

## **RACE OFFICIALS COMMITTEE**



MET AT 0930 – 1830 HOURS ON MONDAY 10 NOVEMBER 2008 AT THE  
HOTEL MELIA CASTILLA, MADRID, SPAIN

## **MINUTES**

<u>Present</u>	<u>Apologies received</u>
John Doerr (GBR) – Chairman	Bryan Willis (GBR)
Henri van der Aat (NED) – Vice Chairman	Josje Hofland (NED)
Jan Stage (DEN)	
David Sprague (CAN)	
Jim Capron (USA) – IJSC representative	
David Tillett (AUS) – RRC representative	
David Kellett (AUS) – Vice President (for parts of the meeting)	

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### **1. MINUTES OF THE PREVIOUS MEETING**

#### **(a) Minutes**

The committee noted the minutes of the Race Officials Committee meeting of 6 November 2007.

#### **(b) Minutes – matters arising**

There were no matters arising not covered elsewhere on this agenda.

### **2. OBITUARIES**

The committee noted respectfully the loss of the following International Race Officials during the period November 2007 – November 2008 :

- Marc Guichard, FRA, IRO
- Branko Stancic, CRO, IJ

## **RACE OFFICIALS COMMITTEE (CONT).**

### **3. STRATEGIC PLAN WITH REFERENCE TO RACE OFFICIALS**

The committee received a progress report on the implementation of the Strategic Plan projects from the chairman and the Competitions Manager. It was noted that the committee provided solutions to all items referred to the ROC and some items have separate headers in the agenda of today's meeting.

### **4. TECHNOLOGY WORKING PARTY**

The Chairman of the Technology Working Party gave a report on the implementation of on line tracking systems to the Race Officials Committees. Parts of the report were received during the closed session at the end of the meeting.

It was noted that the members of the ROC did not report any conflict of interest.

It was felt that the development and implementation of an on line tracking system with OCS detection is one of the most important projects for the race officials area. There are currently over 100 different systems available world wide but many of them operate with different standards.

It was felt that it is necessary to define an official standard endorsed by ISAF so that program developers can adjust their systems accordingly and that every effort should be made to have these standards available by mid 2009.

The committee thanked the chairman and the members of the working party for their contribution and recommended to the next Race Officials Committee to reappoint this working party.

#### **Recommendation to Council:**

*The Committee supports the work done by the Technology Working Party with regard to Online Tracking Systems and recommends the continuing of the working party. The Committee strongly recommends to the Executive Committee to progress the plans to adopt a specification to enable standardization of tracking systems and to implement an online tracking system endorsed by ISAF for the ISAF World Cup. ISAF should adopt a policy of ownership of the data generated and stored within a tracking system.*

### **5. MINUTES FROM THE RACE OFFICIALS SUB-COMMITTEES**

The committee noted the draft minutes of the Race Officials Sub-Committee meetings of 8 November 2008 (circulated around the table) and any matters arising to be noted for consideration under item 27.

- (a) International Measurers Sub-Committee
- (b) Race Management Sub-Committee
- (c) International Judges Sub-Committee
- (d) International Umpires Sub-Committee

## **RACE OFFICIALS COMMITTEE (CONT).**

### **6. INTERNATIONAL CLASSIFIERS**

(a) Submission 131-08

The committee discussed and considered submission 131-08 from the Chairman of the Race Officials Committee about the implementation of International Classifiers.

The committee supported the introduction of International Classifiers but it was felt that the introduction of International Classifiers will need more time to ensure that the relevant practices are in place.

*Recommendation to Council:*

*Defer Submission 131-08*

*Race Officials Committee will continue to work with IFDS Classifiers to align the practices of both parties where appropriate.*

(b) Strategy to implement International Classifiers

The committee noted that the implementation of International Classifiers into the ISAF Race Officials is work in progress.

