



IDA CHAMPIONSHIP REGULATIONS

As amended October 2017

SECTION 1 – INTRODUCTION & TABLE OF CONTENTS

(Section 1 of 6)

Use of This Section

This Section is part of the IDA Championship Regulations and contains guidance for running an event. It also contains requirements that the IDA consider mandatory. Mandatory Requirements can only be altered with the express written permission of the IDA Executive Committee or IDA Secretary and form part of the Standard Agreement entered into by the Organising Authority (Organiser) and the IDA (see Appendix 2). Note that some Mandatory Requirements may also require the permission of World Sailing or the relevant National Authority. Mandatory Requirements are clearly marked in **red at the end of the relevant paragraphs**.

The Organisers of an IDA Championship will also be required to get approval for any significant deviations from the best practice guidance in this manual with the IDA Representative during the planning phase leading up to the event.

INTRODUCTION

1. Use of this IDA Event Manual

These Championship Regulations are for the use of the International Dragon Association and the Organisers of International Dragon events. Their purpose is to enhance the quality of racing at International and National events by ensuring that all aspects of regatta organisation are implemented to the high standards demanded by Dragon sailors. They cannot be reproduced in part or whole by other Associations or bodies without the written permission of the International Dragon Association Executive Committee.

Where there is a conflict between these Regulations and the World Sailing Racing Rules of Sailing (RRS) the RRS take precedence. The requirements and guidance in this manual cannot be used as a basis for a protest by competitors. Regatta Organisers are reminded of their responsibility to comply with World Sailing requirements. English is the official language of the Dragon class and all communications shall be in English.

2. Mandatory Requirements

This manual contains information (guidance notes) for hosting a successful event. It reflects the experience of the IDA and includes input from top international sailors, International Jury Members and Race Officers. It also contains requirements that the IDA consider mandatory. National Associations should not put forward venues for IDA Championships that are not capable of meeting these Mandatory Requirements. Mandatory Requirements can only be altered with the express written permission of the IDA Executive Committee or IDA Secretary and form part of the Standard Agreement entered into by the Organising Authority (Organiser) and the IDA (see Appendix 2). Note some Mandatory Requirements may also require the permission of World Sailing or the relevant National Authority.

Mandatory Requirements are clearly marked in **red at the end of the relevant section**.

The Organisers of an IDA Championship will also be required to get approval for any significant deviations from the best practice guidance in this manual with the IDA Representative during the planning phase leading up to the event.

3. IDA Event Grading System

The IDA has a grading system for the major regattas of the Class and is responsible for coordinating and selecting venues for all its IDA Championships (Gold Cup, European and World Championships) and Grade 1 Events.

The gradings are as follows;

- IDA Championship Events - World and European Championships and the Gold Cup. These events remain the property of the IDA.
- Grade 1 Events - as designated by the IDA Executive Committee, at the latest by the end of August each year. For 2018 these are:

1. Prince Philip Cup – Metung, Australia,
2. Cannes Grand Prix,
3. Grand Prix Guyader - Douarnenez,
4. Marblehead Trophy - Dragør, Copenhagen
5. Italian Grand Prix - San Remo

- Grade 2 Events - most National Championships and other major open events – see IDA Fixtures list.

The guidance and Mandatory Requirements contained in these IDA Championship Regulations apply to all IDA Championships.

It is strongly recommended that these Regulations are also used for Grade 1 Events (with reduced measurement requirements).

National Associations may wish to adopt elements of the IDA guidance and Mandatory Requirements for Grade 2 Events.

4. Championship Rules

Special Championship Rules apply to each of the IDA Championship Events - (see IDA Championship Rules) and should be carefully followed. No variations are permitted without the written approval of the IDA Executive Committee and the donors/original sponsors and such permission will only be given in exceptional circumstances.

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IDA CHAMPIONSHIP RULES

SEE IDA WEBSITE

SECTION 2 - EVENT APPLICATION & VENUE REQUIREMENTS

(Section 2 of 6)

Use of This Section

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EVENT APPLICATION & APPROVAL

5. IDA Championships

5.1 Selection process

The IDA in general meeting is responsible for deciding which countries and venues should organise the IDA Championship Events. In the case of the Gold Cup this decision must be taken in conjunction with the Clyde Yacht Clubs Association (the owners of the Cup).

5.2 Time Line

Selection for IDA Championships is completed in three phases:

- 4 years before the event – provisional allocation of host country and proposed venue/venues. This allows a 12 month period for collation and verification of material about the venue.
- 3 years before the event confirmation of venue selection
- 18 month in advance – confirmation of dates and notification to World Sailing

5.3 Allocation of Host Country - First Phase

National Associations should indicate their desire to host an event by applying in writing by 1st August, 4 years prior to the event. They should provide basic information about the proposed venue or venues if more than one option is being put forward. The basic information required is in Appendix 1.

The IDA AGM will provisionally award/draw up a shortlist of potential venues for each Event.

National Associations are encouraged to discuss the pros and cons of particular venues with the IDA.

5.4 Selection and Confirmation of Proposed Venue - Second Phase

National Associations who have a provisional allocation should then:

Advise the IDA of the Organising Club/Authority and obtain any National Authority approval required. This information should be sent in writing to the IDA Secretary by 1st August, 3 years prior to the event.

Submit a report indicating the proposed Organiser's ability to comply with the Mandatory Requirements of the IDA Event Manual.

Please note on approval of the location, the Chairman of the National Association and a representative of the Regatta Organising Authority (Organiser) shall enter into a Standard Agreement with the IDA to comply with:

- the mandatory requirements of the IDA Championship Regulations,
- the time table for approvals see checklist
- any relevant IDA Championship rules.

When signing this agreement the Organiser agrees to the terms set by the IDA. A copy of Standard Agreement can be found in Appendix 2, Section 6.

5.5 Confirmation of Dates – Third phase

The Organisers will confirm the dates for IDA Championship Events 18 months prior to the event.

The IDA is required to notify World Sailing of the dates and locations of IDA Championship events by 01 August in the preceding year. These dates cannot be altered without the permission of World Sailing. IDA Championship Events shall be 'stand alone' and not part of any other Regatta.

6. Grade 1 Events

6.1 Selection Process

The IDA Executive allocates Grade 1 Events. The IDA aim to have no more than 4 Grade 1 regattas a year within Europe plus minimum of 1 outside Europe. Grade 1 venues do not need to complete Appendix 1.

6.2 Time Line

Proposal for hosting a Grade 1 event shall be notified in writing to the IDA by 01 August in the previous year. The preferred dates require the approval of IDA Executive Committee, to minimise conflicts with other Events. Organisers should not fix the date of their event until it is agreed with the IDA Executive Committee.

Grade 1 events should be 'stand alone' and not be a part of any other Regatta.

7. Right of IDA Representation

The IDA also reserves the right to appoint its own PRO or an advisor to the Race Committee and/or the event Organisers. The Organisers shall reimburse the IDA for reasonable expenses incurred by their representative at up to 2 pre-event meetings and at the event itself. The IDA will agree a budget for reasonable expenses with the Organiser.

8. Withdrawal of approval

The IDA reserves the right to withdraw its approval for a particular venue or country at any stage, if it feels the organisers are unable or unwilling to comply with these Regulations.

9. Approvals Required

Below is a checklist of the approvals that Organisers will require for hosting and running the event together with the dates by which approvals are required. Where further information is available it is cross-referenced to the relevant section in this manual.

