

Race Official Roles, Qualifications and Competences

Application Document for
World Sailing International
Race Officials

February 2023

Introduction

This document defines the process applied by World Sailing (WS) when appointing international race officials. It also describes the role of race officials in the different disciplines as well as the qualifications and competences required for appointment.

WS appoints international race officials in the following disciplines:

- International Classifier (IC)
- International Expression Judge (IEJ)
- International Judge (IJ)
- International Measurer (IM)
- International Race Officer (IRO)
- International Technical Delegate (ITD)
- International Umpire (IU)

The application and appointment processes are specified in WS Regulation 31.

This document provides the process and requirements to qualifications and competences that are common for all disciplines, followed by a section with the specific requirements for each discipline.

The requirements of the individual disciplines refer to “principal events”. Lists of principal events are provided in each discipline’s section.

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1. All World Sailing Race Officials

This section provides the process and requirements to qualifications and competences that are common for all World Sailing Race Official (WS-RO) disciplines.

1.1. Processing of Applications

The process for the appointment of all WS-ROs will be as follows:

- (a) An application on the official form must be sent to the WS Executive Office by the date stated in WS Regulation 31;
- (b) All ancillary documents must be sent to the WS Executive Office by 23:59 UTC on October 13 in the year of application;
- (c) For the first appointment, the applicant's name will be sent to their MNA for endorsement (to be received by the deadline specified in 1.1(b)). Any comments received will be sent to the candidate who may make representations to WS if he wishes;
- (d) The application file and all comments will be sent to the Sub-committee or working party that is administering the discipline, and that body will make a formal recommendation to the Race Officials Committee (ROC) concerning appointment; and
- (e) The ROC will decide on recommendations for appointment at its October / November meeting on the year of application or later if required;
- (f) The deadlines stated in 1.1(a) and 1.1(b) are hard deadlines and any delay will lead to automatic rejection of the application;
- (g) The 4-year period - to be referred to as the "Designated Period"- for all required qualifications shall be from 14 October 2019 to 13 October 2023 (inclusive). Where a test is required to be passed, the date it is considered to be passed is the date it was taken, even if the result was communicated to the candidate on a later date;
- (h) Some criteria may change from those published in prior years. An applicant negatively affected by such a change may ask that the impact on their application be considered by the relevant subcommittee and ROC;
- (i) Candidates for first appointment or reappointment who have been adversely affected by the fallout of the Coronavirus pandemic should see the latest ROC Coronavirus Guidelines (Appendix A), which may take precedence particularly in extenuating circumstances.

1.2. General Qualifications Required

A candidate for first appointment or reappointment as a WS-RO shall have complied during the Designated Period with the following requirements:

- (a) satisfy the general competences for WS Race Officials set out in paragraph 1.3 below; and
- (b) satisfy the specific qualifications and competences for the relevant discipline set out in the relevant section below.

1.3. General Competences Required

A candidate for first appointment or reappointment for any discipline shall:

- (a) have racing experience;
- (b) have a sufficient knowledge of the Racing Rules of Sailing (RRS) and a detailed knowledge of the rules, manuals and other requirements and publications relating to the discipline;
- (c) be proficient in the English language and have the skills to communicate both with other race officials and with competitors on matters relating to the discipline;
- (d) display the temperament and behavior expected of a WS-RO at an event;
- (e) have the health and physical capacity to fulfill the requirements of the discipline;
- (f) have the observation skills necessary to perform the duties of the discipline;
- (g) agree to support the policies of WS and further its objectives;
- (h) have sufficient eyesight and hearing, natural or corrected, at a level to carry out the duties of the discipline; and
- (i) be able to contribute to the development of the program relating to the discipline.

1.4. Examinations

If a candidate for appointment must pass a WS examination in order to be appointed, the following provisions shall apply:

- (a) A candidate shall have passed the examination in the Designated Period.
- (b) If a candidate for reappointment has not passed the examination within the Designated Period, he may be reappointed (except under regulation 31.15) if all other conditions for reappointment are met and:
 - (1) the examination has been passed by 1 January in the following year; or
 - (2) the examination has been passed by 1 May but after 1 January in the following year. In this case, the Executive Office may omit or mark the candidate's name accordingly in the World Sailing Yearbook.
- (c) If the examination is not passed by 1 May in the following year, the candidate will, unless there are special circumstances, have his appointment terminated by the ROC but may reapply in accordance with WS Regulation 31.15.
- (d) An examination pass may only be used once to qualify.
- (e) A candidate who does not pass an examination may retake it on the following conditions:
 - (1) A candidate who fails on the first attempt shall not retake the examination within six months for the first attempt, unless the Chairman of the relevant Sub-committee (or the Chairman of the ROC if there is no Sub-committee) is satisfied that there are special circumstances to permit the candidate to retake the examination earlier;
 - (2) A candidate who fails an examination on the second attempt shall not retake the examination within a period of two years, unless the Chairman of the relevant Sub-committee (or the Chairman of the ROC if there is no Sub-committee) has considered the candidate's individual case and is satisfied that the candidate should be permitted an additional opportunity to retake the examination; and
 - (3) A candidate who fails an examination on the third attempt shall wait a period of two years before retaking the examination, is not entitled to submit an application during that period, and shall then apply as a candidate for first appointment.

1.5. General Guidelines Regarding Principal Events

- (a) Although there is no specific definition of a principal event, this document will assist first time applicants and applicants for reappointment with a better understanding as to which of their events will be considered as principal events. Officials from the more isolated areas around the globe struggle to receive invitations to events outside their Group or MNA, especially prior to becoming certified WS-ROs. With this in mind the WS-ROC looks at a broad scope of events to define the experience needed for first time appointment or reappointment of our officials. Each committee will always consider exceptions when evaluating an application.
- (b) A principal event for the purposes of appointment of race officials is an event that gives the officials a level of experience they can be expected to encounter when appointed as an International Race Official and at the same time there will be events which can allow the officials to bring their high level of experience to all levels of racing.
- (c) Those events listed in the WS Regulations as 'WS Events', 'Major Events', 'Special Events' and 'Recognized Events', would be principal events unless specified differently in each discipline's section below.
- (d) An applicant for reappointment as a WS-RO for IJ, IM, IRO, ITD or IU may include as a principal event, one composed of two L2 events, one L2 and two L3 events or three L3 events. Only one such substitution is permitted per application unless specifically noted below under the Principal Events of a race official discipline.
- (e) WS-ROs are encouraged not only to seek high level events, but also to provide their skills and knowledge at other, non-principal events, in the hope that their expertise will be of benefit to national race officials and other less experienced officials. The inclusion of L2 and L3 events in an application should facilitate this.

