



# 2023 New Zealand National Women's Match Racing Championship

16th, 17th, 18th, 19th November 2023

The Organising Authority is the Royal New Zealand Yacht Squadron  
181 Westhaven Drive, Westhaven, Auckland 1011  
New Zealand

## GRADE 3

## SAILING INSTRUCTIONS

Abbreviations: PC = protest committee RC = race committee  
OA = organising authority NA = national authority  
RRS = racing rules of sailing SI = sailing instructions  
NOR = notice of race ONB = official notice board  
IJ = international jury RNZYS = Royal New Zealand Yacht Squadron

### I RULES

- I.1 The Event will be governed by
- (a) the 'rules' as defined in the RRS, including Appendix C.
  - (b) the rules for Handling Boats (SI Addendum C) which also applies to any practice sailing and sponsor races. Class rules will not apply.
  - (c) any prescriptions of the NA that will apply will be posted on the ONB
- I.2 Crews must wear approved PFD's at all times whilst on board the Elliott 7's.

- 1.3 No penalty shall be taken between the windward mark and the offset mark if laid.
- 1.4 Add to RRS 41: (e) help to recover from the water and return on board a crew member, provided the return on board is at the approximate location of the recovery.
- 1.5 When the umpires proceed under RRS C8.6 they will follow the guidance in SI Addendum E.
- 1.6 If there is any conflict between the NoR and the SI then these SI shall prevail. (This alters RRS 63.7.)

## **2 ENTRIES and ELIGIBILITY**

- 2.1 Only skippers invited by the OA are eligible for the event. The skippers are listed in SI Addendum A. In the event that a listed skipper withdraws the OA reserves the right to invite a replacement skipper.
- 2.2 To remain eligible the entire crew shall complete registration, pay any entry fee before 15<sup>th</sup> November 2023, and register deposit \$1000 NZD for damage and complete crew weighing, on Thursday 16<sup>th</sup> November 2023 between 0900 and 1700 hours, unless extended by the OA.
- 2.3 The damage deposit is the limit of liability of each skipper for each incident. In the event that a deduction is made from the deposit, the skipper will be required to restore the deposit to the original value to maintain eligibility.
- 2.4 Each skipper is responsible for the damage or loss to their boat unless responsibility is otherwise assigned by the umpires or PC.
- 2.5 After the warning signal for a match, the registered skipper shall not leave the helm, except in an emergency.
- 2.6 When a registered skipper is unable to continue in the event, the OA may authorise an original crew member to substitute.
- 2.7 When a registered crew member is unable to continue in the event, the OA may authorise a substitute, a temporary substitute or other adjustment.

## **3 COMMUNICATIONS WITH COMPETITORS**

- 3.1 Notices to competitors will be posted via the skippers WhatsApp group, the 'NZWMRC Official Notice Board' WhatsApp group will act as the ONB
- 3.2 Signals made ashore will be displayed from the main flag pole outside the RNZYS, and posted on the skippers WhatsApp group
- 3.3 Briefings are specified in Addendum B Schedule of Events.

## **4 AMENDMENTS TO SAILING INSTRUCTIONS**

- 4.1 Amendments to the SI's made ashore will be posted to the skippers WhatsApp group by 0900 on the day they will take effect.



- 4.2 Amendments made afloat will be signalled by the display of flag 3rd substitute with three sound signals. An umpire may communicate these either verbally or in writing, or by the race committee over the VHF.

## **5. BOATS and SAILS**

- 5.1 (a) the event will be sailed in Elliott 7mtr type boats.  
(b) the sails to be used will be allocated by the RC.  
(c) competitors may be requested to exchange boats and sails during a series to satisfy sponsorship commitments. This will not be grounds for redress. This changes Rule 62.
- 5.2 The sail combination to be used will be signalled from the RC boat with or before the attention signal. The signals will have the following meanings:

<u>Signal</u>	<u>Sail combination to be used</u>
NO FLAG	Mainsail, Jib, Gennaker
Flag Z	Mainsail, Jib

- 5.3 Other restrictions or instructions may be given to the boats verbally by an umpire. Flag 3rd substitute is not required
- 5.4 The RC will decide which boats are to be used for each round and when they decide that any boat should not be used, the skipper assigned that boat will be given the temporary use of another boat.
- 5.5 The OA may permit a substitute boat when it is satisfied that the original boat is damaged such that repairs in the time available are not practical.

