

APPENDIX KG

NOTICE OF RACE GUIDE

This guide provides recommended wording for a notice of race (NoR) and complies with Racing Rules of Sailing (RRS) Appendix J. The principles on which the notice of race should be based are:

- 1 The NoR should include the information a competitor will need to decide to compete in the event.*
- 2 The NoR should include any information a competitor will need in advance of the event to prepare for the event.*
- 3 The NoR should not change the racing rules except when clearly desirable. When they do so, they must follow rule 85.1 by referring specifically to the rule being changed and stating the change.*
- 4 The NoR should not repeat or restate any of the racing rules.*
- 5 The NoR should, when possible, use words or phrases from the racing rules.*
- 6 Add '[DP]' at the beginning of a rule if that rule is subject to discretionary penalty (see RRS Introduction Notation).*
- 7 Addenda may be used for additional items, such as the applicable national prescriptions in English when entries from other countries are expected.*
- 8 Recommendations for accommodations, social information, etc., should not be included in the NoR but may be distributed with the NoR.*

Rule references within the notice of race use RRS, NoR and SI to denote the source of the rule. 'RRS n' is a rule in The Racing Rules of Sailing. 'NoR n' is a rule in the notice of race, and 'SI n' is a rule in the sailing instructions.

J1.1 requires that some paragraphs are included in every NoR. They are marked with an asterisk (). Then review rule J1.2 and J1.3 to decide which of these paragraphs are also appropriate. Select the preferred option if a choice or option is shown in [square brackets]. Instructions that apply to the suggested wording are shown in italics. Follow the instructions in italics to fill in the required information in the spaces where <angled brackets> appear.*

After including all the appropriate paragraphs, number all paragraphs in sequential order. Be sure that rule numbers are correct where one rule refers to another rule.

Heading
J1.1(1)*

<event name>
<organizing authority>
<dates>
<location>, <country>

Notice of Race (NoR)

Insert the full name of the event, the inclusive dates from equipment inspection, event measurement or the practice race until the final race or closing ceremony, the name of the organizing authority, and the city and country.

Preamble

Use the following when any rule will not be subject to protest by a boat. The notation '[NP]' in a rule means that a boat may not protest another boat for breaking that rule. This changes RRS 60.1(a). Place '[NP]' at the beginning of each rule to which it applies.

1

RULES

1.1

The event is governed by the rules as defined in *The Racing Rules of Sailing*.

J1.1(2)*

1.2

<document name>, available at <location> applies. *Insert document name and its location or URL. See definition Rule (g).*

J1.1(3)*

1.3-1.4

A number of paragraphs in the NoR change a rule in another document, for example, the RRS or class rules. Each of these is best placed in the appropriate paragraph of the NoR, for example PENALTY SYSTEM. However, if there is no clear place for some of them, include them here.

RRS 85.1 requires a specific reference to a rule being changed. So, the NoR paragraph may start with: Rule <number> is changed to read: . . . or it may end with This changes rule <number>. There are specific examples of these in this guidance. See also RRS 86 and 87 to be sure that the rule change is permitted.

1.3

For a change to a rule in the Racing Rules of Sailing:

J1.2(2)

J1.3(1)

Option 1: RRS <number> is changed as follows: <reworded rule>.

Option 2: <statement> This changes RRS <number>.

1.4

For a change to a class rule:

J1.2(3)

<name of class> class rule <number> [does not apply] [is changed].
<description>].

1.5

J1.2(12)

[The navigation rules of the International Regulations for Preventing Collisions at Sea (IRPCAS)][The <government right-of-way rules>][RRS Appendix RV, Reduced Visibility] replaces RRS Part 2 from [<time>] until [<time>]. *Specify which government right-of-way rules, if used, and when they apply. Consider replacing the IRPCAS with Appendix RV, Reduced Visibility.*

1.6 to 1.10

J1.3(2)

Only needed if changes to prescriptions are required. By default, the prescriptions of the national authority apply but they may be deleted or changed unless

prescribed otherwise under RRS 88.2. To change the national authority prescriptions, use one of the following:

- 1.6** The following *<national authority>* prescriptions do not apply: *<list>*.
- 1.7**
J1.2(6) The *<national authority>* prescriptions that apply are stated [in full below][in NoR Addendum *< . . . >*].
- 1.8** No *<national authority>* prescriptions apply.
- 1.9**
J1.2(6)
J1.2(7)
J2.2(2) The prescriptions that apply are stated in English [below][in NoR Addendum *< . . . >*]. *Use if appropriate and if entries from other countries are expected, state the relevant prescriptions in English. Include as an addendum if appropriate.*
- 1.10**
J1.3(2) The *<national authority>* prescription(s) to *<rule(s)>* [is][are] changed as follows: *<description of change(s)>*. *Use as appropriate and only in accordance with any national authority prescription to RRS 88.2.*
- 1.11** If there is a conflict between languages the English text takes precedence. *Consider the consequences if local government regulations apply that are published in a language other than English.*
- 1.12**
J1.2(8) When rule 20 applies, a boat may indicate her need for room to tack or her response by *<communication>*. *Specify the alternative communication.*

2 SAILING INSTRUCTIONS

- 2.1**
J1.3(3) The sailing instructions will be available after *<time>* on *<date>* at *<location>*. *Insert the time, date and location.*
- 2.2** The sailing instructions will consist of the instructions in RRS Appendix S, Standard Sailing Instructions, and supplementary sailing instructions that will be on the official notice board located at *<location>*. *Use only if RRS Appendix S will apply. Insert the location or URL.*

3 COMMUNICATION

- 3.1**
J2.1(7) The online official notice board is located at *<URL>*. *Use only if there is an online official notice board.*
- 3.2** [DP] All boats shall carry a VHF radio capable of communicating on *<channel(s)>*. *List channels that may be used. Include any safety or hailing channels specified by local regulations. See RRS 37.*
- 3.3** On the water, the race committee will make courtesy broadcasts to competitors on VHF radio. The channel will be stated in the SIs.
- 3.4** [DP] [While racing][From the first warning signal until the end of the last race of the day], except in an emergency, a boat shall not make voice or data transmissions and shall not receive voice or data communication that is not available to all boats.

4 ELIGIBILITY AND ENTRY

4.1
*J1.1(4)** The event is open to all boats of the *<class name or list of class names>* class(es) [that *<requirement(s)>*]. *Insert the class or classes and any eligibility requirements.*

4.2
*J1.1(4)** The event is open to all boats with valid *<handicap or rating system>* certificates with *<maximum, minimum, range>* handicap(s).

4.3
*J1.1(4)** The *<handicap or rating system>* applies to boats racing under *<class>*. *Insert applicable handicap rating rule. Add any exceptions and additional qualifications, for example, crew weight, owner/driver, etc. Repeat if more than one rating rule applies..*

4.4
*J1.1(4)** Classes are defined as follows:

<i><class 1></i>	<i><class or rating or handicap rule></i>	<i><handicap range></i>
<i><class 2></i>	<i><class or rating or handicap rule></i>	<i><handicap range></i>

For example:

Class 1; IRC; 0.950-1.025.

4.5
*J1.1(5)** Eligible boats may enter by completing the entry form and submitting it, together with the required fee, to *<address>* by *<date>*. *Insert the address and entry closing date.*

4.6 Boats may enter the event by registering online at *<URL>*.

4.7 To be considered an entry in the event, a boat shall complete all registration requirements and pay all fees.

4.8 Late entries will be accepted under the following conditions: *<conditions>*. *Insert any conditions.*

4.9 The following restrictions on the number of boats apply: *<restrictions>*. *Insert any restrictions.*

5 FEES

5.1
*J1.1(5)** Entry fees [including *<description>*] are as follows:

Class	Early Entry Fee until <i><date></i>	Standard Fee
<i><class 1></i>	<i><fee></i>	<i><fee></i>

Insert all required fees for racing-

In 'description' include items such as marina fees, included social functions when there is a single fee covering these items.

5.2 Other fees:

<description> <fee>

Insert optional fees (for example, for social events).

