



# Naval Academy Sailing 2024 Service & Maritime Academy Championship *for the SHIELDS TROPHY* September 14 - 15, 2024

## SAILING INSTRUCTIONS

The Organizing Authority (OA) is Naval Academy Sailing. The host is Navy Offshore Sailing.

### 1. RULES

1.1 This Regatta will be governed by the *Racing Rules of Sailing (2021-2024)* (RRS) and the *ICSA Procedural Rules for Intercollegiate Sailing Competition (2021-2024)* (ICSA PR), except as any of these are changed by these sailing instructions.

1.2 Note that type III Coast Guard approved PFDs must be worn at all times while on the water per ICSA PR 13 c).

### 2. NOTICES TO COMPETITORS

Notices to competitors will be posted on the official regatta notice board located on Tech Score

### 3. CHANGES TO THE SAILING INSTRUCTIONS

3.1 Any change to the sailing instructions will be posted before 0830 on the day it will take effect, except that any change in the schedule of races will be posted by 1900 on the day before it will take effect.

3.2 An oral change to the Sailing Instructions on the water may be accomplished by the signal boat displaying code flag Lima and the race committee announcing the change on the VHF competitor channel within 10 minutes of the warning signal of any race.

### 4. SIGNALS MADE ASHORE

4.1 Signals made ashore will be displayed on the upper deck of the Robert Crown Sailing Center.

4.2 Code flag "AP" with two horns means "Racing is postponed. Do not leave Santee Basin". The time of the warning signal will be posted and announced before lowering "AP" with one horn. This modifies Flag "AP".

### 5. NUMBER AND SCHEDULE OF RACES

#### Saturday, 14 September

0900 Introductory Competitors Meeting in the first floor classroom in the Robert Crown Sailing Center

0930 Mandatory Practice

1100 Warning Signal for Race 1, followed immediately by additional races

#### Sunday, 15 September

1015 Warning Signal for first race of the day followed immediately by additional races.

1600 Awards Ceremony

5.1 The initial warning signal for the final race shall be made no later than 1400 on Sunday, 15 September.

5.2 Seven races are scheduled of which two shall be completed to constitute a series.

### 6. RACING AREA

The racing areas are outlined on Illustration "A" and indicate the general area of racing. The primary racing area will be Racing Area 1 between Tolly Point and Thomas Point. The alternative racing area will be Racing Area 2 east of Greenbury Point. If the Race Committee decides to relocate the racing area between races, it will hoist code flag "L" over numeral pennant "1" or "2", accompanied by a sound signal and notification by VHF radio on the competitor channel.

## 7. THE COURSE

7.1 The course will be a windward/leeward configuration with the leeward gate located approximately 0.1 mile to windward of the starting line. The windward mark shall be left to port. Boats must sail between the leeward gate marks and leave either the port mark to port or starboard mark to starboard. If only one leeward mark is present, it shall be left to port. On a course with an odd number of legs, the finish line will be located approximately 0.1 mile to windward of the windward mark.

7.2 The number of legs to be sailed will be designated by a numeral pennant flown on the signal boat at or before the warning signal.



4 Leg Course Diagram

3 or 5 Leg Course Diagram

7.3 The approximate compass bearing from the leeward gate to the windward mark will be displayed from the signal boat on a board.

7.4 After the warning signal, a race may not be shortened by reducing the number of legs. This modifies rule RRS 32.

## 8. CHANGE OF COURSE AFTER THE START

RRS 33 will be used to change the next leg of the course. ICSA PR 18 c) (i) will not apply. A change of course board will be used to indicate the bearing to the new mark if the course is changed after the start. If the change is for a windward or leeward leg, the new mark will be a yellow 'gumdrop' with a black band, unless the change is for the final leg. When subsequent changes of course are signaled, the yellow 'gumdrop' and yellow banded 'gumdrop' will be alternated.

## 9. MARKS

The starting mark and finish mark will be orange cylinders. The windward and leeward gate marks will be yellow "gumdrop" shapes.

## 10. THE START

10.1 Races will be started using RRS 26. The class flag flown at the warning signal will be a green flag with a white diagonal stripe.