2. International Classifier (IC)

This section provides the qualifications and competences required for appointment as International Classifier (IC).

2.1. Role of International Classifiers

An International Classifier is conducting the following activities at an event:

- (a) classifies sailors according to the current PWS Functional Classification Manual. This includes medical, anatomical, and physiological analysis of the sailor's capabilities, performance assessment through standardized tests and observation on the water during competition;
- (b) advises on, inspects and approves assistive devices used by sailors during competition;
- (c) manages Classification protest hearings to resolve disputes about a sailor's classification; and
- (d) informs the race committee if a sailor or team is ineligible to compete.

2.2. Specific Qualifications for First Appointment

A candidate for first appointment as an International Classifier shall have complied during the Designated Period with the following requirements:

- (a) is a qualified medical practitioner, or physiotherapist or appropriate allied health professional; who is currently licensed to practice or retired from practice;
- (b) has attended a recognized Para WS International Classification Seminar;
- (c) has sat and passed the WS examination for the discipline in accordance with 1.4;
- (d) has signed accepting the Code of Conduct;
- (e) has classified in the capacity of Trainee (National) Classifier at:
 - (1) two recognized WS Events, and
 - (2) has experience in classification in Para Sailing recognized equipment
- (f) has obtained two completed and positive International Classifier reference forms, from International Classifiers who have served at an event with the candidate.

2.3. Specific Qualifications for Reappointment

A candidate for reappointment as an International Classifier shall, in addition to the requirements for first appointment including 2.2(a), (c) and (d), have complied during the Designated Period with the following requirements:

- (a) included within the application, a letter of support from the WS Head of Classification and one of the following event officials:
 - (1) Jury Chairman
 - (2) Principal Race Officer
 - (3) WS Technical Delegate
- (b) has classified at two recognized WS Events with experience in a majority of Para WS equipment;

2.4. Principal Events

All events listed on the WS Para Sailing Calendar are recognized events for functional classification. The full list can be located at the following link:

<https://www.sailing.org/our-sport/para/competition/>

2.5. Technical Competences Required

- (a) demonstration of knowledge and application of the current Para-Classification Rules for WC, the IPC Classification Code and its associated International Standards including the Code of Conduct; the current World Anti-Doping Code and the current Prohibited List;
- (b) familiarity with the different boats used for Para WS championships; and
- (c) demonstration of appropriate communication skills when evaluating sailors with disabilities.

2.6. Non-technical Competences Required

- (a) uphold the confidentiality of classification details during and after the event;
- (b) be polite, courteous, open-minded, and patient with colleagues, competitors, event officials, support persons, and hosts;
- (c) respect cultural differences in colleagues, competitors, event officials, support persons, and hosts;
- (d) maintain appropriate relationships with competitors and support persons at events; and
- (e) declare any conflict of interest before accepting an event classification invitation.
(See WS Regulation 34).

3. International Expression Judge (IEJ)

This section provides the qualifications and competences required for appointment as International Expression Judge (IEJ).

It will be published at a later point in time.

4. International Judge (IJ)

This section provides the qualifications and competences required for appointment as International Judge (IJ).

Terminology: in this section and the corresponding list of principal events, the term 'fleet racing event' refers to an event where all protests in the vast majority of races were heard and decided in accordance with RRS Part 5, while the term 'umpired fleet racing event' refers to an event where the vast majority of protests were decided by umpires on the water.

4.1. Role of International Judges

An International Judge is conducting the following activities at an event:

- (a) deciding on protests and requests for redress;
- (b) deciding on conflicts between Notice of Race and Sailing Instructions and any other rule under RRS 63.7;
- (c) enforcing RRS 42 on the water (when RRS Appendix P applies); and
- (d) deciding on RRS 69 Hearings;
- (e) fulfilling responsibilities in RRS N2 assigned to international juries;
- (f) ensures good communication with competitors and coaches;
- (g) liaises with:
 - (1) the Technical Delegate, when appointed;
 - (2) the chief measurer or chief equipment inspector, to be aware of any measurement issues;
 - (3) the race officer, to anticipate any difficult rule situations linked to race management.

4.2. Specific Qualifications for First Appointment

A candidate for first appointment as an International Judge shall have complied, during the Designated Period with the following requirements (System 1):

- (a) attended a WS International Judges Seminar, with good participation and positive references from the IJ Instructors;
- (b) sat and passed the WS examination for the discipline in accordance with 1.4;
- (c) served in-person as a member of an on-site protest committee for at least four L1 fleet racing principal events. At two of these events the candidate shall have been a member of an international jury (not umpired fleet racing events). One of these four event shall have been outside the candidate's Group (Groups A-H) or Member National Authority (Groups I-Q); and
- (d) obtained at least three complete reference forms from the International Judge who is the chairman of the protest committee or international jury, with performance confirmed at IJ Standard. Each reference form shall be from a different International Judge. A reference form from an event without any protest or request for redress hearings is not a complete reference form. Any item marked on the reference form other than IJ Standard means that the overall assessment is not IJ Standard, regardless of what is marked as the overall assessment. Only one reference form per event within the same time period will be accepted. A reference form completed more than 30 days after an event and from an event a candidate attended virtually cannot be considered for an application;
- (e) Further inquiries by the IJSC or the ROC into the candidate's functioning shall show positive competences and comportment appropriate for appointment as an International Judge;
- (f) A candidate is encouraged to provide an endorsement letter from the IJ Mentor he chooses. An IJ Mentor is an International Judge who has served as an IJ for at least 4 years.