9.1 Checklist National Authority

	Target date	X ref
Approval is required from relevant National Authority for the following:		
To hold a World or European Championship	24-18 months prior	
Name of Principal Event Measurer	Ref National Authority	
The appointment of an International Jury RRS Appendix N (if required)	Ref National Authority	

9.2 Checklist World Sailing

	Target Date	X ref
Approval is required from World Sailing for the following:		
Notification of IDA Championship dates Send to IDA to for submission to World Sailing	1 August previous year	5.5

9.3 Checklist IDA

	Target Date	X ref
Approval is required from the IDA for the following:		
Host Country	1 Aug 4 years prior	5.3
Venue	1 Aug 3 years prior	5.4
The dates*	18 months prior	5.5
Notice of Race	To IDA 6 months prior	22.1
Sailing Instructions (also Chairman of Jury and PRO need to approve)	To IDA 3 months prior	29.2
The name of Event Measurer	4 months prior	10.2

The name of Principal Race Officer on the water who should be an International Race Officer	6 months prior	11.2
Name of the Jury Chairman who should be an International Judge	6 months prior	20.1
Jury Chairman/Organisers should submit names of the rest of the Jury to IDA for approval	2 months prior	20.1

*These dates can only be varied with the express permission of the IDA and/ where relevant the National Authority.

10. Venue & Facilities

The choice of venue for a championship is critical and the following points must be considered:

- the racing area (distance from harbour and shore, wind and tidal conditions, land influence, depth for laying marks)
- adequacy of facilities for measurement of boats and sails
- marina/moorings
- launching, trailer storage, car parking, meeting place
- changing and toilet facilities, food, catering and bars
- Race Office and Jury Rooms
- availability of accommodation
- availability of boat repair yard and sail lofts
- local fleet support

Most of these subjects are discussed further in Section 2 of these Championship Regulations.

10.1 Racing area

For Championship Events the racing area should be capable of accommodating a 2.5 nautical mile beat in any wind direction and preferably should be at least one nautical mile from the nearest shore. The tide or current should be no more than 2 knots, and preferably less. If wind conditions are expected to be light the Organising Authority should be satisfied that there are sufficient boats available to tow all competitors to the race area and back. Additionally, if at all possible, the centre of the racing area should be no more than 4 miles from the moorings/marina. There shall be no obstruction or hazards in the race area.

10.2 Adequacy of Measuring Facilities

There should be adequate facilities to conduct the measurement requirements laid down by the IDA for the event (see Section 4 of the IDA Championship Regulations). A dry and clean area (preferably carpeted) will be required for sail measurement

measuring no less than (12m x 9m).

An undercover sheltered area for weighing boats may be required by the measurer.

Note that the Principal Event Measurer will be approved by the IDA at least 4 months prior to the event.

10.3 Race Office and Jury Room

There needs to be facility for a Race Office and a separate Jury Room at the venue capable of holding a long table and 10 chairs. Note that the Jury will be approved by the IDA.

10.5 Marina Facilities

All competing Dragons should be accommodated in marinas or temporary pontoons/moorings accessible from the land. Swing moorings can only be used if the IDA is satisfied there are sufficient launches to take competitors to their boats at all times.

10.6 Launching

There should be adequate space at the venue for up to 75 boats to be parked and rigged with their towing vehicles near by.

10.7 Trailer Storage

There needs to be adequate space to accommodate up to 100 trailers in a reasonably secure area within 5 minutes walking distance from the boats.

10.8 Sail Maker/ Boat Yard

There should be a sail loft and boat repair facilities at or close to the venue.

10.9 Parking Throughout the Event

There should be adequate parking space for all competitors within 5 minutes walking distance from their boats and main regatta centre area.

10.10 Changing Facilities

There should be access to showers and/or changing facilities at the marina/club.

10.11 Meeting Place

There should be space for a bar or sponsors' hospitality tent/room close to where the boats are moored for after racing refreshment.

10.12 Accommodation

A range of accommodation should be available within 15 minutes' drive of the marina where the boats are moored.

11. Organising Committee & Race Committee

The Organising Authority will be required to establish an overall Organising Committee, and a Race Committee to be chaired by the Principal Race Officer.

11.1 Race Committee Experience

It is vital that the race officers and committee have previous and extensive experience of international events, either for the Dragon Class or other International Keel Boats. The relevant National Association is obliged to give assurances to the IDA of the suitability of the Organising Authority and the proposed Principal Race Officer prior to the event.

11.2 Approvals

The IDA shall approve the Principal Race Officer at least 6 months prior to the IDA Championship

12. Budgets and Costs

The event budget needs to cover the following costs:

- parking for cars and trailers throughout the Regatta,
- everything associated with boats e.g., marina berths and moorings, craning.
- water hoses on pontoons where boats are moored and on land where boats are launched and recovered
- drinks and canapés for the opening and closing ceremonies
- The IDA licence fee for hosting the event
- A page advertisement in the IDA Yearbook

And subject to budget

- Regatta Dinner (for crews only, spouses and additional friends etc will be expected to pay)
- Happy Hour after racing– suggest minimum of 2 drinks
- Regatta shirts, hats etc for crews.

Note the budget should make provision for any reasonable expenses relating to the IDA PRO or Race Committee Advisor (if required) and the IDA representative at up to 2 pre-event meetings and at the event itself. The IDA will agree an amount for reasonable expenses with the Organiser.

The Organising Authority should also budget for travel, accommodation and subsistence costs for the Event Measurer(s), the International Jury and, in the case of the Gold Cup, the CYCA representative.

13. Mandatory Requirements for Event Approval

The racing area must be:

- capable of accommodating a 2.5 nautical mile beat in any wind direction
- free of any obstructions or shipping lanes
- permit easy laying of marks and anchoring of committee vessels

The Venue must have:

- a launching area with adequate space for boats to unpack and rig 60 -100 boats
- space for up to 4 cranes with adequate room to move boats under them
- adequate parking space for all competitors within 5 minutes walking distance from their boats. This should be free of charge
- secure space for parking 75 - 90 trailers with access for sailors
- marina or temporary pontoons in an appropriately sheltered area

Other:

- the appropriate permissions are obtained from National Authority, World Sailing and IDA - see checklist paragraphs 9.1- 9.3
- a bar or sponsors' drink tent/room should be available close to the boats immediately after racing.
- a dry sheltered area carpeted for sail measurement min size 12m x 9m
- a suitable Jury room

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SECTION 3 - ORGANISING EVENTS

(Section 3 of 6)

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PRE EVENT PUBLICITY & SPONSORSHIP

14. Publicity

14.1 Publicising the Event

It is important that the Organising Authority/Club publicise the regatta well in advance. Many Dragon sailors plan their season some 12-18 months in advance. Details should be sent to the IDA for inclusion on the Regatta Calendar as soon as they are known.

In addition, organisers should develop a dedicated web site to support the Regatta, examples can be seen for previous Regattas linked to the IDA fixtures page.

Organisers are required to:

- advertise the championship event in the IDA Yearbook / magazine (published in January every year) and pay the appropriate advertising rate
- advertise the event on the IDA web site as soon as dates and the main sponsors are established and pay the appropriate advertising rate

Please remember that the Event Sponsor or the official IDA Sponsors may require their logo/brand name to be printed on the Notice of Race and Regatta Pack. This shall be designed in conjunction with the IDA Graphic Identity (see IDA web site - Branding Guidelines).

14.2 Logo

It is not permitted to redesign the Dragon logo. However, it is possible develop an event specific logo for use in materials which incorporate the IDA logo. If in doubt consult the IDA Secretary.