10.2 The race committee may display code flags "P", "I", "Z", "I" and "Z" or "U" at the preparatory signal in accordance with RRS 26 & 30.

10.3 The starting line will be between the orange flag on the signal boat at the starboard end and the course side of the starting buoy at the port end.

10.4 There may be a standoff buoy attached to the race committee signal boat. This buoy and the line attaching it to the boat are considered to be part of the signal boat.

## 11. TIME LIMITS

11.1 ICSA PR 18 c) (ii) and 18 d) (ii) are modified as follows: Unless one boat finishes within two hours of the starting signal, the race will be abandoned. A race will be abandoned if the leading boat has not reached the first mark within 30 minutes after the start, the second mark within 60 minutes after the start, the third mark or the finish in a three leg course within 90 minutes, or the finish of any other race within two hours.

11.2 All boats not finished within twenty minutes of the first boat will receive the points equal to 2 points more than the last finisher, but in no case more than the number of starters. This modifies ICSA PR 18 d)(ii)

## **12. RECALLS**

12.1 ICSA rules 18 b) (ii) and 18 b) (iii) will not be used. Recalls will be signaled in accordance with RRS 29. The race committee will attempt to notify OCS boats by VHF radio on Channel 78. This does not relieve a competitor's obligation to start properly.

12.2 Each boat's recall designator will be either her mainsail number or genoa letter.

## **13. THE FINISH**

The finish line will be between the blue flag on a race committee boat and the course side of the finishing mark.

## **14. PROTESTS**

14.1 Protest forms will be provided at the Skippers' Meeting and will be available from the Navy Offshore Sailing Office.

14.2 Protests and requests for redress shall be lodged with the protest committee within 1 hour after the last boat's finish in the last race of the day. In the event all races are abandoned the protest time limit will be no later than one hour after the abandonment signal is made.

14.3 Protest flags (Red Flag) will be supplied for each boat. All skippers must ensure that the protest flag is aboard at the beginning of each day.

14.4 ICSA PR rule 29 a) will not be used. RRS 61.1 (a) will be used to inform the protestee. When complying with rule 61.1a, the protest flag must be flown from the backstay.

14.5 A boat intending to protest or file for redress shall notify the race committee identifying the party they intend to protest immediately after finishing or withdrawing. This modifies RRS 61.3.

14.6 The protest committee will hear protests in the approximate order of receipt, beginning as soon as possible after protests have been received. The protest committee may, at its discretion, use "a procedure" that limits the time allotted to present evidence in order to streamline the protest schedule. This changes RRS 63. Protests will be heard in the Robert Crown Sailing Center Library upstairs from the lobby.

14.7 Safety Officers shall not serve as witnesses unless the circumstances as described in sailing instruction 22 and /or Attachment "C," paragraph 3 are met.

## **15. ALTERNATIVE PENALTIES**

15.1 In accordance with ICSA PR 31 (b) and (c) and RRS 44.3, the scoring penalty will be in effect. The penalty will be 2 points when a rule of RRS Part 2 may have been broken or 2 points when RRS 31 may have been broken except as changed in sailing instruction 15.4.

15.2 A yellow flag will be supplied for each boat. All skippers must ensure that the yellow flag is aboard at the beginning of each day.

15.3 When complying with RRS 44.3, the yellow flag must be flown from the backstay until finishing and calling the race committee's attention to it at the finishing line. At that time she shall also inform the race committee of the reason for accepting the scoring penalty.

15.4 A boat that complies with some, but not all of the requirements of RRS 44.3 and sailing instruction 15.3 will be scored with a 4 point penalty, and not worse than a DNF. This changes RRS 44.3.

15.5 If it is determined by a protest committee that a boat gained an advantage after breaking a rule and taking a scoring penalty, her penalty shall be disqualification.

**16. SCORING** Scoring will be done in accordance with ICSA PR 23 and 24. Each boat's total score will be the sum

of her scores for all races. This changes rule RRS A2.

## **17. RADIO COMMUNICATION**

17.1 A boat shall not make any radio transmissions while racing except as provided in sailing instruction 23.2 and 23.3 or receive any special radio communication not available to all boats. This prohibition includes mobile phones.

