



Queensland Radio Yachting Association Inc

Affiliated to the Australian Radio Yachting Association

GUIDELINES FOR RO 2022



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GUIDELINES FOR RO

References:

- A. Racing Rules of Sailing 2021 - 2024 (RRS):
- B. Standard Notice of Race (SNoR)
- C. Standard Sailing Instruction (SSI)
- D. Currently approved Heat Management System (HMS):
- E. Class Rules:
- F. Equipment Rules of Sailing (EROS):
- G. ARYA Race Management Manual 2017 (RMM)

Introduction:

Reference: (RRS Basic Principle, 2, 44.1, A5, 63.1)

1.1 Radio Sailing (RC) is designed to be self-policing. The basic principle of RS competition is that competitors agree to be governed by a body of rules which they are expected to follow and enforce. The sport is built on the premise that if a competitor breaks a rule, he will promptly get clear of the fleet and do the required penalty, which may be to retire. With a few exceptions, the RO has limited powers to take action which will affect a boat's score and is not burdened with enforcing the rules when the competitors themselves fail to do so.

1.2 Many skippers believe that if they are not called by an official or protested by another competitor, they are not required to do a penalty for a breach of the rules. This, of course, is incorrect and goes against both the letter and intent of the rules.

2. Aim:

2.1 The aim of this paper is to provide the Race Officer (RO) with guidelines for the conduct of ranking events to ensure the standard of racing expected at these events is maintained.

3. Ranking Events:

Reference: (RRS, SNoR, SSI, HMS, ARYA Ranking Regulations)

3.1 Ranking events are to be managed in accordance with ARYA Ranking Event Policy which can be downloaded from the ARYA website and:

- a. Current Racing Rules of Sailing (RRS).
- b. Standard Notice of Race (SNoR) – ARYA web Site;
- c. Standard Sailing Instruction (SSSI) – ARYA Web Site; and
- d. Currently approved HMS (For multi-fleet racing) – ARYA web Site;

4. Changes to the Standard Sailing Instruction

Reference: (RRS86.1, SSI 3)

4.1 In the event of a conflict between the SSI and this document, the SSI takes precedence.

4.2 Permitted changes to the SSI may be given orally to all competitors prior to the warning signal of the next race or heat. Two sound signals shall be made to draw the skipper's attention, followed by a verbal announcement by the RO. Any changes shall be posted on the Official Notice Board.

5. Definitions

Reference: (RMM)

5.1 **Race Committee** - The Race Committee is appointed by the Organizing Authority. The Race Committee is responsible for what does or does not take place on the water. The Race Committee shall publish written ARYA Standard Sailing instructions and conduct and score the race or event as required.

5.2 The Chairman of the Race Committee may be the Race Officer. If not, he liaises closely with the Race Officer who is the "on-the-water manager".

5.3 **Race Officer** – a Race Officer (RO) appointed or approved by ARYA or the Organizing authority has the overall responsibility for the conduct of all on-water racing. The RO should be an experienced sailor with a sound knowledge of the Racing Rules of Sailing. The RO should also have experience in running regional ranking events or equivalent prior to being appointed the RO of a State or National event.

5.4 The RO will have responsibility for all on-water race matters and has the authority to make decisions on these matters without the need to consult the Race Management Team. If time or situation allows further consultation the RO may consult the Race Management Team (RMT) as required.

5.5 **Race Management Team** – the Race Officer and all people responsible for the management of racing. Members of the Race Management Team may include, but are not limited to:

- a. Race Officers,
- b. Scoring team,
- c. Starting Judges,
- d. Finishing Judges,
- e. Observers,
- f. Protest Jury Members,
- g. Fleet Board Managers,
- h. Course Layers,
- i. Time Keepers, and
- k. Finishing Recorders.

5.6 In small events there may not be sufficient personnel to fill all the positions and a member of the team may have to perform several roles. In large events, there may be a number of ROs. In this case, one is appointed as Principal Race Officer (PRO).

6. Exclusion of a Boat or Competitors:

Reference: (RRS 76, NoR 3.1,)

6.1 RRS 76.1 details when a competitor entry may be rejected and the procedure to be followed. In addition, the ARYA Notice of Race states entry will be denied to anyone who has been expelled or is currently serving a suspension from the ARYA (Inc) or any state or territory RC sailing association affiliated with the ARYA (Inc).

6.2 The Race Committee must consider taking any action to reject a competitor carefully. This should be done at the time of entry and well prior to the competitor arriving at the event.

7. Role of the RO:

Reference: (RRS 63.1, 60.2, A5, RMM 22)

7.1 The RO is an on-water-manager, who lets his team get on with their jobs with limited interference. The RO considers the bigger picture and maintains an overview of

what goes on around the entire course. A good comparison when considering the role of a RO is to compare him with a police officer in the judicial system.

7.2 The RO is tasked by the Race Committee to run an event in accordance with the current rules and procedures. He has no authority to change RRS or introduce "Local Rules" or enforce what he thinks the rule should be. Like the police officer, his powers are restricted by the rules he is tasked to enforce. Unless the sailing instruction has increased the powers of the RO, his ability to take direct action against a competitor is limited to cases where the boat did not start or finish correctly.

7.3 If the RO observes a breach of the rules, he may take the matter to protest, but only our equivalent to the courts, the protest committee, may take action which worsens a boat's score. The RO may call contact between boats or mark contacts but has no powers to direct an individual boat to undertake a penalty as this would be considered action which worsened a boat's score.

7.4 The primary role of the RO is to coordinate the days sailing and supervise other staff members who are assisting him. The size of the regatta and the number of volunteers available will influence the size and makeup of the Race Management Committee and some members may have to perform two or more roles.

7.5 The RO duties may include:

- a. Supervise the preparation/cleaning of the sailing area;
- b. Ensuring all competitors register;
- c. Setting of courses;
- d. Conduct initial briefing;
- e. Brief staff;
- f. Calling boats onto the water;
- g. Starting heat/races;
- h. Calling Individual and General Recalls;
- i. Supervise the rescue/recovery of disabled boats;
- j. Issuing Protest forms;
- k. Call timeout if required;
- l. Forming Protest Committees and informing scorer of their decision;
- m. Calling contacts (with observers);
- n. Advising finishers/ scorers of boats which did not start (DNS), did not finish (DNF), retired (RET), or retired after finishing (RAF);
- o. Calling finishes, (If finisher is not available); and
- p. Ensure policy on behavior is enforced.

8. Setting of Courses:

Reference: (RMM 11)

8.1 The RO is responsible for the setting of courses. He may allocate this task or seek advice from experienced skippers with local knowledge, but the final decision on the course to be sailed is his.

8.2 Setting a course for RC sailing often requires compromise. The location and size of the waterway coupled with local obstacles, wind patterns, and current all have to be considered. The following are some points to be considered when planning a course:

- a. A fair start line with approximately 5 degrees of port bias;
- b. A start line at least 1.3 to 1.5 boat lengths, depending on conditions, for the number of starters;
- c. When possible, port rounding courses;
- d. When possible, all buoys are to be rounded on the same side.
- e. The start and finish lines clearly visible from the control area;
- f. Start lines with sufficient water behind them for the number of starting boats to safely maneuver before the start;
- g. All marks set a safe distance from obstructions for boats to round at least five boats abreast;
- h. A long first windward leg;
- i. A course length of 10 to 15 minutes duration for the first boat to sail in the prevailing conditions.
- j. Marks not set at a distance beyond which sail numbers can be identified from the control area. It is better to set a smaller course and have more legs.
- k. Weather marks near a starboard shoreline set at least 10 boat lengths from the shore to make the starboard lay line long enough.
- l. Offset marks, if used, located at least 5 hull lengths from the windward mark and sufficiently downwind so that any wind shift will not result in boats having to tack between marks;
- m. Buoys used for windward/leeward courses gates positioned approximately 8 hull lengths apart so either mark is a viable option for the average wind direction. If very large wind shifts are being experienced, a fairer course may be obtained by using one bottom mark;

- n. whenever possible, avoid setting courses that require the competitors to look directly into the sun, particularly in the afternoon; and
- o. The race finished on a beat to windward to assist scorers in reading sail numbers.