4.3. Specific Qualifications for Reappointment

A candidate for reappointment as an International Judge shall either comply during the Designated Period with the requirements of System 1 (as above) except for item (d) and (f), or System 2 (as follows):

- (a) sat and passed the WS re-examination for the discipline in accordance with 1.4; and
- (b) served as a member of a protest committee for at least six fleet racing principal events. Only one event within the same time period shall be considered. At no less than four of these events the candidate shall have been a member of an international jury. At least two of these events shall have been outside the candidate's Group (Groups A-H) or Member National Authority (Groups I-Q).
- (c) any reports received from a chairman of an international jury where the judge served and from any assessment shall show competences and comportment at the level of an international judge; and compliance with the WS Code of Ethics and Code of Conduct for Race Officials; and
- (d) further inquiries by the IJSC or the ROC into the judge's performance and behavior shall indicate competences and comportment as required by an International Judge.

4.4. Principal Events

4.4.1 Fleet Racing Dinghies

(a) L1 Event

Olympic Games
International Class World, Hemispheric and Continental Championships
Grade 200 and 100 Olympic Classes events
National Championship with 50+ entries (minimum 3 racing days)
Youth Olympic Games
Youth Sailing World Championships
Regional Games
Events with 50+ entries and more than 3 classes (minimum 4 racing days)

(b) L2 Event

National Championship with 50+ entries (minimum 2 racing days)
National Championship of 30-50 entries (minimum 3 racing days)
International event with 30+ entries from 2 or more countries (minimum 3 racing days)

(c) L3 Event

International event with 20+ entries from 2 or more countries (minimum 3 racing days)

4.4.2 Fleet Racing Keelboats

(a) L1 Event

The Ocean Race
Long-distance races with 50+ entries from 2 or more countries
International Class World, Hemispheric and Continental Championships
International event with 50+ entries from 2 or more countries (minimum 4 racing days)
National Championships with 30+ entries (minimum 4 racing days)
An event with an international jury on site, with 30+ entries (minimum 4 racing days)

(b) L2 Event

International event with 30+ entries from 2 or more countries (minimum 3 racing days)
International events with 50+ entries but only 1 or 2 races (minimum 2 racing days)
National Championship with 30+ entries (minimum 3 racing days)

(c) L3 Event

International event with 20+ entries from 2 or more countries (minimum 3 racing days)

Notes on Events

1. This list of events is for guidance only.
2. If an applicant is unsure of the level of an event to include in an application, please contact IJSC.
3. For first appointments, all four events must be L1 Principal Events, and all events must have an on-site protest committee.
4. For reappointment, only one event that is composed of two L2s, or three L3s, or one L2 + two L3s can be included. All events must have an on-site protest committee.
5. Some events are experimenting with different forms for making protest decisions such as email, video conferencing and telephone conferencing. Whilst the stature of these events is recognized, only one event where the jury members are not physically present may be included in an application as a principal event and that event shall have an international jury as well as video conferencing. All the other criteria must be met.

4.5. Technical Competences Required

- (a) Working knowledge of the RRS, the WS Regulations, or any other applicable rules or regulations of the host organization.

4.6. Non-technical Competences Required

- (a) uphold the confidentiality of protest committee deliberations during and after the event;
- (b) be polite, courteous, open-minded, and patient with colleagues, competitors, event officials, team officials, coaches, and hosts;
- (c) respect cultural differences in colleagues, competitors, event officials, team officials, coaches, and hosts;
- (d) maintain appropriate relationships with competitors and support persons at events;
- (e) declare any conflict of interest before accepting a protest committee invitation. (See WS Regulation 34).

5. International Measurer (IM)

This section provides the qualifications and competences required for appointment as International Measurer (IM).

The appointment is made for a specific class or rating system. A rating system, except where otherwise stated, shall be deemed to have the status of a class. See 5.8 for details of class groupings.

5.1. Role of International Measurers

5.1.1. Activities at Events

An International Measurer is conducting the following activities at an event:

- (a) prepares the measurement/inspection facilities, setting up the required tools and equipment;
- (b) trains and then leads the measurement/inspection team;
- (c) oversees the measurement/inspection process; and
- (d) as member of the event's Technical Committee, protests any class rules infringements;
- (e) liaise with the Technical Delegate, when appointed.

5.1.2. Activities Not Related to an Event

An International Measurer can be involved with the following activities not related to events:

- (a) hull prototype measurements and other class-related functions in accordance with WS Regulation 10.5(f).

The above list is not restrictive; see also the WS Measurer's Manual.

5.2. Specific Qualifications for First Appointment

5.2.1 First Appointment

A candidate for first appointment as an International Measurer shall have complied, during the Designated Period, with the following requirements:

- (a) attended a WS International Measurer's seminar;
- (b) have intimate knowledge of the relevant class rules and the ERS;
- (c) sat and passed the WS examination for the International Measurer discipline in accordance with 1.4.
- (d) acted as an Equipment Inspector in at least two principal events of the class he is applying for;
- (e) obtained one class endorsement form from the relevant WS class association or, for rating systems, by the relevant rating system, and
- (f) obtained one completed and positive International Measurer reference form from an IM who has served at an L1 principal event with the candidate. A reference form completed more than 30 days after the event cannot be considered for an application.

5.2.2. First Appointment to an Additional Class

An IM applying for first appointment to an additional Class shall have complied during the Designated Period with the following requirements:

- (a) have intimate knowledge of the relevant class rules and the ERS;
- (b) acted as an Equipment Inspector in at least two L1 events of the class he is applying for; and
- (c) obtained one class endorsement form from the relevant WS class association or, for rating systems, by the relevant WS rating system;
- (d) have submitted International Measurer Reports as defined in 5.7 for every principal event used in the application.