17.2 VHF Channel 78 may be used to supplement other means of communication to inform boats of on course side status, course changes or sail restrictions being imposed. Competitors should monitor Channel 78 between races.

17.3 VHF Channel 65A may be used as a back-up channel if 78 has excessive traffic. Competitors will be advised if the race committee decides to switch.

17.4 All boats must monitor Channel 82A when departing or returning to Santee Basin. Boats must request permission to leave and enter the basin by calling on 82A "Santee Basin Control, this is NA\_\_, BOAT NAME, requesting permission to exit/enter the Basin with 9 souls onboard." Santee Basin Control will respond, after which you should reply, "This is NA\_\_, BOAT NAME, roger, out."

## **18. BREAKDOWN**

18.1 If a boat requests breakdown points in a race, it should fly the blue flag supplied at the earliest opportunity during the race, and shall notify the race committee upon finishing. ICSA PR 20 applies.

18.2 Breakdown requests must be filed in the same manner as protests using the protest form provided. Guidelines for breakdowns can be found in ICSA PR Appendix E (see page at end of sailing instructions).

18.3 The blue breakdown flag must be flown from the backstay. All skippers/crews must ensure that the blue flag is aboard at the beginning of each day.

## **19. REQUESTS FOR REPAIRS OR REPLACEMENT OF EQUIPMENT**

19.1 Boats may request replacement of lost gear or repair to the boats by displaying the blue "Breakdown" flag from the backstay and requesting assistance on Channel 78 (or 65A).

19.2 At the discretion of the Race Committee officials, a boat may be advised to continue to race if it is determined that the loss or breakage of equipment does not materially affect the boat's safety or performance.

## **20. BOATS**

20.1 Navy 44 MK2 sloops will be used for the competition. All standing rigging will be preset before the regatta to make the boats as evenly matched as possible. Standing rigging, with the exception of the backstay, shall not be adjusted or modified without the authority of the race committee. Bottom cleaning of any kind is not allowed. Equipment, as outlined in Attachment B - NAVY 44 SETUP and PROCEDURES shall not be moved. In addition to the special equipment permitted in ICSA Procedural Rules, competitors are permitted to bring a personal topping lift pennant and the foreguy may be rigged to a 1:1 ratio.

20.2 The only electronic instruments you are allowed to use are the VHF radio tuned to channel 82A, 78, 65A, 16, 13 or a weather frequency, wind instruments, heading, knot meter and depth sounder unless restrictions are imposed by the Race Committee. The Race Committee may restrict display of instruments to depth sounder only by displaying code flag BRAVO with the starting signals. In the event this restriction is imposed, instrument covers must be placed over all displays except one displaying depth. All wind, heading and boat speed functions must be removed from the remaining visible displays.

20.3 Boats will race with eight (8) crew members plus an assigned safety officer. A maximum of two alternates may sail during the regatta. (Also see Attachment "C", "SAFETY OFFICER PROCEDURE"). This modifies PR 14 b).

## **21. EXPEDITING RACING**

To expedite matters, the race committee may award a boat her position and score in a race if it is determined that the boat's position in that race is secure. In this event, the boat will be informed of her position and will be asked to proceed without delay, using the engine if necessary, toward the starting line so that the next race may be started within a reasonable time.

## **22. AVOIDING COLLISIONS**

Particular attention is directed to RRS 14 and ICSA PR 26. Any collision may result in disqualification of both boats (bow-to-beam collisions will always result in disqualification of both boats) unless the protest committee finds, as fact, that a boat made every reasonable attempt to avoid damage. The direction of safety officers assigned in regard to

avoidance of collision is FINAL, and can be used as evidence in a protest hearing that action by the right-of-way boat was required to avoid a collision. If the protest committee or Navy officials deem that a boat was negligent in an incident involving a collision, the boat WILL be disqualified from the REGATTA.

### **23. SAFETY**

23.1 Each competitor is solely responsible for his or her personal safety. However, in circumstances it considers hazardous, the race committee may require a competitor to accept assistance.