8.3 A proven and easy method for judging a suitable distance for marks when setting a course, is to have numbers painted on each of the buoys the same size as that is on the sails. It is preferable to have numbers painted in at least two positions on the buoy so they can be seen when the buoy turns. When the RO is setting the course, he knows if he cannot read the number on the buoy from the control area it is too far away and he can bring it closer until he can read the numbers. This also allows competitors observers and competitors to identify boats and contacts to be called.

8.4 Vertical stripes on each of the buoys can also assist competitors and observers to identify when the mark is turning.

9. Course Board:

Reference: (RRS, E3.3, SSI 1.3, 5.1, 5.2, RMM 10)

9.1 SSI 1.3 amends RRS E3.3 and makes a Course Board mandatory for ranking events. A course board is to be located next to, or within the control area in a position clearly visible to the competitors while racing. The course board is to show:

- a. Initial Course;
- b. One Shortened Course;
- c. Description of the buoys (this is usually their number, or if no numbers, their colour);
- d. Direction and sequence buoys are to be passed;
- e. Control Area; and
- f. Launching and Recovery area.

9.2 Whenever possible buoys should be located in the order of rounding. The buoys are drawn on the course board and the buoys listed in their order they are to be passed. Eg:

Initial course:

start - 1 - 2 - gate - 1 -2 - gate - finish. All top marks to port.

10. RO Signals/ Hailing Requirements:

Reference: (E3.8(b), E2.1)

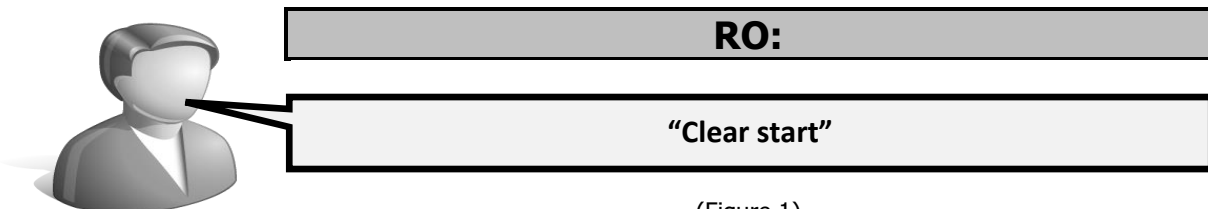
10.1 All RO signals shall be made orally or by other sounds. No visual signals are required unless specified in the sailing instructions.

10.2 The individual digits of a boat's sail number shall be hailed; for example, 'one-five', not 'fifteen', however, a boat or competitor may not protest for an alleged breach of this rule.

11. Starting and Finishing:

Reference: (E3.4 RRS 26, RMM 5)

11.1 The start and finish lines shall be tangent to and on the course side of the starting/finishing buoys. The Starting Judge (if there is one) or the RO shall position himself so as to look directly down the course side of the lines in order to accurately determine if there is a clear start or if an Individual or General Recall is required. If all boats start correctly the RO should identify this by hailing 'clear start' or words to that effect.



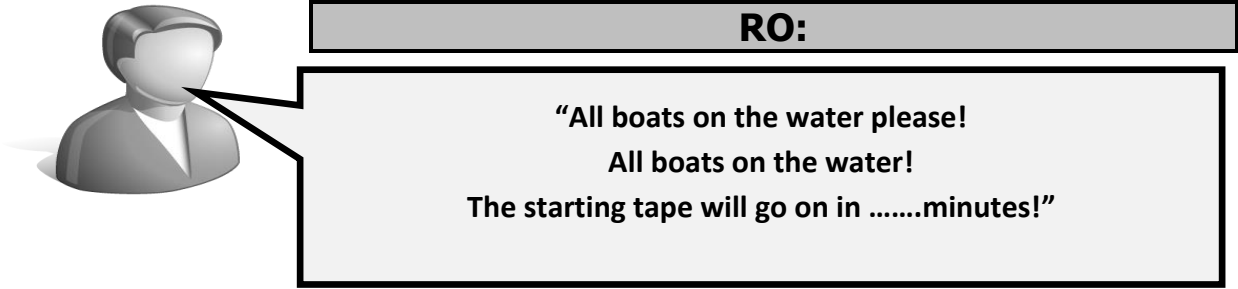
(Figure 1)

12. Starting Procedures:

Reference: (RRS E.3.4, RRS Definitions, RRS 26, RMM 5, 22)

12.1 The requirements for starting races are set out in RRS E3.4. As a general rule, the RO should set a minimum two-minute start tape. RRS Definition states boats are racing from her preparatory signal. Skippers are therefore subject to the RRS from this time, that is one minute before the start signal. A warning signal is to be given by the RO allowing sufficient time for all boats to get on the water and sail to the start line.

12.2 The starting signal shall be timed from the beginning of its sound signal.

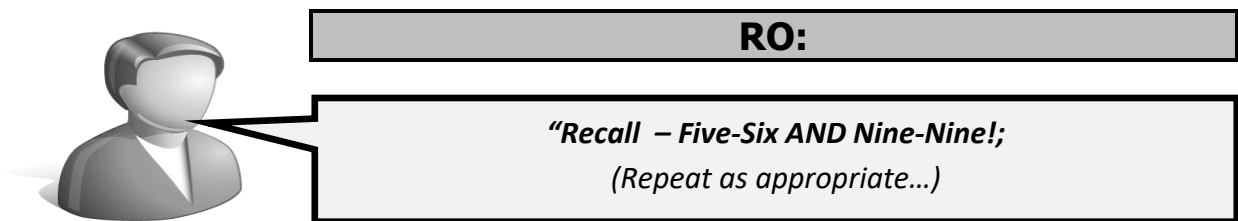


(Figure 2)

13. Individual Recall:

Reference: (RRS29.1, E.3.5, SSI 8, RMM 6)

13.1 If there is no designated starter, the RO generally undertakes the responsibility to call Individual or General Recall. If any part of a boat/boats is on the course side of the start line at the starting signal and can be identified, the RO is to recall them by hailing their sail number (and repeat hail as appropriate).



(Figure 3)

13.2 There is no restriction on the number of boats that can be recalled, as long as the RO can identify all of the boats involved. When a boat is OCS at her starting signal, she initially retains all of her rights. However, when she turns back towards the start line, she must keep clear of all boats not doing so. A boat may be on the course side of the starting line prior to the starting signal provided it returns fully to the pre-course side of the line before starting.

13.3 A boat may dip the line after an Individual Recall provided it:

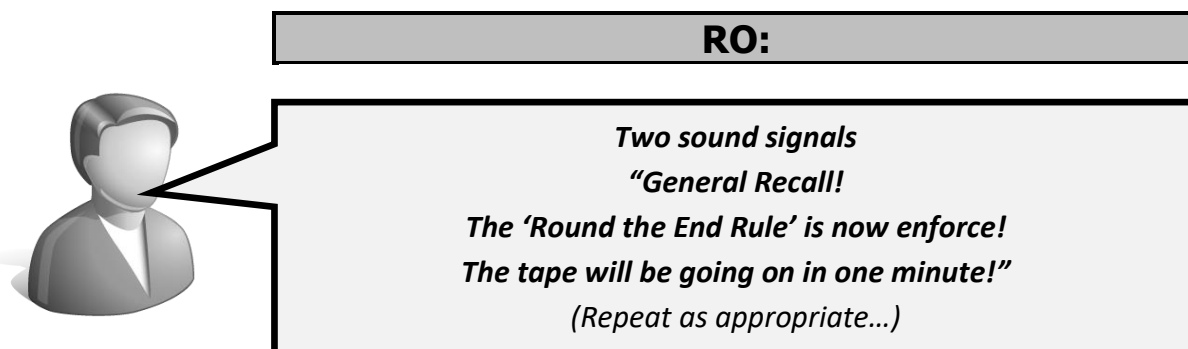
- a. Returns fully to the pre-course side of the line; and
- b. Does not interfere with other boats while returning to start.

