

**STANDARD OPERATING PROCEDURE FOR ORGANISING AUTHORITY
DEVELOPMENT PROGRAMME**

1. **Aim.** Aim of this Standard Operating Procedure (SOP) is to set guidelines for Organising Authority (OA) for conduct of International Level Regatta.
2. **Learning Objective.** To provide an understanding of Organising International Level Sailing Regatta. Post this OA development program the OA should be able to conduct Asian and International Level Sailing Regatta at different clubs, all around the Country.
3. **Scope.** Scope of this SOP is as follows:-
 - (a) Requirements for an International Regatta.
 - (b) Requirements for a Ranking Regatta.
 - (c) Formation of International Jury.
 - (d) Conduct of Senior International Events.
 - (e) Conduct of Junior International Events.
 - (f) Miscellaneous.
4. **Requirements for an International Championship.** To hold a World Championship, a class/ club shall:-
 - (a) Register the dates for next year's major championships (World and continental) by 01 August each year with World Sailing. NO alteration in the championship dates are to be allowed after the annual World Sailing meeting without the approval of World Sailing, the host Member National Authority and the class/owners Association.
 - (b) Obtain the approval of the Member National Authority governing the proposed venue of its ensuing world championships.
 - (c) Appoint an international jury for the world championships approved by World Sailing.
 - (d) Appoint an International Measurer to the technical committee for the world championships approved by World Sailing.
 - (e) Before World Sailing rescinds any right to host a world championship, the Class shall be given notice in writing and shall be offered the right to appeal any decision to Council.
 - (f) Send a report on the class world championship(s) to the Executive Office as soon as possible after the championship but no later than the 1 February annual report, including information required by World Sailing. Failure of a class to submit this report may result in World Sailing review the Class's right to hold a world championship, notwithstanding other Regulations below. The information required by World Sailing shall include: -
 - (i) A full set of results for each awarded title, stating the nationality of each entry; and REGULATIONS

- (ii) An evaluation on the event organization, the overall quality of the event, the venue and standards of racing.

5. **Requirements for a Ranking Regatta.** The ~~Organising Committee (OC)~~ Organising Authority (OA) of each regatta shall be required to meet the following requirements:-

- (a) The draft Notice of Race should be forwarded to the YAI for approval atleast two months before the first racing day.

- (b) The list of Race officials that are proposed to be appointed by the ~~Organising Committee~~ Organising Authority should also be forwarded to the YAI at least two months before first race day.

- (c) Further at every Ranking Regatta, the OA must adhere to following conditions:-

- (i) **Senior Nationals/ Junior Nationals/ International Events.** International Jury as per Appendix 'N' of RRS is to be composed. Indian NJs who have qualified World Sailing IJ exam shall be given preference to be part of the International Jury. In case of non- availability of IJ examination qualified NJ, other NJs may be given the opportunity.

- (ii) **Other Ranking Events.** The Organising Authority has the option of either inviting an International Jury as per Appendix 'N' of RRS or a Jury composed of Indian judges. Foreign International / National Judges may be included.

- (iii) The Indian National Jury/ Protest Committee shall consist of a minimum of five judges, including a minimum of two Indian IJs/ IU and three Indian NJs.

- (iv) In the event of non-availability of an Indian IJ/ IU, the OA may resort to inviting a foreign IJ.

- (v) In case a national ranking event includes a ranking team racing event and / or an umpired ranking fleet racing, the Chief Umpire shall be an Indian IU, if available. If not available, the Chief Umpire can be an Indian IJ or International IU/ IJ or NU.

- (vi) The Protest Committee/ Jury shall be composed of IJs/ NJ(s) belonging to more than one domestic club including from domestic club(s) other than the host club, with no more than two officials per domestic club.

- (vii) Mark rounding, finishing line boats are stationed and all positions are recorded by nominated personnel.

- (viii) The courses sailed are in accordance with best race management practices.

- (ix) The results, protests, Jury decisions and all other documents are displayed properly in prominent place for all personnel to read.

(x) A report is submitted to the YAI Sectt within 15 days of completion of the event along with all supporting documents such as:-

(aa) Number of classes sailed and number of participants in each class.

(ab) Total number of races sailed with race duration and discards given.

(ac) List of race officials and their qualifications.

(ad) Sailing conditions - wind/ weather/ tide/ swell/ waves.

(ae) Administrative and logistics arrangements made by organisers for the event.

(af) Sailing Instructions (SI) and amendments to SI.

(ag) Rules R42 cases, R2 and R69 actions and DSQ.