6 CREW LIMITATIONS

6.1 The following crew limitations apply: *<requirement(s)> Insert any limitations, for example, number of crew, their weight, age, or gender (provided applicable discriminatory regulations are followed).*

J1.1(4)

6.2 The following categorization requirements apply (see RRS 79): *<requirement(s)>. Insert any event sailor categorization requirements or restrictions. See also applicable class rules. For events that actively manage crew lists with grouping of individual crew members, see World Sailing Sailor Categorization Code, Regulation 22, Guidance Notes for Race Officials, Classes and Organising Authorities.*

J1.2(4)(a)

7 ADVERTISING

7.1 Boats [shall] [may be required to] display advertising chosen and supplied by the organizing authority. *See World Sailing Advertising Code. Include other applicable information related to advertising.*

J1.2(5)

7.2 The organizing authority may provide bibs that competitors are required to wear as permitted by the World Sailing Advertising Code. *See World Sailing Advertising Code.*

J1.2(5)

8 QUALIFYING SERIES AND FINAL SERIES

8.1 The event [will][may] consist of a qualifying series and a final series. *Use only when a class will or may be divided into fleets racing a qualifying series and a final series.*

9 SCHEDULE

9.1 Registration:

*J1.1(5)**

Date	From	To
<i><date></i>	<i><time></i>	<i><time></i>

Insert the date and times.

9.2 Equipment inspection and event measurement:

J1.2(1)

Day and date *<day, date>*

From *<time>* To *<time>*

Insert the day, date and times, use a table when appropriate.

9.3 Dates of racing:

*J1.1(6)**

Date	<class>	<class>
<date>	racing	racing
<date>	racing	reserve day
<date>	reserve day	racing
<date>	racing	racing

Revise as desired and insert the dates and classes. Include a practice race if any. When the series consists of qualifying races and final races, specify them. The schedule can also be given in an addendum.

9.4

J1.3(5)

Number of races:

Class	Number	Races per day Scheduled	Races per day Maximum
<class>	<number>	<number>	<number>
<class>	<number>	<number>	<number>

Insert the classes and numbers.

9.5

*J1.1(6)**

The scheduled time of the warning signal for the [practice race][first race[each day]] is <time>. *Insert the time and use a table if appropriate.*

9.6

J1.3(7)

On the last scheduled day of racing no warning signal will be made after <time>. *It is helpful to competitors to know this time before the event. Insert the time.*

10

EQUIPMENT INSPECTION

10.1

J1.2(1)

Each boat shall produce or verify the existence of a valid [measurement][rating] certificate.

10.2

J1.2(1)

[DP] Boats shall be available for equipment inspection from <day, date, time>.

10.3

Boats may be inspected at any time.

10.4

The following equipment [may] [will] be inspected or measured: <list>. *List the equipment with appropriate references to the class or rating rules.*

10.5

[DP] Boats shall also comply with RRS 78.1[when presented for inspection][at <date(s), time(s)>].

11

CLOTHING AND EQUIPMENT

11.1

J1.2(9)

A competitor's clothing and equipment shall not weigh more than <number> kilograms, as permitted by RRS 50.1(b). *Use when a change in this weight is desired. Specify the number.*

12

VENUE

12.1

NoR Addendum <. . .> shows the plan of the event venue. *Insert a number or letter.*

12.2

NoR Addendum <. . .> shows the location of the racing areas. *Insert a number or*

letter. Provide a marked map or chart.

13 COURSES

13.1 *Option 1: <description> Insert a general description of the course, including
J1.3(4) when appropriate its length in nautical miles.*

Option 2: The course(s) to be sailed will be as follows: <description>. Describe the course in detail. This is normally in the SIs but if the course is fixed, competitors may find a detailed description in the NoR useful, especially for offshore distance races.