### **7. ROC BUDGET**

(a) Expenditure 2008

The committee noted the expenditure for the period November 2007 to date. The committee spent GBP 69,000 for training and development of race officials. The most expensive item on the expenditure was the organising of the first Race Officials Instructors Conference in Southampton from 3-5 October 2008.

(b) Budget 2009

The committee noted the proposed budget for 2009. Apart from the ongoing work with Seminar and Clinics, provisions should be made for the production of a new RRS 42 video material. A provision should be made for the expenditure of the Technology in Sailing Working Party, if appointed again.

### **8. PAYMENTS TO RACE OFFICIALS**

(a) Submission 022-08

The committee considered submission 022-08 from the Chairman of the Race Officials Committee about Deputy Chief Umpires fees.

It was noted that these proposed fees will not be implemented before a 12 months notice to event organisers.

*Recommendation to Council:*

*Approve Submission 022-08*

## **RACE OFFICIALS COMMITTEE (CONT).**

(b) Submission 055-08

The committee considered submission 055-08 from the Chairman of the Constitution Committee about Umpire fees.

*Recommendation to Council:*

*Approve Submission 055-08*

## **9. RACE OFFICIALS ADMINISTRATION**

The committee considered the following submissions:

(a) Deferred Submission 166-07

Deferred submission 166-07 from the Chairman of the Race Officials Committee about a change of the title “International Race Officer”.

The Race Management Sub-committee did not support the proposed change of title.

*The chairman therefore withdrew submission 166-07.*

(b) Submission 132-08

Submission 132-08 from the International Funboard Class Association about Regulation 33.6 and the requirements for re-appointment as International Race Official.

The committee felt that once appointed as an International Race Official an individual is required to act independently of his MNA and so it is not appropriate for a re-application to require MNA support. It was noted that MNAs are informed of any applications for re-appointment and are invited to comment.

*Recommendation to Council:*

*Reject Submission 132-08*

(c) Submission 133-08

Submission 133-08 from the Chairman of the Race Officials Committee about Regulation 33.12(e) and the requirements for International Umpire.

This submission will allow candidates for International Umpires to take the performance assessment between 1 September and 14 October.

*Recommendation to Council:*

*Approve Submission 133-08*

(d) Submission 134-08

To consider submission 134-08 from the Chairman of the Race Officials Committee about Regulation 33.12(g) and the requirements for International Umpire.

*Recommendation to Council:*

*Approve Submission 134-08*

## **RACE OFFICIALS COMMITTEE (CONT).**

(e) Submission 135-08

To consider submission 135-08 from the Chairman of the Race Officials Committee about Regulation 33.12(d)(v) and the requirements for International Umpire.

This submission will clarify the number of tests a candidate can take. It was felt that the four years period should be reduced to two years.

Recommendation to Council:

*Approve Submission 135-08 with the following amendment:*

*Change to “after a period of 2 years”*

(f) Submission 136-08

To consider submission 136-08 from the Chairman of the Race Officials Committee about Regulation 33.13 and the requirements for International Measurer.

Recommendation to Council:

*Approve Submission 136-08*

(g) Submission 137-08

To consider submission 137-08 from the Chairman of the Race Officials Committee about Regulation 33.14.1(h) and the requirements for International Race Officer.

Recommendation to Council:

*Approve Submission 137-08*

## **10. RECOGNIZED RACE OFFICIALS**

(a) Submission 138-08

The committee considered submission 138-08 from the Chairman of the Race Officials Committee about the implementation of Recognized Race Officials.

The committee noted the need to attract more race officials but it was felt that scholarships and mentorships should be provided in first instance.

The committee felt there were merits in the proposal and that helping race officials from developing regions to become International Race Officials should remain a priority for the Race Officials Committee.

*The chairman therefore withdrew submission 138-08.*

(b) Strategy to implement Recognized Race Officials

Not discussed as the relevant submission was withdrawn.