14. General Recalls:

Reference: (RRS 29.2, 30.1, E3.6, SSI 8.2, RMM 7)

14.1 If the RO is unable to identify all boats that were on the course side of the start line at the starting signal, he is to initiate a general recall by making two sound signals and hailing "General Recall" (and repeat hail as appropriate).

14.2 After a general recall is hailed, RRS 30.1 (Flag I) is in force. This requires any boat that is over the start line or one of its extensions in the last minute before the next start signal to return to the pre-course side by crossing an extension before starting.



(Figure 4)

NOTE:

The responsibility for calling Individual or General Recall is that of the RO or his authorized representative. There is no provision within the rules for a competitor to call or override a RO call for Individual or General Recall.

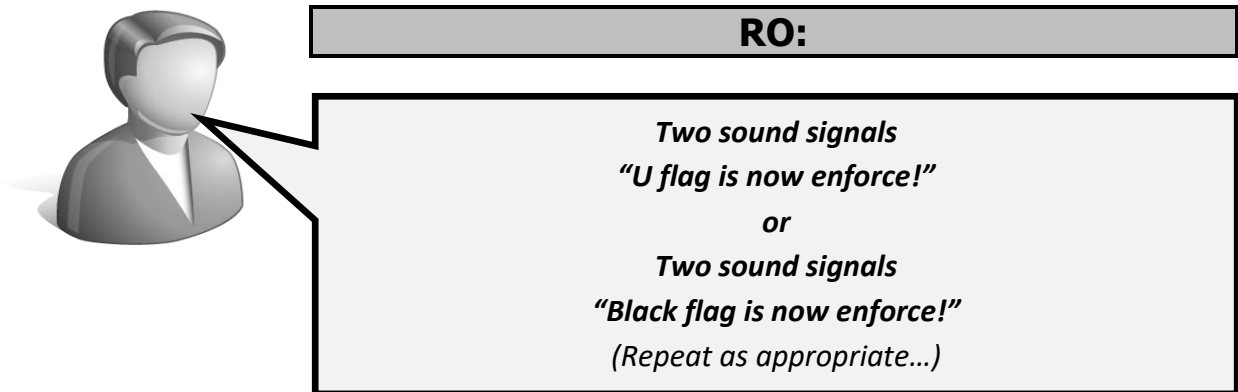
15. U Flag and Black Flag:

Reference: (RRS30.3, 30.4 E3.7, RMM 7)

15.1. Should a fleet have several general recalls, the RO may choose to impose the "U" or "Black Flag" rule on the next start. Should this be done, any boat called for being in the triangle formed by the ends of the start line and the first mark, in the last minute before the start is to be disqualified without a hearing, recorded as UFD (Disqualified under rule 30.3 or BFD (Disqualified under rule 30.4). When the race committee advises a boat that it has broken rule 30.3 or 30.4, the boat shall immediately leave the course area.

15.2 If a boat breaks rule 30.3 (U flag) rule and is identified shall be disqualified without a hearing, may sail if the race is restarted or re-sailed.

15.3 If a boat breaks rule 30.4 (Black Flag) rule and is identified, shall be disqualified without a hearing, not permitted to sail if the race is restarted or re-sailed. The boat may sail if the heat/race is *postponed or abandoned* before the starting signal. A boat disqualified under this rule sails in the next restart her disqualification shall not be excluded in calculating her series score.



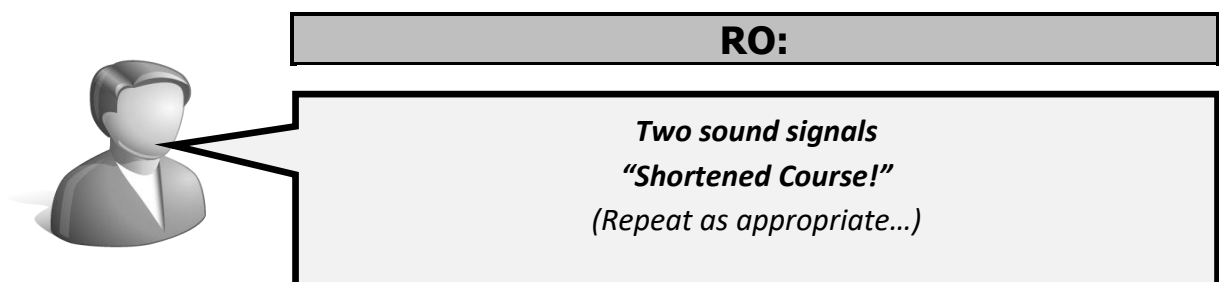
(Figure 5)

16. Shorting or Abandoning a Race After the Start:

Reference: (RRS 32, E3.8 (c) 35, SSI 5.4, HMS Para 2.2, RMM,8,9)

16.1 SSI 5.4 amends RRS E 3.8 (c) and allows the RO to shorten a course to a prearranged option displayed on the course board. It is preferable to shorten rather than abandon a race.

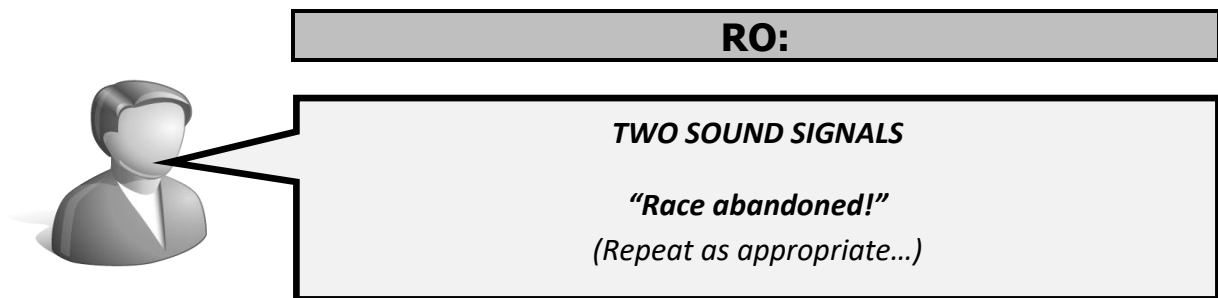
16.2. When the course is to be shortened the RO is to hail shortened course (and repeat as appropriate). The course is to be reduced to the pre-arranged shortened course displayed on the Course Board.



(Figure 6)

16.3. The course is to be shortened prior to the leading boat starting the leg on which she will finish after the course is shortened. A course cannot be shortened after one boat has sailed the original course and finished within the time limit without first considering the consequences the decision will have for all boats.

16.4. A heat/race should only be abandoned as a last resort. Reasons for this may include a major wind shift on the first leg which severely disadvantages a portion of the fleet. A rule of thumb used by some clubs is to abandon a race if the leading boats lay the windward mark without the need to tack. This is a judgment call by the RO. There is no requirement under the RRS to abandon a race because the first boats were not required to tack. Any decision to abandon a race should be based solely on whether it was a fair start and if any boats have been disadvantaged. The RO must not abandon a heat/race without first considering how his actions may affect the majority of the fleet. In many cases, it is fairer to let the results remain as they are. To abandon a heat/race the RO is to make two sound signals hail race abandoned and repeat as appropriate.



(Figure 7)

17. Finishing:

Reference: (RRS Definitions, RRS 28.1, 86.1, A5, E3.4, RMM 13, 22)

17.1. The term finish is listed in the RRS definitions and under RRS 86.1 its meaning cannot be changed by a SI. A boat finishes when any part of her hull crosses a line tangent to and on the course side of the finishing marks in the direction of the course from the last mark. The whole boat does not have to cross the finish line for the boat to be recorded as finished but it is still racing and subject to the RRS until it clears the finish line.