15. Sponsorship

It is recognised that the Event will require sponsorship. In most instances it is the responsibility of the Organisers to arrange sponsorship for the event (but see below).

15.1 Sponsors of the IDA

The IDA may have Official Sponsors. These Sponsors may provide the IDA with money or products to be used at the IDA Championships. Depending on the sponsorship agreement these companies are entitled to be associated with the above events and enjoy a degree of exclusivity in their particular area of business.

Organisers should contact the IDA for full details at the earliest opportunity to prevent any conflict of interest.

15.2 What can be offered to sponsors?

Event sponsors will usually be looking for:

- visible exposure at the event
- positive press coverage
- corporate hospitality opportunities

These are items that sponsors have been interested in the past

- Championship name (lead sponsor only) i.e. the BMW World Championship
- corporate flags and banners at the event
- hospitality for corporate guests and spectator boats
- advertising on marks
- advertising on the competing boats, committee boats or mark boats
- name on all regatta documentation
- sponsor party with speech opportunity
- prize giving with speech opportunity
- corporate message / description (boilerplate) on Official Press Releases

Note it is vital to establish with your sponsors what they expect to be covered by their sponsorship payment.

15.3 Advertising on Yachts

The World Sailing Advertising Code Regulation 20 is to be used. However, it may be possible to obtain permission for advertising elsewhere - please liaise with the IDA over latest situation.

15.4 Sponsor Stickers on Hull

With glass fibre hulls and aluminium booms some stickers work better than others. Also, some adhesives can damage varnished boats. Please take care when specifying adhesives and sticker materials. It is the IDA view that requiring hull stickers should generally be avoided as they are disliked by Dragon sailors; they tend to become unstuck, and enforcing their use is problematical.

15.5 Managing Sponsorship

There are some guidance notes on approaching and managing sponsors in Appendix 3.

16. Mandatory Requirements for Publicising Event

- Identify if IDA has any sponsorship arrangements in place that need to be facilitated
- Obtain IDA agreement to use Lead Sponsor name in Championship title
- Develop dedicated site or dedicated area of an existing site to publish regatta details. Site to be active 6 months in advance of regatta.
- Adhere to the World Sailing Advertising Code Regulation 20

OTHER EVENT FACILITIES & JURY REQUIREMENTS

17. Venue

17.1 Signage to Event

Note that it is useful to put up Direction signs on the roads leading to the Regatta Venue. These may be branded with the Dragon logo, event logo or sponsors' logos depending on space.

17.2 Parking Throughout the Event

The presence of 60 – 100 boats means the presence of at least 75 – 150 cars. Parking should if possible be free of charge and within 5 minutes walking distance to the boats and the main regatta centre/social area. In areas where pay-parking is the norm, early contact should be made with the local authorities to negotiate special rates or long-term passes. This cost should be included in the budget.

17.3 Trailer Storage

Trailers should be accessible to competitors throughout the regatta. Many trailers have special box attachments, which store the additional equipment and sails necessary for the regatta. As the average value of a trailer is £7,000 they must be stored in a secure area. If the trailers and boat are more than 5 minutes walking distance, then locked storage facilities should be provided close to the boats.

17.4 Notice Boards & Flags

An official notice board shall be placed close to the Race Office. An Official Flag pole is also required. A good Public Announcement (loud speaker) system is desirable at the Race Office.

17.5 Sail makers

Local sail makers should be advised of the event and be able to provide sail re-cutting and repair services. They should have a copy of the Class Rules.

17.6 Water Available

There should be adequate numbers of water hoses on pontoons where boats are moored and on land where boats are launched and recovered.

17.7 Owners Meeting

At the Gold Cup a Dragon Owners' meeting is held on one of the days after or before racing. This normally takes one to two hours. A room or suitable area should be made available to the IDA for this purpose.

17.8 Spectators

The organisers should make suitable provision for at least one spectator boat for VIPs, guests or sponsors.

17.9 Measurement Requirements

There needs to be an area set aside for sail measurement - see Section 4 for requirements.

17.10 Registration Facilities

There shall be a designated Registration Office - see paras 26 – 30 for requirements.

18. Catering

18.1 After Racing Drinks

There should be space for a bar or sponsors' drink tent/room close to the boats immediately after racing, and it is normal to provide free drinks for competitors for an hour after racing. Please consider carefully how many bar staff will be required to serve the number of sailors attending.

18.2 Food and Catering

It is usual for the organisers to ensure that sandwiches and drinks are available for purchase at the Regatta Centre or prior to racing each day. If for any reason two races are scheduled on one day remember to tell the caterers. Many organisations offer après racing snacks e.g. hamburgers, soup, sausages, pasta etc.

18.3 Social Events

It is not necessary to organise a social event every night. Free nights will allow competitors to visit local restaurants, which is popular with the local community. Consider involving local agencies who have these details at the first opportunity.

See paragraph 12 for details of social events that should be included for competitors in the entry fee.

19. WIFI

There should be free wifi with adequate signal available for competitors at the venue centre.

20. Jury

20.1 Approval

An International Jury (RRS Appendix N) is required at all IDA Championship Events (minimum 5 members). The Chairman of the International Jury should be an experienced Dragon Jurist. The appointment of all Jurors is subject to the approval of the IDA.

Names of potential candidates can be obtained from the World Sailing website under Race Officials. <http://www.sailing.org/raceofficials/index.php>

The IDA shall approve the Jury Chairman 6 months prior to the IDA Championship and the remainder of the Jury members 2 months prior to the event.

20.2 Requirements

The Organisers need to consider a number of issues related to the Jury, including their costs and requirements, for example:

- travel arrangements (the further afield, the greater the cost)
- accommodation and all food to be provided to a reasonable standard (first class facilities are not necessary)
- the Jury members are expected to pay any additional costs for partners
- provision of a dedicated Jury boat (preferably two, one a RIB type)

- secretarial services for the Jury including a photocopier, computer, internet access and printer
- a room for the Jury to hear protests
- clear indication of which social events the Jury are invited to (normally free of charge).

The cost of the Jury is borne by the Regatta Organisers and is likely to form a significant element of the budget, so please establish costs carefully.

20.3 Jury Room

There needs to be facility for a separate Jury Room at the venue. It should be warm and equipped with table, chairs, office equipment, printer, broadband wifi, etc. It is important that conversations in these rooms cannot be overheard. The Jury Room needs to accommodate one long table and 10 chairs and electrical connections for laptop and printer power cables.

21. Mandatory Requirements for Venue Facilities

The Venue must have: (see also Section 2- Event Application)

- a launching area has adequate space for boats to unpack and rig
- space for up to 4 cranes with adequate room to move boats under them
- adequate parking space for all competitors within 5 minutes walking distance from their boats. This should be free of charge
- secure space for parking 75 – 100 trailers with access for sailors
- marina or temporary pontoons in an appropriately sheltered area
- water hoses on pontoons where boats are moored and on land where boats are launched and recovered
- after racing drinks facility near the boats
- free Wifi
- accessible Notice Board and Official Flag Poles
- adequate facilities for the Jury including private room and accommodation

ENTRY INFORMATION

22. Notice of Race

22.1 Timing and distribution of Notice of Race

A draft Notice of Race (including any preliminary notices) shall be submitted to the IDA Secretary for approval at least 6 months ahead of all IDA Championship Events. The final Notice of Race shall be issued and published 5 months prior to the event. A preliminary notice of race may be issued earlier if desired but will also require prior approval by the IDA.

