen Association and hold a current Member National Authority membership card."*

*"Persons nominated on the entry form to sail the boat in the National Championship may not be substituted without the permission of the Race Committee. Any substitute thus permitted shall not helm the boat."*

And, if applicable....

*"All entrants will compete in the Open Division, while entries will be accepted for both Classic and Silver Divisions.*

*(a) The Classic Division is open to all boats with sail numbers up to and including 2700, but excluding boats which have had substantial hull shell modifications, and in addition, including unmodified boats with sail numbers above 2700 derived from genuine Classic moulds. A definitive listing of boats qualifying for Classic status is published on the Flying Fifteen International website at [www.flying15.org](http://www.flying15.org) and in the current Flying Fifteen International Yearbook. . Two or more Classic entries will constitute a fleet for the award of trophies and keepsake prizes.*

*(b) The Silver Division is open to all boats with registrations from 2700 to 3400 and also includes any boats with sail numbers below 2700 that do not meet the criteria for Classic Division. Two or more Silver entries will constitute a fleet for the award of trophies and keepsake prizes.*

*(c) Any dispute regarding the eligibility of a boat in either of the above sub-divisions will be resolved by the National Measurer whose decision shall be final."*

## **Fees**

Statement of entry fees and inclusions as appropriate

## **Schedule**

As per Appendix K, and including the time and place of the FFIA Annual General Meeting,

FFIA recommends that not more than 3 races be scheduled in one day, and not more than 2 races be scheduled in any one racing session. Subject to this schedule, the Organising Club may wish to also provide for one extra race to be sailed per day provided that racing does not become more than one race ahead of the schedule.

## **Registration and Measurement**

FFIA recommends the following inclusions....

*"At registration all entrants are required to present the boat's measurement certificate, together with proof of current financial membership of a Flying Fifteen International Class Association, and helmsperson and crew membership of, or affiliation to, their Member National Authority.*

*As part of the registration process boats must be presented for equipment and measurement inspections.*

*In the event that a sail or spar has been lost or damaged during the course of the championship and to such an extent that it cannot be used, the Race Committee may authorise the use of a replacement sail or spar.*

*As required by the Race Committee or as directed by the protest committee, a boat may be inspected and re-measured at any time during the regatta."*

### **Sailing Instructions**

This shall include the date the Sailing Instructions are to be published on the host club's website (or specific regatta website) (or FFIA's website if the host club does not have a website). This date shall be at least three weeks before the championship. Hard copies will be provided to all boats during registration.

### **Venue**

As per Appendix K, with additional club information as appropriate.

### **Scoring**

This is covered in the National Championship By-Laws (Sect 10), however the number of races should be stated, and any provisions for handicapping included.

### **Support Boats**

Any limitations on, and identification requirements for support boats should be stated.

### **Radio Communications**

This is specified in Class Rule B14.5, so this section is not required unless a change is requested by the race committee.

If, on the grounds of safety or duty of care, the committee requires devices to be carried for use in an emergency, then FFIA recommends the following....

*"Except in an emergency, a boat shall neither make nor receive radio communications whilst racing. This restriction also applies to mobile telephones. [This changes Class Rule B14.5]"*

Note that the text used in Appendix K is not appropriate, and must not be used.

### **Prizes**

A full list of trophies shall be included.

In addition to perpetual trophies, FFIA recommends winning crews be awarded commemorative trophies to retain.

### **Disclaimer of Liability**

As per Appendix K

## **Insurance**

As per Appendix K

## **Further Information**

Contact numbers and addresses should be listed, and any other useful information regarding amenities and facilities available at the venue and nearby, as appropriate.

## **2.2 Sailing Instructions**

### **Rules**

FFIA recommends....

*“The regatta will be governed by the rules as defined in The Racing Rules of Sailing.*

*The National Championship By-Laws of Flying Fifteen International – Australia shall apply”.*

*The Yachting Australia Prescriptions and Special Regulations Part 2 for Small Open Ballasted Boats shall apply.”*

### **Notices to Competitors**

As per Appendix L

### **Changes to Sailing Instructions**

As per Appendix L

### **Signals Made Ashore**

As per Appendix L

### **Schedule of Races**

As per **Notice of Race (above)**

### **Class Flag**

*The class flag is a white rectangular flag with a red  insignia.*

### **The Courses**

As per Appendix L, and in accordance with guidelines in section 1 (above)

### **Marks**

As per Appendix L

### **The Start**

As per Appendix L, and including a description of the starting line, and DNS provisions for late starting.

## **Change of Course**

As per Appendix L

## **The Finish**

As per Appendix L

## **Time Limits**

As per Appendix L

## **Protests and Requests for Redress**

As per Appendix L

## **Scoring**

To be in accordance with National Championship By-Laws , section 10.

## **Replacement of Crew or Equipment**

FFIA recommends.....

*"Persons nominated on the entry form to sail the boat in the Championship may not be substituted without the permission of the Race Committee. Any substitute thus permitted shall not helm the boat.*

*In the event that a sail or spar has been lost or damaged during the course of the championship and to such an extent that it cannot be used, the Race Committee may authorise the use of a replacement sail or spar. If damage occurs during the first race of the day, equipment may be replaced between races provided a written request is lodged before the end of protest time for that day. "*

## **Equipment and Measurement Checks**

FFIA recommends.....

*"As required by the Race Committee or as directed by the protest committee, a boat may be inspected and re-measured at any time during the regatta."*

## **Support Boats**

As per Notice of Race (above)

## **Radio Communication**

As per Notice of Race (above)

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