17.2. The Finishing Judge (if there is one) or the RO should position himself so he is looking directly along the finish line. As the boats finish their sail numbers are recorded each time, they cross the line. If it does so more than once its correct place can be

determined after the heat/race has been completed. Boats that have finished are to stay well clear of the finish line so as not to interfere with boats still racing.

17.3. The 2021 to 2024 RRS A5 has increased the powers of the race committee (RO) to score a boat without a hearing to include a boat that did not sail the course or failed to finish. A5 states "A boat that did not *start, sail the course or finish*, or comply with rule 30.2, 30.3, 30.4 or 78.2, or that retires or takes a penalty under rule 44.3(a), shall be scored accordingly by the race committee without a hearing. Only the protest committee may take other scoring actions that worsen a boat's score."

18. Time Limit:

Reference: (RRS 35, SSI 10.1, HMS 2.2, RMM 14)

18.1. The Time Limit is the time the first boat has to sail the course and finish. For ranking events, this time has been set as 30 min.

19. Time Out Limit:

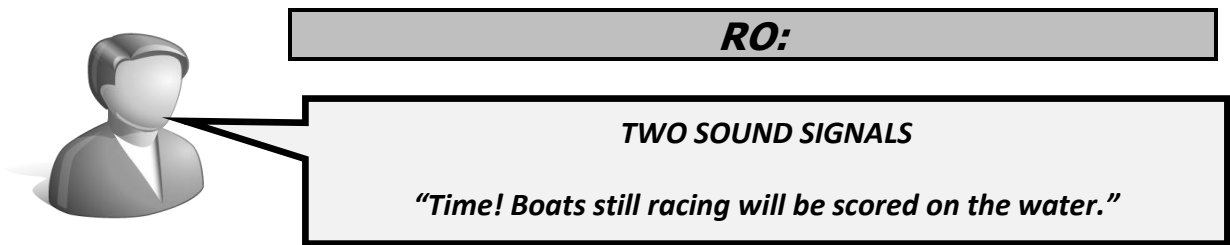
Reference: (RRS 35, SSI 10.2 10.3, 9, HMS 2.2)

19.1. The Time Out Limit is the available time after the first boat finishes for the remaining boats to complete the course is 5 min. At the expiry of the Time Out Limit:

- a. If 4 or fewer boats are still racing, they shall be recorded according to SI
- b. If more than 4 four boats are still racing the Time Out Limit shall be extended until only four boats remain racing, at which time the RO shall give two sound signals and call time. Boats shall be recorded DNF, RET, OCS, DNS, in that order. DNF boats still racing will be recorded and scored in accordance with their place on the water at that time.

19.2. In fleet racing under HMS there is no time out limit for race one and all boats are to be allowed to finish provided they have started before the first boat finishes.

19.3. If it becomes apparent that boats may be scored on the water, the finisher should record the order these boats round the last mark. This can be referred to if there is any doubt of the boat's position when time is called



(Figure 8)

19.4. The scorer shall record the time the first boat finish as this is the starting point for the Time-out-Limit. The time the last boat finishes should also be recorded, as it may be required in determining if a protest or request for redress is valid.

20. Races With Observers:

Reference: (RRS E1.1, E2.1, E5, RMM 24)

20.1. The RO may appoint Observers to assist him in the calling of contacts. In fleet racing, skippers from another fleet may be used, if suitable personnel are not available to perform these duties. When other competitors are performing the observer's duties, they are not considered to be an *Interested Party* as defined in the RRS. (E1.1) The observers are to be located within the control area while performing their duties and must not use any aid or device, such as binoculars, which would give them a visual advantage over the competitors. Their role is to assist the RO in the calling of contacts and to note the facts of other incidents. They are not empowered to:

- a. Determine guilt;
- b. Specify rules broken; or
- c. Allocate penalties.

20.2. The observers shall:

- a. Remain within the control area while boats are racing;
- b. Call all contacts between boats;
- c. Call mark contacts;
- d. Observe if a penalty is done for the contact; and
- e. Report unresolved incidents to the RO at the end of the heat/race.

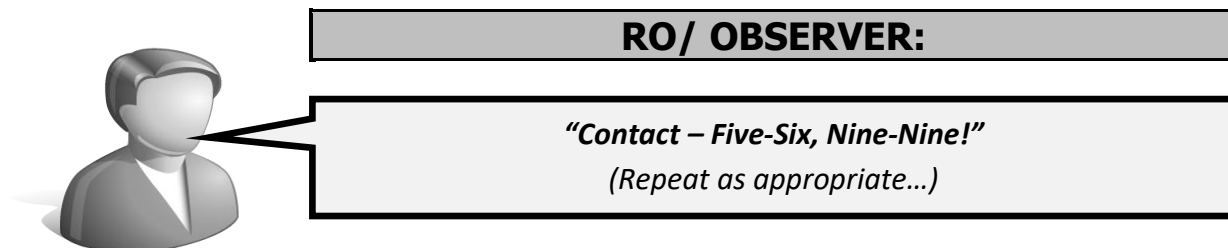
20.3. Observers must not call other breaches nor are they empowered to determine which boat is required to do a penalty. If a skipper questions which boat was in the wrong the observer is to respond by repeating the initial hail.

21. Calling of Contacts:

Reference: (RRS E2.1, RMM 24)

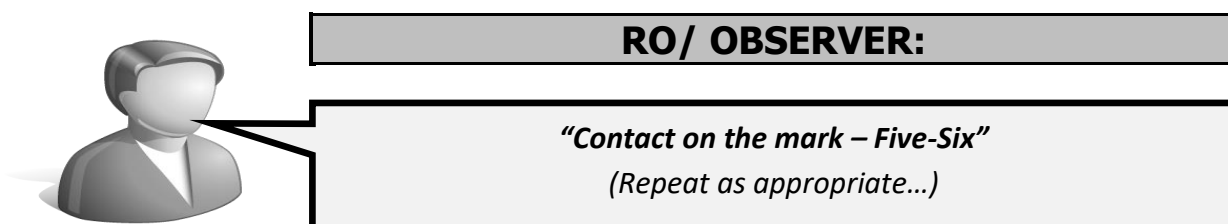
21.1. RO/Observers who see a boat or mark contact shall hail the sail number of the boats involved and repeat as appropriate. The individual digits of a boat's sail number shall be hailed: for example, 'one five' not fifteen. An observer should only hail when he is positive that contact has been made. If there is any doubt, or if the observer is unable to identify all boats involved in an incident, he should not hail, instead, he should leave it up to the skippers to resolve the situation.

21.2. The following is an example of calling a boat contact:



(Figure 9)

21.3. The following is an example of calling a mark contact:



(Figure 10)

24. Protest; Redress;

Reference: (RRS Part 5, Appendix M, E6, SSI Appendix A, SSI 11)

24.1. Protests or Requests for Redress are to be conducted in accordance with RRS Part 5. Recommendations for Protests Committee are contained in RRS Appendix M. RRS E6.5 allows competitors 10 minutes from the end of the heat to inform the RO that

they intend to protest or request redress. During fleet racing, this would mean that the next race could not start until this time limit has expired. For ranking events the SSI 11.3 the time has been amended by "as soon as reasonably possible after finishing or retiring and in fleet racing, prior to the preparatory signal for the next race." Every effort should be made to solve all disputes on the water as protest take time especially when fleet racing. If the matter cannot be resolved by the competitors the RO may have to nominate an Arbitrator if applicable or form a protest committee to hear the matter.

24.2. When the RO is advised that a boat intends to protest or request redress, he is to:

- a. Determine if an arbitrator or Protest Committee is required;
- b. Issue a Protest Form;
- c. Write the time the last boat finishes and the time the RO was informed of the protest/redress on the top of the form;
- d. Determine if the protest/redress has to be heard immediately or advise those concerned of the time and place of the hearing;
- e. Select arbitrator/Protest Committee; and
- f. Advise scores of the outcome of the hearing.