23.2 If there is an injury to any crewmember, assistance may be obtained immediately by hailing the race committee on the event channel. If in the opinion of the safety officer, the injury requires immediate attention, they will hail the race committee and assistance will be rendered. Boats may continue racing in accordance with RRS 41 when appropriate.

23.3 A boat that retires from a race shall notify the race committee promptly via VHF radio or by hail.

### **24. BOAT ASSIGNMENTS AND ROTATION**

A drawing for boats will be held Saturday at the Skippers Meeting. Crews will rotate boats after Saturday racing as shown on the Boat Rotation sheet. Lettered genoas and both spinnakers will rotate with each team.

### **25. SAIL LIMITATIONS**

Should conditions warrant, the race committee may limit the use of sails by displaying the code flags as indicated below. These signals will be made prior to the warning signal. Generally, these restrictions will be applied to prevent damage to equipment while keeping racing equitable.

No signal	MAY USE #1 GENOA, #3 JIB OR #4 JIB, no restrictions
R	<u>MAY NOT USE #1 GENOA</u>
W	MANDATORY ONE REEF IN MAIN AT ALL TIMES
K	MAY NOT USE SPINNAKER
G	MAY NOT USE #1 GENOA OR #3 JIB

Other sail combinations may be used at the direction of the race committee.

### **26. COACHING**

Every effort will be made to provide equal access for coaches with their crews during the regatta. Coaches will not be allowed aboard competitors' boats between the warning signal for the first race of a day and the finish signal for the last race of a day. Coaches may be requested to assist with repairs of lost or damaged equipment between races. Time permitting, coaches will be allowed to communicate with their crews from supplied support craft between races. There shall be no radio or telephone communication between coaches or support personnel and the crews. Attention is drawn to ICSA PR 19.

### **27. RESTRICTED AREAS**

Restricted areas are shown on Illustration "A" and include honoring SEVERN RIVER (Main Channel) marks as follows:

- ALL boats must pass to the WEST of: Red dolphin "4," and Yellow dolphin "A," south of Greenbury Pt.
- ALL boats must stay to the EAST of: HORN PT SHOAL beacon.
- ALL boats must pass to the EAST of: Green dolphin "1AH" off Tolly Pt.
- Avoid the SHOAL area between Thomas Pt. and Thomas Pt. Light.
- Boats are advised to honor green lighted buoy "5" when transiting in and out of the Severn River to avoid shoal southeast of beacon "HP".

### **28. INVENTORY SHEETS**

Each team MUST complete, sign and turn in the following before departing EACH DAY to the Offshore Sailing Office:

- Navy 44 Mk2 Inventory Checklist
- Securing the Navy 44 MK2 Checklist

Failure to complete and turn in these sheets may result in disqualification from that day's races at the discretion of the protest committee. Checklist sheets will be distributed at the Skippers Meeting.

## ICSA PROCEDURAL RULES APPENDIX E - Guidelines for Breakdowns

This is intended to guide competitors, race committees, and judges in the application of ICSA PR 20 & 25(d) (Breakdowns), but not to limit the authority of judges in resolving individual cases equitably.

Competitors are expected to use reasonable care and seamanship in handling boats. They are also expected to check the likely points of failure of a boat they are about to sail. If they do not do so, they should not expect relief when simple and preventable failures occur.

At a competitors' meeting, the Race Committee should point out the particular items on the boat(s) being used that need to be checked before each race. Judges should take into account a situation in which a competitor legitimately did not have time to make the necessary inspections.

Tests for qualifying a breakdown for compensation should include:

1. Did a piece of equipment break?
2. If so, did a significant loss of finishing position result?
3. Could the failure have been prevented by reasonable inspection and/or adjustment before the race?
4. Was the equipment used in a reasonable or proper manner?

Compensation should be awarded only when equipment fails, not for improper handling or poor seamanship. Where on the course the failure occurred should be considered in determining whether it caused a significant loss of finishing position.