22.2 Notice of Race Contents

Appendix 6 gives the IDA Standard Notice of Race (based on Appendix K of the World Sailing RRS)

The IDA will accept amendments only if justified by local constraints or recent World Sailing requirements.

22.3 Proposed Schedule

Care is necessary in deciding the schedule of racing. Generally, Dragon sailors can arrange for their boats to arrive a day or two before racing starts, but it is preferred that racing should finish on the Friday to enable helmsmen and crew to return home in good time.

For an IDA Championship event 2 or 3 days should be allowed for measurement before racing starts depending on expected numbers.

22.4 Registration /Launching/ Measurement Hours

The registration office should be open during measurement hours. The NOR should clearly state when Registration will cease which is normally several hours in advance of Race 1.

It should also be clear about the latest craning time for boats to be in the water.

It should also state the latest time for weighing crew allowing for the fact that some crew may arrive on the day of the first race.

22.5 Yacht versus Helmsman

Under the RRS75 a yacht enters a regatta, not an individual. Consequently, where the Regatta is a Helmsman's Championship the Notice of Race should note this fact and clearly indicate in the scoring system that points are awarded to the helmsman not the yacht. This shall be repeated in the Sailing Instructions.

22.6 Use of VHF

The IDA recommends the use of VHF radio communication for safety purposes and to enable the Race Committee to communicate with competitors. Information about the use of VHF should appear in the NOR and SI's see Section 5 – Race Management.

22.7 Insurance

The Notice of Race shall include an insurance statement regarding the liability of competitors. See 21 of RRS Appendix K Sailing Instructions Guide.

The sum quoted should be the amount recommended by the Organising Authority's National Authority, if necessary after consulting its lawyers. The IDA accepts no responsibility that the specified sum is adequate. It is the owner's responsibility to ensure they are adequately covered. The Organisers can include a statement that the Regatta Organisers "may require" to see a copy of the yacht's insurance certificate and so it should be brought to the Regatta (but see paragraph 28.5)

22.8 Copy of Measurement Form

Organisers should request competitors to bring a copy of the boat's full Measurement Form with them to IDA Championship Events in case of any disputes or problems with measurement. (Owners of older boats may have mislaid the original measurement form and therefore this requirement cannot be considered mandatory.)

22.9 Accommodation

A range of accommodation should be available within 15 minutes' drive to the marina where the boats are kept. It is particularly useful if Organisers can provide a variety of accommodation possibilities when sending out the Notice of Race. Local Tourist Boards and Town Councils are normally very helpful in providing lists of hotels and other accommodation and will often contribute to mailing costs.

22.10 Specific Championship rules

Organising Authorities should be aware that the Gold Cup, European and World Championships have their own specific rules which can be located on the IDA Web Site under *Championship Rules*.

22.11 Other information

If available/relevant the following should be included at this stage:

- details of where to find the Registration Office and the hours when it is open
- a link to one or more accommodation sites
- any arrangements for subsidised travel or shipping e.g. ferries or containers
- proposed social events
- any additional dress requirements e.g. jacket & tie for a specific social event
- if level 2 measurement is required then include a notice stating that a sample of boats may be weighed and sailors are advised to contact the Registration Desk prior to rigging (see Measurement Section 3).

23. Entry Fees

Race entry fees for IDA Championship Events are normally € 550 - €750. Anything above this figure should be agreed with the IDA before any decision is made. The following will be provided at no cost to competitors:

- parking for cars and trailers throughout the Regatta,
- everything associated with boats e.g., marina berths and moorings, craning.
- water for washing boats

- drinks and canapés for the opening and closing ceremonies

And subject to budget

- Regatta Dinner (for crews only, spouses and additional friends etc will be expected to pay)
- Happy Hour after racing subject to budget – suggest minimum of 2 drinks
- Regatta shirts, hats etc for crews subject to budget.

The Organiser's budget for the event shall be available for inspection by the IDA at anytime. This shall include all income, sponsorship and goods in kind as well as expenditure.

24. Entry Items

24.1 Forms

Entry forms should also be available with the final Notice of Race. Please see Appendix 5 for a sample Entry Form.

24.2 Eligibility

The Entry Form must be signed by the yacht's owner or representative. Note: if the event is the World or European Championship the entry form should make clear that acceptance of the entry is subject to confirmation of the helmsman's eligibility to enter from their relevant National Association. It should also include:

- Crew names
- Crew World Sailing Sailor ID's and World Sailing Classification for all crew members (Note that if no World Sailing ID is supplied the sailors will be deemed to be Category 3).

Crew's age – only applies to those entering the Masters Trophy at the World Championship.

There is no eligibility criteria for entering the Gold Cup other than the helmsman should be a paid up member of a National Dragon Association. This information must be supplied by the sailor's National Association.

An entry is only valid after the entry fee has been received and accepted.

24.3 Entry Fee Payment

Organisers are strongly advised to arrange payment of entry fees by credit card. However, the entry form should offer the facility to pay by bank transfer, credit card or cheque.

It is often useful to provide a discount for early payment.

24.4 Confirmation of Entry

The Organisers should check that the entry form is complete in all respects and then immediately acknowledge receipt of entry and entry fee. Organisers should include the following information with the acknowledgement, if not included in the Notice of Race.

- map of regatta venue with marina and launch area clearly marked.

- any instructions about reporting to the office to obtain measurement requirements.
- launching times and arrangements
- Regatta Sail Registration Form (see Appendix 11)

The entry list should be published on the event web site during the lead up to the event.

25. Mandatory Requirements – Re Entries

NOR

- the NOR is sent to the IDA, PRO and Chairman of the Jury for approval 6 months prior to the event. Allow 6 weeks for approval. It should be published 5 months prior to the event
- NOR Entry Form and other information to be available on line on the Event website

Entry Fee

- The Regatta Entry Fee will be agreed by IDA before publishing and will include as a minimum:
 - parking for Cars and trailers throughout the Regatta,
 - everything associated with boats e.g., marina berths and moorings, craning.
 - Access to water on pontoons
 - drinks and canapés for the opening and closing ceremonies

Entry List

- an entry list is available on line from 3 months prior to the event with appropriate updates leading into the Championship

REGISTRATION

26. Visas

The Organising Authority may be asked to provide 'invitation letters', to enable some competitors to obtain Visas to visit the host country. National Dragon Associations should advise the Organising Authority if such letters will be required for their sailors, what they should say, and to whom they should be sent, in plenty of time to enable Visas to be issued.

27. Staffing

The Registration office needs to be well staffed with helpers, preferably with some English. There needs to be at least one very good English speaker in the team.

28. Registration Checks

There are a number of checks that need to be made at or before registration. They involve the:

- Entry Form
- Yacht's Measurement Certificate or Measurement Form
- evidence of current membership of a National Association
- World Sailing Sailor IDs and Classification for each crew member
- Identity of the crew – passport or equivalent
- yacht insurance (note carefully advice on this 28.5)

Registration for a yacht will not be considered complete and the yacht cannot race unless the following has been returned to Registration Office by the close of Registration opening hours:

- Sail Registration Form signed by Measurer
- Crew weight verification
- Boat Measurement Form signed by Measurer
- Entry form complete
- Entry fee received.