5.3. Specific Qualifications for Reappointment

A candidate for reappointment as IM shall have complied during the Designated Period with the following requirements:

- (a) acted as an Equipment Inspector in two principal events; at least one of these events shall be an L1 event of the Class he is applying for, with the candidate acting as Technical Committee (TC) Chair or Deputy. In that case, the other event may be a combination of L2 and/or L3 events. As an alternative, one of the L1 events may be substituted by one hull prototype measurement of the class he is applying for;
- (b) obtained a Class endorsement form from the relevant WS Class association or, for rating systems, by the relevant WS rating system; and
- (c) have submitted International Measurer Reports as defined in 5.7 for every principal event used in the application.

5.4. Principal Events

5.4.1. L1 Events

- (a) WS Class - Single Class Event
Class World Championships - includes junior etc. events ⁽¹⁾
Class Continental Championships ⁽¹⁾
- (b) WS Class - Multi Class Event
(For multi-class L1 events, the candidate should be a member of a class specific equipment inspection team)
Olympic Games & Olympic Test Events
Regional Games ⁽¹⁾
- (c) Other Major International Events
The Ocean Race, if the equipment used is a WS Class ⁽²⁾
- (d) IRC (as agreed with Class)
RORC Commodores' Cup
Phuket King's Cup
Maxi 72 Rolex World Championship
IRC Worlds
IRC Europeans
- (e) ORC (as agreed with Class)
ORC Worlds (including Double Handed)
ORC Europeans (including Double Handed and Sportsboats)
Copa Del Rey
Swan Cup

5.4.2 L2 Events

(For L2 events the candidate should be TC chair/deputy of an event and not involved in a specific class)

Olympic Games & Test Event

Sailing World Championships

Regional Games ⁽¹⁾

5.4.3 L3 Events

(For L3 events the candidate should be the TC Chair or deputy)

Youth Olympic Games ⁽¹⁾

Youth Sailing World Championship

SEA Games or similar ⁽¹⁾

WS Class National Championship with 30+ entries and two days or more of pre-event measurement ⁽³⁾

Notes on events

1. Provided that the inspection level is same as for World Championships of that Class.
2. The candidate shall have been appointed to the Technical Committee of the edition of The Ocean Race held during the Designated Period. Such an appointment counts as equivalent to 2 L1 events, as listed in 5.3(a)
3. The IMSC reserves the right to:
 - a) amend the required number of entries, taking into account the Class characteristics, and
 - b) allow only those championships that produce a detailed report of the inspection with photographic evidence.

General Notes

1. If a candidate is unsure about the level of an event he wants to include in his application, he should consult with the IMSC in advance.
2. If a particular class wishes to add another L1 event, it may be done with the agreement of the IMSC but always depending on the inspection level and the type of event.
3. Events which a candidate has not submitted a report for, shall not be considered in an application.

5.5. Technical Competences Required

- (a) Intimate knowledge of the relevant Class or Rating System Rules and related documents such as additional specifications etc., the ERS, RRS, the WS Regulations, or any other applicable rules or regulations of the host organization.
- (b) Team management/leadership/communication skills.
- (c) Measurement tool and related equipment handling skills.

5.6. Non-technical Competences Required

- (a) uphold the confidentiality of inspected equipment details during and after the event;
- (b) be polite, courteous, open-minded, and patient with colleagues, competitors, event officials, support persons, and hosts;
- (c) respect cultural differences in colleagues, competitors, event officials, support persons, and hosts;
- (d) maintain appropriate relationships with competitors and support persons at events; and
- (e) declare any conflict of interest before accepting an event measurer/inspector invitation. (See WS Regulation 34);

More detailed description can be found in the WS Measurer's Manual and the IM seminar presentation hand-outs.

5.7. Event Reports

Each International Measurer shall submit a report for every principal event in which he has acted as an Equipment Inspector, independently of the role performed within the Technical Committee.

Reports shall be submitted online using the link for the International Measurer Report Form on the following page within 30 days of the event's closing date.

<https://www.sailing.org/our-sport/race-officals/international-mesurer/>

The IM event reports shall be used by the IMSC as proof of participation when considering applications for renewal or additional class appointment as an International Measurer and for IM Grouping purposes.

(IMSC Recommendation – The IMSC recommends that the Chair of the event TC liaises with their TC and completes a report for all the Equipment Inspectors who wish to be included whether they are an IM or not.)

5.8. Class Groupings

Based on similarities, specific classes will be considered as one class for application purposes. This means that the principal events at which the candidate acted as an Equipment Inspector for one of the classes listed shall count for all of the classes involved in the concerned class grouping:

- (a) 49er and 49er FX: "49er";
- (b) ILCA 7, ILCA 6 and ILCA 4: "ILCA";
- (c) Hansa 2.3, Hansa 303 and Hansa Liberty: "Hansa";
- (d) Hobie 14, Hobie16, Hobie Dragoon, Hobie Tiger and Hobie Wildcat: "Hobie"; (e) Nacra F20 and Nacra Infusion: "Nacra";
- (f) IKA Twin Tip Racing and Freestyle, IKA Formula Kite, IKA Kitefoil, IKA Open: "IKA";
- (g) Techno 293 and Techno 293+: "Techno 293";
- (h) Funboard and Youth Funboard: "Funboard".
- (i) iQFoil and iQFoil Youth and Junior: "iQFoil";

6. International Race Officer (IRO)

This section provides the qualifications and competences required for appointment as International Race Officer (IRO).

6.1. Role of International Race Officers

6.1.1. General

The title of “International Race Officer” (IRO) is awarded by World Sailing to persons who meet the criteria set out in WS Regulation 31. Their role (title) in an event could be the following in accordance with the WS Race Management Manual and the Race Management Policy:

- (a) Principal Race Officer (PRO) responsible for the overall race management where there are multiple courses.
- (b) Course Representative (CR) appointed by World Sailing, an MNA or Class Association to oversee the work of a race committee on a single course area.
- (c) Course Race Officer (CRO) a race officer responsible for the race management team on a single course area.
- (d) Deputy Race Officer (DRO) a race officer working with the CRO on the race committee signal vessel.
- (e) Assistant Race Officer (ARO) a race officer, usually on the start pin vessel, or finishing vessel working closely with the CRO.
- (f) International Technical Official (ITO) World Sailing appointment other than Principal Race Officer or Course Representative at WS Events.

