



International Etchells Class Association of Australia

Guidelines Governing all Class B and C Sanctioned Events in Australia

(Adopted 3 August 2009)

1. The purpose of these guidelines is to assist Organising Authorities to plan Etchells Class B and C Sanctioned Events in Australia so that the event meets an acceptable standard and procedures are put in place to ensure that competitors are in compliance with relevant Class rules.
2. These guidelines are intended to supplement the applicable requirements for Class B and C Sanctioned Events as detailed in Class Rules Appendix A on the Etchells Class website at www.etchells.org.
3. The Organising Authority is to comply with the requirements for Shore Facilities as set out in Class Rules Appendix E.2.
4. The Organising Authority is to prepare and submit to the Australian Executive for its approval the proposed format and schedule for racing, the draft Notice of Race, the draft Sailing instructions and the Organising Authority's plan for safety management.
5. The Organising Authority is to submit to the Australian Executive for ratification details of the qualifications, capabilities and experience, including history in conducting Etchells events, of the Principal Race Officer.
6. The Organising Authority is to submit to the Australian Executive for ratification the composition of the Race Committee and Protest Committee.
7. The Organising Authority is to arrange for all perpetual trophies to be delivered to the venue in a timely manner prior to the commencement of the regatta.
8. No entry can be considered as final until the entry's eligibility has been verified by the Organising Authority.
9. To verify the eligibility of each entrant, the Organising Authority shall carry out the following detailed checks prior to the first race of the regatta:
 - A. Check that the appropriate entry fee has been received
 - B. Check that the helmsman and each crew member are current financial members of the International Etchells Class Association. A complete list of all financial members is to be requested from the Australian Registrar and be received prior to the commencement of registration. Any helmsmen or crew not listed as being financial are to pay the relevant membership fee before the first race.
 - C. Check the original of each boat's Measurement Certificate to ensure the helmsman's name is correctly recorded as an owner and the sail number for the boat is correctly stated.

- D. Weigh each crew member including the helmsman and determine the total combined weight of each crew to ensure compliance with One Design Rule 7.1. The total combined weight of each crew is to be posted on the Official Notice Board. For events longer than three days, the Organising Authority shall re-weigh all crew 75% of the way through the event. Certified weighing scales are to be available on each race day in the Race Office.
 - E. Check that all sails presented for use in the event are properly recorded on the boat's Sail Card. All sails presented for use in the event are to be stamped or marked with a sticker or signed with an indelible pen in such a way they can be readily identified as being those presented during the registration process.
 - F. Verify that all crew members including the helmsman comply with RRS 55. This can be done by sighting each person's Yachting Australia card.
 - G. Carry out a physical check of each boat's unique hull number to ensure the hull being used is as stated on the Entry Form except where prior approval has been granted for a for a different hull to be used.
 - H. Verify that each boat complies with the relevant Yachting Australia Special Regulations Category and any other governmental authority regulation that has been determined appropriate for the event. This may involve sighting a signed declaration or an inspection audit certificate or whatever check is required by the host State yachting authority.
10. The Organising Authority is to allocate a bow number to each boat. Bow numbers should be not less than 300mm high and are to be attached to the hull in accordance with Class Rule Appendix B.5.2. Rather than leave it to the competitors, the Organising Authority should designate one of its officers to prepare the hull and affix the numbers so that they do not wash off.
11. It is recommended that the Organising Authority requires all boats to carry VHF radios and monitor a prescribed VHF channel after leaving the dock and while racing. Appropriate wording covering the radios' use is to be written into the Notice of Race and Sailing Instructions.