## **11. PERFORMANCE REPORTING SYSTEM**

(a) Submission 139-08

The committee considered submission 139-08 from the Chairman of the Race Officials Committee about Regulation 34 and the Performance Reporting System for Race Officials.

## **RACE OFFICIALS COMMITTEE (CONT).**

It was noted that the system is working well and that the proposed changes will make the system more suitable.

### **Recommendation to Council:**

*Approve Submission 139-08*

#### **(b) Submission 140-08**

The committee considered submission 140-08 from the Chairman of the Race Officials Committee about Regulation 34 and the Performance Reporting System for Race Officials.

### **Recommendation to Council:**

*Approve Submission 140-08 with the following amendment:*

*change the wording to "A report will be categorized as major if it describes a level of competence clearly below the level required for appointment as an ISAF International Race Official."*

## **12. DESIGNATED MNA OF RACE OFFICIALS**

The committee received a report from the Competitions Manager on the status of Race Officials under the exemptions of regulation 35. It was noted that the system is working well and only one candidate for first appointment is affected in 2008.

## **13. CONFLICTS OF INTEREST**

#### **(a) Guidelines for the assessments**

The committee discussed the draft guidelines to assess conflicts of interest as produced by the chairman. It was understood that this is work in progress and will need regularly updating.

The committee supported the document in principle.

#### **(b) Conflicts of Interest received**

The committee noted the three requests from International Race Officials under Regulation 50 to assess possible conflicts of interest were received in 2008.

## **14. MAJOR EVENTS**

#### **(a) Olympic Sailing Competition**

The committee received a verbal report about the Olympic Sailing Competition 2008 in Qingdao from the chairman of the International Jury. The ISAF race officials played a significant role for the success of the event. The committee thanked all the race officials for their contribution.

It was noted that the harmonization of event documents are vital for the success of the event and group to review all relevant documents should be appointed beforehand.

## **RACE OFFICIALS COMMITTEE (CONT).**

(b) Olympic Jury

The committee considered submission 024-08 from the Bulgarian Sailing Federation about the Olympic Jury.

It was felt that the quality of the composition of the Olympic Juries in previous Olympic Sailing Competitions were of exceptional high quality and that the submission would probably decrease the level of quality.

Recommendation to Council:

*Reject Submission 024-08*

*The committee noted that some of the committee members were possibly affected by this submission as they were members of the Olympic Jury for the Olympic Sailing Competition 2008.*

(c) America's Cup

No report received.

(d) Volvo Ocean Race 2008-2009

The committee received a verbal report from the chairman about the Volvo Ocean Race 2008-2009.

Some concerns regarding the practicality of email jury were noted.

(e) Other Major Events

(i) Development of medal race formats.

The committee felt that the medal format worked very well for the Olympic Sailing Competition and further development of the format will be necessary if this format remains at the Olympic level.

(ii) ISAF World Cup

The committee received an update report from the ISAF Events Manager on the preparations for the ISAF World Cup.

## **15. RACE OFFICIALS REPORTING SYSTEM**

(a) Regatta Report Forms

The committee noted that the same regatta report forms were used as in previous years.

(b) Summary of Reports Received

The committee received a report about the report received. Only the minority of reports are containing useful information.

(c) Online Reporting System

The On line Reporting system is still work in progress. This system should in place for trials in 2009 and should be used for application for status as well.

It was noted that there is already a website available where a judge can upload his event reports. The use of the website ([www.ijreport.org](http://www.ijreport.org)) should be encouraged until the on line reporting system will be completed.

## **RACE OFFICIALS COMMITTEE (CONT).**

### **16. RACE OFFICIALS CONFERENCE**

(a) ISAF Seminar Instructors Conference 2008

The chairman gave a report on the first ISAF Seminar Instructor Conference held in Southampton, UK from 3-5 October 2008. Over 90 percent of all ISAF instructors and some candidates attended the conference.

Main topics were the review of the seminar and clinic materials, the implementation of e-learning tools and need to develop standard for fair play and rules compliance over the disciplines.

