

Version 3 - 2nd November 2007

The following document is designed as a draft document to serve the Classes when changing class rules, or needing interpretations.

Class Rules Sub-Committee (CRSC)

CLASSES GUIDELINES FOR CLASS RULES CHANGES

For General Distribution and to be posted on www.sailing.org

INTRODUCTION

Since 2005 has been possible to change class rules outside the ISAF November conference. This document is intended to clarify the procedure and give guidance on other class rule related subjects.

There are a number of benefits to the classes:

- the application for class rule change deadline is not rigidly linked to the ISAF November conference
- class rules can be changed faster
- there will be a opportunity to invite the classes to comment on the proposals ISAF may question and feedback and adapt the application for class rule changes rather than them being rejected

A more staff focused rather than committee focused system allows for quicker responses to problems and a more consistent application of ISAF standards policies.

The procedure

Below is a possible process of a class rules change procedure:

The class makes an informal contact with the ISAF technical department for guidance on how to proceed the needed changes



Draft change proposals sent by the class to the ISAF technical department



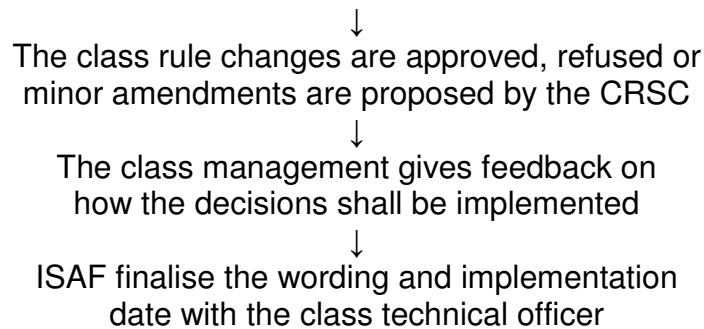
ISAF technical staff gives informal comments on class draft change proposals



Class approve the reasons for changes in accordance with its constitution



Application for class rule change are sent to the ISAF technical department for ISAF approval



Timetable

While it is very easy to give false promises on timescale simple routine changes can be achieved in 3 weeks (2 weeks consultation period and one week for admin). The staff will try and work to your deadlines, however, it is important for class officers to send the application for class rule changes to ISAF as soon as they have been formally approved by the class. ISAF cannot process every class in February in time for 1 March.

IMPORTANT NOTE: class rule changes involving advertising and the advertising code are dealt with by the ISAF Executive Committee. These will be added to the next possible agenda for the ISAF Executive Committee. Applications for class rule changes of this nature can take over 4 months although they are normally dealt with sooner.

How should the application look like?

The applications for class rule changes shall be drafted so that they state:

- 1) the existing rule
- 2) proposed change (not mandatory)
- 3) the reasoning (this is very important to be able to help with a proper rule)

The class should clearly identify those rule changes which are significant i.e. requiring ISAF committee approval, and those only involving typographical or other minor changes, which can be dealt with by the ISAF technical staff, see below. The rule changes should not be presented as a new draft document, unless there is a major change e.g. Adopting Standard Class Rules format. This is so that ISAF can focus its attention on the proposed amendments rather than being distracted into discussing the philosophy of the whole document.

Class rules shall be presented on the standard template provided by ISAF. This makes things considerably easier to deal with. Class rule changes involving significant format changes are to be handled on a case-by-case basis.

It is important that the class approves the reason for the change and accept the wording in draft only. The class technical expert should be able to agree amendments to the application for class rule changes if he feels this improves the class rules. It is also a benefit if this person or the management committee may accept proposed changes in other rules. Often when solving one problem, other problems are found, that would be easier to solve at the same time. It is important that the ISAF staff member conduct communication with only a single designated representative from the class, to have more than one contact will cause confusion.

When should the class rule change take effect?

If the rule change is to correct an error in the rules, it usually is made effective immediately. If the rule change is to change the equipment it usually should take effect after the important events of the season. The system may not be used by the class as a way of presenting several versions of class rules throughout the season. However, for classes preferring to have effective dates more in-line with their fleet's seasons, other effective dates like the 1st January or 1st June will be possible but limited to one annual date. If a class changes its rules too frequently the implementation dates of amendments may be postponed. This is to prevent confusion among the sailors and race officials regarding which are the current rules. The ISAF technical staff will agree on the effective date with the class technical representative.

How are the rules published?

Class rules are published on a www.sailing.org on class specific page that gathers all technical documents. When posting Class Rules on the ISAF web site, there is a possibility to post future Class Rules to give notice on changes in advance. These rules will have a note when they come into effect. Along with that there are the current class rules that will be moved into the archive part when no longer in effect. Classes are asked to link their rules from the ISAF page. This is where the accepted rules will be published.

Standard Class Rules

ISAF encourages the use of the standard class rules format. This has a number of benefits to the class. The risks for errors in the Class rules are smaller. Equipment control is easier, interpretations of rules are less needed and In House Certification is made possible. Adopting Standard Class Rules makes the rules system as a whole much easier to manage. Any class interested in changing to standard class rules concept should contact the ISAF technical department, before starting the process.

.