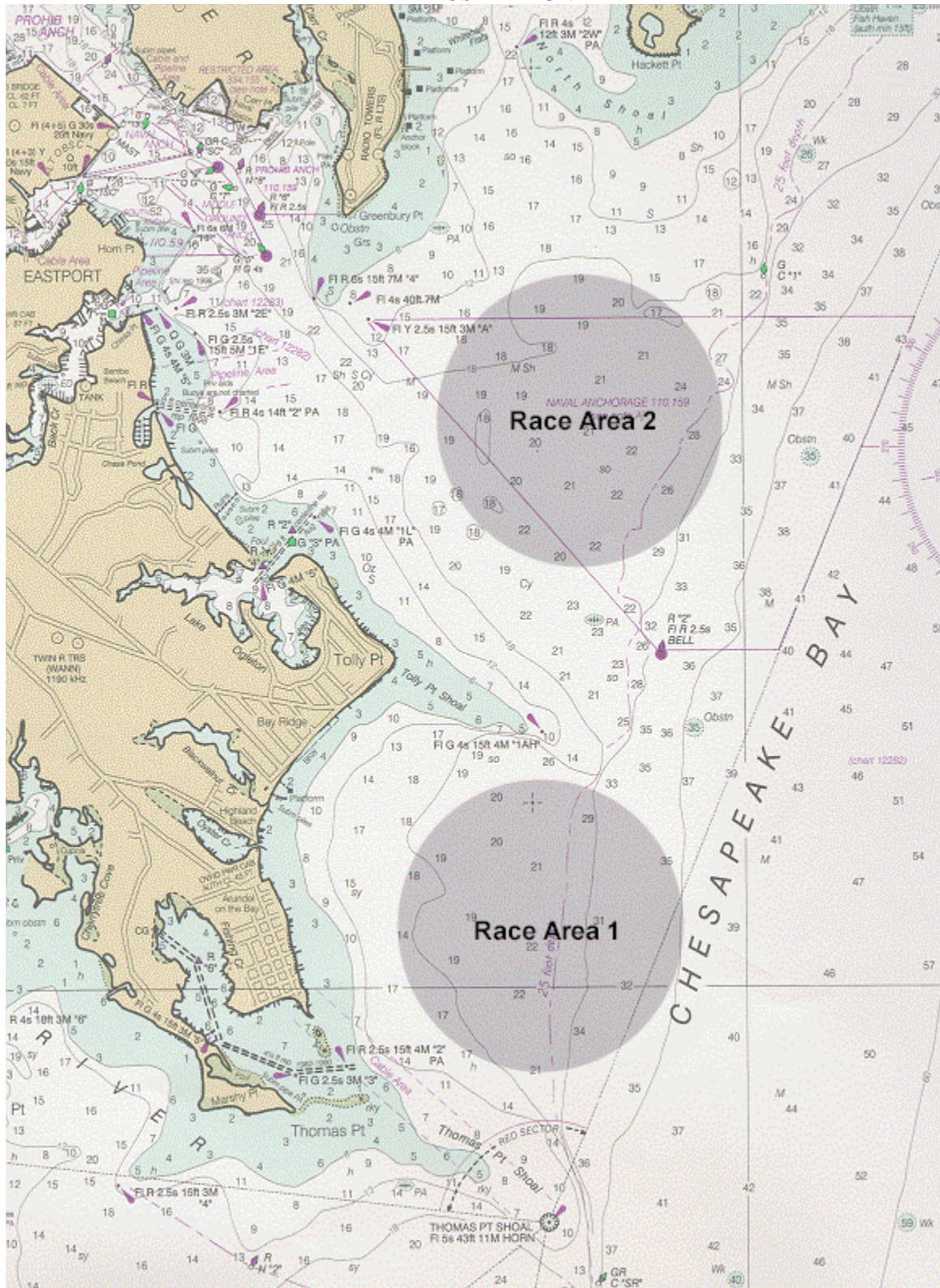
Examples of equipment failure for which compensation **SHOULD BE** considered, even though the equipment may still be serviceable, and even if the competitor made a visual inspection before the race:

1. Loss of a batten during a heavy-air race, if the competitor did not rig the sail;
2. Water in air-tight compartment(s) in excess of one gallon, when the competitor was not given time to drain the compartment(s);
3. Damage to a centerboard gasket that significantly increases drag and/or permits excessive amounts of water to enter the boat.