In addition, the development of a code of conduct for both race officials and seminar instructors was felt to be an important target.

(b) Future Conferences

The committee felt that there is no need to organise a Race Officials Conference in 2009 but an overall plan should be established to enable each discipline to run such a conference once every four years.

### **17. RACE OFFICIALS SEMINAR / CLINIC PROGRAMME**

(a) Seminar and Clinic Programme

The committee noted the success of the Race Officials Seminar and Clinic Programme in 2008.

(b) Clinics in Association with ISAF Events

The committee was informed that Match Racing and Umpiring Clinics were organised in conjunction with the ISAF Nations Cup 2009 Regional Finals.

(c) Clinics and Seminars in Association with Regional Games

The committee identified the following Regional Games in 2009 where Clinics and Seminars should take place:

- Asian Games
- Pan Am Games

(d) Clinic / Seminar Material

The seminar/ clinic material across the disciplines was reviewed during the Race Officials Instructor Conference in 2008.

The main changes are one single structure for all Manuals regardless of the discipline with the possibility of hyperlinks. The Race Management Manual will change the format back to plain text.



## **RACE OFFICIALS COMMITTEE (CONT).**

### **18. APPOINTMENTS OF SEMINAR INSTRUCTORS**

#### **(a) Appointment of Seminar Instructors**

**CM**

The committee appointed the following new Seminar Instructors:

IM – David Sprague, Alexander Finsterbusch, Barry Johnson (subject to Seminar attendance)

IRO – Tomasz Chamera

IJ – Josje Hofland; it was noted that Pertti Lipas retired. The committee thanked Pertti for his contribution in the last years.

IU - It was noted that Søren Krause retired. The committee thanked Søren for his contribution in the last years. Four instructor candidates have been identified, and they will participate in forthcoming seminars.

#### **(b) Appointment of Assessors / Test Administrators**

The committee noted that the Sub-committees maintain the appointments of performance assessors and test administrators.

### **19. RACE OFFICIALS MANUALS AND PUBLICATIONS**

#### **(a) Updates to Manuals**

The chairman reported that all manuals are currently under review to restructure them to a single standard. This will allow the composition of manuals specific to the need of the individual.

All Manuals were currently updated to reflect the new rules.

#### **(b) Policy Regarding Publication of RO Manuals and Publications**

All ISAF race officials will receive the following publications in 2009: a copy of the Racing Rules of Sailing 2009 – 2012; a copy of the Equipment Rules of Sailing 2009 – 2012; an updated version of the Race Officials CD-ROM with all manuals, the rules book, the case book, the call book, all relevant forms and other useful information.

The Sub-committees will advise the Secretariat how they prefer to have their documents structured in the ISAF website. Such structure needs to be consistent within the whole website.

#### **(c) National Race Officials Materials**

National Race Officials Materials are currently developed for both Judges and Umpires. The IJSC is about to finalize their national kits and to identify individual regional coordinators. They will attend one international work shop and should be able to deliver the material to the national race officials in a specific region.

It is planned that the NJ kit will be translated into different languages, starting with Spanish and Portuguese.

## **RACE OFFICIALS COMMITTEE (CONT).**

### **20. RACING RULES OF SAILING**

(a) Submission 146-08

The committee considered submission 146-08 from the Chairman of the Race Officials Committee to about rule 42.3(c) and pumping the sail.

*Recommendation to Council:*

*Approve Submission 146-08 with the following amendment:*

*Racing Rules Committee to provide better wording*

(b) Racing Rules of Sailing 2009-2012

The committee was informed that the Racing Rules of Sailing 2009-2012 will be distributed to all ISAF race officials.

The Racing Rules Committee will provide educational material on the new rules, in particular about rules 18, 19 and 20 for public use.

### **21. Q&A PANEL**

The chairman reported on the activities of the Q&A Panel. The panel discussed and answer a number of Q&A's received, one led to a submission to change the Racing Rules of Sailing.