25. Protest By The RO:

Reference: (RRS 60.2, E6.2)

25.1. As a general rule, a RO should not get involved with inter- boat issues, these should be left to the skippers to resolve. The RO should limit his protests to incidents he observes where:

- a. the offending boat gains an unfair advantage on a significant number of competitors;
- b. there is a gross infringement of the rules or;
- c. a contact called by the RO/Observers has not been resolved.

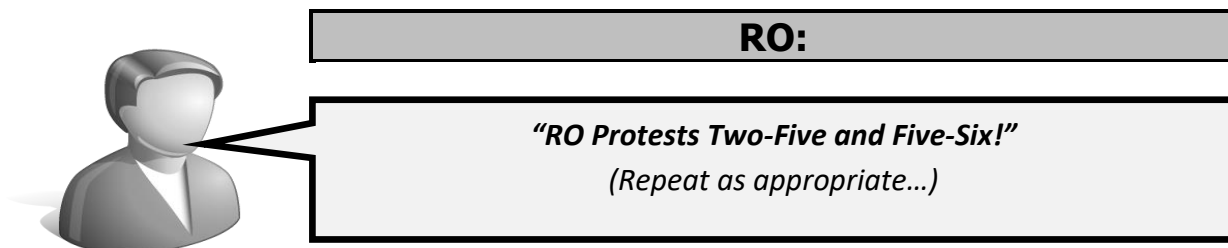
25.2. Since the operative word in RRS 60.2 is 'may' the RO is normally under no obligation to protest a boat when the competitors themselves fail to do so, even when he knows the facts which would justify a protest. A Request for Redress for the failure of the RO to enforce a rule should therefore fail, as there has been no improper act or omission by him.

25.3. When observing an incident, the RO should consider the following:

- a. Was a valid protest made at the time of the incident?

- b. Did the boat get well clear of the fleet before commencing its penalty turn?
- c. Was the penalty taken as soon as possible?
- d. Did the offending boat gain a significant advantage because of the breach?
and
- e. Was any boat damaged in the incident?

25.4. When a RO protests a boat/s he should prefix his hail with "RO" so it will not be mistaken by a skipper as a protest from another competitor.

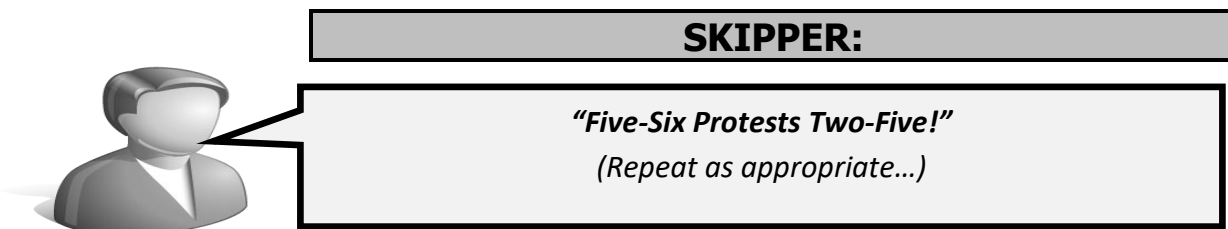


(Figure 11)

26. Protest By One Competitor Against Another:

Reference: (RRS 60.1, E6.1)

26.1. A skipper, involved in an incident where another boat has broken a rule, or when he is not involved but sees a boat breaking a rule, and not taking a penalty, is entitled to protest by hailing his boat number and the other boat number and repeat as appropriate.



(Figure 12)

26.2. A protest alleging a breach of Parts 2, 3, or 4 may only be made by a competitor within the control or launching area and by a boat scheduled to race in the heat/race in which the incident occurred. If a boat makes contact with another boat and does not think it has broken a rule it is not compelled to "Protest". Even if it does "Protest" there is no requirement within the rules which compels him to go through with it. The RRS

places the burden on the boat that has broken the rule to do the required penalty. A third boat, which is not involved in the incident but wishes to protest, must hail a valid protest at the time of the incident.

26.3. Skippers involved in an incident may argue between themselves for an extended period of time with the aim that it will all become "too hard" to resolve and result in neither of them doing a penalty. This behavior is against both the intent and spirit of the RRS in general and RRS 2 in particular. The RO should make every effort, which may include protesting both boats, to stop this practice.

27. Taking A Penalty:

Reference: (RRS E4.3, E2.3, RRS 44.1, 44.2, RRS 2)

27.1. A boat may take a penalty by getting clear of the fleet and performing a one-turn penalty. The turn shall include one tack and one jibe in the same direction. The turn must be completed "as soon as possible." This implies there is a time restriction for completing a penalty. It requires a skipper to take some form of positive and immediate action to get clear of the fleet.

27.2. If a boat makes contact with another and in the same incident makes contact with a mark it is only required to do one penalty.

27.3. RRS 44 does not prohibit doing a penalty while carrying out another maneuver such as rounding a mark. A boat that is required to do a penalty after they had finished can take the penalty on either side of the mark provided, they return completely to the course side of the line before finishing. The penalty can be performed while re-rounding the mark but must be completed before crossing the line.

27.4. When a boat takes a penalty at or near the finish line, she shall sail completely to the course side of the line before finishing

27.5. Completing a penalty turn does not mean the incident cannot be the subject to a protest hearing. In some cases, a turn does not exonerate the incident and a boat or RO may protest because the boat taking the penalty:

- a. Did not get clear or keep clear of other boats before taking the turn;
- b. Did not attempt to do the penalty as soon as possible after the incident;
- c. Did not complete the penalty turn;
- d. Caused serious damage (this may be considered to include damage that prevents a boat from continuing in a heat/race or adversely affects its performance.)
- e. Gained a significant advantage; or

f. Breaches RRS 2.

27.6. A competitor who hails he is out of control shall be deemed to have retired from the heat/race and shall be considered an obstruction.

28. Disqualification Without a Hearing:

Reference: (RRS 63.1, A5)

28.1. Unless a SI has extended the powers of a RO, his ability to take action which will worsen a boat's score is limited to situations where a boat does not start or finish correctly, does not sail the course as specified in A5. In all other cases, an action that may worsen a boat's score can only be taken by a Protest Committee. The general principle which should be followed by the RO is:

**NO PENALTY TO BE IMPOSED
WITHOUT A PROTEST HEARING**

(Figure 13)

29. Request For Redress:

Reference: (RRS 60, 62, 64.3, A10, E6.6, SSI 11, HMS)

29.1. A Request for Redress may be made by a boat under RRS 60.1(b) or by the Race Committee /RO on a boat's behalf under 60.2(b). The request is to be submitted on the standard protest form with the Request for Redress box ticked. The request must be received in the time frame for a protest and shall be based on a claim that boats' score in a heat/race or series has been made significantly worse by one or more of the actions listed in RRS 62.1 as amended by E6.6.

29.2. Decisions on redress are to be made in accordance with RRS 64.3. In fleet racing under HMS, additional restrictions on giving redress are covered.

29.3. There is no provision within the rules for a boat to protest the race committee/ RO for breaking a rule. A Boat may seek redress under RRS 62.1(a) but is required to show, that through no fault of her own, her score in a heat/race or series has been made significantly worse by an **improper** act or omission of the Race Committee/RO. An RO who does not make a mistake does not exist. The fact that there is an improper action or omission by the RO must not automatically lead to redress unless it is clear it was that alone that caused the loss of score. If it is shown that there was only a causal link, the appropriate redress may be to restore the boat's finishing place. In fleet racing under

HMS, a boat may receive redress but the finishing place of a boat may only be adjusted if the incident occurred when the boat was on the last leg of the course. This may result in a boat receiving redress in the form of average points or some other form of compensation but still being required to sail in a lower fleet for the next race.

