



# SAILING INSTRUCTIONS

## Normandy Match Cup

16-20 May 2024

[www.normandie-cup.fr](http://www.normandie-cup.fr)

### Abbreviations:

PC – Protest Committee

NA – National Authority

IJ – International Jury

NoR – Notice of Race

RRS – Racing Rules of Sailing

ONB – Official Notice Board

OA – Organizing Authority

RC – Race Committee

SI – Sailing Instructions

RCB – Race Committee Boat

## 1. RULES

1.1 The event is governed by the rules as detailed in NoR 7.

1.2 When the umpires proceed under RRS C8.6 they will follow the guidance in SI Addendum E.

1.3 Further to NoR 7.2, the RRS is changed as follows:

- a) When flag AP is displayed ashore, '1 minute' is replaced with 'not less than 45 minutes' in Race Signals AP.
- b) Add after the first sentence of Appendix A5 'When one of the boats in a match fails to sail the course, she will be scored no points without a hearing'.
- c) RRS 32 is deleted and replaced with: 'After the starting signal, the RC may abandon or shorten any match for any reason, after consulting with the match umpires when practical'.
- d) Within a flight, when a visual signal is displayed over a numeral pennant, the signal applies to that match only. This changes Race Signals.

## 2. CHANGES TO SAILING INSTRUCTIONS

2.1 Any change to the SI will be posted before 09.00 on the day it will take effect, except that any change to the schedule of races will be posted by 20.30 on the day before it will take effect.

2.2 Flag L over the numeral pennant of the most recent amendment will be displayed ashore on the day it will take effect until the boats have departed for the race course.

2.3 Changes to a SI may be made on the water. These will be signalled by the display of flag 3rd substitute with three sound signals from the RCB. An umpire may communicate these RC changes either verbally or in writing.

## 3. COMMUNICATIONS WITH COMPETITORS

3.1 Notices to competitors will be posted on the ONB located at the Normandy Sailing League.

3.2 Signals made ashore will be displayed at the Normandy Sailing League.

3.3 Daily briefing will be under the tent located in front of the Normandy Sailing League.

3.4 Following racing each day there may be a competitors' debrief with umpires.

## 4. BOATS AND SAILS

4.1 Boats will be identified by numbers.

4.2 If supplied by the OA, the mainsail shall display skipper's names.

4.3 The sail combination to be used will be signaled from the RC boat before the attention signal. The signals will have the following meanings:

Signal	Mainsail	Fore Sail	Gennaker
No Flag	FULL	JIB	YES

Code Flag "R"	ONE REEF	JIB	YES
Code Flag "R + S"	ONE REEF	JIB	NO

- 4.4 Competitors may be required to exchange sails during a series to satisfy sponsorship commitments. This will not be grounds for redress. This changes RRS 62.
- 4.5 An umpire may give other restrictions or instructions to the boats verbally. Flag 3<sup>rd</sup> Substitute is not required.
- 4.6 The RC will decide which boats are to be used for each stage and when they decide a boat should not be used, the skipper assigned that boat will be given the temporary use of another boat.
- 4.8 The RC may permit a substitute boat when it is satisfied that the original boat is damaged and that repairs in the time available are not practical.
- 4.9 Boats will be exchanged in accordance with the pairing list and race schedule.

## 5. FLIGHTS AND MATCHES

- 5.1 Further to NoR 10, the event format is detailed in SI Addendum B. Match pairing lists will be provided at the briefings or may be distributed on the water if a new stage commences part way through a racing day.
- 5.2 In a knock-out series between two skippers:
  - a) They will alternate assigned ends for each match.
  - b) When the series has been decided, further matches between these two will not sailed;
  - c) Crews will exchange boats after odd matches of the series, unless otherwise agreed by both skippers.
- 5.3 The number of matches to be sailed each day will be determined by the RC.
- 5.4 The RC may terminate any stage or the event when, in its opinion, it is impractical to attempt to hold the remainder of matches under the existing conditions or the remaining time scheduled. Early stages may be terminated in favor of later stages.
- 5.5 Each subsequent flight will be started as soon as practicable after the previous flight.
- 5.6 When a match cannot start at the intended time, the RC may advise the competitors verbally through the umpires of its intention to change the starting order. Flag 3<sup>rd</sup> substitute will be not used.
- 5.7 When, in a knock out series, a winner of a particular series has been determined, subsequent starts will be brought forward to eliminate blank starts. Competitors will be so advised verbally by an umpire.