### **22. RACE RULES COMMITTEE AGENDA**

The committee considered the following submissions proposing changes to the Racing Rules of Sailing and the appendices:

<i>Submission Number</i>	<i>From</i>	<i>Rule(s) affected</i>	<i>Recommendation</i>
147-08	Royal Yachting Association	89	Approve
148-08	Chairman of the Racing Rules Committee	50.4	Reject
149-08	Intl Speed Windsurfing Association	Appendix B	Reject
150-08	Chairmen of the Constitution Committee and the Racing Rules Committee	Introductory Rules for Racing	Approve, subject to editing by RRC
151-08	Chairman of the Racing Rules Committee	New Case	Approve, subject to editing by RRC
152-08	Royal Yachting Association	New Case	Approve, subject to editing by RRC
153-08	Chairman of the Racing Rules Committee	New Case	Approve, subject to editing by RRC

## **RACE OFFICIALS COMMITTEE (CONT).**

154-08	Chairman of the Racing Rules Committee	Amendments and Additions to Case 78	Approve, subject to editing by RRC
155-08	Chairman of the Racing Rules Committee	The Call Book for Team Racing, Calls B5, D9, D10, E9 and J2	Approve
156-08	Chairman of the Racing Rules Committee	The Call Book for Match Racing, Call MR 26	Approve
157-08	Chairman of the Racing Rules Committee	New Team Racing Call D9	Approve
158-08	Chairman of the Racing Rules Committee	New Team Racing Call D10	Approve
159-08	Chairman of the Racing Rules Committee	New Team Racing Call H5	Approve
160-08	Chairman of the Racing Rules Committee	New Team Racing Call M7	Approve
161-08	Chairman of the Racing Rules Committee	New Team Racing Call M8	Approve
162-08	Chairman of the Racing Rules Committee	New Team Racing Call J6	Approve
163-08	Chairman of the Racing Rules Committee	New Team Racing Call L6	Approve

### **23. UMPIRED FLEET RACING RULES - ADDENDUM Q**

Jan Stage gave a verbal update on the development of the Addendum Q. The general feedback is very positive, the addendum will need updating in light of the experience from the Olympic Sailing Competition and Grade 1 events.

### **24. SUBMISSIONS NOT INCLUDED IN SEPARATE AGENDA ITEMS**

#### **(a) Deferred Submission 065-07**

The Race Officials Committee will appoint a representative for the working party.

*Recommendation to Council:  
Approve Submission 065-07*

#### **(b) Submission 116-08**

The committee noted the submission from the chairman of the Match Racing Committee regarding the changes in regulation 24.2 about the grading of Match Racing events. It was felt that the Standard Guidelines should be produced jointly between the Match Racing and the Race Officials Committee.

*Recommendation to Council:  
Approve Submission 116-08 with the following amendment:*

## **RACE OFFICIALS COMMITTEE (CONT).**

*Replace the first sentence in 24.2.3(d) with "Satisfies the criteria for a Grade 3 event and complies with the ISAF Standard Guidelines for Grade 1 and Grade 2 Match Racing events as produced jointly by the Match Racing and the Race Officials Committee." Replace the first sentence in 24.2.4 with "Distribution of prize money shall be in accordance with ISAF Standard Guidelines for Grade 1 and Grade 2 Match Racing events as produced jointly by the Match Racing and the Race Officials Committee." Insert "International Jury required" in the table in 24.2.3(d)*

### **25. ISAF RACE OFFICIALS UNIFORMS**

(a) Race Official Uniforms 2008

The Competitions Managers reported on the delivery of Race Official Uniforms in 2008. Uniforms were delivered to race officials appointed to ISAF World Championship events.

(b) Race Official Uniforms 2009 - 2010

As the uniform project will be phased out in 2010 details on the delivery of uniforms in the future are not available yet.