30. Fleet Racing:

Reference: (HEAT MANAGEMENT SYSTEM (HMS), RMM)

30.1. The ARYA has approved two systems for the conduct of fleet racing to be used for all ARYA and ranking events. They are the Heat Management System (HMS) and Simplified Heat Racing System (SHRS). A copy of the currently approved HMS together with advisory notes for competitors and race committee and the SHRS can be downloaded from the ARYA website. If carefully followed, with some additional equipment, such as Fleet Boards, and trained staff, both systems meet all the requirements for the conduct of a fair, multi-fleet RC event. Scoring is best done on a computer with free programs readily available. Scoring can be done manually but is time-consuming and mistakes are easily made. The RO must have a good working knowledge of the system being used and it is recommended that they have sailed in a few regattas run under the system prior to running an event. The systems are written in plain English and most questions can be answered by carefully reading the documents and their advisory notes. Both these systems are to be discussed in more detail latter in this workshop.

31. Stores List:

Reference: (RMM 20 RMM23)

31.1. A checklist of stores and equipment which may be required by the RO can be found in para 20 of the RMM. This is intended as a guide only. The stores required for any event will depend on the venue and level of the event.

32. Scoring:

Reference: (RRS 90.3, Appendix A, SSI 12, HMS)

32.1. Scoring is to be conducted in accordance with RRS Appendix A as amended by the SSI and HMS. This function is critical and has the potential to cause the most problems when running any RC event. The RO must assign sufficient resources to ensure the task is carried out correctly. It is difficult for one person to call the finish and write down the places, particularly when several boats are crossing the line together. If a finisher is not available, the RO should call the finish. It is never advisable to attempt to record the results directly on the score sheet or computer as there is no record to refer to, should mistakes occur. The RO does not have to be an expert in the use of

the computer but should have an understanding of the requirements and limitations of this equipment. The operation of the computer is beyond the scope of this guide; however, it is recommended that all members who intend to perform RO duties take the time to become familiar with the operation of this valuable aid

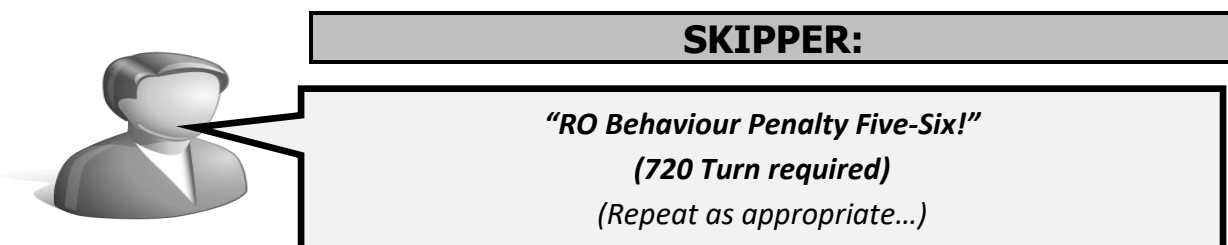
33. Conduct:

Reference: (RRS 2, 69, SSI 17, RMM 22.1.10 RMM 26)

33.1. Sailing is a self-policing sport, but the enforcement of rules 2 and 69 is the responsibility of all those involved - competitors and race officials alike. Allowing unacceptable behavior to go unchecked is the same as condoning it and does not protect those sailors who have chosen to compete within the rules. The promotion of fair play and sportsmanship is the responsibility of all those involved in our sport.

33.2. All RC racing is to be conducted under the RRS Basic Principles. All competitors are to abide by the Principles of Sportsmanship and Fair Play detailed in para 26 of the RMM. The ARYA, QRYA supports competitive racing but does not condone abuse, bullying, or harassment of other competitors or the use of unsavory language.

33.3. The RO may reprimand an offending member or may offer a competitor or competitors two turns on the spot penalty to avoid a protest hearing, however, the RO is not obliged to make this offer nor is a competitor obliged to accept it, in which case the RO is to protest the boat and a protest hearing shall proceed.



(Figure 14)

33.4. A behaviour penalty does not imply that a boat was at fault in a particular incident, only that his behaviour was unacceptable. This penalty does not prevent a skipper from protesting another boat under the relevant rule of the RRS.

33.5. The RO may deem the offending skipper's actions a breach of sportsmanship or misconduct and apply the relevant rules. These may include initiating a rule 2 protest or, depending on the severity of the offense, forming a protest committee to determine if a rule 69 hearing is appropriate.

33.6. Following the imposition of any on-the-water penalty, the RO is to critically observe a competitor's continuing behaviour. Any escalation of misconduct, poor sportsmanship, or dissent will be penalized again as a separate incident.

37. Conclusion

37.1. The QRYA aims to provide competitive and enjoyable racing conducted to the standards expected at major events. The RO plays a vital role in achieving this aim and their contribution to the efficient running of ranking events plays a leading part in ensuring a great event. The QRYA takes this opportunity to thank those members who volunteer to assist in the conduct of Major Events by forming the duties RO.

ANNEXES:

Annex: A. ARYA Standard Sailing Instruction.

Annex: B. ARYA Ranking Event Policy



ARYA Standard Sailing Instructions
AUSTRALIAN RADIO YACHTING ASSOCIATION (Inc.)
Applicable for all ARYA Ranking Events conducted under Heat
Management System

SAILING INSTRUCTIONS

1 RULES

1.1 The regatta will be governed by the rules as defined in *The Racing Rules of Sailing 2021-2024* as amended by Appendix E, the Radio Sailing Racing Rules.

1.2 The following documents will apply: the Notice of Race (NoR), these Sailing Instructions (SI), International Class Administration Rules, the Equipment Rules of Sailing (ERS), the respective International Class Rules. The current ARYA approved Heat Management System (HMS) will apply in the event that multiple fleets are utilized. Protest Arbitration as described in Appendix A will be utilized provided the Notice of Race has indicated it will be.

1.3 Racing rules will be changed as follows:

E3.1: Amended to read “The control area will be defined on the course board. Competitors shall be in this area when controlling boats that are racing, except briefly to handle and then release or relaunch the boat.”

E3.2: Amended to read “Launching area will be specified on the course board” E3.3: Amended to read “The course will be displayed on a Course Board. The board shall be located in or adjacent to the control area.

E3.6: Following the first general recall Rule 30.1 shall apply to the restart. For subsequent general recalls RRS rules 30.1, 30.3 or 30.4 may apply.

E3.8(c): Amended to read “Courses may be shortened.”

E5.1(a): Amended to read “The race committee will appoint Observers, who may be competitors.”

E6.4: Add “but prior to the preparatory signal for the next heat or race.”

2 NOTICES TO COMPETITORS

2.1 Notices to competitors will be posted on the official notice board located near the race headquarters at the venue as described in the Notice of Race Clause 10.

3 CHANGES TO SAILING INSTRUCTIONS

3.1 Changes to the sailing instructions, either as permitted in the rule itself or in accordance with RRS 86.1, may be made at any time between heats, prior to the warning signal. Any changes will be posted on the official notice board. Two sound signals followed by a verbal announcement shall be made by the Race Officer to call attention to the change.

3.2 In the event that a rule in the Notice of Race conflicts with a rule in the Sailing Instructions, the Sailing Instructions will take precedence. This amends RRS63.7

4 SCHEDULE OF RACES

4.1 Dates of racing: In accordance with the Notice of Race Clause 5.1

4.2 The scheduled time of the warning signal for the first race each day will be no earlier than the time described in the Notice of Race Clause 5.2.

4.3 At the commencement of racing for the day, or following a recess of 10 minutes or more, to alert boats that a race or sequence of races will begin soon, an announcement and one sound at least five minutes before a warning signal will be made.

4.4 Racing will be held during the scheduled times with a maximum of 40 races for the series. There shall be no limit to the number of races/heats sailed on each day.

4.5 On the last day of the regatta no race will be commence after the time stipulated in the Notice of Race Clause 5.2.

5 THE COURSES

5.1 Course descriptions are to be displayed on the course board, together with a single, alternative, shortened course option.

5.2 A description of the marks, including starting and finishing marks stating the order and side on which each is to be left shall be posted on the course board.

5.3 Courses can only be changed between heats or races. Any change to the course will be posted on the course board and before the next heat or race, a sound signal and a verbal warning will be made to signal the change.