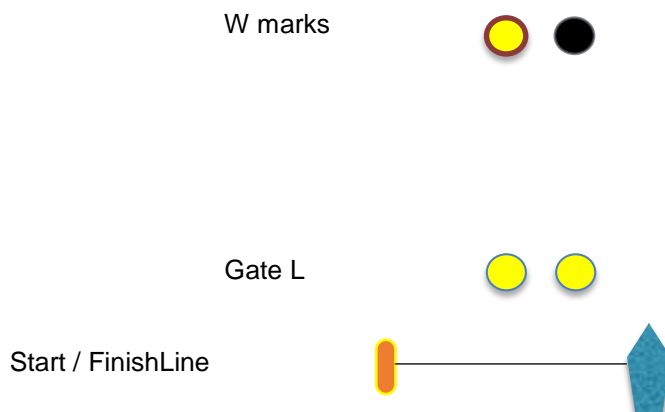
## 6. RACING AREA

See addendum F.

## 7. COURSE

Configuration (not to scale)

The sequence of the W marks is subject to change and is not subject to redress.



Signals and Course to be sailed

No signal Start – W – Gate L – W – Finish

Flag T Start – W – Gate L – W – Gate L – W – Finish

Marks shall be rounded to starboard. If one mark of the gate is missing, round the single leeward mark to starboard. While the boats are on the first half of a downwind leg the gate or finish line may be adjusted without signaling a course change. This change RRS 33.

Mark W is a yellow buoy

Replacement mark W is a black buoy

Gate L is made with 2 yellow buoys.

Starting / Finishing Line

When looking up the course, the starting and finishing line is between a staff displaying an orange flag on the RCV at the starboard end and the course side of the orange inflatable cylindrical mark at the port-end.

Course Limits

- a) A number of small buoys may be laid close to the shore. While racing, no part of a boat's hull shall cross the imaginary straight line between any two adjacent buoys on the same side of the course.
- b) These lines or areas rank as obstructions and are the limit of safe pilotage for the purposes of Part 2 of the RRS.
- c) There is no penalty for touching these buoys excepts if there is a floating line fixed between the buoys or the floating line.
- d) A breach of this SI is not open to protest by boats but is subject to action by umpires in accordance with RRS C8.2. If a boat breaks this SI while not racing, the umpires shall act under C8.4. This changes RRS C6.2 and C8.2.

## 8. STARTING PROCEDURE

Time	Visual signal	Sound signal	Means
7'	Flag F displayed	One	Attention signal
6'	Flag F removed	None	
5'	Numeral pennant displayed	One	Warning signal
4'	Flag P	One	Preparatory signal
2'	Blue or Yellow or both flags displayed**	One**	End of pre-start entry
time			
1'	Flag P removed	One long	
0	Warning signal removed	One	Starting signal

This changes RRS C3.1 except preamble, (\*) and (\*\*) and RRS 27.1.

## 9. CHANGE OF THE NEXT LEG OF THE COURSE

9.1 A change of course after the start will be signaled before the leading boat has begun the leg although the new mark may not be in position.

9.2 Change of Course Signals (changes RRS 33 and Race Signals)

- (a) Flag "C" and a coloured flag or board means: "The windmark has been changed. Sail to a mark the same colour as the flag or board".
- (b) When a change of course after starting only affects some matches, these will be designated by the appropriate numeral pennant.

9.3 Signaling vessel

When a change of course is signaled after the first leg it will be displayed from a boat in the vicinity of the gate.