When an IRO is the person in charge of the race management of the event the primary responsibility is to ensure that the competition is run according to the standards of WS and classes involved.

The role of the IRO will vary according to the makeup of the race management team.

IROs bring additional experience and expertise to an event. The tasks include, but are not limited to, those listed in the three subsections below.

Normally, (a), (b) or (c) is the final decision-maker over any race management related questions or disputes concerning the conduct of the competition.

6.1.2. Before the event

- (a) supervise any race management aspects in the agreement with the organizing authority;
- (b) gain an overview of all aspects of the race management, including but not limited to race areas, classes involved, race committee equipment and event personnel;
- (c) advise and assist on the specification and technical aspects of the competition;
- (d) consult and assist in the appointment of local race officers, deputies, assistant race officers and other race committee members;
- (e) consult the format of competition and the schedule for the event where appropriate;
- (f) consult the rules and regulations for the event (including Notice of Race, Sailing Instructions and any other race documents);

- (g) consult and approve event documents related to race management;
- (h) advise and approve the specification of all race committee vessels;
- (i) advise and approve the race management equipment required to deliver the event;
- (j) consult and advise of any race committee volunteer program;
- (k) consult results delivery software.

6.1.3. During the event

- (a) arrive before the event in order to assist and approve final preparations of the race management team;
- (b) ensure that the race officers act as a coordinated team;
- (c) ensure good communication with competitors and coaches;
- (d) chair daily meetings of the race management teams;
- (e) chair the race committee;
- (f) liaise with:
 - (1) the Technical Delegate, when appointed, and local race officers to ensure that WS race management policies and best practice are implemented;
 - (2) the chief measurer or chief equipment inspector to be aware of any measurement issues;
 - (3) the jury chairman to anticipate any difficult rule situations linked to race management;
- (g) consider necessity and consequences of any changes to race documents before approving and publishing;
- (h) ensure that results are published in a timely and adequate manner;
- (i) in general, remain aware of any issues affecting the smooth and fair running of the races and to take action accordingly.

6.1.4. After the event

- (a) Send the Race Officer Regatta Report for WS Office, including recommendations for the event in future;
- (b) Give other written feedback which may be useful to WS, event organizers and other parties involved.

6.2. Specific Qualifications for First Appointment

A candidate for first appointment as an International Race Officer have complied, during the Designated Period, with the following requirements:

- (a) have attended a WS Race Management Seminar;
- (b) have knowledge of matters affecting the safety of competitors in respect of race management;
- (c) sat and passed the WS examination for the discipline in accordance with 1.4;
- (d) served as the race officer responsible for the management of the races on the water (either Course Race Officer or Course Representative) at the following events:
 - (1) four principal events. Notwithstanding this requirement, a candidate may count no more than two events in a 4-year period as Principal Race Officer or Deputy Race Officer or International Technical Official; and
 - (2) four other events.
- (e) included with the application a letter of recommendation from a class association or organizing authority of a principal event at which the candidate was a race officer responsible for running the races;
- (f) obtained at least three completed International Race Officer Reference Forms (on the water assessment) from three different World Sailing Race Officials at three different events who observed the candidate's performance on the water for the whole event as:

- (1) Course Race Officer at any event of 2 days of scheduled racing or longer, or
 - (2) Deputy Race Officer at any L1 Principal event.
- Only one Deputy Race Officer reference can be accepted for each event. At least three references shall be confirmed as IRO standard. At least two references confirmed as IRO standard shall be completed by IROs. Agreement to complete a reference form must be made prior to the event and the completed reference form is to be given to WS within 30 days from the last day of the event. Any item marked on the reference form as below IRO Standard means the overall assessment is below IRO Standard, regardless of what is marked as the overall assessment. For a reference form to be considered complete, all items should be filled with comments by way of example or reason.
- (g) show experience in delivering race management training at a regional or national level club;
 - (h) be prepared to work with the Race Management Sub-committee on race management matters.

6.3. Specific Qualifications for Reappointment

A candidate for reappointment as an International Race Officer shall have complied during the Designated Period with the requirements in 6.2 except items (a), (c) and (f). Eight Regatta Report Forms should have been lodged with WS during this period.

6.4. Principal Events

6.4.1 Fleet Racing Dinghies

(a) L1 Event

Olympic Games
 International Class Worlds and Continentals
 Grade 200 and 100 Olympic Classes events
 Multiclass International event (minimum 4 days) with 200+ entries
 National Championship with 50+ entries (minimum 3 days)
 Paralympic Games
 Youth Olympic Games
 Youth Sailing World Championships
 Umpired Fleet Racing (all races umpired, minimum 3 days)

(b) L2 Event

Multiclass event (less than 4 days) with 200+ entries
 Two days National Championship
 National Championship of less than 50 boats
 Umpired Fleet Racing (Medal Races a full day)

(c) L3 Event

Regional event with a large number of boats (more than 100)

6.4.2 Fleet Racing Keelboats

(a) L1 Event

- The Ocean Race
- International Class Worlds and Continentals
- International Race Weeks (min. 4 days)
- National Championships with 30+ entries (some flexibility depending on class)
- A high level event which has an IRO and international jury appointed
- Umpired Fleet Racing (all races umpired min. 3 days)

(b) L2 Event

- Events which have more than 50 boats but only 1 or 2 races (major coastal or offshore races)
- Two days National Championship
- International Race Week of less than 4 days
- Umpired Fleet Racing (Medal Races a full day)

(c) L3 Event

- Regional event with more than 50 entries

6.4.3. Match Racing

(a) L1 Event

- World Championships
- America's Cup
- Grade 1 & 2
- National Championship (with high level of competition)

(b) L2 Event

- National Championship (with a lower degree of competition)
- Grade 3 (with a high level of competition)

(c) L3 Event

- Grade 3 (with a lower level of competition)

6.4.4 Team Racing

(a) L1 Event

- World Championships
- Continental Championships
- US National Team Race Championship
- US University Championships
- British University National Championships
- British Open Team Racing Championship
- Other Continental Championships or major international events

(b) L2 Event

- Feeder to a principal event
- Other National Championships

(c) L3 Event

- Regional University Events
- Regional events with more than 8 teams

Notes on Events

1. A role other than overall PRO or RO (CRO/DRO) on board the start vessel, responsible for the management of the races on the water may be considered to be a principal event. For example, an IRO appointed by WS to act in that capacity at the Olympic Games or to a major event, but not necessarily as the PRO. However, the number of events in the portfolio where the applicant was not the RO (CRO) on board the start vessel responsible for the management of the races on the water will be limited to two.
2. It is clearly impossible to fully describe a 'principal event' but the lists above may be helpful.