5.4 During a heat/race, the Race Officer may shorten the course to the prearranged option shown on the course board. Shortening of the course will be signalled by two sound signals followed by the hail “shortened course” by the Race Officer before the leading boat starts the leg on which she will finish.

6 LAUNCHING AND CONTROL AREA / OUTSIDE HELP

- 6.1** Boats shall be launched and retrieved from within the designated launching area.
- 6.2** A boat scheduled to race in a heat may be launched, held on the bank, taken ashore and re-launched at any time during the heat however they shall not be released for the first time after the first boat in that heat has finished.
- 6.3** While ashore or within a launching area boats may be adjusted, drained of water or repaired, have their sails/rigs changed or adjusted, have entangled objects removed, or have equipment repaired or changed.

7 RACE COMMITTEE BOAT

7.1 Only an authorized boat crew, under the direction of the Race Officer, are to operate the Race Committee boat.

8 THE START

- 8.1** Races will be started in accordance with RRS E3.4 with the warning signal made two (2) minutes before the starting signal.
- 8.2** Following the first general recall Rule 30.1 shall apply to the restart. For subsequent general recalls RRS rules 30.1, 30.3 or 30.4 may apply. This changes RRS E3.6.

9 RACING TIMES

- 9.1** Racing is to start as soon as possible after the scheduled start times.
- 9.2** In fleet racing the warning signal will indicate the starting sequence for the next heat as soon as practicable after a heat has been concluded.
- 9.3** Except where an announcement is made during the initial briefing, or in exceptional circumstances where a majority of competitors agree, racing will continue until the times specified in the Notice of Race.

10 TIME LIMIT and TIME-OUT LIMIT

- 10.1** Except as provided in HMS 2.2, the time limit for all heats will be 30 minutes from the start.
- 10.2** The Time Out Limit for racing after the first boat finishes shall be 5 minutes.
- 10.3** At the expiry of the Time Out Limit:
- a) If 4 or fewer boats are still racing, they shall be recorded according to SI 10.4.

b) If more than 4 boats are still racing the Time Out Limit shall be extended until only 4 boats remain racing, at which time the RO shall give two sound signals and call time. Boats still racing shall be recorded according to SI 10.4.

10.4 Boats failing to finish within the Time Out Limit shall be recorded as DNF, RET, OCS, DNS or DNC in that order, as appropriate. DNF boats still racing at the end of the Time Out Limit will be recorded and scored in accordance with their place on the water.

11 PROTESTS and REQUESTS FOR REDRESS

11.1 Protests will be accepted in accordance with RRS E6. If Arbitration is to be used for this event, it is to be conducted in accordance with Appendix A to these Instructions.

11.2 The protest committee will consist of three competent persons, which may include competitors. If a party to a hearing objects to any individual competitor being a member of the protest committee, because they believe that person to be an interested party, they may object under RRS 63.4.

11.3 A boat intending to protest shall inform the race committee as soon as reasonably possible after finishing or retiring, and in fleet racing, prior to the preparatory signal for the next heat or race. This changes RRS E6.4

11.4 Arbitration, Protests and requests for redress shall be held at a time and place determined by the race committee except where HMS applies, when protests and requests for redress will be heard in accordance with HMS 1.7.

11.5 Decisions of the protest committee will be final as provided in RRS 70.5(a).

12 SCORING

12.1 The RRS Appendix A Low Point system will apply for single fleet events. For multi-fleet events, RRS Appendix A as modified by HMS and these Sailing Instructions shall apply.

12.2 5 races are required to be completed to constitute a series except for single day events, at which the minimum number will be 3 races.

12.3 Excluded scores (discards). When the total score is calculated for each boat, her worst scores will be excluded as follows:

- a) After 4 races have been completed, 1 discard
- b) After 8 races have been completed, 2 discards
- c) After 16 races have been completed, 3 discards, then adding one extra discard for every further 8 races completed.

12.4 When a tie needs to be broken to establish the order of finishing places between two or more boats in promotion or relegation positions at the finishing line, or recorded equally at the end of a heat or at the end of the event:

- a) For single fleet racing: RRS Appendix A7 and A8 will apply.
- b) For fleet racing: HMS 1.5 will apply.

13 WITHDRAWN BOATS

13.1 Withdrawn boats in a multi - heat event are covered by HMS 1.3.

13.2 A boat withdrawn from a single heat event will be recorded as DNC and may return to racing at any start, with the permission of the race committee.

13.3 Any competitor who intends to withdraw from racing, either permanently or temporarily, is to inform the race committee at the earliest opportunity.

14 REPLACEMENT OF EQUIPMENT

14.1 Substitution of damaged or lost equipment will not be allowed unless authorized by the race committee. Requests for substitution shall be made to the committee at the first reasonable opportunity.

15 EQUIPMENT AND MEASUREMENT CHECKS

15.1 A boat or equipment may be inspected at any time for compliance with the class rules and sailing instructions. A boat can be instructed by a race committee equipment inspector or measurer to proceed immediately to a designated area for inspection.

16 PRIZES

Prizes will be given as described in the Notice of Race Clause 14.

17 CONDUCT

17.1 The Australian Radio Yachting Association (Incorporated) recognises that major events offer considerable publicity opportunities to the Association and the sport generally. Competitor behaviour can impact unfavourably on the sport and all competitors are advised that their actions will be under scrutiny and in the event of any behaviour that is in breach of Principles of Sportsmanship and Fair Play, or which may bring the sport into disrepute may result in a protest hearing under RRS 2. or in accordance with RRS 69

17.2 The RO may offer a competitor a two turns on the spot penalty to avoid a protest hearing as in SI 17.1 however the RO is not obliged to make this offer nor is a competitor obliged to accept it in which case a protest hearing may proceed.

18 SMOKING

18.1 Smoking is prohibited within the control area or any enclosed spaces.

19 DISCLAIMER OF LIABILITY

All those entering or taking part in these Championships do so at their own risk and responsibility. See RRS 4 Decision to Race. The Australian Radio Yachting Association

(Incorporated), Australian State Radio Sailing Associations, Australian Radio Sailing Clubs and any other parties involved in the organisation of this event disclaim:

“Any and every responsibility whatsoever for loss, material damage, personal injury or death, or inconvenience that might occur to persons and goods, both ashore and on the water, prior to, during or after the regatta, as a consequence of entering or participating in the Championship covered by these Sailing Instructions.”

At all times the responsibility for the safety of their boat and themselves plus the decision to participate or continue must rest solely with and remain at all times with the competitors.

A competitor may only enter the event by accepting these conditions as they appear on the entry form for this event.

Appendix A: ARBITRATION

- 1 RRS rule 44.1 is changed to permit a boat that has broken a rule of Part 2, Part 4 or RRS 31 to take a penalty after racing but prior to any protest hearing. Her penalty shall be a scoring penalty equal to a finishing place mid-way between the boat's actual finishing place and the score for a disqualification. Half points shall be disregarded and the points of other boats shall not be adjusted. For fleet racing and the application of HMS 3.3(b), the boat accepting this penalty will be given a finishing place in the heat equivalent to RET. RRS 63.1 is changed such that an arbitrator may allow a protest to be withdrawn.
- 2 An arbitration hearing will be conducted for protests lodged in accordance with RRS 61 which allege an infringement of a rule of Part 2, Part 4 or RRS 31. Such hearings will be held subsequent to the protest being lodged and prior to a protest hearing. For the purposes of the arbitration hearing, RRS 61.2 is amended so that a written protest form is not required.
- 3 The time and place of the arbitration hearing will be decided by the arbitrator and such advice may be given verbally. One representative of each boat will attend the arbitration hearing and no witnesses will be allowed. The arbitrator will decide the manner in which testimony is given.
- 4 After taking testimony, the arbitrator will make one of the following conclusions:
 - (a) The protest does not comply with RRS 61 (as amended) and the protestor should withdraw the protest.
 - (b) The matter shall proceed to a protest hearing. This may be because rules not suited to arbitration may be involved or because evidence is too complex or divergent or because injury, serious damage or a significant advantage may have occurred or because of the apparent severity of the alleged infringement or for any other reason decided by the arbitrator. The protestor shall have ten minutes from the conclusion of the arbitration hearing in which to complete and lodge a formal protest form.
 - (c) No rule was broken and the protestor should withdraw the protest.
 - (d) A rule was broken by one or more of the boats involved, the infringing boat(s) may accept a scoring penalty as detailed above and if so accepted, the protestor should withdraw the protest.
- 5 An arbitration hearing shall not be re-opened. No conclusion of an arbitrator shall be subject to appeal or be grounds for redress.
- 6 The decision of the arbitrator is non-binding, and either skipper may elect to progress to a full protest hearing. Protesting skippers shall have ten minutes from the conclusion of the arbitration hearing to complete and lodge a formal protest form.
- 7 Failure to attend an arbitration hearing may, at the discretion of the arbitrator or protest committee, result in an additional points penalty being added to the boat's score for that race.
- 8 Should the protest proceed to a protest hearing then the arbitrator may be a member of the Protest Committee. Any evidence given by an arbitrator during a protest hearing shall be given only in the presence of the parties to the hearing.