13.2 *The marks that may be used are as follows: <list or table>. Applicable for
J2.1(4) distance races or an event using fixed marks. Include each mark designation, location, description or coordinates, and chart name/number, as appropriate.*

14 PENALTY SYSTEM

14.1 *[The Scoring Penalty, RRS 44.3, applies. The penalty is <number> places.] [The
J1.3(6) penalties are as follows: <description>.] Include only when the Two-Turns Penalty is not used. Insert the number of places or describe the penalties.*

14.2 *For the <name(s)> class(es) RRS 44.1 is changed so that the Two-Turns Penalty
J1.3(6) is replaced by the One-Turn Penalty. Insert the class(es).*

14.3 *The intention is to appoint an international jury as provided in RRS 70.5.
J1.3(8)*

14.4 *The right of appeal from a protest committee decision is denied as provided in
J1.3(8) RRS 70.5[(a)][(b)][(c)]. This is required only if RRS 70.5(a), 70.5(b) or 70.5(c) applies.*

15 SCORING

15.1 to 15.5 *Note: RRS J1.3(5) requires the NoR to include a description of the scoring system only if it is different from the system in Appendix A and if it would help competitors decide whether to attend the event.*

15.1 *The scoring system is as follows: <description>. Include only if the scoring
J1.3(5) system is different from the system in Appendix A. Describe the system or how the system differs from the system in Appendix A.*

15.2 *<number> races are required to be completed to constitute a series. Insert the
J1.3(5) number.*

15.3 to 15.5 *RRS A2.1 provides for one race being excluded in a series. This may be changed. 15.3 to 15.5 give examples.*

15.3 *A boat's series score shall be the total of her race scores.*

15.4 *A boat's series score shall be the total of her race scores excluding her <number> worst scores.*

- 15.5** (a) When fewer than *<number>* races have been completed, a boat's series score will be the total of her race scores.
- (b) When from *<number>* to *<number>* races have been completed, a boat's series score will be the total of her race scores excluding her worst score.
- (c) When *<number>* or more races have been completed, a boat's series score will be the total of her race scores excluding her two worst scores.

15.6 Rule A5.3 applies. *Use only for a series where the number of starters may vary*
J1.3(5) *substantially.*

16 SUPPORT PERSON VESSELS

16.1 [DP] Support person vessels shall be marked with *<description>*. *Insert the identification markings. National letters are suggested for international events.*

17 CHARTERED OR LOANED BOATS

17.1 A chartered or loaned boat may carry national letters or a sail number in
J1.3(9) contravention of her class rules, provided that the race committee has approved her sail identification before the first race. *See RRS G3.*

18 BERTHING

18.1 [DP] Boats shall be kept in their assigned places while in the [boat park]
[harbour].

19 HAUL-OUT RESTRICTIONS

19.1 [DP] Keelboats shall not be hauled out during the event except with and according to the terms of prior written permission of the race committee. *Replace the race committee with the technical committee if appropriate.*

20 DIVING EQUIPMENT AND PLASTIC POOLS

20.1 Underwater breathing apparatus and plastic pools or their equivalent shall not be used around keelboats between the preparatory signal of the first race and the end of the event. *Adjust the prohibition period as necessary.*

20.2 Keelboats shall not be cleaned below the waterline by any means [during the event][from *<date, time>* until *<date><time>*]. *Adjust the prohibition period as necessary.*

21 DATA PROTECTION

21.1 *<requirement(s)> State any data requirement(s) necessary for compliance with*
J1.2(10) *data protection legislation that applies in the venue of the event.*

22 RISK STATEMENT

22.1 RRS 3 states: 'The responsibility for a boat's decision to participate in a race or to

continue to race is hers alone.’ By participating in this event each competitor agrees and acknowledges that sailing is a potentially dangerous activity with inherent risks. These risks include strong winds and rough seas, sudden changes in weather, failure of equipment, boat handling errors, poor seamanship by other boats, loss of balance on an unstable platform and fatigue resulting in increased risk of injury. **Inherent in the sport of sailing is the risk of permanent, catastrophic injury or death by drowning, trauma, hypothermia or other causes.** *Each venue jurisdiction may need a different or modified version of this risk statement.*

23 INSURANCE

23.1 Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of *<amount>* per incident or the equivalent. *Insert the currency and amount.*

24 PRIZES

24.1 Prizes will be given as follows: *<description>*. *If perpetual trophies will be awarded state their complete names.*
J1.3(10)

25 FURTHER INFORMATION

25.1 For further information please contact *<description>*. *Insert necessary contact information.*