Examples of equipment failure for which compensation **SHOULD NOT BE** awarded, when the equipment remains serviceable:

1. Failure of a halyard knot or the opening of a halyard shackle, if rigged by the competitor;
2. Pintles and gudgeons that become disengaged;
3. Outhauls or boom vang that disengage or slip;
4. Cotter pins, cotter rings ('ring dings') or fast pins that disengage because they were not taped prior to use.

ILLUSTRATION "A"



## ATTACHMENT "B" - NAVY 44 MK2 SET-UP and PROCEDURES

### PERMITTED and RESTRICTED EQUIPMENT and ACTIONS

Notwithstanding any requirements or restrictions in these sailing instructions or the ICSA Procedural Rules, the following apply at all times:

1. Permitted equipment includes a topping lift pennant and a bosun's chair/harness.
2. Changing the purchase/lead on the spinnaker pole foreguy is permitted.
3. Restricted equipment includes winch handles, light air sheets, spinnaker turtles or any other gear not expressly permitted.
4. The first reefing line may be required to be rigged for all boats at the direction of the race committee.
5. Cellular phones, voice or text messaging or similar devices are expressly prohibited from the time of the first warning signal of the day until you have finished the last race of the day.
6. The engine should be run no higher than 2400 RPMs.
7. The spinnaker SHALL NOT be launched directly out of the forward hatch.
8. The rigging for moving the inboard end of the spinnaker pole may not be altered from its original configuration

**SAILS:** Each Navy 44 is equipped with the following sails:

MAIN

#1 GENOA (lettered)

#3 JIB

#4 JIB

PRIMARY SPINNAKER

BACKUP SPINNAKER

1. While racing, sails may also be stored anywhere below decks.
2. Sails must be returned to the forward pipe berths at the end of racing each day except the #1 GENOA and both SPINNAKERS which will move with the team to the next assigned boat once back at the dock after racing SATURDAY.
3. All of the sails supplied must remain onboard your boat while racing.

### SPINNAKERS:

1. Be especially careful when dropping the jib after a spinnaker set as the hanks may cause it to tear!
2. Banding/setting the spinnaker in stops is prohibited.

**EQUIPMENT:** ALL SUPPLIED EQUIPMENT AND GEAR other than that used for trimming or adjusting sails SHALL REMAIN in the position you found it unless you receive permission from the Race Committee to move it with the exception of the foreguy that may be re-rigged as permitted by SI 20.1.

1. Any loose books, charts, paper work may be stowed in the navigation table or placed on the adjacent shelves.
2. While racing, unless being used, one anchor shall be stored mounted on the forward watertight bulkhead in the forward cabin. The other anchor shall be stored in the port cockpit locker.
3. All personal gear may be stowed as you please

**INSTRUMENTS:** Unless restricted by the Race Committee, competitors are permitted to use sailing instruments, specifically the B&G wind, heading and boat speed functions and the VHF Radio tuned to channel 82A, 78, 65A, 16, 13, a weather frequency, or other channel at the race committee's direction. The Race Committee may restrict display of instruments to depth sounder only by displaying code flag BRAVO. In the event this limitation is imposed, instrument covers must be placed over all displays except one displaying depth. All wind, heading and boat speed functions must be removed from the remaining visible display.

NO OTHER INSTRUMENTS MAY BE USED AT ANY POINT UNLESS FOR AN EMERGENCY

**LEAVING/ENTERING SANTEE BASIN:** Engine Logs must be on board the boat and filled out prior to getting under way. When ready to leave your slip or re-enter the basin, call Santee Basin Control on Channel 82A and say:

"Santee Basin Control, this is NA- # boat name, requesting permission to exit/enter the basin with 9 souls onboard,



Over."

They will respond giving you permission to exit/enter the basin, but may ask you to exit/enter after another boat.

Reply "This is NA-#, boat name, Roger. Out."