Ranking Event Policy

Ver 3.0 June 2021

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1 Introduction

This policy describes the complete processes and responsibilities for managing Ranking Events within the ARYA, its Members and Affiliates, from the establishment of an events calendar to the selection of Australian Representatives to compete in events.

The ranking system will also provide National recognition for skippers in each Nationally Recognised Class (NRC) of yacht and used for seeding skippers in domestic events.

This document will be used to guide the activities of all parties involved in the processes and compliance will be supervised by the Events Committee of the ARYA.

2 Events Calendar

The source-of-truth for all event approval and timing is the Events Calendar on the ARYA website. The basic requirement is that all parties have adequate notice of ranking events to encourage participation.

a State Association

Each State Association is required to submit a proposed State Calendar of events by;

1. 30 June for the following January to June
2. 31 December for the following July to December

Submit details to events@arya.asn.au. Required format is listed in [Appendix I](#)

b ARYA

The ARYA Events committee will;

2. Review/integrate/approve each calendar within four(4) weeks of the closing date
 3. Publish on the [ARYA website](#) > Events
-

3 Ranking Events

a Mandatory Processes

For Members

1. Each event Organising Committee must submit a Notice of Race (NoR) to its' State Association.
2. The State Association emails completed NoRs to events@arya.asn.au for approval at least six(6) weeks prior to the event.
3. The event shall be conducted in accordance with the approved NoR and the ARYA Standard Sailing Instructions (SI) for that event..
4. The results of an event must be confirmed by the State Association and emailed to results@arya.asn.au within 14 days

For The ARYA Events Committee

1. Approve/reject NoRs submitted for Ranking Events using [NOR Assessment Criteria](#)
2. Publish approved NoRs
3. Approve/reject results submitted from complete RankingEvents using [Results Assessment Criteria](#)
4. Publish approved results.

For Class Coordinators/Class Associations

1. Receive results of Ranking events and update the Ranking system
2. Maintain and make available a current Ranking List at all times.

b Event Assessment Criteria

For submitted NoRs

Events will be ratified by the ARYA based on ALL of the following criteria being met:

1. The event was ratified and submitted by a State Association. (Note – this wording is consistent with the wording in 4.4.1 (c))
2. The NoR is in the format approved by the ARYA.
3. For events listed on the ARYA Events Calendar, the NoR was received more than six (6) weeks prior to the event.
4. For events which were not previously listed on the ARYA Events Calendar, the NoR was received more than eight (8) weeks prior to the event.
5. There is a maximum of five regional events per class per state per year allowed.

For submitted Results

Results will be ratified by the ARYA based on ALL of the following criteria being met.

1. There were six (6) or more competitors.
2. Scoring system was the same as that nominated on the NoR.
3. The results submitted to results@arya.asn.au within 14 days of the event, by the State Secretary or their representative.
4. Entrants were all affiliate members of the ARYA.

4 The Selection Of Australian Representatives

c Introduction

This section describes the process to be used to select Australian skippers to compete in events as per the IRSA Championship Regulations and other events where entry is restricted as provided for in 2.2(vii) of the ARYA constitution.

d The Process For Selection

Task	Who	What	When
1	ARYA	Distribute NoR : The ARYA will notify State and Territory Associations of impending world championships and other international events where the Australian representatives will be selected by their ranking. ARYA will distribute a copy of the Notice of Race to all State and Territory Councils.	Within 21 days of the NoR being received.

2	Skippers	Submit EOI : All skippers who wish to be considered for selection must complete the “ARYA Expression of Interest form” (download from ARYA website) and send it to the ARYA. Skippers whose written expressions of interest are received after the due date will be placed on a reserve list.	By nominated Due Date on the Notice.
3	ARYA	Select Representatives: The ARYA will apply the Selection Criteria to select representative skippers based on the Qualifying Regattas and Ranking Points Calculated . Ranking points obtained at any qualifying event in progress on the closing date shall count.	Within 14 days of the selection closing date.
4	ARYA	Notify Skippers: The ARYA will notify State and Territory Associations and all skippers expressing interest, of the selected skippers.	Within 7 days or less if it is necessary to meet the requirements of the Notice of Race.
5	Skippers	Confirm Acceptance: Selected skippers will confirm their acceptance of selection (This commits the skipper to paying the entry fee if a place is allocated whether the skipper races or not). Selected skippers with Stage One (see Section 7.1.4 of the IRSA Class Championship Rules) allocation will be required to include the entry fee with their acceptance if so directed by the ARYA.	In time to meet the requirements of the Organising Authority for completion of the selection process.
6	ARYA	Submit Entry Forms: The ARYA will send entry forms for selected competitors in all stages to reach the Host Division.	By the closing date indicated in the Notice of Race or as
			specified by the host Nation for other than Stage 1 allocation.

e Selection Criteria

For Classes

The selection criteria are based on a ranking system specific to the event and will be applied to all International classes.. The selection criteria will run continuously so that it may be used at any time to determine the order of precedence for competitors in a particular class of yacht.

For Representative Skippers

1. Only financial members of a State Association, which is a financial member of the ARYA may be considered for selection.
2. Skippers will only be considered if they qualify as National or Permanent Residents under the guidelines set out in the current International Championship regulations for the Class.
3. Competitors who are not eligible for ranking points (eg. foreign nationals) may sail in ranking events but shall be removed from the final results before the points are calculated.

f Qualifying Regattas

1. Qualifying events are:
 - A. The most recent National Championship held in the ranking period.
 - B. The most recent State Championship for each state or territory held in the ranking period, up to a maximum of one (1) such event in the ranking period.
 - C. Any regional regatta or series ratified by a state association, and approved by the ARYA, up to a maximum of two (2) such events in the ranking period.
2. Where the same regional event is run twice within a ranking period, only the most recent event may be included.
3. Where a state conducts more than 5 regional events in a class within an international event ranking period, only the first 5 events may count.
4. Qualifying events must have been sailed between the period of 18 months prior to and 6 months before the International event for which the ranking is intended, or as altered by rule 4.a. Ranking points obtained at any qualifying event in progress on the closing date shall count.

g Allocation Of Selection Ranking Points

1. Selection Rankings are based on points allocated from qualifying events as specified in [Section 4.4 Qualifying Regattas](#).
2. Points for each event will be calculated using the formula in [Appendix I](#)
3. The best place in the National Championships will be used to resolve any ties in the ranking.

h Resolving Event Conflicts

Where the Notice of Race or Sailing Instructions for an International event clash with our prescribed ranking period, ARYA will inform all State Associations and all skippers who have lodged an expression of interest, of necessary changes to the ranking period. If the ranking period is changed, it will always be 12 months long.

5 Governance

The ARYA Events Committee is responsible to the ARYA Committee for the administration and use of this Policy. The Events Committee will report all determinations on Australian Representation to the ARYA Committee for approval before the representatives are announced.