(xi) The PRO for ranking regattas, having International Jury as per Appendix 'N' to RRS, may be an IRO and Course Race Officers shall be qualified NROs/ NRO examination qualified officials. Other ranking regattas are to have Race Committees with Indian IRO/ NRO as PRO.

(xii) The Race Committee (RC) shall be composed of official(s) belonging to more than one club including from club(s) other than the host club(s), with no more than two officials per Club.

(xiii) Olympics, Youth Worlds and Asian Games Classes are to be sailed during the Ranking Regattas. Other classes may be included at the discretion of the OA with approval of YAI.

(xiv) Ranking Regattas will be planned in predictable weather and water conditions. Opportunity needs to be given to sailors to experience tough weather conditions akin to the one's experienced during various International Events.

(xv) The Technical Committee (TC) shall be composed of Indian National Measurers and / or International Measurers. Foreign Measurers may be included in case of non-availability of Indian Measurers.

(d) The results of Ranking Regatta would only be used if five or more races are conducted. Points will be awarded to each sailor based on the low point scoring system.

6. **Formation of International Jury.**

(a) An international jury shall be composed of experienced sailors with excellent knowledge of the racing rules and extensive protest committee experience. It shall be independent of and have no members from the race committee or the technical committee, and it shall be appointed by the organizing authority.

(b) The jury shall consist of a chairman, a vice chairman if desired, and other members for a total of at least five. A majority shall be International Judges.

(c) When a full jury, or a panel, has fewer than five members, because of illness or emergency, and NO qualified replacements are available, it remains properly constituted if it consists of at least three members and if at least two of them are International Judges. When there are

7. **Conduct of Senior International Regatta.**

(a) The accommodation to be arranged by OA.

(b) The recommended schedule is as follows :-

Day	Event	Remark
Day 1	Official Arrival Day	
	Registration & Measurement	
Day 2	Registration & Measurement	
	Opening Ceremony & Practice Race	
Day 3	Racing Day 1	As per SI
Day 4	Racing Day 2	As per SI
Day 5	Racing Day 3	As per SI
Day 6	Racing Day 4	As per SI
Day 7	Reserve Racing Day for all classes	As per SI
	Prize Distribution & Closing Ceremony	
Day 8	Official Departure Day	

8. **Conduct of Youth International Regatta.**

- (a) OA to organise accommodation for sailors and their parents.
 (b) The recommended schedule is as follows :-

Day	Event	Remark
Day 1	Official Arrival Day	
	Registration & Measurement	
Day 2	Registration & Measurement	
	Opening Ceremony & Practice Race	
Day 3	Racing Day 1	As per SI
Day 4	Racing Day 2	As per SI
Day 5	Racing Day 3	As per SI
Day 6	Racing Day 4	As per SI
Day 7	Reserve Racing Day for all classes	As per SI
	Prize Distribution & Closing Ceremony	
Day 8	Official Departure Day	

9. **Miscellaneous.**

- (a) The OA must ensure that there is tough weather condition akin to various International events.
- (b) The safety and security of sailor is sole responsibility of OA, during training, races and when they are out of water within the regatta premises/venue.
- (c) OA must arrange one toilet and changing room per five sailors and separate toilet and changing room for women sailors.
- (d) Facility of clean drinking water in adequate quantity must be catered for.
- (e) Safety measures to include, Beach master, Rescue party, Bay watch team and first aid facility along with ambulance to strictly made available.
- (f) All the races to be video covered followed by the progress of protest committee.
- (g) Establish a workshop to carry out basic maintenance work on boats with lightning facility.
- (h) Earmark suitable area for launching to ensure it is rush free.

(j) **Rescue Boat Requirements.** For upto six boats racing, minimum ONE Rescue boat should be available on water. For more than six boats racing, minimum TWO Rescue Boats should be available on water. Additional boats may be kept on standby ashore depending upon the number of boats racing weather conditions etc.

(k) **Power Boat Operators.** Only qualified persons should be allowed to drive power boats for the event to avoid any untoward incident/ mishap.

(l) **Recording at Mark Rounding.** Recording of sail numbers manually at the mark rounding is mandatory at all marks especially for international/ ranking events.

(m) **Insurance Coverage.** It is advisable for the participants and officials to voluntarily take the insurance cover for self/ equipment for the duration of the Championships.

10. **Conclusion.** In our country many of the National squad sailors are unable to go abroad for exposure, if we bring best International sailors to India, our sailors will benefit immensely. It will also help to enhance knowledge of sailors as well as coaches that we normally would not get otherwise. Further we should have adequate capacity of Jury, Race officials and infrastructure. International events will get in a lot of foreign talent to India.