28.1 Entry Form

The Organisers shall check that the owner or their representative has properly completed the Entry Form or owner's representative. As qualification is required for World and European Championships, the Organisers must make reasonable efforts to ensure that the entry has the approval of the relevant National Dragon Association and conforms to the rules laid down for these events. The National Dragon Association shall be a fully paid up member of the IDA. The IDA can advise if any NDA's are in arrears and therefore which entries cannot be accepted.

The Entry Form shall contain the information in Section 5 - Appendix 5 of these Regulations.

28.2 Yacht's Measurement Certificate

When a boat is built and measured for the first time a Measurement Form is completed and a copy is sent to the IDA. The new owner is responsible to sending the original to his National Authority or National Dragon Association. Based on this information the National Authority or in some countries the National Class Secretary issues a separate Measurement Certificate or Stamps the first page of the Measurement Form. The format of these certificates will differ from country to country. A current Measurement Certificate/or appropriately Stamped Measurement Form is mandatory. Without either a Dragon is not officially entitled to race.

Certificates & Forms must be carefully checked by an individual who has been appropriately briefed.

The Organisers should keep a copy of each Yacht's Measurement Certificate or Page 1 of the Measurement Form with the entry form in case of queries. If a competitor fails to produce the Yacht Certificate (or National Authority/Secretary stamped Measurement Form) or has forgotten it refer to RRS 78.

Owners are often slow about updating their Certificates after a change of ownership. If in doubt the Registration team shall consult the Event Measurer for guidance.

With new boats (measured in the last 14 days) it may not be possible for the Owner to obtain the necessary Stamp or Certificate. In these cases the Event Measurer should be informed, who may inform the Jury see RRS 78.

28.3 World Sailing Sailor IDs and Classifications for each Crew Member

The Organiser is responsible for ensuring they check the World Sailing classification for all crew members of the boats entering as Corinthians. Without a valid World Sailing classification number 1 the crew is not eligible to sail as a Corinthian.

28.4 Identity of Crew

The Organisers should review the passport of the crew to ensure they match those on the entry form. In the case of entries for the Masters Trophy the crews date of birth should also be checked.

28.5 Yacht Insurance

Organisers may state in the Notice of Race that yachts should either:

- send/bring proof of insurance with them to the regatta or
- send a copy of the certificate with the Entry Form.

Organisers should note that if they make this request they are strongly advised to state in the Notice of Race that the Regatta Organisers "may require" to see a copy of the certificate not "will require". According to some legal opinions an indication that the organisers will require to see proof of insurance may make the organisers liable in the event the yacht's insurance is invalid. Furthermore, it may be impossible for an Organiser to verify the validity of an Insurance Certificate in a foreign language. The organisers cannot and should not take responsibility to ensure that certificates are correct. This remains the responsibility of the owner or the owner's representative. National Authorities may have different advice for Regattas held in their country - please check.

29. Information to be Provided at Registration

The following information should be provided at registration (some of which may already have been sent to competitors):

- instructions on measurement see 29.5
- directions to marina berths (if allocated)
- details of how and where to get tickets for social events
- regatta packs see below
- Regatta Sails Registration Form (this must be filled in before the boat's registration is considered complete).
- Any instructions on attaching sponsor flags, stickers etc

29.1 Regatta Pack

The pack shall include:

- a list of all entrants - boat name, number, nationality, yacht club, and crew members. This should identify boats entering as Corinthians.
- a copy of the Notice of Race
- Sailing Instructions (waterproof if possible) - see 29.2
- a timetable of events- social and other events
- map of the town with relevant buildings marked out e.g. Regatta Office, launching area, official notice board, venues for official parties.
- extracts of a chart of the race area and tidal flows (if available)

Optional

- details on launching and recovery
- directions to nearest boatyard and sail makers
- list of local restaurants including phone number
- useful phone numbers, e.g. Doctor, Hospital Dentist, Physiotherapist, Chandlers, boat builders, sail makers, rigger, local garages, scrap yard or name of company which can supply lead (additional weights)
- leaflets about local tourist attractions

29.2 Sailing Instructions

Organisers of the IDA Championship Events are required to use the Standard Sailing Instructions, see Appendix 7. The Organisers shall submit the draft sailing instructions to the IDA, PRO and Jury Chairman for approval at least three months prior to the event. Please allow 6 weeks for approval. The IDA will accept amendments only if justified by local constraints. In accordance with the RRS the definition of the zone (3 hull lengths) shall apply at all IDA Championships, and Grade 1 Events.

Other Events - It is also strongly recommended that the 3 boat lengths apply at all Dragon Events. If necessary at Grade 2 Events, Rule 86(b) may be applied if stated in the Sailing Instructions (either 2 or 4 lengths).

Organisers of Grade 1 and Grade 2 Events and other open events are advised to use the IDA Championship Sailing Instructions although modifications may be required to cater for specific rules of the event and any local conditions.

29.3 Measurement

Details on the measurement requirements that will apply to boats at the Championship. See Section 4 of these IDA Regatta Regulations for details on potential IDA measurement requirements.

30. Mandatory Requirements for Registration / Entry

Registration

- The location of the Registration Office is clearly identified
- The Registration Office is open throughout the measurement period prior to the event.
- The following details are checked by the Registration Office:

Measurement

- the Measurement Certificate or Measurement Form is endorsed by, the relevant National Authority/ Secretary and is fully completed.
- the sail number matches that on the Entry Form*
- the World Sailing (formerly ISAF) plaque number on Measurement Form or Certificate matches that on the Entry Form
- the date on the certificate is current/valid and refers to the correct owner
- a photocopy is taken of page one of the Measurement form or Measurement Certificate and retained until after the regatta
- measurement is conducted in accordance with the mandatory requirements outlined in the measurement section Section 4 of these IDA Championship Regulations

Entry Form

- is complete in all aspects including individual World Sailing sailor ID Numbers for each helmsman (required for International Ranking List)
- for boats entering as Corinthians the crew World Sailing ID and

Classification are verified by the Organisers using the World Sailing web site

- Passport is seen for all members of the crew and names checked to entry form. Date of Birth also needs checked for entries to the Masters Trophy
- *Note a yacht can apply in writing at the event to the Race Committee to sail under different Sail number to the one shown on her certificate.

Sailing Instructions

- the SIs comply with the IDA Standard Sis see Appendix 7
- the SIs are approved by the IDA, PRO and Chairman of the Jury at. Allow 6 weeks for approval.

LAUNCHING AND LIFTING OUT

31. Launching and Lifting Out Requirements

The scenario for launching and lifting out Dragons is very similar, the most important requirements being:

- easy access for trailers to and from the crane
- sufficient cranes see 31.3
- plenty of space for manoeuvring the boats, rigging and de-rigging
- orderly recovery of boats.

31.1 Launching

Cranes are only required to lift the boat into the water. Boats will launch with their masts rigged. It is important that:

- the cranes are positioned so that trailers can be easily manoeuvred under the crane,
- there are sufficient ribs etc to tow boats from the crane to their marina berth/moorings.

It is sensible to have several shore side officials (easily identified) to:

- control/instruct competitors going into the water
- direct them to their marina berth
- ensure those boats that require to be weighed or undergo a swing test under level 2 measurement have done so before launching/rigging. Note Level 2 Measurement may not be required – please see Section 4 of these IDA Regatta Regulations

These officials should be in radio contact with the Race Office. Ideally boats should be launched and recovered beside a pontoon with plenty of fenders.