**DOCKING THE BOAT:** When you return to Santee Basin, dock your boat in the same slip. Complete the daily check list for SECURING THE NAVY 44's supplied at the skippers' meeting.

**MATERIAL DISTRIBUTED AT SKIPPER'S MEETING:** Take the three flags and two charts distributed with you to your next assigned boat following racing each day. At the end of racing on SUNDAY, turn in the flags and charts to the OFFSHORE OFFICE.

**CENTERING THE PROP:** Props can be centered per the instructions in the Engine Log.

**USING THE HEAD:**

- Put INLET Seacock Handle (forward valve under floorboard adjacent to head door) to VERTICAL
- VALVE for "overboard/tank" located in compartment under sink must be set for "tank"
- FLUSH thoroughly (10 pumps)
- WHEN DONE: Put INLET seacock handle back down in the closed position

**WATER:** There is NO drinking water onboard. BRING your own drinking water.

**MISC. SET-UP:** Suggested rigging tips:

1. The INNER FORESTAY should lead aft through the guide on the port side of the mast and attached to the fitting beneath the boom vang.
2. Jib Sheets for the #3 and #4 jibs are normally led outside the forward lower shrouds and inside the upper and aft lower shrouds.

## **ATTACHMENT "C" SAFETY OFFICER PROCEDURE**

Each boat is provided with a safety officer. Each safety officer is a Naval Academy Sailing volunteer coach who regularly participates in the Offshore sailing program at the Naval Academy. Each is qualified as a senior skipper and all are very knowledgeable big boat sailors.

1. The role of the safety officer is first and foremost to ensure the safety of the sailors, and second to ensure the safety of the equipment, in any Offshore (Big Boat) event hosted by the Naval Academy.

2. **POSITIONING:** The safety officer **SHALL** be positioned aft in the vicinity of the backstay. They **SHALL NOT** move forward or below between the preparatory Signal and the finish except in the case of an emergency. They **MAY** move to windward or leeward to help the trim of the boat as long as they are in the vicinity of the backstay.

3. The safety officer **SHALL** help you with:

Avoiding collisions. As a potential collision situation develops, the safety officer may ask the skipper his/her intentions in order to ensure that appropriate avoiding actions will be taken. **IF** the safety officer instructs you to alter course, you **MUST DO SO!** If this occurs during the race, and results in a protest, the safety officer will be available as a witness.

Avoiding **RESTRICTED AREAS**

4. The safety officer **MAY** help you with:

Rigging the boat or helping you locate/place/stow rigging or equipment

Operation of the engine Assistance getting out of and into Santee Basin

Steering the boat before the Warning Signal of the first race of the day or after the finish of the last race of the day, or in the case of an emergency.

Assisting with any other equipment related questions or problems

5. The safety officer **MAY NOT** help you with:

Tactical decisions, suggestions or observations

Strategic decisions, suggestions or observations (wind, weather, current, etc.)

Boat handling decisions, suggestions or observations

Any boat handling maneuvers including adjusting the backstay

Acting as a witness in a protest unless they have instructed you to alter course.

6. Report any problems with the boat to the safety officer. They will help you fill out the "DISCREPANCY CHIT" provided in your packet. However, **YOU** are responsible to report the problem to the Offshore Office, hand in your inventory checklist, and secure the Navy 44 checklist.



**PROTEST FORM**

Filing Deadline \_\_\_\_\_ Regatta Name \_\_\_\_\_

Time Filed \_\_\_\_\_ Race Number and Division \_\_\_\_\_

**PROTEST** or **BREAKDOWN** or **REDRESS**

*(CIRCLE ONE)*

My Name: \_\_\_\_\_ I Protest (Name): \_\_\_\_\_

My Sail Number: \_\_\_\_\_ Their Sail Number: \_\_\_\_\_

My College: \_\_\_\_\_ Their College: \_\_\_\_\_

My Signature: \_\_\_\_\_

Rule Involved or What Broke: \_\_\_\_\_

Where on the

Course: \_\_\_\_\_

Witnesses:

\_\_\_\_\_

\_\_\_\_\_

Diagram:

Facts found by Protest Committee:

Decision:

Chief Judge: \_\_\_\_\_