## **6 IDENTIFICATION and ASSIGNMENT OF BOAT**

- 6.1 Boats will be identified by boat name and hull number.
- 6.2 Boats will be drawn at the beginning of each stage or as decided by the RC.
- 6.3 Boats will be exchanged in accordance with the pairing list and race schedule.

## **7 CREW MEMBERS, NUMBER and WEIGHT**

- 7.1 The total number of crew, including the skipper, shall be four (4) or five (5).
- 7.2 Crew Weighing

- (a) The total weight of the crew, including the skipper, dressed in at least shorts and shirts, shall not exceed 340kg, determined at the time of registration or such time as required by the RC.
  - (b) Crew weights may be checked during the regatta. At any re-weighing, the total weight limit is increased by 10 kg. Any crew weighing in excess of this increased limit will not be penalised, but they shall reduce their weight to the increased weight limit before racing again.
- 7.3 All registered crew shall sail all matches unless permission for change is given under SI 2.6 or 2.7.

## 8 EVENT FORMAT and STARTING SCHEDULES

- 8.1 The event format is detailed in SI Addendum B. Match pairing lists will be provided at the briefings, or may be distributed on the water if a new stage commences part way through a racing day.
- 8.2 In a knock-out series between two skippers:
- a.) They will alternate assigned ends for each match. The higher placed skippers from stage one in each match will be assigned the starboard entry for the first match.
  - b.) When the series has been decided, further matches between these two will not be sailed.
  - c.) Crews will exchange boats after odd matches of the series, unless otherwise agreed by both skippers.
- 8.3 The racing days are scheduled as Friday 17<sup>th</sup> November, Saturday 18<sup>th</sup> of November and Sunday 19<sup>th</sup> of November.
- 8.4 The latest time for an attention signal on the last day of racing will be 1730.
- 8.5 The number of matches to be sailed each day will be determined by the RC.
- 8.6 The RC may change the format, terminate any stage or the event when, in its opinion, it is impracticable to attempt to hold the remainder of matches under the existing conditions or in the remaining time scheduled. Early stages may be terminated in favour of later stages.
- 8.7 The intended time of the first attention signal each day is 0954.
- 8.8 Each subsequent flight will be started as soon as practicable after the previous flight. The attention signal for the first match of a subsequent flight may be given before the finish of the last match of the previous flight.
- 8.9 When a match cannot start at its intended time, the signals and starts of the following matches may remain as originally scheduled, leaving a blank start for the pair not starting or the other matches may be brought forward or re arranged, this will be communicated via the umpires and VHF radio.
- 8.10 When, in a knock out series, a winner of a particular series has been determined, subsequent starts will be brought forward to eliminate blank starts. Competitors will be so advised verbally by an umpire, or by the RC over VHF.

## 9 RACING AREA

- 9.1 The racing area will be on the Waitemata Harbour.