6.5. Technical Competences Required

- (a) maintaining a high level of understanding and application of the rules, procedures and WS policies.
- (b) ensuring that each decision or action taken is based upon the rules and principles of fairness and objectivity, and is made with care and without prejudice.
- (c) responsible for their actions concerning the safety and welfare of competitors, race officials, support personnel and volunteers.
- (d) team-work and team management.

6.6. Non-technical Competences Required

- (a) uphold the confidentiality of race committee deliberations during and after the event;
- (b) be polite, courteous, open-minded, and patient with colleagues, competitors, event officials, support persons, and hosts;
- (c) respect cultural differences in colleagues, competitors, event officials, support persons, and hosts;
- (d) maintain appropriate relationships with competitors and support persons at events; and
- (e) declare any conflict of interest before accepting a race committee membership invitation. (See WS regulation 34);

7. International Technical Delegate (ITD)

This section provides the qualifications and competences required for appointment as International Technical Delegate (ITD).

7.1. Role of International Technical Delegates

An International Technical Delegate conducts the following activities at an event.

7.1.1. Before the event

- (a) supervise any event agreement with the Organizing Authority (OA).
- (b) gain an overview of all aspects of the organization, including but not limited to event promotion, boat transportation or chartering, logistics both on and off the water, results, competitor registration and media.
- (c) advise on and approve the specification and technical aspects of the competition venue on and off shore.
- (d) consult and assist in the appointment of event directors, competition manager, and other key professional staff.
- (e) approve the format of competition and the schedule for the event where appropriate.
- (f) supervise the administration and qualification system for the event.
- (g) approve the rules and regulations for the event (including the Notice of Race, Sailing Instructions and any other race documents).
- (h) approve the race officials according to the WS Regulations and the event agreement (or if appointed by WS, to make the formal nomination of the officials to the OA).
- (i) advise and approve the specification of all official vessels.
- (j) consult and advise on the race management equipment required to deliver the event.
- (k) consult and advise on any event volunteer program.
- (l) advise and oversee the preparation and organization of test events.
- (m) approve any sports presentation plans and spectator facilities.
- (n) approve the venue branding plan, marketing and "look and feel" plans.
- (o) advise and approve the communications plan and any media facilities.
- (p) approve any arrangements for WS and VIPs.
- (q) approve the medal ceremonies.

7.1.2. During the event

- (a) arrive before the event in order to assist and approve final preparations.
- (b) ensure that the event team and race officials act as a coordinated team.
- (c) ensure good communication with competitors, coaches and team leaders and to facilitate feedback from them on the event.
- (d) chairing daily coordination and planning meetings of the senior event officials and the chief race officials.
- (e) if appointed, to chair the race committee.

- (f) liaise with:
 - (1) the principal race officer to ensure that WS race management policies and best practice are implemented;
 - (2) the chief measurer or chief equipment inspector to be aware of any measurement issues and communicate them to parties involved;
 - (3) the jury chairman to anticipate any difficult rule situations or areas where interpretation of the rules may be required.
 - (4) the Chief Umpire shall be made aware of any protests or redress issues that may have an impact on the timing or format of the event or the requirement for event calls.
- (g) consider necessity and consequences of any changes to race documents before approving and publishing,
- (h) ensure that results are published in a timely and adequate manner.
- (i) supervise that prize-giving and other protocol functions are carried out properly.
- (j) in general, remain aware of any issues affecting the smooth and fair running of the event and to take action accordingly.

7.1.3. After the event

- (a) produce an event report for WS.
- (b) if requested, to provide feedback on the performance of the chief race officials.
- (c) give feedback which may be useful to WS, event organizers and other parties involved.

7.2. Specific Qualifications for First Appointment

A candidate for first appointment as an International Technical Delegate shall have complied during the Designated Period with the following requirements:

- (a) sat and passed the WS examination for the discipline in accordance with 1.4 if the candidate is not currently a WS International Judge or International Race Officer;
- (b) served as a technical delegate or event director (or a similar role) at three principal events, of which either:
 - (1) two of which shall be outside the candidate's MNA; or
 - (2) one of which shall be outside the candidate's Group.
- (c) have a letter of recommendation from the Chairman of the WS Regional Games Committee. The organizing authority of a principal event may submit a nomination for recommendation to the Chairman; and
- (d) have two reference forms from two different events completed by the principal race officer or jury chair of the event which comply with the following requirements:
 - (1) World Sailing must first agree to a reference form being completed and by whom. The request must be made prior to the candidate undertaking their first duties for the event and shall identify who is going to give the reference. The agreement may be refused if the proposed referee will not have enough exposure to the candidate's work. This requirement applies only to references for events which commence after 1 February 2023.
 - (2) The completed reference form must be received by WS within 30 days from the last day of the event.

7.3. Specific Qualifications for Reappointment

A candidate for reappointment as an International Technical Delegate shall have complied during the Designated Period with the following requirements:

- (a) served as a technical delegate or event director (or similar role) at three principal events:
 - (1) two of which shall be outside the candidate's MNA; or
 - (2) one of which shall be outside the candidate's Group.
- (b) have a letter of recommendation from
 - (1) the Chairman of the Regional Games Sub-committee (the organizing authority of a principal event may submit a recommendation for nomination to the Chairman); or
 - (2) from one of the organising authorities of the principal events submitted under 7.3(a)(1) or 7.3(a)(2) above.