## 10. BREAKDOWN AND TIME FOR REPAIRS

- 10.1 Before the attention signal of a flight or within two minutes of finishing or within five minutes of changing into a new boat, whichever is later, a boat may display a white flag to signal breakdown or damage to the boat, her sails or injury to her crew and request a delay to the next start. She shall proceed as soon as possible to close to leeward of the RCB and remain there, unless otherwise directed.
- 10.2 The time allowed for repairs shall be at the discretion of the RC.
- 10.3 After the attention signal of a flight, a match will not be postponed or abandoned due to breakdown unless the breakdown signal was displayed as required by SI 11.1.
- 10.4 Except when RRS 62.1(b) applies, failure to effect repairs in the time allowed, or breakdowns after the attention signal shall not be grounds for redress. This changes RRS 62.

## 11. TIME LIMIT

A boat that does not finish within 5 minutes after her opponent has completed the course and finished will be scored DNF. This changes RRS 35 and A5.

## 12. PRIZES

- 12.1 Top 3 teams will be awarded.
- 12.2 The total event purse will be 8 000€, prizes will be:

First prize	3750€
Second prize	2000€
Third prize	1000€
Fourth prize	500€
Fifth prize	250€
Sixth prize	250€
Seventh prize	250€
- 12.3 These prizes have been approved by the NA and have been notified to World Sailing. The IJ may reduce or remove a prize in the case of misconduct or refusal to comply with any reasonable request, including attendance at official functions.

## 13. CODE OF CONDUCT

- 13.1 Competitors shall comply with any reasonable request from any official, including attendance at official functions, co-operation with event sponsors and shall not behave so as to bring the event into disrepute.
- 13.2 Competitors shall handle the boats and equipment with proper care and seamanship and in accordance with SI Addendum C and D.
- 13.3 The following actions by skippers and/or crew while racing may be considered a breach of sportsmanship under RRS C8.3(c) and may result in an umpire-initiated penalty under RRS C5.2 or C5.3:
  - Excessive attempts of verbally coerce, coach or influence umpire decisions;
  - Repetitive or on-going objection to an umpire decision (verbal or otherwise);
  - Abuse of umpires before or after a decision (See also MR Call M4).
- 13.4 Breaches of this SI may also be referred to the IJ. Any penalty will be at the discretion of the PC/IJ and may include exclusion from further participation in the event, the withdrawal of any prize money or the withholding of deposits.
- 13.5 Gross breaches of this SI may be referred to the IJ by the OA for action under RRS 69.

## SI ADDENDUM A – LIST OF ELIGIBLE SKIPPERS

Skipper Name	Country	Sailor ID	Ranking*
PAULINE COURTOIS	FRA	FRAPC14	2
MEGAN THOMSON	NZL	NZLMT18	4
KENZA COUTARD	FRA	FRAKC	8
JULIA AARTSEN	NED	NEDJA07	9
KRISTINE MAURITZEN	DEN	DENKM10	10
BROOKE WILSON	AUS	AUSBW35	13
JULIA D'AMODIO	FRA	FRAJD71	55

\*World Sailing Ranking as of 01/04/2024.

## SI ADDENDUM B – EVENT FORMAT AND SCHEDULE OF RACES

### Event Format in case of 8 teams

#### Stage 1 – Double Round Robin

- a) Each skipper shall sail against all other skippers twice.
- b) The skippers placing 1<sup>st</sup> through 8<sup>th</sup> from Stage 1 shall qualify for Stage 2.

#### Stage 2 – Quarter-Finals

- a) The highest placed skipper from Stage 1 shall choose their opponent. The next highest placed skipper who has not already been chosen shall choose their opponent and so on.
- b) In each quarter-final the higher ranked skipper from Stage 1 will be starboard entry in the first match.
- c) The top four skippers to score at least 3 points shall proceed to Stage 4, the others will be scored 5, 6, 7 and 8 in accordance with Stage 1 results and shall proceed to Stage 3.

#### Stage 3 – “Queen of the Castle”

For each match the highest placed skipper from Stage 1 will be assigned the starboard entry.  
8 versus 7  
Winner versus 6  
Winner versus 5

#### Stage 4 – Semi-Finals

- a) The highest placed skipper from stage 1 of the four semi-finalists will be starboard entry in the first match and she shall choose her opponent.
- b) The remaining two skippers shall sail each other and the highest placed skipper from Stage 1 will be starboard entry in the first match.
- c) The first two skippers to score at least 3 points shall proceed to Stage 6, the others to Stage 5.