The committee noted that uniforms for the ISAF Race Officials are a very important goal to increase the positive perception of ISAF worldwide.

The committee noted the reported disappointment that Race Officials Uniforms would not be available to all ISAF Race Officials.

### **26. ANNUAL REPORT**

The committee noted that the Chairman of the Race Officials Committee will make a report to the ISAF Council meeting for the period 1 January 2008 to date.

### **27. REPORTS FROM THE RACE OFFICIALS SUB-COMMITTEES**

*(not covered elsewhere in this agenda)*

(a) International Measurers Sub-Committee

Nothing to report not covered elsewhere.

(b) Race Management Sub-Committee

The RMSC felt that the ISAF Standard Race Management Guidelines should be distributed worldwide. All graded event organisers should receive a copy of this document when applying for grading.

(c) International Judges Sub-Committee

Nothing to report not covered elsewhere.

(d) International Umpires Sub-Committee

The Grouping system for International Umpires is very stable and no changes were made to the system for 2009-2010, subject to final approval from the

## **RACE OFFICIALS COMMITTEE (CONT).**

Executive Committee.

The chairman of the IUSC asked the Secretariat for support for the proper implementation of a procedure for IUSC reference forms in accordance with regulation 33.

### **28. COMMITTEE TERMS OF REFERENCE**

#### **(a) Submission 023-08**

The committee considered submission 023-08 from the Chairman of the Race Officials Committee about the Terms of Reference for the International Measurers Sub-Committee.

*Recommendation to Council:  
Approve Submission 023-08*

#### **(b) Submission 069-08**

The committee considered submission 069-08 from the Chairman of the Equipment Committee about the Terms of Reference for the Equipment Control Sub-Committee.

The committee felt that a representative of the Equipment Control Sub-committee may appointed to the International Measurers Sub-committee but did not see the reason to appoint such a representative to the Race Officials Committee.

*Recommendation to Council:  
Reject submission 069-08*

### **29. ANY OTHER BUSINESS**

#### **a) Race Official Appointments**

*Recommendation to Council:  
The Committee encourages the Executive Committee Race Officials Appointment Working Party to consult a designated member of the relevant Sub-committee when selecting officials for appointment to events and to complete the appointments in a timely manner.*

#### **b) Race Officials Appointments for ISAF World Cup**

*Recommendation to Council:  
The Race Officials Committee to work with the Olympic Class Associations and event organizers to recommend the appropriate structure and numbers of race officials for the ISAF World Cup and Olympic Classes Grade 1 events.*

#### **c) Protection of Integrity of Race Official**

The chairman reported about situations where race officials sought to protect their

## **RACE OFFICIALS COMMITTEE (CONT).**

integrity when verbally attacked by competitors. Provisions should be made in future where race officials can report such behaviour without starting an investigation under rule 69.

The committee recommended to the next Race Officials Committee to observe such behaviour carefully and impose the appropriate sanctions.

### **d) Miscellaneous**

The chairman thanked all committee members and the members of the Sub-committees for their contribution to the development of race officials and the sport of sailing in the past four years.

*The meeting was closed to observers from the following item onwards.*

## **30. TEST RE-SIT POLICY**

### **(a) Re-sit Policy**

The committee discussed the test re-sit policy across the disciplines in accordance with best practice.

### **(b) Individual Assessments**

The committee note individual assessments for candidates who failed written tests.

## **31. RACE OFFICIALS CERTIFICATIONS**

The committee considered the lists of nominations for appointment as International Judge, International Umpire, International Race Officer and International Measurer (papers around the table).

## **32. RACE OFFICIALS PERFORMANCE INVESTIGATIONS**

The committee received a report from the chairman regarding investigations undertaken in accordance with regulation 34.

## **33. RACE OFFICIALS COMMENDATIONS**

The committee considered recommendations for ISAF Commendations

The chairman closed the meeting at 18.00 hours.