7.4. Principal Events

(a) L1 Event

Any WS Event that World Sailing appoints a technical delegate.

(b) L2 Event

Any event where a technical delegate is appointed or approved except the WS Events, Regional Games, the Olympic Sailing Competition and Paralympic Sailing Competition by the Member National Authority of the country in which the event is being held.

Notes on Events

1. A candidate's MNA will be invited to comment on any application but its consent is not required for appointment.
2. Applicants for reappointment as International Technical Delegate may include as a principal event one composed of two L2 events (but the application overall must contain at least one principal event where the candidate was not acting as a principal race officer or jury chairman). Applicants for reappointment may also count as a principal event a site visit or attendance at official meetings (of at least two days duration) for a principal event even if the event itself has not yet occurred. This is provided they are appointed as a technical delegate, event director or similar role for the event. A written report shall be sent to WS after the completion of each site visit/meeting in order for the event to count.

7.5. Technical Competences Required

- (a) Practical experience with the organization of major sailing events.

Candidates shall have hands-on experience with coordinating all aspects of organizing a major event (aside from on-the-water technical issues). This should include issues such as event promotion, boat transportation & chartering, logistics, registration, liaising with external authorities, managing the event team and relating with the media.

- (b) Familiarity with elite level sailing competition.

Candidates shall have had exposure to the environment of top-level competitive sailing. They shall be conversant with the various aspects that come together to define this environment, both concrete (WS Regulations and policies, best practices for race officials and event organizers) and intangible (expectations of competitors and coaches, attitude of media, volunteer participation, etc.)

- (c) General understanding of race management at a high level.

Candidates shall have deep awareness of how high-level race management decisions affect the outcome of races and the way they are perceived by competitors, coaches and public. An ITD shall be able to chair the race committee if required.

- (d) Working knowledge of the RRS, Parts 3, 5, 6 and 7, the WS Regulations, and any other applicable rules or regulations of the host organization.

Candidates shall be familiar with the rules and procedures that affect race management, protests, competitor entry and race organisation, and the way they all work together to create a formal backdrop for an event. Candidates shall also be familiar with WS Regulations concerning events and race officials.

7.6. Non-technical Competences Required

7.6.1. Good communication

Candidates shall display a thorough ability to communicate effectively to different audiences (including verbal and non-verbal spoken communication and written communications).

7.6.2. Responsibility

Candidates shall be comfortable with accepting responsibility for ensuring that their event meets the highest WS standards. They shall have an appropriate attitude towards the event and their team and be proactive in identifying and addressing problems. Candidates shall be able to exert his authority whilst remaining approachable and engaging with the event team.

7.6.3. Team building and leadership

Candidates shall possess good people skills and be able to work well with competitors, team leaders, the media and the public. They shall effectively lead the event team whilst being open to the opinions and advice of others. Candidates will defer to the technical expertise of race officials and others, but will maintain responsibility for final decisions.

7.6.4. Problem solving

Candidates shall display a basic, results-oriented, common sense and be able to prioritize tasks, make compromises when needed and always maintain sight of the big picture.

7.6.5. Cultural flexibility

Candidates shall be sensitive to and recognize the regional and national cultural issues and the traditions and practices of WS classes and other groups of sailors.

8. International Umpire (IU)

This section provides the qualifications and competences required for appointment as International Umpire (IU).

8.1. Role of International Umpires

An International Umpire is conducting the following activities at an event:

- (a) making field of play decisions while umpiring match, team, medal and fleet racing including radio controlled and high-speed boats;
- (b) deciding on protests and requests for redress at umpired events and when RRS N1.10 applies; and
- (c) applying Addendum MR (formerly Addendum Q) and Appendix UF.

8.2. Specific Qualifications for First Appointment

A candidate for first appointment shall have attended a WS Umpiring Seminar within 4 years of application and have received positive references from the IU Instructors.

In addition, a candidate for first appointment, during the Designated Period, shall have complied with the following requirements:

- (a) have sat and passed the WS performance assessment at least once;
- (b) have obtained a completed, positive, IUSC Reference Form from an international umpire from at least three of the principal events submitted in accordance with item 8.3(b). References should be from the most recent events attended; and
- (c) satisfied the requirements of 8.3

8.3. Specific Qualifications for First Appointment or Reappointment

During the Designated Period, a candidate for first appointment or reappointment shall:

- (a) have sat and passed the World Sailing examination for the discipline (either fleet, match, or team racing) in accordance with 1.4;
- (b) have served as an umpire in:
 - (1) Option 1- at least eight principal events, of which one of these events shall be outside the candidate's Group for candidates from Groups A-H; or the candidate's Member National Authority for candidates from Groups I-Q; or
 - (2) Option 2 - at least 28 scheduled racing days, served as an umpire at principal events, of which: four of these days shall be outside the candidate's Group for candidates from Groups A-H; or the candidates Member National Authority for candidates from Groups I-Q.
- (c) have contributed to development of the Umpiring Program, and furthered the objectives of World Sailing; and
- (d) have demonstrated ongoing contributions to umpiring on national level, such as umpiring at national level events, and training and development of umpires on national level.
- (e) any further inquiries by the IUSC or the ROC into the candidate's functioning shall indicate competences and comportment appropriate for appointment as an International Umpire.