#### Stage 5 – Petit-Final

- a) The highest placed skipper from Stage 1 of the two skippers will be starboard entry in the first match.
- b) The first skipper to score at least 2 points shall be awarded 3rd place, the other 4<sup>th</sup>.

#### Stage 6 – Final

- a) The highest placed skipper from Stage 1 of the two skippers will be starboard entry in the first match.
- b) The first skipper to score at least 3 points shall be awarded 1<sup>st</sup> place, the other 2<sup>nd</sup>.

## **Event Format in case of 7 teams**

### **Stage 1 –Double Round Robin**

- c) Each skipper shall sail against all other skippers twice.
- d) The skipper placing 1<sup>st</sup> shall qualify for Stage 4.

### **Stage 2 – Shorter Quarter-Finals**

- d) The skipper placing 2<sup>nd</sup> from Stage 1 shall choose their opponent. The next highest placed skipper who has not already been chosen shall choose their opponent and so on.
- e) In each quarter-final the higher ranked skipper from Stage 1 will be starboard entry in the first match.
- f) The top four skippers to score at least 3 points shall proceed to Stage 4, the others will be scored 5, 6 and 7 in accordance with Stage 1 results and shall proceed to Stage 3.

### **Stage 3 – “Queen of the Castle”**

For each match the highest placed skipper from Stage 1 will be assigned the starboard entry.

7 versus 6

Winner versus 5

### **Stage 4 – Semi-Finals**

- d) The highest placed skipper from stage 1 of the four semi-finalists will be starboard entry in the first match and she shall choose her opponent.
- e) The remaining two skippers shall sail each other and the highest placed skipper from Stage 1 will be starboard entry in the first match.
- f) The first two skippers to score at least 3 points shall proceed to Stage 6, the others to Stage 5.

### **Stage 5 – Petit-Final**

- c) The highest placed skipper from Stage 1 of the two skippers will be starboard entry in the first match.
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### **Stage 6 – Final**

- c) The highest placed skipper from Stage 1 of the two skippers will be starboard entry in the first match.
- d) The first skipper to score at least 3 points shall be awarded 1<sup>st</sup> place, the other 2<sup>nd</sup>.

## SI ADDENDUM C – HANDLING BOATS

### 1. GENERAL

While all reasonable steps are taken to equalize the boats, variations will not be grounds for redress. This changes RRS 62.

### 2. PROHIBITED ITEMS and ACTIONS

Except in an emergency or in order to prevent damage or injury, or when directed by an umpire otherwise, the following are prohibited.

- 2.1 Any additions, omissions or alterations to the equipment supplied.
- 2.2 The use of any equipment for a purpose other than that intended or specifically permitted.
- 2.3 The replacement of any equipment without the sanction of the RC.
- 2.4 Sailing the boat in a manner that it is reasonable to predict that significant further damage would result.
- 2.5 Moving equipment from its normal stowage position except when being used.
- 2.6 Boarding a boat without prior permission.
- 2.7 Taking a boat from its berth or mooring without having paid the required damage deposit or having permission from the RC, or, on race days, while 'AP' is displayed ashore.
- 2.8 Hauling out a boat or cleaning surfaces below the waterline.
- 2.9 Marking directly on the hull or deck with permanent ink, or using any tape leaves a residue/use of duct tape.
- 2.10 Using a flattener as a reef or using a reef line as an outhaul.
- 2.11 Cross winching foresail sheets.
- 2.12 Omitting any headsail car or turning block before sheeting onto a winch.
- 2.13 Adjusting or altering the tension of standing rigging, excluding the backstay.
- 2.14 Using a winch to adjust the mainsheet, backstay or vang.
- 2.15 Attaching lines to the fabric of gennakers.
- 2.16 Perforating sails, even to attach tell tales.
- 2.17 Radio transmission (including mobile telephones), except to report damage or in response to a request from the RC.
- 2.18 The use of electronic equipment, unless permitted by SI C3.1.
- 2.19 After the starting signal and while sailing close hauled for more than a few seconds, the main boom position shall be controlled only by using the mainsheet as it exits the block on the cockpit floor, and the vang.
- 2.20 Bowsprit restriction  
Having the bowsprit extended, except when in the process of setting, flying or taking down the spinnaker. The bowsprit shall be fully retracted at the first reasonable opportunity after taking down the spinnaker. Extending the bowsprit before getting on the new leg of the course, after entering the zone of a rounding mark without a spinnaker set. The umpires will try to warn competitors before penalising for not retracting the bowsprit at the first reasonable opportunity.