31.2 Lifting Out

After the regatta it is essential to establish a rota for lifting out. This prevents barging and damage to boats as they manoeuvre for position under the crane. The order of lifting out should be notified to competitors at least 24 hours in advance so that trailers can be organised. We strongly recommend that the trailers are moved by marina vehicles etc rather than relying on owners to use their cars. It is also recommended that the Organisers number the trailers and boats for easy identification. It is important that there are designated Shore Organisers on site to oversee the movement of trailers under the crane in the correct order. They need to know the order of lifting out and enforce it. Pragmatically putting foreign boats from the same country under one crane works well. Also is considered courteous to give priority to those catching ferries or travelling long distances.

We strongly recommend there are a minimum of 2 marina vehicles per crane as the most time-consuming element of lifting out is the time taken moving trailers to and trailers with boats, from the crane.

Once on their trailers boats should be taken from the area of the crane to a car park or similar hard standing facility to facilitate de-rigging and the boats being packed

away. It is helpful to have a jet spray washer near the cranes to give the boats a quick blast (used and controlled by an Organiser not the competitors) and then have access to normal water hoses around the parking area.

Note boats shall not be lifted out during the regatta unless approval has been obtained from the International Jury in writing and either one of the jury members or an appointed official is present. A crane should be available during the regatta for this purpose.

31.3 Number of Cranes

Organisers should work on the basis of having two cranes available on the day before the regatta starts to ensure everyone gets in the water.

On lifting out we recommend working on the basis of 1 crane for every 25 boats assuming the traffic flow of trailers is being managed. If efficiently handled this should enable all boats to be lifted out in 2.5 hours.

31.4 Crane Insurance

Organiser should ensure they have adequate insurance cover for the cranes and any lifting gear.

32. Mandatory Requirements for Launching and Lifting

Launching

- Adequate number of cranes for launching – minimum 2 on the last day of measurement
- boats to tow dragons to moorings

Lifting out

- Sufficient cranes to lift all Dragons within 2.5 – 3 hours
- Supervision by organisers to ensure smooth movement
- Use of marina vehicles - 2 per crane to move trailers to and from the cranes

PRESS COVERAGE

33. Photographs

Competitors like to buy photographs of their boat taken during the regatta. A suitable photographer or photographers should be given access to the event and be able to use the press boat or have a dedicated rib. It is advisable that the photographs are displayed on a daily basis. This can be done in the Regatta Office or the bar area.

34. Press

It is important to maximise press coverage for the event. Please liaise with the sponsors about their own requirements. For all IDA Championship Events, the Organisers should aim provide a knowledgeable and experienced reporter to issue daily reports and to write a full final report for the IDA. Details on facilities to provide the press and their needs is in Appendix 4. Press must be provided with access to the Internet.

35. IDA Blog

Reports should be published daily on the IDA web site. At the major events this is normally done by the IDA Regatta Organiser. At other events, an OA official can register on the IDA website and post reports directly to the Home News page.

36. Mandatory Requirements for Press

- Wi-Fi (free) with adequate signal strength
- prompt provision for daily reports and results on IDA web site

RESULTS & PRIZES

37. Results

It is important that the day's results (which can be preliminary) are available to competitors as soon as possible. Multiple copies should be made available as soon as the competitors come ashore. They should also be posted on the Event Web site and IDA website www.intdragon.net as soon as they are available.

38. Prize Giving

The format of the prize giving reflects the country hosting the event.

The following suggestions are made:

- daily prizes should be awarded on completion of that day's racing
- always give prizes to the full crew
- the prize-giving ceremony must be open to all competitors and friends free
- ensure there is adequate bar space at the prize giving
- consider giving prizes for classic wooden boats and boats over a certain age
- always invite your sponsors

Competitors will wish to return home as soon as possible so consider holding the regatta dinner on the penultimate day. Also, the last race should not be started after a certain time, and the start time should be earlier. Ensure competitors know the time of prize giving.

38.1 Medals

Medals should be awarded to the crews of the first three boats (Gold, Silver and Bronze) in the World and European Championships. These must be supplied by the OA as part of the prizes. Medal design is flexible but they must display the IDA 'D' logo prominently, together with the words 'International Dragon Association'.

Medals should also be considered for the Corinthian winners (first three boats).

39. Mandatory Requirements for Prizes

- present championship medals at Europeans and Worlds

POST REGATTA REQUIREMENTS

40. Regatta Report

The Race Officer is obliged to provide World Sailing with a written report of the Regatta. The IDA would also like copies of any of the following reports

- a) Official overall result list
- b) Report of the PRO
- c) Report of the Event Measurer
- d) Report of the Head of the Jury

The IDA would welcome:

- additional comments on the Regatta from the Organiser's perspective,
- good quality photographs for the IDA Website; the photographs must be in high resolution suitable for print. These should be sent to news@intdragon.net. Please send details of the photographer and any copyright issues.
- Any short video material from the event would also be helpful.

41. We welcome your feedback

And lastly please feel free to comment on any general points you have or any improvements you can suggest to these IDA Championship Regulations.

42. Mandatory Requirements Post Event

Copies of the following reports are required to be sent to the IDA:

- Official overall result list
- Report of the PRO to World Sailing
- Report of the Event Measurer
- Report of the Jury Chairman

SECTION 4 – MEASUREMENT

(Section 4 of 6)

Use of This Section

This Section is part of the IDA Championship Regulations and contains guidance for running an event. It also contains requirements that the IDA consider mandatory. Mandatory Requirements can only be altered with the expressed written permission of the IDA Executive Committee or IDA Secretary and form part of the Standard Agreement entered into by the Organising Authority (Organiser) and the IDA (see Appendix 2). Note some Mandatory Requirements may also require the permission of World Sailing or the relevant National Authority. Mandatory Requirements are clearly marked in **red at the end of the relevant paragraphs**.

The Organisers of an IDA Championship will also be required to get approval for any significant deviations from the best practice guidance in this manual with the IDA Representative during the planning phase leading up to the event.

MEASUREMENT

43. Measurers & Facilities

43.1 Appointment of Measurers

A Principal Event Measurer with appropriate experience of measuring Dragons (normally but not necessarily an International Measurer) and approved by the IDA in writing shall be present at all IDA Championship Events.

Under World Sailing rules the Principal Event Measurer of the Regatta also has to be approved by the Host Country's National Authority. The Organisers must supply sufficient assistant measurers to assist the Principal Event Measurer with measurement. Only experienced Dragon Measurers should be used. In addition to approving the Principal Event Measurer, the IDA will specify any additional or special measurement requirements for the regatta.

The Principal Event Measurer should be approved by the IDA 4 months in advance.

43.2 Measurer's Authority

The Measurer obtains his authority solely from the Race Committee. If he concludes that an item does not comply, RRS 78.3 requires him to report the matter in writing to the Race Committee which shall protest the boat.

The attention of Measurers (and Organisers) is drawn to World Sailing Equipment Rules of Sailing 2017-2020 - Effective 1 January 2017 - which describe Event Measurement in greater detail. The Measurer is normally also the authority responsible for interpreting a Class Rule for the purpose of RRS 64.3(b).

43.3 Cost of Measurers

Measurers give up their own time to conduct measurement for Regattas and will of necessity incur expenses. In addition, professional measurers usually charge for their time. To assist the organisers, we have below indicated what are considered normal/acceptable charges.

- time approx. Euro 200 per day
- travel costs (either mileage or public transport)
- accommodation and food (including tickets for social events).

The Organisers shall meet these costs. The accommodation and food should be of a "reasonable standard". It will normally be possible to find assistant measurers, perhaps locally, who do not charge for their time. It is important for all concerned that the Organisers agree in writing with the measurer in advance what is and is not being paid for.