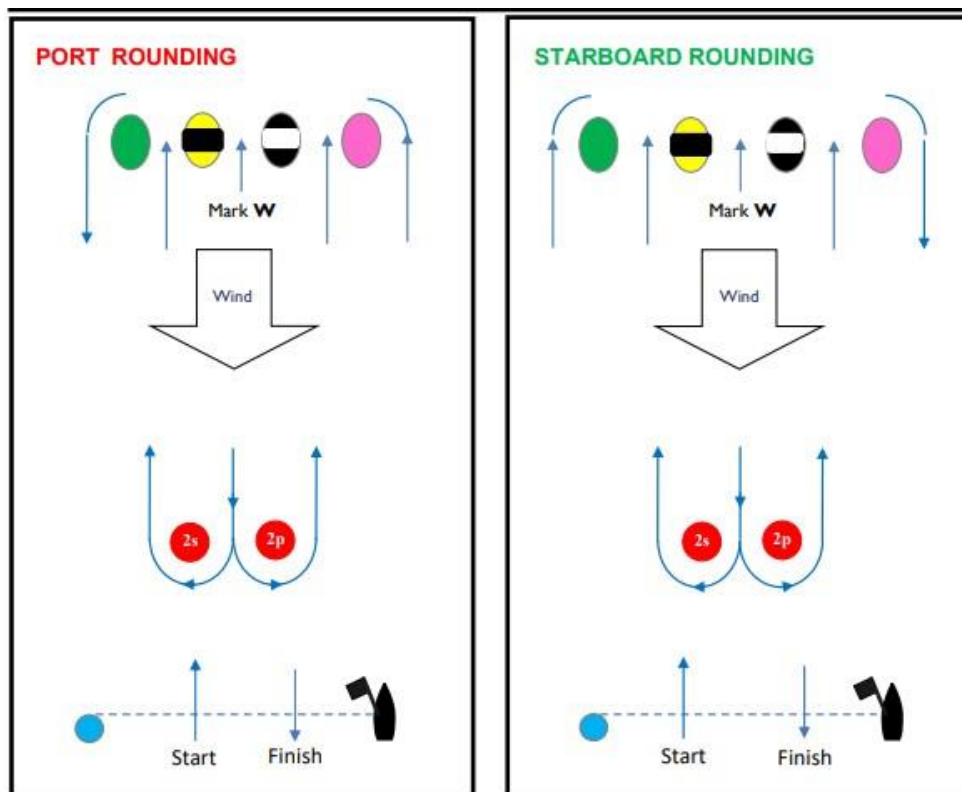


## 10 COURSES

### 10.1 Configuration, Signals and Course to be Sailed

#### (a) Configuration (not to scale)

1.



**NOTE:** Mark W may not be in the same sequence as shown

Rounding	Signal	Mark Rounding Order
Port	Red	Start – W – 2s/2p – W – Finish
Starboard	Green	Start – W – 2s/2p – W – Finish

Mark	Description
W	Green, Yellow/Black, Black/White or Pink inflatable tetrahedral
2s, 2p	Red inflatable tetrahedral buoy
Starting mark starboard end	Race committee boat
Starting mark port end	Blue inflatable tetrahedral buoy
Finishing mark starboard end	Blue inflatable tetrahedral buoy
Finishing mark port end	Race committee boat

(b) Signals and Course to Be Sailed

Course signals will be displayed from the RC vessel at or before the warning signal:

- Green flag flown from the bow of the RC vessel:



Start - W – L - Gate (if laid) - W – Finish. Marks to Starboard.

- Red flag flown from the bow of the RC vessel:

Start - W - L - Gate (if laid) - W – Finish. Marks to Port.

(c) Description of Marks

- The RC vessel will be identified by an ORANGE flag.
  - The starting/finishing line mark will be a BLUE inflatable buoy.
  - Mark W may be GREEN, YELLOW & BLACK, BLACK & WHITE or Pink inflatable marks.
  - Mark L/Gate Marks will be RED inflatable marks.
2. Mark W will be identified and signalled from the RC vessel by flying a flag the same colour as the mark from a halyard near the stern of the boat.
- i.e. If a GREEN Flag = GREEN buoy. BLACK & WHITE flag = BLACK & WHITE buoy. YELLOW and BLACK flag = YELLOW & BLACK buoy. BLACK flag = BLACK Buoy.
3. When an offset mark is to be rounded, it will be signalled by the flying of code flag E below the mark W flag on the halyard near the stern of the RC vessel. Boats shall round mark W and then the next mark to either port or starboard of that mark as in SI 10.1(a).

Note: The RC may leapfrog dormant marks during racing, which may then become active with a Flag C in accordance with 13.2.

## 10.2 Starting/Finishing Line

- (a) The start/finish line will be a straight line between the course side of a start mark and the staff with an orange flag on the RC vessel.

## 10.3 Course Limits

- (a.) While racing, no part of a boat's hull shall sail inside the areas as described
- i. North Side of Harbour: Boats while racing shall pass on the channel side of all permanently moored small craft in the designated small craft mooring area to the east and west of Northcote Point.

ii. South Side of Harbour: Boats while racing shall not sail inside the area known as the Westhaven Boat Harbour, the limit of which is defined by a line representing the extension of the seaward side of the breakwater rock wall.

(b) These areas rank as obstructions and are the limit of safe pilotage for the purposes of Part 2 of the RRS.

(c) There is no penalty for touching objects defining these areas.

(d) A breach of this sailing instruction is not open to protest by boats but is subject to action by umpires in accordance with RRS C8.2. This changes RRS C6.2 and C8.2.

#### 10.4 Abandonment and Shortening

(a) RRS 32 is deleted and replaced with: 'After the starting signal, the RC may abandon or shorten any match for any reason, after consulting with the match umpires when practical.'

(b) Within a flight, when a visual signal is displayed over a numeral pennant, the signal applies to that match only.

### 11 **BREAKDOWN and TIME FOR REPAIRS**

11.1 Before the attention signal of a flight or within two minutes of finishing or within five minutes of changing into a new boat, whichever is later, a boat may display green flag to signal breakdown or damage to the boat, her sails or injury to her crew and request a delay to the next start. She shall proceed as soon as possible to a position just to leeward of the RC vessel and remain there, unless otherwise directed.

11.2 The time allowed for repairs will be at the discretion of the RC.

11.3 After the attention signal of a flight or a match, a race will not be postponed or abandoned due to breakdown unless the breakdown signal was displayed as required by SI 11.1.

11.4 Except when RRS 62.1(b) applies, failure to effect repairs in the time allowed, or breakdowns after the attention signal shall not be grounds for redress. This changes RRS 62.

### 12 **STARTING PROCEDURE**

12.1 For all stages, races will be started as follows. This changes RRS C3.1

Mins Before Start signal	Visual Signal	Sound Signal	Meaning
6	Flag F displayed	1 sound	Attention Signal
5	Flag F removed. Numeral Pennant Displayed.*	1 sound	Warning Signal
4	Flag P and Black, Yellow/Black, Black/White or Green Displayed	1 sound	Preparatory signal
2	Blue or Yellow Flag, or Both Displayed**	1 sound**	End of Pre-Start Entry
1	Flag P removed.	1 long sound	
0	Warning Signals and Black, Yellow/Black, Black/White or Green Removed	1 sound	Starting Signal

This changes RRS C3.1 except preamble (\*) and (\*\*) and RRS 27.1

\*\* These signals shall be made only if one or both boats fail to comply with RRS C4.2. The flag(s) shall be displayed until the umpires have signalled a penalty or for one minute, whichever is earlier.

12.2 Should a match within a flight be postponed or abandoned and re-sailed within that same flight, then 1 minute after the 'AP or 'N' is removed a WARNING signal shall be displayed.

### 13. CHANGE OF POSITION OF THE WINDWARD MARK

13.1 (a) Changes to the course will be made as follows:

- Code Flag C and a coloured flag which means: Mark W has been replaced by the change mark that corresponds to the coloured flag.

- Coloured Flags:

Black and White flag signifies the Black and White Mark.

Green flag signifies the Green Mark.

Yellow & Black flag signifies the Yellow & Black Mark.

Pink signifies the Pink Mark

13.2 Signalling Vessel



When a change of course is signalled at the gate it will be displayed from a vessel in the vicinity of the gate by the flying of code flag C and a flag the same colour as the new windward mark and Code flag E, if an offset course is being used. This will be accompanied by a series of repetitive sound signals.

#### 14 **TIME LIMIT**

14.1 A boat that does not finish within 5 minutes after her opponent has completed the course and finished will be scored DNF. This changes 35, A5.1 and A5.2

#### 15 **COACH BOATS**

15.1 Coach boats shall conspicuously display identification of the team being coached.

15.2 The OA will not provide berths for coach boats.

15.3 Any interference by a coach boat with the racing or event organisation may result in a penalty applied at the discretion of the PC to the associated skipper or team.

#### 16 **MEDIA, IMAGES and SOUND**

16.1 If required by the OA:

(a) Media personnel and equipment (or dummies) supplied by the OA shall be carried on board while racing.

(b) Competitors shall wear microphones supplied by the OA during racing and be available for interviews when advised by the OA or RC.

(c) Registered skippers shall wear communications equipment supplied by the OA that will allow commentators to communicate with them whilst racing.

16.2 Competitors shall not interfere with the normal working of the OA supplied media equipment.

16.3 The OA have the right to use any images and sound recorded during the event free of any charge.

16.4 All those who take part in the regatta as competitors as well as support crew or spectators agree to be overflown by a drone during the duration of the event, this includes your person and your property.

#### 17 **PRIZES**



17.1 The principal trophy for first place will be the New Zealand Women's Match Racing National Championship Trophy.

17.2 The OA may reduce a prize in the case of misconduct or refusal to comply with any reasonable request, including attendance at official functions.

## **18 CODE OF CONDUCT**

### **18.1**

Competitors shall comply with any reasonable request from any official, including attendance at official functions, co-operation with event sponsors and shall not behave so as to bring the event into disrepute.

18.2 Competitors shall handle the boats and equipment with proper care and seamanship and in accordance with SI Addendum C and D.

18.3 The following actions by skippers and/or crew while racing may be considered a breach of sportsmanship under RRS C8.3(c) and may result in an umpire-initiated penalty under RRS C5.2 or C5.3:

- a) Excessive attempts to verbally coerce, coach or influence umpire decisions;
- b) Repetitive or on-going objection to an umpire decision (verbal or otherwise);
- c) Abuse of umpires before or after a decision (See also MR Call M4).

18.4 Breaches of this SI may also be referred to the PC. Any penalty will be at the discretion of the PC and may include exclusion from further participation in the event, the withdrawal of any prize money or the withholding of deposits.

18.5 Gross breaches of this SI may be referred to the PC by the OA for action under RRS 69.

## **19 DISCLAIMER**

19.1 All those taking part in RNZYS races or any other sailing events controlled by the RNZYS, as between the RNZYS and each of those so taking part, do so at their own risk and responsibility and the RNZYS has no liability for any damage, loss or any penalty suffered by any boat crew or any other person taking part in such events. The RNZYS is not responsible for the competence of its skipper or crew. The RNZYS reserves the right in its sole and uncontrolled discretion to refuse any entry.



Date: 6 Nov 2023

#### SI ADDENDUM A – Skippers List

	Name	World Sailor ID Number	Yacht Club	Country	World Ranking
1	Megan Thomson	NZLMT18	RNZYS	NZL	4
2	Chelsea Williams	AUSCW58	CYCA	AUS	
3	Brooke Adamson	NZLBA1	RNZYS	NZL	69
4	Sophia Fyfe	NZLSF8	RNZYS	NZL	
5	Liv Mackay	NZLOM2	Napier Sailing Club	NZL	
6	Vivian Webster		RNZYS	NZL	
7	Ella Arnold	NZLEA1	RNZYS	NZL	
8	Claudia Pierce	NZLCP7	RNZYS	NZL	

#### SI Addendum B – Format and Schedule of Events



A. Format

a. STAGE 1 – Up to 2 Round Robins

1. Skippers will be seeded using the World Sailing Match Race Sailing ranking list 30 days before the start.
2. All skippers shall sail in the round robin stages
3. The eight highest scoring skippers from the Round Robin shall qualify for the next stage.

b. STAGE 2 – Quarter-Finals

1. The starboard entry shall be highest ranked skipper from the round robin.
2. The skipper finishing highest in the round robin shall select their opponent when requested by the RC to do so. The remaining two skippers shall race each other.
3. The first skipper in each match to score at least three points shall proceed to the Finals.
4. The losing skippers shall proceed to the Petit Final.

Stage 3- Semi-Finals

1. The starboard entry shall be highest ranked skipper from the round robin.
2. The skipper finishing highest in the round robin shall select their opponent when requested by the RC to do so. The remaining two skippers shall race each other.
3. The first skipper in each match to score at least three points shall proceed to the Finals.
4. The losing skippers shall proceed to the Petit Final.

c. STAGE 4 – PETIT FINAL (Placings 3 & 4)

1. The starboard entry shall be highest ranked skipper from the round robin.
2. The first skipper to score at least two points shall be awarded third place, the other fourth place.



- d. STAGE 5– FINALS (Placings 1 & 2)
1. The starboard entry shall be highest ranked skipper from the round robin.
  2. The first skipper to score at least three points shall be the winner the other second place.

B. SCHEDULE OF EVENTS

Thursday 16th November

0900 – 1700 hrs	Registration and Crew Weigh-in	RNZYS Sailing Office
1000 – 1300 hrs	Practice Session One	
1330 – 1630 hrs	Practice Session Two	

Friday 17th November/ Sat 18th of November

0830	First Briefing, meeting with umpires
0920	Dockout
0954	First Warning Signal

Members Bar will be open after racing

Sunday 18th November

0830	Briefing
0920	Dockout
0954	First Warning Signal
1700 (approx.)	Prizegiving - at the conclusion of racing

This schedule may be altered at the discretion of the RC.



## **SI ADDENDUM C – Handling of Boats**

### **1. GENERAL**

While all reasonable steps are taken to equalize the boats variations will not be grounds for redress.

This changes RRS 62. The boats must be used as presented and no modifications may be made to the boat or attached equipment (including sponsor flags). Sails as supplied must not be re-cut or altered.

### **2. PROHIBITED ITEMS AND ACTIONS**

Except in an emergency or in order to prevent damage or injury, or when directed by an umpire otherwise, the following are prohibited:

- 2.1 Any additions, omissions or alterations to the equipment supplied.
- 2.2 The use of any equipment for a purpose other than that intended or specifically permitted.
- 2.3 The replacement of any equipment without the sanction of the RC.
- 2.4 Sailing the boat in a manner that it is reasonable to predict that significant further damage would result.
- 2.5 Moving equipment from its normal stowage position except when being used.
- 2.6 Boarding a boat without prior permission.
- 2.7 Taking a boat from its berth or mooring without having paid the required damage deposit or having permission from the RC, or, on race days, while “AP” is displayed ashore.
- 2.8 Hauling out a boat or cleaning surfaces below the waterline.
- 2.9 Marking directly on the hull or deck with permanent ink, or using any tape that leaves a residue / use of duct tape.
- 2.10 Using a flattener as a reef.
- 2.11 Cross winching headsail sheets.
- 2.12 Omitting any headsail car or turning block before sheeting onto a winch.
- 2.13 Adjusting or altering the tension of standing rigging.
- 2.14 Using a winch to adjust the mainsheet or vang.
- 2.15 Attaching lines to the fabric of spinnakers.
- 2.16 Perforating sails, even to attach tell tales.

- 2.17 Use of mobile phones.
- 2.18 Transmitting on VHF radio while racing.
- 2.19 The use of electronic equipment other than compass and watches unless permitted in C3.2.
- 2.20 Adjusting the Hiking Straps.
- 2.21 Changing the number of mainsheet purchases.
- 2.22 The use of the shrouds (including any inner shrouds) above the lower bottle screw (turnbuckle) to facilitate tacking or gybing or to aid the projection of a crew member outboard is prohibited.
- 2.23 Sailing in or out of the marina.
- 2.24 Having the bowsprit extended, except when in the process of setting, flying or taking down the spinnaker. The bowsprit shall be fully retracted at the first reasonable opportunity after taking down the gennaker. A boat that does not retract the bowsprit fully may be warned and given an opportunity to correct the error.
- 2.25 A breach of SI Addendum C2.22, C2.23, C2.26 or C2.24 is not open to protest by boats but is subject to action by umpires in accordance with RRS C8.2. This changes RRS C6.2 and C8.2.
- 2.26 Holding onto the spinnaker pole while stowed on the boom, or the spinnaker pole holders, to either help gybe the boom, back the mainsail or any other reason.

### 3. **PERMITTED ITEMS AND ACTIONS**

- 3.1 Taking a bag on board containing:
  - (a) basic hand tools
  - (b) adhesive tape
  - (c) line (elastic or otherwise of 4mm diameter or less)
  - (d) marking pens
  - (e) tell-tale material
  - (f) hand held compasses, watches, timers and small personal video devices such as GoPro
  - (g) shackles and clevice pins
  - (h) velcro tape
  - (i) spare flags
  - (j) PFD's



3.2 Using the items in 3.1 to:

- (a) prevent fouling of lines, sails and sheets
- (b) attach tell tails
- (c) prevent sails being damaged or falling overboard
- (d) mark control settings
- (e) make minor repairs and permitted adjustments
- (f) make signals as per Appendix C6
- (g) personal safety
- (h) record and/or transmit moving or still images for coaching purposes

#### 4. MANDATORY ITEMS AND ACTIONS:

The following shall be mandatory:

4.1 The completion of a written damage report before leaving a boat and submitting it to the RC, even if no damage or loss is recorded. Reports shall include any evidence of matters which could cause damage or disadvantage to the boat in future matches. Reports are to be returned to the sailing office.

4.2 At the end of each sailing day:

- (a) folding, bagging and placement of the sails as directed.
- (b) leaving the boat in the same state of cleanliness as when first boarded that day.
- (c) remove any bilge water from the boat.

4.3 At the end of each day the crew shall clean the boat, remove all rubbish and remove all tape and marks.

4.4 Any request to alter, in any way, the equipment on a boat, shall be in writing and worded to permit a yes/no answer.

4.5 Complying with any regulations, including speed restrictions and navigation marks, while leaving or returning to the berth.

4.6 A breach of items 4.2 and 4.3 will be considered as damage and the cost of rectification will be deducted from the damage deposit.

#### **SI ADDENDUM D – Equipment List**



## **SAILS and EQUIPMENT**

Bucket 1

Winch handle 1

Paddle 1

Set of flags:

a. Yellow 2

b. Blue 2

c. Green 1

d. Red 1

e. Y Flag 1

## **SI ADDENDUM E – Damage Penalties**

Match Racing Penalties for Damage results from contact between boats

Appendix C6.6 and C8.6 permits the umpires or protest committee to decide the penalty when a boat breaks RRS 14. This document explains how damage will be assessed and gives general guidance on the appropriate penalty. When the protest committee has good reasons to do so, it may apply a different penalty.

Damage will be divided into 3 levels as shown in the following table:

Level Extent Effect

Level A - Minor Damage	Does not significantly affect the value, general appearance or normal operation of the boat.	Boat may race without repair although some minor surface work may be required after the event. Repairs should not normally require more than 1 hour of work.
Level B - Damage	Affects the value and/or general appearance of the boat.	The damage does not affect the normal operation of the boat in that race but may need some (temporary) work before racing

		again. Requires more than 1 hour of work but should not normally require more than 3 hours of work.
Level C - Major Damage	The normal operation of the boat is compromised and its structural integrity may be impaired.	The boat will need some repair work before racing again. Requires more than 3 hours of work.

Point Penalties - to be applied without a hearing (this amends RRS C8.6);

Level    Round Robin    Knock Out

A        None    None

B        Half point    Three quarters of a point

C        One point    One point

When both boats break RRS 14, they should both receive a points penalty. If a competitor requests a hearing after a points penalty has been imposed, the protest committee may decide (in the hearing) to give a greater penalty.

#### Deductions from Damage Deposits

The assessment of damage level is only for the purpose of points penalties, and is not linked to any deductions from the competitor's damage deposits.

Any points penalty will be based on the assessment of damage level made on the water. Subsequent assessments of the damage level after closer inspection, whether the level turns out to be higher or lower, will have no effect on the points penalty given on the water.