2.21 A breach of SI Addendum B 2.19, 2.20 is subject to action by Umpires in accordance with RRS C8.2. This changes RRS C6.2 and C8.2.

### **3. PERMITTED ITEMS and ACTIONS - The following are permitted:**

3.1 Taking on board the following equipment:

- (a) basic hand tools
- (b) adhesive tape (not duct tape nor any tape that leaves a residue)
- (c) line (elastic or otherwise of 4 mm diameter or less)
- (d) marking pens
- (e) tell tale material
- (f) watch, timers and handheld compass and, with written permission from the OA, GoPro type devices,
- (g) shackles and clevis pins
- (h) Velcro tape
- (i) bosun's chair
- (j) spare flags
- (k) PFDs.

3.2 Using the items in 3.1 to:

- (a) prevent fouling of lines, sails and sheets
- (b) attach tell tales
- (c) prevent sails being damaged or falling overboard
- (d) mark control settings
- (e) make minor repairs and permitted adjustments
- (f) make signals as per RRS Appendix C6
- (g) personal safety

3.3 Fixing a spinnaker sheet catcher at the bow, providing that it does not extend the length of the boat more than 100 mm and does not require any repair after removal. If a spinnaker sheet catcher is attached by the OA, it shall not be changed.

3.4 Changing the number of mainsheet purchases.

3.5 The use of the shrouds (including any inner shrouds) to facilitate tacking or gybing, or to aid the projection of a crew member outboard is permitted.

3.6 The use of the Jib and Mainsail's halyard, without adding system, to facilitate tacking or gybing, or to aid projection of a crew member outboard is permitted.

### **4. MANDATORY ITEMS and ACTIONS - The following are mandatory:**

4.1 Report verbally to the PRO at the end of each day, even if no damage or loss is recorded. Reports shall include any evidence of matters, which could cause damage or disadvantage to the boat in future days. When boat swaps are carried out on the water, the report should be made verbally to the PRO as soon as possible.

4.2 At the end of each sailing day:

- (a) folding, bagging and placement of the sails as directed
- (b) leaving the boat in the same state of cleanliness as when first boarded that day
- (c) releasing backstay tension and tying the tiller amidships
- (d) securing the boat properly with fenders and bow, stern, and spring lines

4.3 At the end of the final day for a particular boat, cleaning the boat (cabin and decks), removing all trash and removing all tape and marks.

4.4 Any request to alter, in any way, the equipment on a boat shall be in writing and worded.

## SI ADDENDUM D – EQUIPMENT LIST

The following non-fixed items, provided by the OA, are to be carried on board at all times in their designated place while sailing. Any loss shall be reported on the daily damage report.

1. SAILS AND SAILING EQUIPMENT
  - One mainsail and set of battens
  - One jib
  - One gennaker (asymmetrical spinnaker)
  - One winch handle
  - One spinnaker sheet
  - Two headsail sheets
  - One tiller extension
  - Headsail cars
  - One white flag
  - One red flag
  - One “Y” flag
  - One blue flag
  - One yellow flag
2. SAFETY GEAR
  - Bucket and lanyard
3. TOOLS
  - Any supplied tools

## SI ADDENDUM E – MATCH RACING PENALTIES FOR DAMAGE RESULTING FROM CONTACT BETWEEN BOATS

Appendix C6.6 and C8.6, as amended in these Sailing Instructions, permits the umpires or protest committee to decide the penalty when a boat breaks RRS 14. This document explains how damage will be assessed and gives general guidance on the appropriate penalty. When the protest committee has good reason to do so, it may apply a different penalty.