43.4 Measurement Facilities

Proper measurement facilities shall be provided by the Organisers including:

- clean flat area for sail measurement (undercover)- access required throughout the regatta
- designated areas for boat measurement, registration and checking in
- properly calibrated weighing scales suitable for weighing crews.

- sheltered area or large building with road trailer access for weighing and swinging boats if Level 2 measurement required

44. Measurement Requirements

The IDA and the IDA Technical Committee specify the level of measurement to be undertaken at IDA Championship and Grade 1 Events. Instructions on measurement are subject to amendment. The organisers should check with the IDA what the latest position is at least six months before the event. Variations to the measurement requirements are specified from time to time by the Chairman of the Technical Committee.

Most elements of the measurement process are undertaken prior to the start of the first Race but measurement checks may also be required once the regatta has started.

The IDA operates a two-tier measurement process– Level 1 Measurement to be undertaken at IDA Championships and additional Level 2 Measurement (boat weighing etc) which may be required at IDA Championships.

Please note that Crew Weighing is required at all Grade 1 Events.

Advice should be sought from the IDA Technical Committee regarding:

- the extent of measurement in addition to level 1
- the period of time that should be allocated for measurement (at least 2 days often 3 depending on numbers for Championship Events)

Please note all costs of measurement shall be paid by the Organisers.

Organisers' attention is drawn to RRS 78 and to RRS 64.3 concerning measurement protests.

Copies of measurement check forms are included in the Appendices.

If the organisers wish to make any alterations to these arrangements, they must be approved by the Chairman of the Technical Committee.

45. Level 1

Level 1 Measurement for IDA Championships includes:

- Sail measurement
- Boat equipment and measurement
- Crew weighing (IDA Championships and Grade 1)
- During Regatta (racing) spot checks - optional

Organisers' attention is drawn to RRS 78.

If the Organisers wish to make any alterations to these arrangements they must be approved by the Chairman of the Technical Committee.

45.1 Sail Measurement – Level 1

Every boat shall complete a Sail Registration Form (Appendix 11) and submit this to

the Registration Office before or when registering. A maximum of 8 sails per boat can be registered for use at a Regatta.

Only pre-measured sails (signed and with IDA label attached) can be included on the Sail Registration Form. The Organisers should not offer sail measuring facilities for unmeasured sails. It is up to the Event Measurer whether he has time to measure any unmeasured sails. He is under no obligation to do so. Unmeasured sails cannot be used during the Regatta

The relevant Event Measurer will select a random sample of sails from each Registration Form. Sailors will need to take these sails to the Sail Measurement area where they will be checked. Once checking is complete the Measurer will mark the Sail Registration Form and submit it to the Registration office. A boat has not completed registration until this is form is returned.

Sails not selected for measurement may be checked to ensure that they have been measured by an IDA approved measurer and have his number marked, with the appropriate IDA Sail Label attached.

The Organisers should ensure that all relevant local sail makers

- have a copy of the latest sail measurement rules (apply to the IDA Secretary).
- that their address and times of opening are well publicised. It is a good idea to have a sail loft on standby during the hours of sail measurement (note this may be over a week-end).

The Event Measurer is under no obligation to re-measure sails that have been re-cut having failed normal sail measurement.

45.2 Boat & Equipment Check - Level 1

Level 1 Boat and Equipment Measurement can take place either on shore or in the water. It is the minimum measurement required at the IDA championships. It is not a requirement for Grade 1 events. Details of the measurement are contained in Section 4 of these IDA Championship Regulations.

45.3 Crew Weight – Level 1

The combined weight of the crew shall not exceed 285kg. This cannot be altered for IDA Championship or Grade 1 events. There can be up to 4 crew on a Dragon. The scales that are used for weighing the crew should be accurate and properly calibrated (not bathroom scales). It is recommended that the crews of each boat are weighed as the same time but this might not be possible. Registration is not completed until all three/four crew are weighed. Photographs of each crew member should be taken at the weigh in with the crew clearly holding a notice with their Sail Number displayed. Ideally these photographs should be available for competitors to view at all times during the regatta.

When crew are weighed we suggest it is a screened off area as it is permitted for crew to be weighed in their underwear.

45.4 During the Regatta Spot Checks Level 1

After each Race the Measurer may select a number of boats (between 3 and 6) to be checked on the way back from racing or immediately upon arrival in the marina. Boats should be notified as they finish. It may be appropriate to ask them to proceed to a designated area of the marina and wait for the measurer to attend.

The measurer may perform the following checks:

- Corrector weights are situated in the positions indicated on the boat's most current measurement form
- Mast movement at deck level and fixing of mast chocks
- All sails on board the yacht appear on the Sail Registration Form submitted by that yacht and have properly signed sail labels
- Yachts are carrying on board the equipment specified in Class Rules 11.10 (see Appendix 9).
- The Measurer may at his own discretion require the yacht to be lifted out and weighed once dry.
- The Measurer may require the owner to take the sails and any others he has registered to the Sail Measurement area for measuring.

46. Mandatory Requirements for Measurement

IDA Championships

- Obtain advice from IDA Technical committee on level of measurement required at least 3 months prior to event
- Allow minimum of 2 days for measurement (3 days if over 70 boats expected)
- The following measurement procedures are mandatory for IDA Championships
 - Sail measurement
 - Boat equipment and measurement
 - Crew weighing

Grade1 Events

- Crew weighing

47. Level 2 – Optional Additional Requirements from the IDA

Part or all of Level 2 Measurement may be required at IDA championship. Organisers should clarify with the IDA what if any additional measurement requirements apply.

47.1 Boat Measurement (Weighing) - sample of boats- Level 2

The boats to be measured will be selected by the Principal Event Measurer and the relevant yacht will be informed at Registration. Boats must be dry and only holding the correct equipment when weighed.

Weighing can be carried out with or without the mast rigged and should not be considered unless the operation can be carried out in a sheltered undercover area as the wind will make results inaccurate. Scales must be properly calibrated to weigh 1750 KG and have a valid and current certificate that can be shown to competitors at the time of weighing.

Note if a sample of boats are to be weighed un-rigged all owners should be notified before the event starts that boats may be weighed and they should contact the Registration Office on arrival to see if their boat has been selected.

If a yacht is found to be underweight the following procedure applies. Additional weights, as necessary, shall be positioned at the bow (in front of station 4) and stern (behind station 12) in equal amounts. The yacht's number and the owner's name shall be reported to the IDA. This is considered a temporary measure and overcomes the need for a further swing test to be carried out at the event. After the event the boat may be required to be re-weighed and if necessary re-swung and certified by an approved measurer.

The Measurer will check the number and position of existing weights against the measurement form. If new weights are added these must be recorded by the Measurer, who must inform the IDA.

Please ensure the Race Office has been supplied with the name and telephone number of a company which supplies lead as a boat may be required to add lead weights to pass measurement.

47.2 Full Mast Measurement - sample of boats - Level 2

Appendix 10 identifies the items that will be checked if the IDA requires a Spars Measurement check.

SECTION 5 - RACE MANAGEMENT

(Section 5 of 6)

Use of This Section

This Section is part of the IDA Championship Regulations and contains guidance for running an event. It also contains requirements that the IDA consider mandatory. Mandatory Requirements can only be altered with the expressed written permission of the IDA Executive Committee or IDA Secretary and form part of the Standard Agreement entered into by the Organising Authority (Organiser) and the IDA (see Appendix 2). Note some Mandatory Requirements may also require the permission of World Sailing or the relevant National Authority. Mandatory Requirements are clearly marked in **red at the end of the relevant paragraphs**.

The Organisers of an IDA Championship will also be required to get approval for any significant deviations from the best practice guidance in this manual with the IDA Representative during the planning phase leading up to the event.

RACE MANAGEMENT

48. Guidance Notes on Race Management

The following notes are intended to give an overview of the preferences of Dragon Sailors. Please note that the Gold Cup Rules have some specific requirements in relation to courses, number of races to count etc. (Variations to these can only be given with the IDA's approval).

48.1 Resources

The Organisers shall ensure that there are adequate Race Committee vessels:

- a committee boat for each end of the starting line, plus optionally a Race Committee signal boat positioned ahead of the line.
- rescue boats/tow boats
- a minimum of two boats for the jury (one of which should be a small fast speed boat or rigid inflatable (rib))
- adequate boats to lay and move marks quickly if there is a need to swing the course.
- a small fast speed boat or rigid inflatable to display the general recall flag
- a yacht with a tall mast with orange cylinder on top of mast for positioning behind the windward mark

48.2 Number of Entries

The usual number of entries for World and European Championships is between 60 and 80; and for a Gold Cup between 80 and 105. These numbers may be accommodated on one start line. With a large number of boats, particularly for a Gold Cup the Race Committee may wish to consider splitting the fleet into two. This is not normally considered unless the fleet exceeds 90 boats.

Split fleets at the Gold Cup are traditionally organised on a 4 fleet basis. The Gold Cup is a unique event and whilst this format is not universally popular, it is a feature of the event.

48.2 Briefing

The Race Officer should hold a briefing session at the start of the Regatta and include the following information:

- distance and direction from the marina to the race area
- location of the official Notice Board which should be accessible 24 hours a day
- any alterations to the Standard Sailing Instructions. If possible, amendments to Sailing Instructions should be repeated at the Marina where the boats are moored.
- use of VHF Radios
- recommended latest departure time from Marina
- use of coach boats
- any local hazards

48.4 Coach and Spectator Boats

See Standard Sailing Instructions at Appendix 7. Mandatory restrictions are placed on these boats and contravention may lead to protest against the boat attached to the coach boat involved.

48.5 Weather Forecasts

The latest weather forecast should be posted on the Official Notice Board (and other relevant places)

48.5 Warning Signal

- a) The warning signal should not be made if the average wind speed is below 5 knots or above 28 knots for a period of at least 5 minutes before the warning signal.
- b) The warning signal should not be made if wind speeds above 28 knots are expected or have been forecast for the racing area during the time of the race.

48.6 Courses

The Class sails windward/leeward port hand courses. There should be two rounds of the course plus an additional windward leg to finish. The Spreader Mark should be positioned 150 meters from the windward mark and at an angle of approximately 90 degrees from the first leg. In addition, a leeward gate should be laid.

The line length should be based on 12 metres per boat for lines accommodating over 40 boats and 14 metres per yacht for lines accommodating under 40 boats.

Ideally there should be two committee boats, one at either end of the line.

A Race Committee Signal Boat to windward of the middle of the line is recommended with a large fleet and a consequently long line.

Signal flags shall be of sufficient size and displayed so as to be visible from all parts of the line.

48.7 Length of First Beat/Windward leg

It is essential that the first beat of the race is sufficiently long to prevent overcrowding at the first weather mark. A beat of at least 2.5 nautical miles and of not less than 30 minutes duration is recommended. The race should be abandoned if the first beat exceeds 75 minutes sailing time. However, the subsequent beats should be shorter than 2.5 nm, consistent with achieving a total race time of around 2.5 hours; this is especially important on days when more than one race is planned.

48.8 Race Committee Announcements

The RC should ensure there is a person capable of speaking clear English to the fleet on board the PRO Vessel. We recommend that the PRO keeps the fleet informed of developments e.g. why he has postponed etc See VHF protocol in Appendix 12.

48.9 Individual and General Recall Signals

Signals should be repeated on the Committee boat positioned at either end of the line. In the case of a General Recall a rib should be sent in front of the fleet displaying the general recall (First Substitute) flag. Numbers of boats disqualified under a general recall black flag start should be displayed on the committee boats at either

end of the line and announced over the VHF.

In general, the imposition of the Black Flag after 1 general recall is acceptable, unless there is an obvious problem with the line.

48.10 Abandoning Races

A race should be abandoned

- a) if the wind speed drops below 2 knots in a substantial part of the racing area for a period of 10 minutes or more.
- b) once the sustained wind speed reaches or exceeds 30 knots at any time before the first boat has crossed the finishing line.
- c) if a wind shift of more than 25 degrees occurs before the first boat arrives at the first windward mark.
- d) If it is expected that less than 50% of the Fleet will finish within the time limit.

48.11 Two or More Races per Day

Where more than one race is scheduled on one day it helps if, at the end of the previous race, some indication is made as to whether the subsequent race is to take place, or not.

Also indicate whether the subsequent race will be immediately, or after a period of say, an hour.

48.12 Marks

The marks of the course must be of a size and colour (preferably yellow/orange) as to be visible from the start. Buoys indicating the end of the finish line should be clearly visible.

“Dan buoys” with small flags are not sufficient.

A yacht with a tall mast and /or flashing light should be positioned behind the windward mark.

48.13 Protests

Protest time limits should be based on the time of the last yacht finishing

48.14 Use of VHF Radios

The IDA recommends the use of VHF radio communication for safety purposes and to enable the Race Committee to communicate with competitors. A channel for such communication shall be specified for this purpose in the Sailing Instructions.

Class Rule 11.11.1 only applies for VHF devices working on marine frequencies (156-162MHz).

The IDA draws attention to the fact that usage of a marine channel is restricted by International and National regulations and suggests (subject to relevant National regulations) use of an international ship-to-ship channel that is not used for other purposes.

1. The use of VHF communication shall be incorporated in the NOR. The following wording is recommended:

“Race information will be given on marine VHF(156-162MHz). The channel will

be stated in the SIs. The Organiser reminds participants that the use of marine VHF is governed by the applicable laws. It is the owner's/helmsman's responsibility to fulfil all legal requirements to carry and use marine VHF radio on board a yacht."

2. The SIs shall clearly state the channel to be used for communication from the PRO to competitors. They shall also state the channel to be used for emergency/safety issues which may be the same. They should also state that use or scan of any other channel (except Channel 16) whilst racing, may result in a protest and disqualification.
3. Individual OCS information shall not be made earlier than 2 minutes after the start.
4. PRO communication to his race management team should not be available to competitors, i.e. not using frequencies 156-162MHz.
5. See Standard Notice of Race and Sailing Instructions at Appendices 6 and 7

Please follow the VHF protocol attached in Appendix 12 for communicating with the fleet.

49. Mandatory Requirements for Race Management

Race Committee vessels:

- a committee boat for each end of the starting line, plus optionally a Race Committee signal boat.
- rescue boats/tow boats
- a minimum of two boats for the jury (one of which should be a small fast speed boat or rigid inflatable (rib))
- adequate boats to lay and move marks quickly if there is a need to swing the course.
- a small fast speed boat or rigid inflatable to display the general recall flag
- a yacht with a tall mast and /or flashing light positioned behind the windward mark
- Race Officer briefing before Race 1

- English speaking person on the PRO committee boat to communicate to fleet
- Use of the VHF protocol