8.4. Principal Events

(a) L1 Events

- Medal Racing
 - Grade 200 and 100 Olympic Classes Events
 - International Class World or Continental Championships
 - National Championship of an International Class
- Fleet Racing
 - Umpired Fleet Racing with a high level of competitors
 - National Sailing League with a high level of competition
- Match Racing
 - World Championships
 - Grade 1 & 2
 - National Championships (with high level of competition)
 - International Grade 3 (with a high level of completion)
 - Other Continental Championships or major international events
- Team Racing
 - World Championships
 - US National Team Race Championship
 - US University Championships
 - British University National Championships
 - Wilson Trophy
 - British National Championships
 - Other Continental Championships or major international events

(b) L2 Events

- Medal Racing
 - International Class event
- Fleet Racing Keelboats / Dinghies
 - National Sailing League with a low level of competition
- Match Racing
 - National Championship (with a lower degree of competition)
 - International Grade 3 (with a lower level of competition)
- Team Racing
 - Feeder to a principal event
 - National Championship (with a lower degree of competition)

(c) L3 Events

- Match Racing
 - Regional University Events
 - Other Regional Events
- Team Racing
 - Regional University Events
 - Regional events with more than 8 teams

Notes on Principal Events:

1. May include a mix of umpired fleet, match and team racing, and should, if possible, cover a mix of boat types.
2. To count under 8.3(b), option 1, an event must include at least 3 scheduled racing days.
3. If an applicant is unsure about the level of an event, they may consult with the IUSC
4. For reappointments to International Umpire, the limitation in 1.5(d) is changed. Up to three principal events may be composed of L2 and L3 events as described in 1.5(d).

8.5 Technical Competences Required

- (a) have consistently demonstrated the following:
 - (1) be able to apply the relevant rules and make correct decisions within a few seconds under pressure;
 - (2) anticipation skills based both on an understanding of how boats maneuver in match, team and /or fleet racing and the tactics applied by racing boats to win;
 - (3) be able to drive and position small powerboats in a range of wind and wave conditions.

8.6 Non-Technical Competences Required

- (a) be fit and able to withstand several consecutive days on the water in small powerboats;
- (b) to uphold the confidentiality of all umpire and protest committee deliberations during and after the event;
- (c) to be polite, courteous, open-minded, and patient with colleagues, competitors, event officials, team officials, coaches, and hosts;
- (d) to respect cultural differences in colleagues, competitors, event officials, team officials, coaches, and hosts;
- (e) to maintain appropriate relationships with competitors and support persons at events; and
- (f) to declare any conflict of interest before accepting an umpiring event invitation (see WS Regulation 34).



Appendix A – ROC Coronavirus Guidelines

February 1, 2023

This document is not a formal part of the RQC for 2023 but acts as a reference and guide for the review processes taken by the 2022 ROC during the disruption caused by the COVID-19 pandemic.

Due to the developing situation, World Sailing will continue to review this appendix and may publish an updated version at any time, with due care and attention to existing deadlines. World Sailing recognizes this is a turbulent time for our sport, and any changes will not increase the requirements outlined in the RQC document for the current period.

INTRODUCTION

1. Since the start of the COVID-19 pandemic in early 2020, candidates applying as a World Sailing Race Official may have found it difficult to comply with the requirements. This may be due to the cancellation of one or more events, local lockdown regulations, travel restrictions, and/or the unavailability of a seminar or examination.
2. The following guidance applies when the Race Officials Committee (ROC) considers 'special circumstances' caused by disruptions from the COVID-19 pandemic. For the purposes of this appendix, the ROC includes the sub-committees and working parties that manage specific race official disciplines and make recommendations to the ROC on applications.

GENERAL

1. WS Regulation 31.7 requires a candidate for appointment to meet the general qualifications for appointment as a World Sailing Race Official and the discipline-specific qualifications as published by World Sailing by 1 February each year. The ROC establishes the discipline-specific qualifications and publishes them in the Race Official Roles, Qualifications and Competences (RQC) document on the WS website. Qualifications for appointment or reappointment include:
 - (a) attendance at a World Sailing race official seminar,
 - (b) passing a World Sailing examination, and
 - (c) appointment as a race official at principal events and other events.
2. In most cases, these qualifications must be met within the Designated Period. The Race Officials Committee may consider the attainment of requirements that are outside of the designated period.
3. WS Regulation 31.2 allows the ROC to describe principal events generally or to designate them by name. The list of principal events is under review by the ROC to reflect the continuing impact of the COVID-19 pandemic on events.
4. A candidate who submits an application that is missing one or more requirements for appointment or needs additional time to comply with a requirement may request a waiver based on circumstances stemming from the COVID-19 pandemic. The candidate shall provide the reasons for the request in writing. The ROC may request information from the applicant regarding any pandemic impact on their application.

FIRST APPOINTMENT

Seminar and Test

As listed in the RQC document, applicants for first appointment (of certain disciplines) must attend a seminar and pass an examination. The Race Officials Committee may consider the attainment of these requirements outside of the designated period.

Events

Applicants applying for first appointment may lack the number or level of events due to lockdown, travel restrictions or event cancellations. The ROC will take into account deviations in the number and levels of events to accommodate circumstances stemming from the COVID-19 pandemic.

REAPPOINTMENT

An applicant for reappointment may have a requirement for a seminar (International Judges, System 1) and may have a requirement for an examination or test before 14 October of the year of the application. Paragraph 1.4 provides extensions to this deadline to 1 January or 1 May of the following year.

Renewal Test

The ROC will not terminate the appointment of race officials who are reappointed in 2023 subject to passing a required written examination by 1 May 2024, provided they have made reasonable efforts to take the examination by 1 May 2024. However, they will be required to pass the examination by 14 October 2024.

Events

Existing WS Race Officials applying for reappointment may also lack the number or level of events due to lockdown, travel restrictions or event cancellations. The ROC may deviate from the number and level of events. In addition, if the special circumstance brought in play by the COVID-19 pandemic apply to a reappointment application, WS Regulation 31.14.2 gives the ROC latitude to reappoint the candidate for a full four-year term or extend the existing appointment for 12 months. This 12 month extension may be granted more than once.

Regulation 31 gives the ROC the task of setting the number and levels of events for qualification as a WS Race Official. The ROC will adjust the event requirements to accommodate circumstances stemming from the COVID-19 pandemic. Applicants for reappointment will be considered to have fulfilled the event requirement provided they have officiated in at least 75% of the required number of principal events during the Designated Period. In addition, and for particular cases or disciplines, the ROC may apply a lower percentage or consider events beyond the Designated Period stated in 1.1(g).

QUESTIONS AND ANSWERS

Q1. May the number of boats in principal or level event categories be lowered?

A1. Yes, provided the cause of the reduction in the number of entries was the COVID-19 pandemic.

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