Damage will be divided into 3 levels:

Level	Extent	Effect
<b>Level A</b> – Minor Damage	Does not significantly affect the value, general appearance or normal operation of the boat.	Boat may race without repair although some minor surface work may be required after the event. Repairs should not normally require more than 1 hour of work.
<b>Level B</b> - Damage	Affects the value and/or general appearance of the boat.	The damage does not affect the normal operation of the boat in that race but may need some (temporary) work before racing again. Requires more than 1 hour of work but should not normally require more than 3 hours of work.
<b>Level C</b> – Major Damage	The normal operation of the boat is compromised and its structural integrity may be impaired.	The boat will need some repair work before racing again. Requires more than 3 hours of work.

### Point Penalties – to be applied without a hearing (this amends RRS C8.6);

Level	Round Robin	Knock Outs
<b>A</b>	None	None
<b>B</b>	Half point	Three quarters of a point
<b>C</b>	One point	One point

When both boats break RRS 14, they should both receive a points penalty. If a competitor requests a hearing after a points penalty has been imposed, the protest committee may decide (in the hearing) to give a greater penalty.

### Deductions from Damage Deposits

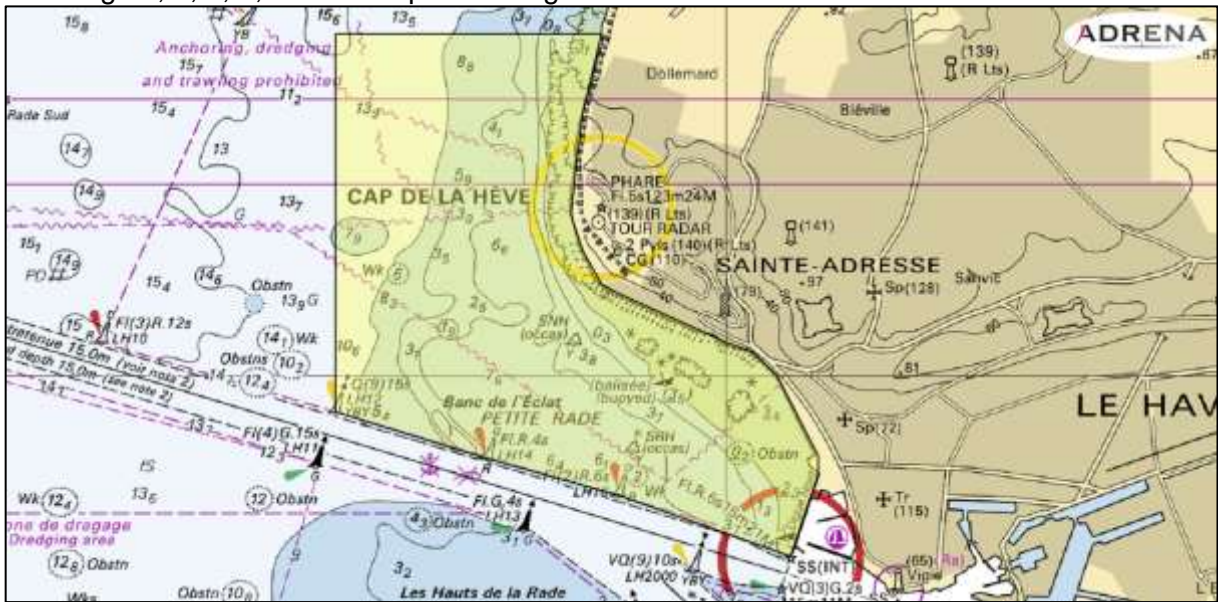
The assessment of damage level is only for the purpose of points penalties, and is not linked to any deductions from the competitors damage deposits.

Any points penalty will be based on the assessment of damage level made on the water.

Subsequent assessments of the damage level after closer inspection, whether the level turns out to be higher or lower, will have no effect on the points penalty given on the water.

## SI ADDENDUM F – INTENDED COURSE AREA

For Stage 1, 2, 3, 4, 5 and first part of Stage 6:



For the end of Stage 6:

