



IFDS RACE MANAGEMENT MANUAL

2009 - 2012

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The IFDS Race Management Manual consists of the following parts:

Part 1 – Rules of Race Management

'Rules' as defined in the 2009 - 2012 Racing Rules of Sailing

Part 2 - Guidelines for the Organizing Authority/Host Organization:

Issues to be agreed between IFDS and the Host Organization and documented in a formal contract.

Part 3 - Suggestions and Recommendations for Conduct of the Event:

Recommendations for the effective conduct of IFDS sanctioned events.

Part 4 - Appendices

Definitions of and information relating to classification, measurement, assistive devices, doping and sample documents.

The objective of the IFDS Race Management Manual is to provide a standard set of rules for racing that take into account the specific situations encountered in running events for sailors with disabilities. Parts 2, 3, and 4 discuss policy and recommendations for IFDS sanctioned events but do not rank as *'rules'*.

Introduction and Background

For a number of years, sailors with disabilities competed in the Netherlands for the International Handicap Trophy. The first World Disabled Sailing Championship recognized by the IYRU (now ISAF) was held in Switzerland in 1991 and subsequently have been held annually in other countries around the world, except in Paralympic Years.

In 1996, sailing was included in the Atlanta Paralympic Games as a demonstration sport and was endorsed as a full medal sport in two disciplines – Three-Person Keelboat (Sonar) and One Person Keelboat (2.4mR) – at the 2000 Sydney Paralympic Games and the 2004 Athens Paralympic Games.

Competition last took place at the 2008 Beijing (Qing-Dao) Paralympic Regatta in three disciplines: Three Person Keelboat (Sonar), Two Person Keelboat (SKUD18), and One Person Keelboat (2.4mR).

World championships are now held in the Paralympic Classes during each year of the Olympic/Paralympic Quadrennium. World championships are also held in Multihulls, Blind Sailing and other disciplines. In addition, regional events are organized to encourage sailors to train for IFDS World Disabled Sailing Championships and the Paralympic Sailing Competition.

IFDS Strongly recommends that experienced sailors be involved in planning and preparing for IFDS events.

Part 1 - Rules of Race Management

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Preamble

The contents of Part 1 of the IFDS Race Management Manual are '*rules*' as defined in the 2009-2012 Racing Rules of Sailing.

Interpretation of the Rules of Race Management

In translating and interpreting these rules, the word 'shall' means mandatory and the word 'may' is permissive. It shall be further understood that the words "he" or "his" also represent "she" or "her." In case of a disagreement between versions in different languages, the English text shall govern.

1. General

- 1.1 International disabled sailing events sanctioned by IFDS (IFDS events) shall be governed by:
 - (a) The Racing Rules of Sailing (RRS) in effect at the time of the event.
 - (b) The IFDS Functional Classification System in effect at the time of the event.
 - (c) The IFDS Race Management Manual Part 1 in effect at the time of the event.
 - (d) The Class Rules of boats being sailed at such events.
 - (e) The Notice of Race for the event.
 - (f) The Sailing Instructions for the event.
 - (g) Other '*rules*', as defined in the Racing Rules of Sailing, that may be applicable and which are so stated in the Notice of Race and Sailing Instructions
- 1.2 The IFDS Functional Classification System and Rules of Race Management may be changed for a sanctioned event only with explicit written permission from the IFDS Executive Board or the Technical Delegate, if one has been appointed.
- 1.3 In addition to complying with RRS 75 (Entering a Race), sailors competing in IFDS Level 1 events shall be citizens of the country that they are representing and that country shall be affiliated to IFDS through an IFDS Recognized National Authority.

2. Competition Levels and Criteria

- 2.1 There are two levels of Disabled Sailing Events. Based on the Event Level, the event shall meet various criteria and involve various rules as specified.
 - (a) **Level 1** (e.g., IFDS Approved World Championships, and the Paralympic Regatta)
 - i) Shall be fully sanctioned, approved and overseen by the IFDS Executive Board.
 - ii) Shall comply with all of Part 1 of this Race Management Manual and the IFDS Functional Classification System.
 - iii) Shall include an IFDS appointed Technical Delegate, an IFDS appointed and ISAF approved International Jury, an Adaptations Committee, a full International Classification Committee, Class Measurers or Equipment Inspectors and Principal Race Officer.
 - iv) Shall comply with Part 2 of this Race Management Manual.

- (b) **Level 2** (e.g. International Championships, non-World Status International Events and other events sanctioned by IFDS).
 - i) Shall be recognized by IFDS and scheduled on the IFDS calendar
 - ii) Shall comply with all of Part 1 of this Race Management Manual and the IFDS Functional Classification System
 - iii) Shall include a Classification Committee, an IFDS appointed Technical Delegate and an IFDS appointed and ISAF approved International Jury or Protest Committee
 - iv) Shall comply with the Provisions of Part 2 of this manual except as they may be waived with the approval of the IFDS Executive Board.

3. Classification Requirements

- 3.1 The classification requirements for competing in any IFDS event shall be published in the Preliminary Notice of Race, the Notice of Race, or six months prior to the event, whichever is earlier.
- 3.2 It is a sailor's responsibility to be properly classified before sailing in an IFDS sanctioned event. Proper classification is proven by:
 - (a) listing of the sailor on the current IFDS Classification Master List as being properly classified (available online at <http://www.sailing.org/15218.php>)
 - (b) confirmation that an unclassified sailor, or one with an N or R rating, appears on the classification schedule and that he is subsequently classified and found eligible to compete at that event.
- 3.3 A fee may be charged for administration and review.
- 3.4 Sailors shall resolve any conflicts between Measurement and Classification schedules with the Measurer and the Classification Committee.
- 3.5 The maximum number of Classification Points for an individual to compete in an IFDS event shall be 7.
- 3.6 Protests regarding a sailor's classification or a crew boat combined point total shall be heard according to the IFDS Functional Classification System.

Note 1: Details of classification and related protests are outlined in the current IFDS Functional Classification System Manual, which can be accessed via the IFDS website at <http://www.sailing.org/15210.php>

4. Adaptations

- 4.1 Adaptations are defined as equipment and/or modifications to a boat (such as, but not limited to, steering devices, a chair or transfer bench) which are designed to assist the sailor while sailing.
- 4.2 Adaptations:
 - (a) shall comply with existing class rules;
 - (b) shall not raise the sailor more than 200 mm above the existing seat level; except SKUD18'
 - (c) shall not improve the sailor's performance beyond that of an able-bodied person;

- (d) shall not materially change the sailing characteristics of the boat;
- (e) shall not be judged unsafe, as determined by the Adaptations Committee.

Note 2: Examples of previously approved adaptations can be accessed via the IFDS website at <http://www.sailing.org/disabled/classes&adaptations.php>

- 4.3 Any competitor may be protested if he or she uses personal assistive devices and/or adaptations that were not presented as part of his or her classification evaluation.

5. Crew Classification and Actions of the Crew Within the Boat

- 5.1 In the three-person keelboat event:

- (a) The combined points for the three-person boat discipline shall not exceed fourteen.
- (b) At least one crew member shall remain entirely in the cockpit, and shall not be permitted to sit or lie on the side deck and shall not hike out. No part of his upper body, except for hands and forearms, shall touch the deck;
- (c) Members of the crew shall not go forward of the shrouds or onto the cabin top except temporarily to clear a line or in case of an emergency;
- (d) For the two remaining crew members, the options of hiking/sitting out and the fittings to do so shall be in accordance with the class rules of the boat being used for the event.
- (e) In events where the Sonar is the designated equipment, the legs, buttocks and torso of one crew member shall remain aft of the traveller at all times. A 25mm taped black line shall indicate the extension of the traveller, the after edge of which shall be a projection of the after face of the moulded recess of the traveller. The taped line shall be added during measurement.

- 5.2 In the Paralympic two-person keelboat event where the SKUD18 is the designated equipment:

- (a) At least one crewmember shall be female, and at least one crew member shall meet the classification criteria for TPA. These two requirements may be met by the same person.
- (b) One crew member shall be designated the 'Trimmer', and may adjust sheets, halyards and other sail control lines. All sheets, halyards and other control lines shall be led to the Trimmer's position except as permitted in 5.4(c) below. The Trimmer shall not steer the boat while *racing*.
- (c) One crew member, classified as TPA, shall be designated the 'Helmsperson', and shall steer the boat all times while *racing*. Only one sail control line, which shall not include sheets, the spinnaker halyard or the spinnaker retrieval line, may be led to the Helmsperson's position.
- (d) Where centreline seating is specified, in accordance with SKUD Class Rules, the Helmsperson shall occupy the aft seat and the steering mechanism shall be accessible and operable only from that position.
- (e) Upon written permission granted by the Event Measurer and the Event Classifiers, a crew member classified as TPA, and sailing with a crew member classified as TPB, may be designated the Trimmer. This does not change the permitted activities of the Helmsperson and the Trimmer as described in 5.2(a) and 5.2(b) above.

- 5.3 In other events, movement of the crew within the boat shall be in accordance with class rules.

- 5.4 Amendments to Class Rules regarding Movement of the Crew within the Boat may be made in the Notice of Race and Sailing Instructions for individual events, but only with the consent of the Class.

6. Change of Crew

- 6.1 Only one change of crew shall be permitted during an event and only as a result of illness or injury.
- 6.2 Any such changes shall occur only with the written permission of the Technical Delegate, if appointed, or the Race Committee if no Technical Delegate has been appointed.
- 6.3 Any such change of crew shall not cause the team to become ineligible to compete under the Rules of Race Management or the Functional Classification System

7. Safety

7.1 Life Jackets

- (a) Every competitor shall wear a personal flotation device or buoyancy aid while afloat. The use of an inflatable buoyancy aid that is stored uninflated in a belt pack does not comply with the definition of **'wear'**.
- (b) Competitors may remove personal flotation devices or buoyancy assistive devices briefly (before or after, but not while, *racing*) to adjust clothing for safety or for comfort.
- (c) Competitors shall not wear inflatable personal flotation devices if using a harness or straps to restrain them in their seat.

7.2 Thermoregulation

- (a) Thermoregulation (both cooling and heating) devices, other than conventional clothing, may be worn by sailors except that such devices shall not be worn while *racing* as defined by the Racing Rules of Sailing (RRS).
- (b) A sailor wearing a thermoregulation device while racing breaks RRS 43.1(a).
- (c) The weight and placements of batteries or other equipment associated with thermoregulation devices shall be governed by Class Rules.
- (d) This rule may be changed by Class Rules or by the Notice of Race and the Sailing Instructions, but not for the Paralympic Competition, and any such changes shall comply with RRS 43.1(b).

7.3 Providing Assistance

- (a) Coaches may go to the assistance of their competitors, without interfering with other racers, if they consider that the safety of the sailor is at risk.
- (b) Once assistance has been provided, a boat shall retire immediately from the race. Every effort shall be made to notify the Race Committee of this action.

7.4 Radios

- (a) Boats may carry radios subject to any restrictions imposed by law or Class Rules.
- (b) Additional restrictions, if any, will be included in the Notice of Race or Sailing Instructions

8. Requesting Assistance

- 8.1 A boat requiring assistance may drop her jib, luff her sails, display Code Flag "L", or take such other actions as may be specified in the Sailing Instructions. A boat using Code Flag "L" shall provide its own flag.

9. Technical Delegate

- 9.1 A Technical Delegate shall be appointed by IFDS for Level 1 and Level 2 events.
- 9.2 The Technical Delegate shall have final authority to rule on all racing and organizational issues that may relate to disability and the conduct of the event to assure conformity to IFDS Rules and International Paralympic Committee Rules where applicable.
- 9.3 Further, the Technical Delegate:
- (a) Shall have the authority described in ISAF Regulation 18.13.6;
 - (b) Shall approve any written permission given by an owner of a chartered boat for drilling holes or attaching adaptations to the boat;
 - (c) Shall have the authority to require that the Race Committee postpone racing, on shore or afloat, to abandon any race or to abandon racing for the day based upon his assessment of wind, sea and/or weather conditions;
 - (d) Shall represent IFDS in all matters related to the conduct of racing, including requiring that the Race Committee perform necessary actions if, in the judgement of the Technical Delegate, the safety of competitors or the quality of racing is being, or is in danger of being, materially compromised;
 - (e) Shall not be of the same nationality as the host organization except in exceptional circumstances which shall be approved by the IFDS Executive Board.

10. Adaptations Committee

- 10.1 An Adaptations Committee shall be formed to rule on adaptations for Level 1 Events. The committee shall consist of an International Classifier, the Technical Delegate, and the Event Measurer or Equipment Inspector for the Class.

11. Course Length and Race Duration

- 11.1 Course length shall be calculated so as to have a race whose target time is between 50 and 75 minutes for the first boat to *finish*. Failure of the first boat to sail the course and finish within the target time shall not be grounds for redress. This changes RRS 62.1(a).
- 11.2 Courses may be shortened in accordance with RRS 32 but not prior to the completion of the second windward leg.

12. Time on the Water

- 12.1 Time on the water is defined as the period from one hour prior to the first scheduled Warning Signal of the day, or as the period from the time that AP Ashore is lowered, which ever is

later, until the return to the dock of any competitor who finished the last race sailed on that day.

- 12.2 Time on the water shall not exceed 6 hours except with the consent of the Technical Delegate if one has been appointed. This consent shall be granted only when wind, waves, temperature, and humidity are moderate.
- 12.3 Except with the consent of the Technical Delegate, time on the water shall be reduced to not more than five hours:
- (a) when sustained winds exceed 18 knots or when sustained winds exceed 15 knots and sea state can be described as 'difficult'. A good example of a 'difficult' sea state would be a short steep chop, generated by wind against current in relatively shallow water;
 - (b) when temperatures lower than 15°C, or higher than 30°C with high relative humidity, prevail;
 - (c) when the Time on Water, as calculated in 12.1, exceeded 5.5 hours on the previous day.
- 12.4 A twenty (20) minute break shall be provided for each class so that competitors may perform personal hygiene activities. This break shall occur either after the second race of the day or as soon after 4 hours on the water as possible, whichever is earlier. Competitors or their coaches are requested to inform the RC Signal Boat as soon as they are ready to resume racing.
- 12.5 In the event that the Race Committee displays "AP over H" or "N over H":
- (a) during the first 90 minutes after the start of the Time on the Water period, the clock shall be reset to zero and shall restart in accordance with 12.1; or
 - (b) later than 90 minutes after the start of the Time on the Water period, the clock shall be stopped and shall restart in accordance with 12.1.