

**WORLD SAILING STANDARD GUIDELINES FOR THE ORGANIZATION AND
RACE MANAGEMENT OF MATCH RACING EVENTS 2026**

PREFACE to 2026 Edition

This manual is designed to be a learning tool and guideline to Event Organizers and Race Officers who are gathering knowledge and experience with the aim of holding a Match Racing Event.

It attempts to demonstrate the full spectrum of organization and thinking required to cover all aspects pre-launch of a match racing event, to ensure organizers don't miss any key components for achieving a successful event. It also gives valuable information, including detailed practical advice to the race management teams by using designated parts of WS Race Management Manual.

This manual has been compiled by a team of event organizers, committee members, race officers, umpires and indeed sailors. Since our sport is constantly changing and evolving, a manual such as this has to be a living document that needs to be updated constantly.

It is a general manual rather than a complete scenario for an event organizer, aiming to guide them through the steps involved in organizing either a Grade 1 or Grade 5 event. It by no means covers official functions, ceremonies and social activities that come with Match racing events.

It should also be a reference guide for Race Officers, with the aim of contributing to consistency in Match racing race management all over the world and the importance of Race Officer participation in pre-event organization.

Absolute uniformity is not our dream but the benefit of consistency and simplification for event organizers and indeed standards expected by sponsors, sailors, race officers, umpires and other participants is our goal.

Adaptability is a key function of event organizers, although by paying attention to particular needs of sponsors, competitors and judges combined with event location, sailing conditions, equipment and program, we hope you will have the confidence through this document to hold a successful event.

The responsibility for the contents of this Manual and keeping it up to date lies with the Match Racing Committee of World Sailing.

WORLD SAILING MATCH RACE ORGANISATION MANUAL

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Section 1 – Introduction

1.1 Introduction

Organizing a match race event is in many ways similar to organizing any other regatta your club may have run in the past, although a match racing event will require more resources and equipment than a fleet race. This document will highlight the additional or different considerations when organizing a match race event, as well as provide you with the links to other useful documents dealing with match racing.

The requirements of having similar boats, sails and equipment and on the water judging facilities (umpire boats, normally RIB boats) means your event size and grading is driven initially by what equipment you have access to. Set out below is a table outlining the general requirements of equipment, officiating personnel, regatta duration, maximum and minimum competitors, grading and prize money. This is only a guideline and organizers can within reason adapt as required. For Grade WC, 1, 2 and 3 events, there are certain minimum requirements established by World Sailing. For Grade 4 and 5 events, the OA is encouraged to adapt these requirements as long as a fair playing field is maintained.

1.2 Resources Format Table

Event Grade	Sailing Boats	Number of Skippers	Race Committee Vessel	Umpires Required	Umpire Boats	Event Days	International Jury	Prize Money if possible
	Min	Min		Min	Min	Min		
1/WC	6 or 50% of number of Skippers	8	1	8 1 IU per match Min	4	4	Y	Y
2	6 or 50% of number of Skippers	8	1	8 1 IU per match Min	4	3	Recommended	N
3	4	8 4*	1	6 2 IU Min 1 IU Min*	3	2	N	N
4	2	6	1	2	1	2	N	N
5	2	2	1	1-2	1	1	N	N

* for Principal National Championship, see Policy H1.

1.3 Feasibility

Establish into which category you fit according to the table and evaluate the

feasibility of running an event (money needed, potential sponsors, compatible dates, personnel available, etc.). It is recommended to have a 3 to 5 years plan to achieve a Grade 1 event for an Organizing Authority who is just beginning. Within this document are the extra provisions required for holding a Match race event and you should address the funding issues carefully and well in advance.

1.4 Sponsorship

As the cost is likely to be far greater than holding a fleet race regatta, third party sponsorship is recommended. Match racing location is sometimes critical for sponsorship to ensure public viewing. OAs are recommended to approach public relations and marketing firms to ensure the viability of securing sponsorship well in advance as this will shape the timing, location, size and media exposure of the event.

Section 2 – Organizing Authority, Race Management and Umpires

The determination of organizing personnel and officials required will be based on the level of the event you intend to hold.

2.1 The Organizing Authority

The body that plans and runs the event is the Organizing Authority. It may be a club, a national authority, World Sailing itself, or a combination of any of these. See RRS 89. The Organizing Authority appoints the race committee, umpires, protest committee or international jury. However, the race committee, international jury and umpires may be appointed by World Sailing according to WS Policy L1.

For Match Racing, this normally concerns all America's Cup events, all World Sailing Events, Regional Games. In practice, the OA of match racing events will consist of:

- A Regatta Chairperson
- The Commodore of the Club or President of MNA
- A team dedicated to logistics, mostly ashore (registration, accommodations, social events)
- A team dedicated to on-the-water technical matters (boats preparation, safety)

2.1.1 Regatta Chairperson

Finding a regatta chair who will represent the Organizing Authority and who is willing to oversee multiple committees is essential to the success of the event. Their responsibility includes everything from choosing a date, publicizing the event, sending invitations, registration, race committee and umpires management, social activities, sponsorship, dealing with local government, housing and transportation options available for participants and officials, and establishing and running a budget.

2.1.2 Shore team

Co-ordination of accommodation, events, transportation, social activities for competitors, race management and officials. May work with media team and race management in their disciplines.

2.2 Race Management

2.2.1 Principal Race Officer, Course Representative and Course Race Officer

The Principal Race Officer (PRO) is needed only when there are multiple courses. He is responsible for the overall race management. If at World Championships, there are more than one course area, a PRO will be appointed by World Sailing.

The Course Representative (CR) is appointed by World Sailing for World Championships to oversee the work of a race committee or a Course Race Officer (CRO). He should coordinate activities to ensure consistency and fairness across all

race courses. It is therefore important that the CR and the CRO are very experienced Race Officers and that are recognized as such.

The CRO is a race officer responsible for the race management team on a single course area.

The PRO/CR/CRO is the racing coordinator before, during and after the regatta. Before the regatta, he can work with the regatta chairperson, publishing the Notice of Race, controlling the sailors' invitations and contacting the Chief Umpire as soon as he/she is selected/appointed. The PRO/CR/CRO write the sailing instructions.

Also see WS Standard Race Management Policies at:

<https://www.sailing.org/event-organiser-resource-centre/>.

For World Sailing Standard Notice of Race and Sailing Instructions, see <https://www.sailing.org/event-organiser-resource-centre/>.

During the regatta the PRO/CR/CRO will continuously work with the regatta chairperson and the chief umpire; the PRO/CR/CRO manages the regatta and conducts the skippers' briefings, normally together with the chief umpire. The CR and/or CRO leads the Race Committee. In most events with only one race course, the CRO also is the race officer responsible for running the race. The task is large and needs an intense involvement in controlling all that is going on. When there is more than one race course the PRO will delegate the on-the-water race committee management to CROs, so that the PRO is able to cover all the other aspects of the racing.

2.2.2 A Race Management team and Race Committee vessel preparation

The Race Management team consists of a CR and/or a CRO, Race Officers and all on-the-water personnel responsible for managing racing, including technical and crew changing teams. The number of people may vary depending on the number or courses, the racing schedule and the level of the event.

There should not be too many persons on the Race Committee vessel, between 4 and 5 (some race committees will find they operate efficiently with fewer people – 3 or 4).

- 2 persons managing the flags
- 1 timekeeper also handling the sound signals
- 1 line sighter (sights the line at the entry and at the start to call if any boats are over)
- 1 Race Officer, checking the boats at the start and the finish, and communicating with the mark layer
- 1 person to record results and make notes (may also be done by one of the two assigned to flags...)

Sound signals: The best practice is a horn for flag F and all subsequent signals. Whistles should not be used so as to avoid confusion with the umpire's signals. However, a whistle is still acceptable.

The starting procedures are long and detailed. **The timekeeper** must be very focused and conscientious (a big watch that can be seen by everybody is quite valuable to avoid mistakes). Using the timetable in Appendix 3 of this Manual may help avoiding timing errors. It might also be helpful to note the colours of spinnakers of the boats. That will help to identify the boats during close starts / premature or close finishes. Often it is written together with the timetable for the starting procedure page as this paper is normally always opened and visible at the starting vessel.

It is easy to get distracted by the ongoing pre-start maneuvers and this may lead to timing errors, mistakes in the display of the appropriate flags or wrong sound signals.

Flags: In order to signal efficiently failures to enter (RRS C4.2) and recalls, Blue and Yellow flags must be set on poles or sticks to ensure immediate display and increased visibility (halyards should be avoided). The flags for OCS are best displayed separate and apart from the other signal flags. This allows the competitors to clearly see the OCS flags without confusing them with other signal flags on the aft part of the boat. This also helps to prevent redress requests. As a result, it is preferable to display the starting sequence flags away from the orange flag.

The orange flag is usually displayed on a mast. This is the most common way of defining the starting line. It is preferably located in the middle to front of the Race Committee vessel. Cross current could influence the ideal position for the starting line from the Race Committee vessel, and in such conditions the competitors should be made aware that the race committee may move the orange flag depending on the current. It is good practice for the umpires to inform the competitors when it happens.

The main wind reference for the CR and/or CRO will be a hand-held wind indicator, or the orange flag used as the starting mark.

Line sighting is essential and crucial in match racing. When possible, the line should be sighted by two persons. It is then possible for each line-sighter to hold one identification flag and to monitor the position of “his/her” allocated boat in relation with the starting line. Both line-sighters need to be positioned so that they can see the line precisely, one above the other.

During the last seconds before the starting signal, each line-sighter loudly describes what his boat is doing relative to the starting line.

If one or both boats is OCS, the line-sighter will immediately display the appropriate identification flag(s). The sound signal needs to be made immediately after the starting signal. This procedure for announcing each boats position helps this to happen promptly.

Anchor lines must be as short as possible (without being too short), so as not to interfere too much with Yellow’s entry, or it must be marked by a buoy, which

would then be deemed part of the Race Committee vessels ground tackle (See Standard SI 9). A sentinel weight on the anchor line helps to keep the line more vertical and helps to prevent interference with Yellow's entry.

The Windward Mark Layer is a member of the race committee.

- The Course Race Officer should be in constant communication with the mark layers.
- Responsible for laying the course marks (this could include the leeward mark).
- There should be 2 persons on board any mark boat.
- A good mark layer works on his own, and follows the wind with his boat, ready to lay the marks. He also informs the Course Race Officer about wind shifts on his own initiative. He waits for the Course Race Officer decision to set a mark.
- A good mark layer has buoys ready to be laid.
- Another solution is to have 2 or 3 windward marks, all of different colours, with at least two of them set in the water and separated by some distance, depending on the wind shifts experienced so that they may be used at a moments notice and without having to lay the new mark at the last moment. The ideal initial distance between these marks will depend on local conditions.
- Windward legs are short (4 to 7 minutes) and course changes may frequently be needed.
- A good mark layer will react rapidly to any request from the Course Race Officer.
- If a change of the next leg is signalled with the preparatory signal, the new mark should ideally be in place before the boats start.
-
- A M flag must always be aboard the mark boat ready for use in case a mark goes adrift or deflates or worse yet, sinks.

The Leeward Mark Layer is a member of the race committee. May also be managed by the repair boat – but this is not ideal as repair often happens between races and that is when those marks are being moved too.

- In charge of the starting mark and possibly the leeward mark or gate, and any relocation of any of them (the leeward mark or gate is usually only moved between races).
- It is strongly recommended that the starting/finishing mark be of a shape and/or colour that is distinguishable from the leeward mark.
- Signals changes of the next leg of the course in the vicinity of the leeward mark or gate.
- The leeward mark layer boat should have flag C, appropriate numeral pennants and coloured flags or boards matching the colours of all the windward marks... and flag M, plus a number of air horns for signalling changes to the windward mark.

2.2.3 The crew change team

The Crew Change Team is often needed at match racing events.

At most competitions, there will be more sailors than sailboats available, and crew changes may need to happen frequently. Sometimes the best solution is to have a designated boat to help out with the crew changes between the flights. The operator of the boat needs to know the scheduled crew changes (pairing list) and have a radio on board in order to be in touch with the Race Committee vessel.

At many events, the umpire team may help out with the crew changes and if the conditions are calm, the competitors may make the crew changes themselves in a knock-out series.

However, in a round robin series, the changes need to be assisted by inflatable boats unless there is a nearby dock that the boats can sail to without losing too much time.

Match racing pairing lists are made taking the efficiency of crew changes into account.

Crew changes should be marked clearly in order for the crew change team to be able to pick up the correct crew and have them ready on the water as the boat they will use, crosses the finishing line.

Communication without delays within the team is very important. Normally at match racing events several radio channels are used, at least two (VHF or UHF):

- A race committee channel
- An umpires channel

Three or four different channels are ideal (VHF or UHF):

- A public channel: all the Race Committee, the Organization, the Media...
- A working channel, between the Mark Layer and the CR and/or CRO
- An umpire channel
- A private channel, between the PRO/CR/CRO, the Bosun and the Chief Umpire

More important than the number of channels available is that everybody agrees about the use of the channels and respects the needs of each other group. This should be discussed and agreed at the beginning of the event, during the pre-race meetings.

2.2.4 Technical team

It is responsible for preparing, maintaining and repairing the boats, sails, flags etc. ashore and on the water.

Often called the 'repair boat' or Bosun.

- A local member of the organization.
- Often the person that is managing the boats' maintenance all year long.

- He should have adequate equipment on board to make repairs.
- More than anything else he must be efficient, handy and inventive, all of which helps to save time in making repairs. He is able to inform the race committee of the details of the breakdowns and the necessary time to repair.
- A driver, allowing him to climb on board boats that need to be repaired, should accompany him.
- His radio call signal must be distributed to the umpires, who may contact him directly about collisions and damage. It is important that all groups agree to and are familiar with the procedures for reporting damage. This may vary from event to event.

The most frequent and frustrating cause for delay between flights is the time lost due to breakdowns. No matter how much effort is expended in inspecting, preparing and repairing the boats ashore, breakdowns are inevitable. Event organizers are well advised to assign at least one boat, with sufficient, skilled personnel, the exclusive task of repairing boats on the water.

The repair boats should be fast and easily maneuverable and, if possible, soft-sided since they are often brought alongside the racing boats and have to stay there for some period of time while repairs are being made.

Spares of any items likely to break (such as spinnaker poles, sails, tillers and tiller extensions, sheets, winches, winch parts, winch handles, Y flags and shackles) should be aboard the repair boat as well as tools and sail repair tape. Winch handles and Y flags are occasionally lost overboard by the competitors and need to be replaced. The competitors are charged for those losses.

The form in Appendix V helps to keep the records of damages or such losses. Appendix VI is the example of giving the information of the prices for damage repairs or replacements.

2.3 Umpiring team and protest committee

A designated Chief Umpire and multiple umpires subject to the number of matches in a flight. The number of World Sailing International Umpires (IUs) will also depend on the event's Grade. See World Sailing Policy H1.

More information about umpires in Chapter 5.3 of this Manual.

Protest committee members are normally members of the umpire team. An International Jury is required for Grade 1 events and recommended but not mandatory for Grade 2 events.

Most protest committee decisions in match racing are not appealable (RRS C6.6). No international jury decisions are appealable.

2.4 Media team

Co-ordinated pre regatta, works with the sponsors and race management to create websites, coordinated media output including journalists, commentators, video and photographer, tv, interviews with skippers and crew and co-ordinates any press conferences.

Section 3 – Regatta Format

When deciding on the competition format, organizers should consider all the 'players':

- competitors,
- sponsors,
- on-the-water and on-shore spectators,
- officials, boat owners, media, etc.

Other constraints to be considered:

- the weather,
- the time available,
- condition of the boats, etc.

Detailed information about formats is in Appendix 1 of this Manual.

3.1 Duration and Dates

The regatta can be anything from 1-5 days in duration, although some major events may be longer. The requirement for a Grade 1 event is 4 racing days and for a Grade 2 event 3 racing days - see World Sailing Policy H1.

If you are seeking to hold a grade 1-3 event, it is important that these are timely with the women and men world match racing events. Subject to your location, communication with top graded sailors is critical to select the dates and secure their attendance.

3.2 Grading

Once a time frame is established, you have to complete an application to declare your event and have it graded by World Sailing (WS). You will find the *Match Racing Event Grading Form* on the WS web site (<https://www.sailing.org/event-organiser-resource-centre/>).

Download it, complete it, and submit it. The grading application needs to be approved by the MNA. You should apply through World Sailing for all levels of events.

(WS Policy H1 - <https://www.sailing.org/inside-world-sailing/rules-regulations/world-sailing-policies/>).

For Grade 1 and 2 events, the form is submitted four months before the event as WS attempts to avoid conflicts between major events (Grade 1 and 2 events).

Grading your event helps attract publicity and sponsorship for the event, and will ensure that competitors attend. If the event is not graded, teams (skippers) do not get ranking points and the event is therefore less attractive to them. Obviously, the higher graded event dictates higher points and greater interest. Grade 1 may also require prize money in order to draw top ranked sailors.

3.3 Competitor attraction and marketing

Depending on the grade, match race events attract sailors from all around the country and even internationally. It is therefore important to advertise it not only locally, but nationally and internationally. Your target should be sailors in your own region, in addition to those farther away. Have the event posted on a variety of websites: WS (www.sailing.org, [automatic once your event is graded](#)), your MNA site. You should also post event details on your own club's website or design a web page specifically for your event. Use social media to spread awareness about the event and generate involvement. You can use your club's or even your personal page. Also creating an event's page on the social media sites helps to attract the participants. Nowadays many website providers have direct reposting links to *Facebook*, *Instagram* and other social media networks. It is further recommended that you communicate directly with top ranked sailors early in your preparation to secure their participation. Lower ranked sailors always wish to sail against the top sailors. However, you should pay attention to the criterias for event grading and ensure you have enough foreign sailors from different countries before confirming the entry of local sailors.

3.4 Regatta Forms

Together with the Notice of Race and Sailing Instructions, you will need an invitation request form for the sailors (see sample attached in Appendix 2 of this Manual). As there will be limited space for entrants to your event, the requests will be used to determine who gets an invitation. Set an application deadline that is at least two months before your event. In order to determine whom to invite, rank the applications received, based on the nationality and the ranking of the skippers.

It is important to invite experienced match racing sailors, sometimes because of grading requirements, but also because of the interest from media it will create. Those experienced sailors have a more important media footprint, from which you may benefit for the next years of your event. However, events need to give a chance to sailors who may never have match raced, yet have other extensive sailing experiences. It is recommended that most of your invited skippers be invited based on their current WS match race ranking.

The ranking list is available on the WS website (<https://www.sailing.org/rankings/match-racing/>). If you are organizing a Grade 1 or Grade 2 event, you also need to take into account the ranking list 4 month before the first day of the event, as the skippers' points are counted according to that ranking. For skipper's points information and how to count them, see *World Sailing Policy H1*.

For Grade 1 and 2 events, skippers not in the top of the ranking lists are given a chance to receive invitations through qualifying events.

3.5 Assistance

Early in the planning stages, it is also necessary to contact your MNA directly. You might need to obtain information from them on borrowed boat insurance, advertising limitations, and general publicity. WS Match Racing Committee members are also worth communicating with on your proposed regatta, coordinating and introduction to sailors, umpires and race officials.

Section 4 – Boats and Equipment

4.1 Type of Boats

The event should be held in the one-design keelboats, minimum 6-7m in length for Grade 3 or higher events. Boats should be of as equal performance as possible (at least each pair of boats for grade 5 and 4). The number of crew is generally three to five.

Keelboats with spinnakers are required for Grade 1, 2 and 3 events, but not essential for grade 4 and 5. Symmetrical spinnakers are generally preferable to asymmetrical spinnakers, but the latter are acceptable. A wide range of keelboats fit this use.

Whatever class is chosen, remember that class rules will not apply to the races. Most things that are normally covered in class rules are instead covered by the WS Standard Match Racing Sailing Instructions' Appendix C "Handling Boats". This Appendix needs to be carefully reviewed and edited so that it fits the boats used and that any class specific requirements are covered.

4.2 Number of Boats

A minimum of 2 boats (4 boats for Grade 3, 6 boats for Grade 1 and 2) are needed to run an event. Having 10 boats on one course area (i.e. 5 flights) with one race committee is considered the maximum. 6 to 8 boats on the course is a good compromise. Whilst not always possible, having one or two spare boats will ensure that racing can continue by using a replacement boat if there is breakdown that cannot be repaired (or not immediately). Replacement boats should be kept anchored near the race course or on a nearby dock, and they should be ready for immediate use. The additional boat ensures race format and program can be completed timely. It is important to have a conclusion to a regatta and boat / sail failure is a risk worth provisioning for.

4.3 Equalizing Boats

Another important aspect of conducting a match race event is the equalization of boats. It does not matter whether boats are fast or slow, as long as they are equal. When boats are not equal, matches become lopsided. If the boats cannot be equalized, one option is to pair the boats that are as equal as possible and keep them together throughout the round robin. This will increase the complexity of the boat rotations, but will provide for fairer competition. An event organizer is well advised to arrange for one or more persons to equalize the tuning of each boat and make sure all equipment is working properly. Issues to consider are:

- Condition of the underwater hull
- Position of the mast
- Forestay length
- Shroud tension
- Condition of sails
- Electronics (if any)

- Mast head flies
- Compasses
- Deck layout
- Weight of boat
- Distribution of weight on boat
- Similar sheets
- Winches and pulleys

4.4 Boat Tuning

Equalize the boats just prior to the event. Have one person or a small committee tune all rigs identically. After the rigs have been tuned, tape or tie the shrouds in position to prevent them from being changed by competitors. Check the weather forecast and set the boats up for all expected wind conditions. If the competitors complain that the boats are not equal, it is not uncommon to ask the competitors to help with the equalization of the boats. They appreciate that it is in their own interest, so normally do a very good job on this, however the race management team must maintain the final decision on this control.

For knock-out series it might be good to offer the competitors to decide if they prefer to pair boats based on their similarity, or exclude boats which would be better or worse than average.

4.5 Deck Layout and Equipment

Ideally, all the boats used will be similar in deck layout and equipment. When the organizers borrow privately owned boats, this is not always the case and boats may need to be paired to be as identical as possible. To match boats, look at their age, upkeep, the way deck hardware has been laid out (including the position of the mainsheet cleat), and equipment on board. Pay particular attention to wind vanes and compasses. Wind vanes should either be on all the masts or none of them. Compasses are not needed for match racing. If only some boats have them, they should be covered up. Additionally, any personal equipment should be removed.

Also review WS Standard Match Racing Sailing Instructions, Addendum D – Equipment list, and amend it according the equipment used for your event.

4.6 Sails

The ideal situation is to have brand new sails for each boat used in the event. Equipment management may be implemented in the club so that the sails age uniformly along the years and remain similar.

However, since that is not always practical or possible, try to match sails as closely as possible. Again, in this situation, sails should be paired taking into consideration not only their age, but also the brand of sailmaker so they have similar shapes. If the spinnakers on all the boats are of similar vintage and make, consider assigning each crew one spinnaker for the entire event so they are responsible for its condition throughout.

Sail numbers are not of importance in match racing – however, anything that can help quickly and easily identifying the boats makes the game better for all, including sponsors and spectators, to understand and enjoy the racing. Consider using different coloured spinnakers, marks or numbers on the sails, and skipper names in pockets or attached by Velcro on the mainsails.

4.7 Requirement for Hulls

Since competitors will rotate boats, and for easy identification, hulls need to be numbered or otherwise clearly marked to differentiate one from another. Call your local sailmaker and ask for bow stickers or cut out numbers, one for each side of the hull of each boat. Numbers should be large enough to be read clearly from a distance and placed in the front two feet of the bow. Another option is to have individual sponsors or colours for each boat and mark and name each boat after its sponsor or colour.

4.8 Spare Parts

Throughout the event, expect small parts to break. It is essential to have a maintenance boat and person on hand at all times for on-the-water and after racing repairs. A kit containing tools, small blocks, electrical, sail and duct tape, lubricant spray, line, battens, cleats, winch parts, spare tiller extensions, winch handles, etc. is essential in order to maintain the fleet in working condition throughout the event. Spare spinnaker poles and set of sails should also be available, especially spinnakers as there are frequent maneuvers. If spare parts not are available, the race officer may need to postpone some races, with a lot of time wasted.

When one of the boats in a match has damage that requires a change to its normal sailing configuration (traveller fittings broken, torn spinnaker that cannot be replaced quickly, etc.), it may be better to equalize her opponent's boat by conforming it to the damaged boat. This could mean having both boats sail without spinnakers for the next match or fixing the traveller on the centerline for both boats, etc.

A member of a technical team should also keep the list of broken or lost equipment fixing damages and their character (normal wear or breakdowns) as well the skipper's name and flight number. Also get the information from the umpires about damages as the results of incidents. It will allow for charging the costs of the spare parts or repairs to the team responsible for the damage.

It is good practice to provide the list of damage costs to the competitors at the beginning of the event. The example of this damage costs list is in Appendix 4. Also, the head of the technical team has to be available to cooperate with the umpire team for discussing the technical issues in the need of WS Standard Match Racing SI Addendum E Damage Penalties application.

Section 5 – Additional Regatta Resources Required

5.1 Umpire boats

Umpire Boats need to be small boats equipped with outboard engines and steering wheels. They should provide unobstructed visibility to all sides of the boat for both umpires. They should be easily maneuverable and in good working condition. Good umpire boats are hard bottom RIBs, or any other boat suitable for coaching purposes. The ideal size is 5 to 7m and they should generate little wake. They should have a center console with handrails on the console so that the umpires can stand up and hold on while umpiring. Preferably, both umpires should be able to stand side by side.

A 4-stroke engine is preferable for two reasons: a 4-stroke runs all day without refueling, and the low noise level means the umpires can more easily communicate with each other while umpiring. The umpires will appreciate a boat with some storage room for umpire gear.

The number of umpire boats available must equal the number of matches that will be sailed in a flight. So, if there are 8 sailboats available, there will be 4 matches per flight, therefore 4 umpire boats. A single wing boat is preferable, if possible. Additionally, having a spare boat is advisable in case there is engine failure or another breakdown.

5.2 Race Committee Vessels

For the Race Committee vessel, either a power or sailboat may be used. Staffs or halyards need to be available to fly various starting flags (more on this later). In addition, there should be at least one mark set boat and a repair boat on the water (ideally two).

Unless you're sailing near a dock, you will also need a boat to arrange the swaps between the flights. It may be one of these boats, but they might be busy with repairs or course adjustment. Therefore, a dedicated boat makes the event run faster. That boat must be either an inflatable and/or have ample fenders and should be large enough to accommodate the transportation of at least one full sailing crew. At many events the umpires may help out with the rotation of the crews, either by positioning themselves between the two sailboats in a knockout series so that the sailors can walk across (make a sandwich) – or by picking sailors off the boats and move them between boats. If umpires are to help out, this needs to be agreed upon beforehand.

If the only way to get sailors for changing from the shore is to go long way inside the club's harbor at a low speed, then a lot of time will be wasted. A good solution can be arranging a "mothership" anchored close to the racing area where sailors can wait for the next matches. This might also be a good spot for media people to get interviews between the races. As sailors spend many hours without going back ashore it is preferable that the "motherboat" has toilet facilities.

5.3 Umpire Needs

The organizer must arrange for a sufficient number of umpires. As a result, this work should start as early as possible. A minimum of two umpires for each match in each flight is required. Therefore, if you have 10 boats, you will have five matches in each flight and at least 10 umpires are needed. With 8 boats, this gives 4 matches in each flight, which requires 8 umpires. 6 boats give 3 matches in each flight and 6 umpires. For highest levels of events, you might consider with the chief umpire adding two umpires who will be dedicated wing umpires. At lowest levels, you may include club volunteers in the umpires team to reduce cost and increase the involvement in the event organization. As the level of competition and importance of events increase, so do the requirements for the number and skills of the umpires. For graded events, the minimum requirements for umpires have been established by World Sailing.

A summary of those requirements can be found in Policy H1:

<https://www.sailing.org/inside-world-sailing/rules-regulations/world-sailing-policies/>

To arrange umpires for your event, it is often a good idea to start by contacting those closest to your area. If you cannot arrange enough certified umpires (National Umpires or International Umpires), then you may also use non-certified umpires. Ideally these are people who are either certified judges or are avid racers who are familiar with the current racing rules. An experienced match race sailor might make a decent umpire. The number of non-certified umpires should not exceed the number of certified umpires and still comply with World Sailing and MNA policies. The chief umpire will make sure that umpires are working in pairs with at least one experienced umpire in each boat.

For major graded events (World Championship), WS approves and/or appoints a number of International Umpires (IUs) and approves the whole umpire team.

5.4 Equipment List

In addition to the mentioned spare parts, match racing requires that some special flags are available for each competitor, umpires and race committee. It is always good to have a spare mooring too.

5.4.1 Equipment for Competitors

Unless already attached to each boat by the Organizing Authority, each crew should be issued the following flags with their registration packet:

- 1 blue flag (port entry),
- 1 yellow flag (starboard entry),
- 1 red flag (requests for redress and protests other than right of way rules.)
- 1 flag L or white (breakdown - other colours for the breakdown flag are acceptable but must be specified in the Sailing Instructions).

These flags are usually attached to the backstay or shrouds, as appropriate, and they are furled up with tape or Velcro when not in use.

In addition, you need 1 Y flag mounted on a 0,60m dowel stick (for protesting another boat).

All flags should be 20-30cm in length and width to be sufficiently visible to race officials, media and fellow competitors.

5.4.2 Equipment for each umpire boat

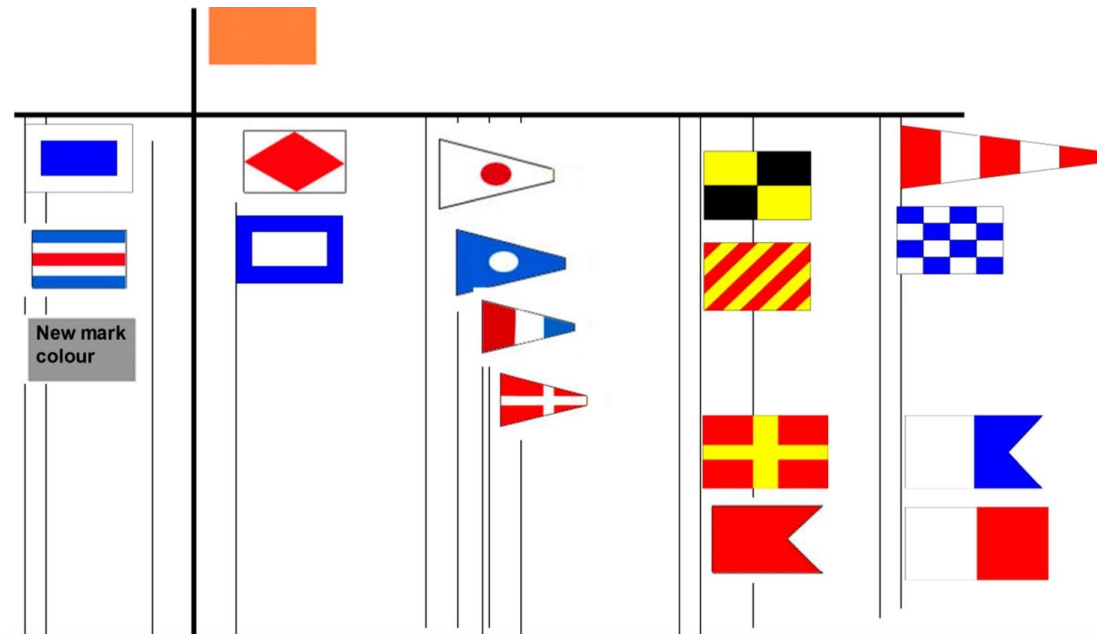
- VHF radio. Umpires sometimes bring their own handheld VHF's. Some regattas provide private channel radios.
- 2 PVC pipes in front of the umpires to hold and display penalty flags. Usually attached with cable ties. The pipes should be at a height that umpires can reach and avoid flags flapping in their field of view.
- 1 umpire flag (black letters on white background or just black and white vertical stripes) on a stick, also attached with cable ties at the aft end of the umpire boat.
- Umpire set of flags which should be 40cm – 60cm in length and width. The yellow and blue flags are used for identification of boats being penalized and are displayed in a PVC pipe mounted on the console. Umpires may lose flags in the water, so it is preferable that they float and you are able to provide spares on short notice. Wooden sticks float...a real plus, but they also break more easily. PVC sticks should have ends taped so they may also float. Using coloured tape around the bottom of each flag stick in the same colour as the flag helps to prevent the umpires from picking up the wrong colour flag. Using a soft cloth is better than spinnaker cloth. Spinnaker cloth makes too much noise when flapping in the wind while displayed in the holder.
- 1 green-and-white flag on a wooden stick or PVC pipe.
- 2 blue flags on sticks that will fit into the PVC holder.
- 2 yellow flags on sticks that will fit into the PVC holder.
- 1 red flag on a stick.
- 1 black flag on a stick.

5.4.3 Equipment for the Race Committee vessel

Race Committee vessel is a motor boat or a sail boat equipped with an anchor and a spare anchor. Each member of the race management team needs to have all the necessary devices, such as sailing stop-watch, voice-recorder, compass, GPS, range-finder, wind indicator, radios, etc.

- 1 horn
- 1 orange flag
- 1 blue flag on a stick
- 1 yellow flag on a stick
- 1 flag system with number of poles adequate to the number of flags

It is quite common to use the important timing flags fixed on separated poles in order to display signals accurately for competitors (Foxtrot, Warning, Preparatory, recalls etc.). Here is the example for the flags layout.



*(S is used to designate the course, R and B for communicating sails combinations)
Note: another system using flags with numbers is also used, with the idea of being understandable for the media.*

5.4.4 Equipment for the Race Committee mark-layers

As for any event, mark-layers will need:

- compass, GPS, range-finder, wind indicator, radio
- their marks and moorings
- eventually spare moorings
- a M flag

5.4.3 Equipment for the Race Committee leeward vessel

The leeward vessel (usually technical commission boat) is in charge of displaying changes of course. As a result, they need to carry on board:

- a C flag
- depending on the sailing instructions, coloured flags corresponding to the colour of windward marks
- numeral pennants for each match of the flight
- a sound signal (horn or whistle)

When the event uses several windward marks of different colours, changing the course might require waving three flags, whistling and driving the boat to avoid interfering with boats. Some organizers have found that sewing a C flag with each colour used allowed for more efficient and clearer signalling.

These duties may be carried out by the signal vessel, which then has to carry the necessary flags.

5.5 Entry Fees and Expenses to Competitors and Regatta Host

Most match race events have an entry fee. Some regattas also have a non-refundable entry bond. A bond fee is paid by skippers as an acceptance for regatta invitation. This fee varies for every regatta, depending on insurance coverage at the event. It is common that when an event requires an entry bond, that payment is transferred to the damage deposit during the event. If damage occurs, the skipper at fault must restore the damage deposit to its original value in order to continue racing (this means before their next race). At the end of the event, any remaining money from the damage deposit is normally refunded. It is acceptable that this refund happens after the event – and after the Organizing Authority has had an opportunity to thoroughly check the boats and evaluate any damage. It is normal to state the date by which the damage deposit will be refunded (*the WS Standard Notice of Race of Match Racing* states: “Any remaining deposit after the event will be refunded within 10 days after the event”). On top of these fees, a nominal racing/social fee can be charged.

Providing lunches for competitors is preferred, but not required. Plan to have at least one informal dinner and a small informal awards ceremony at the minimum. These social events are part of the identity of your match racing event and often are why sailors will come back. They will definitely not come back if the technical part is not appropriate for them, but they would rather choose your event above another similar if social is nice. If you are going to provide food, please find out the necessary food restriction information (food allergies, religious, health or other restrictions) from the competitors and officials to ensure that everyone can eat.

5.6 Host Expenses

In addition to the traditional expenses associated with hosting a regatta, match racing brings other expenses for a host club. Expenses associated with equalizing and maintaining boats, and for some events, borrowing boats come on top of all ‘usual’ regatta expenses. Also, at match racing events, the need for officials is often larger than the need for officials for a fleet racing regatta. Transportation, housing and feeding race management and a large umpire team can be a major part of an event’s budget. However, the event cannot take place without the race officials (race officer and umpires), who already volunteer their time for the duration of the regatta. Many events also help to find housing for the competitors, and at the top-level events, housing is often included in the invitation.

Grading Fees only applies to Open Grade 1 and G2 events (no fees for G3 to G5).

Advertising Fees apply to all Open Graded events, but for G2 to G5 only if cash or cashable prizes totalling more than 15,500 EUR exist.

However, for Women Graded Events only, both fees apply as follows, but only when cash or cashable prizes totalling more than 15,500 EUR exist:

1. Grading Fees for Grade 1 and 2 (no fees for 3 to 5); and

2. Advertising Fees to all Graded events.

Finally, no fees apply to any Youth only Divisions' Graded events, despite the grading and/or prizes.

	Grading fees	Advertising fees	Total
MRWC	1,500	3,100	4,600
Grade 1	600	750	1,350
Grade 2	300	375	675
Grade 3-5	0	375	375

The following ratios are to be used when prize money is distributed:

<u>Position</u>	<u>% Total Prize Money</u>
1st	24%
2nd	15%
3rd	12%
4th	10%
5th	9%
6th	8%
7th	7%
8th	5%
9th	4%
10th	3%

5.7 Media

When at least parts of the event are being televised, arrangements should be made for the media to fix cameras and microphones on boats if they are being used.

Section 6 – The races

6.1 Location of the course

The course should be set up as close as possible to the shore, and in a place where spectators can easily watch the races. Match racing is often conducted in locations that would be considered unsuitable for fleet racing. A sea wall or pier that represents an obstruction for the competitors could be ideal as a viewing point for spectators. Conditions need not be the same across the racing area. Competitors accept these conditions; such difficulties are part of the game.

6.2 Course configuration

The first leg is always a beat to windward and the last leg always a downwind leg. This is to maintain the classical tactical possibilities in match racing. A single line that is both the starting line and finishing line is the most common.

The Leeward Mark is set directly upwind of the starting/finishing line, and the windward mark set further to windward.

Starboard roundings are the default for match racing (except with strong cross current – see below), because this presents the most tactical challenges.

The usual number of laps is 2, however, if the racing area is limited, it may be set as a 3-lap course. More than 3 laps are not recommended.

Variations:

- Number of laps.
- Offset mark if venue has strong current.
- To compensate for a strong cross current and to try to obtain a real downwind leg, an offset mark may be laid at the windward mark.
- Windward and Offset marks may be left to starboard or port, depending on the current and the wind speed/direction. This should be detailed in the SIs.
- The leeward mark should never have an offset mark.
- There is a provision for the offset marks in the World Sailing Standard Match Racing Sailing Instructions.
- A leeward gate may be used, especially on courses where asymmetrical spinnakers are being used on the boats.



An option that works well when the conditions are

known to be shifty is to lay 3 windward marks of clearly different colours in the water. The other two marks are of other distinguishing colours, such as green and red. If there is a change of course, the flag C will be displayed together with the appropriate coloured flag (or a board) to show which the next mark is. The marks may get moved around, depending on wind direction changes, so sometimes the default or original mark may end up on the left or right side of the other marks. If this option is being used, the wording in the sailing instructions must clearly reflect which mark is the default mark (the 'original' mark).

6.3 Race duration

The duration of a match race should usually be between 14 and 20 minutes. If possible, durations of 10, 15 or 20 minutes should be avoided, to ensure that pairs are not interfering with each other near the marks, and that one match is not finishing as another is starting.

Match racing does not use a time limit for a match; however, there is a policy for abandoning a match that should be encouraged (see below).

For boats around 8m length, the first leg is generally no longer than 0.3NM (depending on wind strength). The expected duration of the first beat should be 4-7 minutes.

You are encouraged to use target times closer to 15 minutes for the round robin at the beginning of an event and close to 20 minutes from semi-finals. The reason for this is that the majority of matches in the round robin are generally settled from the start at the first mark rounding, because every skipper sails against each other. In the final phases, skippers much more equals will meet and matches could be tighter.

6.4 Meteorology

To prevent damage to the boats and to ensure a fair competition, the sailing instructions should provide flag signals for different sail configurations (included in Standard SI). These flags should be displayed from the race committee signal vessel. Courses must be laid with the existing wind, and not with the expected wind. An absolutely square line for each match in a flight is a target, but it is not as critical in match racing as it is in fleet racing. However, sailors will appreciate a race management reactive to wind shifts to equalize legs of the course.

6.5 Equipment failure

Equipment failure will happen at times and boats may request time to repair gear failure by displaying a flag defined in the SI (in the standard SI: flag L).

The flag must be displayed before the attention signal of the flight (flag F), even if the boat is in match 3 or 4.

When the skipper has just changed over to a new boat, he has a different time limit for requesting a repair. In the standard SI's, this is 5 minutes.

The same time limit would apply if the Race Committee starts the next racing sequence while a boat is still racing. In such a case, that boat has 5 minutes after finishing to display her 'breakdown' flag.

If the breakdown flag is displayed correctly, the Race Committee may give time to repair. However, if the breakdown flag is displayed too late, the boat is not entitled to any redress due to damage to the boat, unless the damage was caused by a boat required to keep clear.

It is important that even when the flag is displayed late, every reasonable effort should be made by the 'repair boat' to assist the boat with repairs or spare parts before she starts racing (her preparatory signal, 4 minutes before her starting signal). However, this must not delay the starting sequence.

The CR or CRO may change the order of matches in the starting sequence where one of the boats needs more time for repair, when the L flag is displayed within time. See below.

When one of the boats in a match has damage that requires a change to its normal sailing configuration (traveller fittings broken, torn spinnaker that cannot be replaced quickly, etc.), it may be better to equalize her opponent's boat by conforming it to the damaged boat. This could mean having both boats sail without spinnakers for the next match or fixing the traveller on the centerline for both boats, etc.

The umpires will normally keep a look out for damage flags and should report damage to the Race Committee during the match, in order that preparations can be made to fix the problems without loss of valuable sailing time.

In such situations, the Race Committee should consult the Chief Umpire before starting the next flight.

To facilitate the conduct of the event, umpires will also inform the race committee of any damage flag that is not already tended to, which they see between flights.

6.6 The start

6.6.1 The line

Length: It is suggested that the starting line be approximately 25-30 seconds in length (as a minimum). As an example, if a boat is reaching along the starting line at 5 knots speed, it will travel approximately 2.5 meters per second. In these conditions, the appropriate length of the starting line would be approximately 62.5-75 meters.

Angle: With a perfect starting line and both boats entering on time, both boats may come together in the middle of the line in a dial up. If the boat entering from the port end is consistently crossing the boat entering from the starboard end (crossing either to windward or to leeward), there is a problem with the starting line. Usually, the problem is a result of one or more of the following:

- The starboard end of the line is too favoured (wind shift to the right).
- The effect of current has not been properly taken into consideration.

- The race committee boat anchor line is extending too far in front of the Race Committee vessel and is obstructing the boat entering from the starboard end.
- • The line flag is too far aft on the Race Committee vessel.

In such cases, the Race Committee should adjust the starting line by a combination of

- Moving the port end starting mark to windward or to leeward, depending on whether it is a windward or leeward cross,
- Placing a sentinel on the anchor line, to change the angle of the anchor line.
- Repositioning the flag defining the starboard end of the starting line toward the bow of the Race Committee vessel.

6.6.2 Starting Procedure

The starting procedure for match racing is described in rules C3.1 & C3.2.

- Attention signal, flag F displayed 7 minutes before the first starting signal.
- For each pair, a warning signal, which is the numeral pennant corresponding to the match number displayed 5 minutes before the starting signal.
- Preparatory signal, flag P, displayed 4 minutes before the starting signal.
- If one or both boats have not completely crossed and cleared the starting line (the first time) from the course side to the pre-start side, the race committee will display the identification flag(s) of the boat(s) with a sound signal, until the umpires have penalized the boat(s) or for one minute – whichever is earlier. See rule C4.2.
- One minute to the starting signal, flag P is removed.
- At the starting signal, the numeral pennant is removed.
- The starting signal for one match is the warning signal for the next match in the same flight.

Note

Code flags are sometimes replaced by flags with numbers, in different colours: 7, 5, 4 1, written on them, to help spectators understand the starting count down.

In particular in case of damages on the boats that requires some more time to repair, the race committee usually asks the umpires to inform the boats in their match of any change in the starting sequence (when the order of the matches is changed). When the Race Committee receives confirmation from the umpires that boats in the first match of the flight are informed, they can start the sequence.

When the order of matches is changed in a flight, each match still keeps its designated numeral pennant. For example, if a boat in Match 1 needs time to repair and will start at the end of the flight, Match 2 moves up to the first start, but keeps its Match 2 numeral pennant.

6.6.3 Requirements before the start: Rule C4.1

Rule C4.1: At a boat's preparatory signal, her hull shall be completely outside the line that is at a 90° angle to the starting line through the starting *mark* at her assigned end. In the pairing list, the boat listed on the left-hand side is assigned the port end and shall display a blue flag at her stern while *racing*. The other boat is assigned the starboard end and shall display a yellow flag at her stern while *racing*.

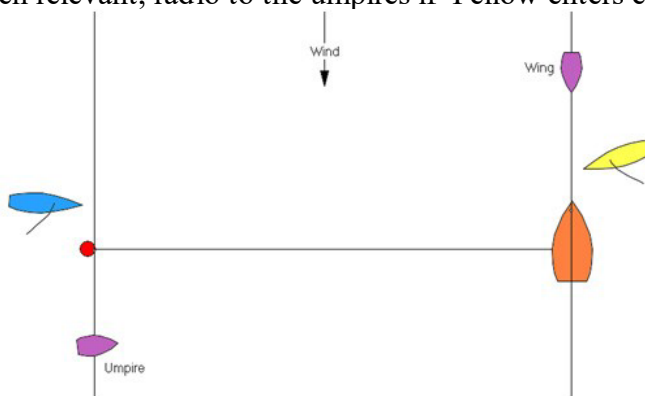
At the preparatory signal, both boats' hulls should be outside a line that is at a 90 degrees angle to the starting line (perpendicular).

The wing boat monitors Yellow's entry and if Yellow enters early, they will inform the umpires by radio. The wing will not signal if Yellow enters correctly.

The umpire boat monitors Blue's entry.

If either boat enters early, the umpires will penalize it.

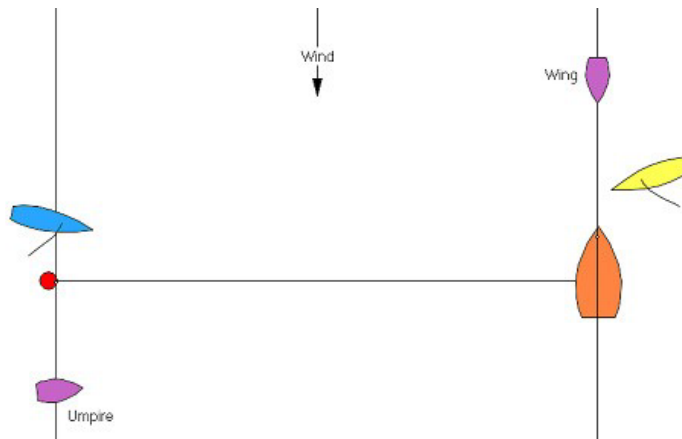
Sometimes there is no designated wing boat, and the umpires will take turns in winging for each other. This system leaves the last match without a wing boat and the Race Committee may be asked to monitor the Yellow entry for the last match in each flight, and when relevant, radio to the umpires if Yellow enters early.



The umpires make the judgement about the boats' positions at the entry and any penalties will be signalled by them and not by the Race Committee.

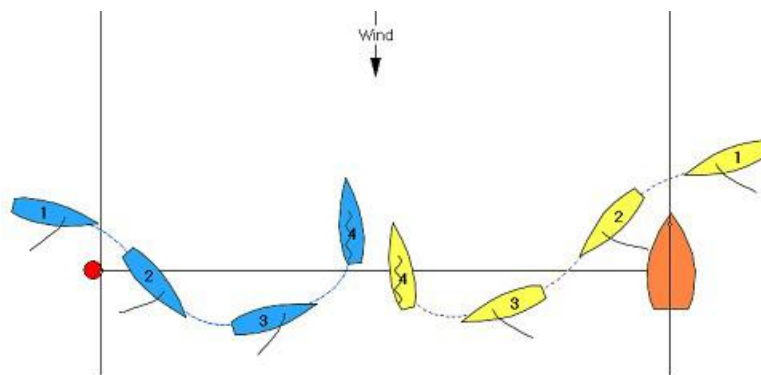
In the following diagram, Blue is not entirely outside the perpendicular at the time of the preparatory signal (4 minutes), and the umpires will signal a penalty to Blue.

Note that the perpendicular line is perpendicular to the starting line and not parallel necessarily to the direction of the wind at the time of entry.



6.6.4 Requirements before the start: Rule C4.2

Rule C4.2: Within the two-minute period following a boat's preparatory signal, her hull shall cross and clear the starting line, the first time from the course side to the pre-start side.



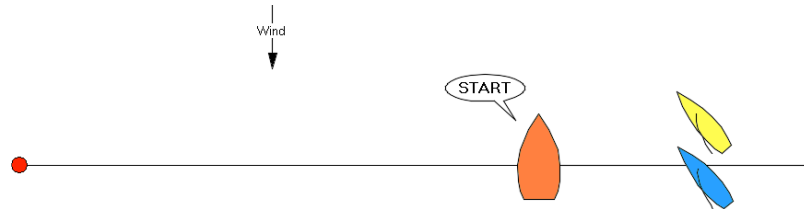
Position 1: Preparatory signal, both boats outside their correct end.

Position 4: 2 minutes before the starting signal, both boats have entered correctly. No flag, no sound signal.

6.6.5 Individual Recalls: Rule C 3.2(a)

Rule C3.2(a)(1): When at a boat's starting signal any part of her hull is on the course side of the starting line or one of its extensions, the race committee shall promptly display a blue or yellow flag identifying the boat with one sound. The flag shall be displayed until the hull of the boat is completely on the pre-start side of the starting line or one of its extensions or until two minutes after her starting signal, whichever is earlier.

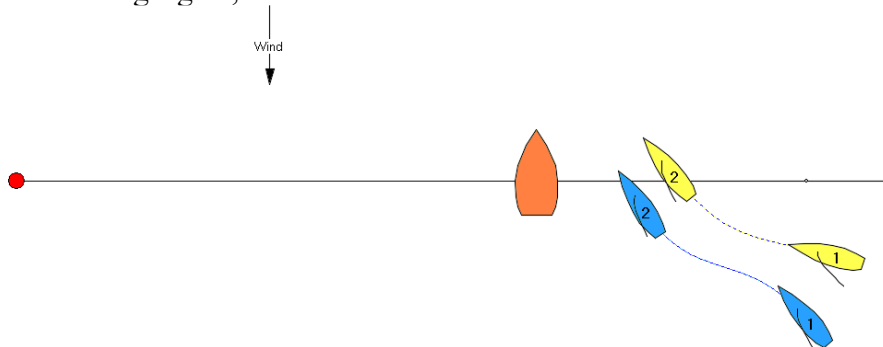
In the following diagram, at the starting signal, both boats are to windward of an extension of the starting line. The race committee must **PROMPTLY** display a blue and a yellow flag, with one sound signal.



In a match racing, promptly means one second or less. Any delay will give an unfair advantage to sailors. Each flag shall remain displayed until the relevant boat is completely back on the pre-start side of the starting line or its extension, or until two minutes after the starting signal, whichever is earlier.

C3.2(a)(2): When after a boat's starting signal any part of her hull crosses from the pre-start side to the course side of the starting line across an extension without having *started* correctly, the race committee shall promptly display a blue or yellow flag identifying the boat. The flag shall be displayed until the hull of the boat is completely on the pre-start side of the starting line or its extensions or until two minutes after her starting signal, whichever is earlier.

Position 1: starting signal, both boats are to leeward the line.



Position 2: after the starting signal, both boats cross an extension of the starting line. The Race Committee shall promptly display a blue and a yellow flag – with no sound signal. If only one boat had crossed, only one flag should be displayed.

- General recall is never used in match racing.
- The recall flags are the blue and/or yellow flag corresponding to the identification flag of the OCS boat(s). Flag X is not used for recalls.

Any recall signal must be made within a second after the starting signal. The later a recall signal is given, the more likely it becomes that there will be a request for redress.

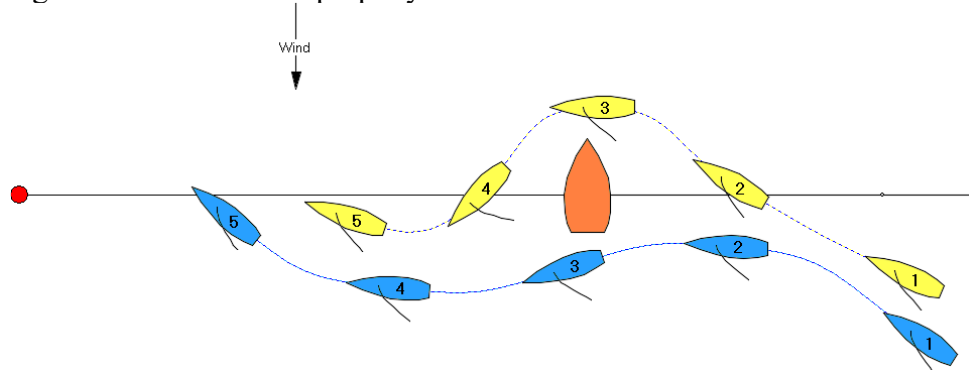
When the recall signal is late and a boat displays a red flag, if the Race Committee or the umpires are convinced that a request for redress would be granted, it is best to abandon that race and to restart it immediately. The Race Committee may want to talk to the match umpires before making the decision if they have any doubt. Abandoning the match immediately in such circumstances will save time compared

to completing the match, hear the request for redress and then having to resail it after a protest committee decision.

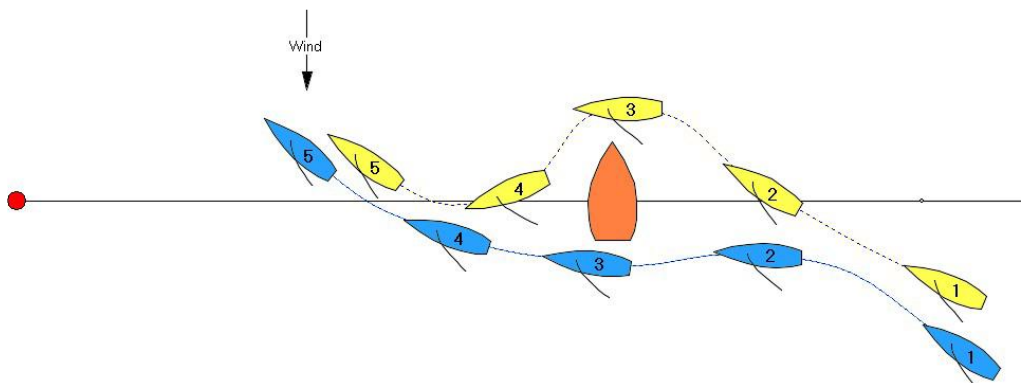
A recall flag should be lowered exactly at the moment when the recalled boat is completely back on the pre-start side of the starting line or its extensions – or after two minutes if the boat is not returning to the pre-start side of the line, which should not happen if the recall is clearly signalled.

The timing of lowering the recall flag is very important and the signal must be very clear.

The sailors are continuously checking the flag to know when they have cleared the starting line in order to start properly.



Diagrams are after the starting signal. In the previous one, the race committee must promptly display a yellow flag at position 2 - and remove it shortly after position 4 when Yellow is completely on the pre-start side of the starting line.



In the previous diagram, the race committee must display a yellow flag at position 2. Because Yellow never completely crossed and cleared the starting line from course to pre-start side, the yellow flag remains displayed until the boat has completely returned to the pre-start side of the starting line or its extension after position 5 or until 2 minutes after the starting signal, whichever is earlier.

6.7 Postponement

6.7.1 Postponement before the starting sequence

If the conditions do not permit fair racing, do not hesitate to postpone. The policy about abandonment applies to postponements as well.

6.7.2 Postponement during the starting sequence

Unlike in a fleet race where an error in the starting procedures should always result in a postponement, this is not the case for match racing. Should a flag be late or a sound signal missing – watch the competitors. If they both behave as if the signal has been given correctly – and neither puts up a red flag, simply get the flag up if it is missing or disregard the missing sound signal. Should one or both sailors put up a red flag, the match should immediately be postponed and restarted.

Remember that similarly to abandonment, a postponement will cancel any advantage a boat has gained.

6.8 Changing the next leg of the course

When, Where and How to Change the Course

A race committee must always be aware of how the course configuration is affecting the boats. Ideally, the windward and downwind legs will be square. This provides the most opportunities for lead changes. If the boats spend substantially more time on one tack than on the other, especially downwind, the course should probably be adjusted.

In match racing using the World Sailing SI's, the only mark that may be changed while racing is the windward mark.

The procedure for changing the next leg of the course must be described in the sailing instructions, and the WS Standard Match Racing SI 8 contains the most common options.

The Standard SI also provides for a system for changing the first leg from the Race Committee vessel together with the preparatory signal for each match. This means that in shifty conditions, it is possible to send Match 1 to the original mark 1, Match 2 to an alternate mark, and then Match 3 to the original mark again. The preparatory signal must be followed by a series of repetitive sound signals and it should be removed at the start. It is common to display this from the bow of the Race Committee vessel. If the sailing instructions describe it, flag C should be displayed with a flag or board in the colour of the change mark.

The procedures for changing the next leg of the course after the start are the same as in a fleet race, except that only flag C is used, and not +/-, red/green or compass courses.

Changes after the start are signalled at the Leeward mark, as the starting line is also the finishing line (WS recommendation: the finishing line should not be moved). If

the change applies to only one match, flag C must be displayed with the corresponding numeral pennant.

Each match may be given a signal about a change of the next leg of the course and it is therefore common that the sailing instructions require a flag or a board indicating the colour of the next mark together with flag C.

As there is usually more than one match on the course at the same time, frequent changes may be needed in shifty conditions, and the Race Committee needs to be aware of the identity of each match as they approach the leeward mark.

Because of this, it is possible to have several different courses being used by different matches in the same flight.

6.9 Shortening the Course

In match racing, flag S is never used for shortening the course. In addition, courses are not shortened by removing legs after the start in match racing. If the Race Committee wants to make a leg shorter, they simply signal a change of course and set the new windward mark at a lesser distance than the previous windward mark.

The other way of making the course shorter is to signal that a shorter course will be sailed. It is common that the sailing instructions provide for a 1, 2 and 3-lap course. The default would normally be a 2-lap course, so when no signals about the course is being displayed, it is a 2-lap course.

There is no time limit for a match; however, it is common to use a time limit of 5 minutes after the first boat finish.

6.10 Abandonment

When a match needs to be abandoned, it should happen as quickly as possible. The longer a match has lasted, the more the competitors have invested in the match.

When abandonment is being considered because of a lack of wind, it is highly recommended to ask the match umpires who will have a detailed knowledge about the situation for that match.

Unlike in fleet race, the umpires (or the chief umpire) may contact the race committee and offer their opinion that something has happened that is likely to result in a request for redress which they believe they will uphold. The umpires will then suggest abandonment. In such cases abandonment is recommended but the final decision lies with the race committee.

Under what circumstances a match should be abandoned?

After the preparatory signal a match should be abandoned only when the umpires and race committee are sure that a claim for redress would be upheld, were the

adversely affected boat to lose the match or for reasons of safety. It is then preferable to abandon the match immediately. The following are examples:

- a. a late or incorrect recall signal
- b. serious interference with a competing boat by an umpire or other official boat

During the preparatory period the match may also be postponed.

A match should not be postponed or abandoned due to an incorrect umpire signal. In this case rule C9.3 applies.

The decision to abandon a match race should be based on the following criteria:

- a. At the preparatory signal, either boat does not make enough progress to be able to fulfil the entry requirements,
- b. In the pre-start period, boats are unable to circle and maintain steerage,
- c. On the first beat, either boat sails into the zone around the windward mark without tacking after starting, or
- d. Neither boat makes significant progress for two minutes.

The decision to abandon must be irrespective of the position of the match at the time. Even if one boat is ahead and the other has an outstanding penalty, the match must be abandoned if one of the above criteria is met.

6.11 Relationships with Umpires

In match racing regattas, the various race officials' work closer together than what is normal in a fleet race.

Although there are rules that establish and define the functions and responsibilities of the umpires and the race committee, the race management and the chief umpire must work closely together.

Every day they prepare and conduct the daily briefings with the competitors together, and discuss any matters arising.

The morning briefing is normally presented by the PRO or CR or CRO, whereas the briefing after sailing is normally hosted by the Chief Umpire or another umpire assigned to that task. At most events, the umpires are present at the morning briefing as well, and the PRO/CR/CRO sometimes attend the briefing after racing.

Race committees may be managing up to 5 matches at the same time, so when an important decision about a particular match has to be made on the water, it is important, whenever possible, to consult with the Chief Umpire or the match umpires, to receive an accurate assessment of the situation for that particular match and also probably direct input as to what should be done with that match.

6.12 Match racing penalty system

The default is that a penalized boat may delay taking her penalty, as long as she takes it before she finishes. In order for the Race Committee to correctly count a boat as finishing, it has to understand details of match racing penalties.

Whenever a boat completes a penalty, the umpires will give a sound signal (whistle) and remove their penalty flag. When a boat with a penalty approaches the finishing line, the umpires will usually inform the race committee about the penalty, and sometimes also keep an open radio to ensure that the Race Committee hears the signal when the penalty is completed.

Penalties in match racing are:

- On a windward leg; Gybe and as soon as reasonably possible, luff to a close-hauled course.
- On a downwind leg; Tack and as soon as reasonably possible bear away to a course that is more than 90° on the true wind.

Boats may not take a penalty within the zone of a rounding mark. However, they may take it within the zone of the starting or finishing marks, and also, when the leeward mark is not a mark of the course anymore, they may take a penalty around it if they wish (or even touch it).

If one boat has a penalty and the other boat gets a penalty, the penalties will offset so that neither boat will have an outstanding penalty. This does not apply when the penalty is a red-flag penalty. See below.

If a boat has two outstanding penalties or when a red flag is displayed with or soon after the penalty, the boat must take a penalty of them as soon as reasonably possible, but not before starting.

If a boat has more than two penalties, the umpires will disqualify her and award the match to the other boat. The disqualification will be signalled by displaying the blue or yellow flag and then a black flag, and a sound signal. When a boat has been black-flagged, the umpires will inform the Race Committee that the match is terminated and that the opponent is awarded the match. This means that the opponent does not have to finish the match.

6.13 Sighting the Finishing line

Race Signal Blue flag must **NEVER** be used in match racing by the Race Committee. It could easily be confused with the blue flag that is used to signal penalties to the blue boat and to signal when the blue boat is OCS.

The definition Finish is changed for match racing in rule C2.1 as follows:

Finish A boat *finishes* when, after her starting signal, any part of her **hull** crosses the finishing line course from the course side after completing any penalties.

However, when penalties are cancelled under rule C7.2(d) after one or both boats have *finished* each shall be recorded as *finished* when she crossed the line. A boat has not *finished* if she continues to *sail the course*.

It allows a boat to take a penalty around the finishing mark and then finish. The amended definition clarifies that when a boat with an outstanding penalty crosses the finishing line, but the penalty is thereafter offset because the other boat receives a penalty, she must be recorded as finished the first time she crossed the finishing line.

The umpires will advise the race committee about any outstanding penalties, and it is important to continue monitoring the boats and any signals from the umpires when this happens. The moment the umpires signal that a boat completed a penalty, the race committee must check that all parts of the boat's hull and equipment is on the course side of the finishing line before the boat finishes.

The umpires will normally inform the Race Committee of any outstanding penalty on the last leg.

The boats may finish very close together, and there may be close tactical maneuvers at the finishing line, so the race committee must be ready to have a very precise finishing line sighting (2 race officers when possible) in order to cover all very tight finishes and be able to declare a winner. However, if the RC cannot declare a winner and determine that the race finished in a 'dead heat', rule C10.1 covers the case by giving each boat a half point. (This is extremely rare.)

It is common practice for the Race Committee to display the flag of the winner of the match (Blue or Yellow). This is simply a service to the competitors and carries no weight under the rules.

When one match is finishing while another match is starting, it is important not to signal the finish with the flag of the winner, as this may be misinterpreted for a recall signal for the match that is just starting and could lead to confusion and requests for redress in the other match.

6.14 Scoring

The Race Committee shall note the results of all matches and use them to establish the scoring (Rule C11). A win gives one point and a loss no points. A dead heat is half a point for each.

Ties in the number of points are common in match racing and depending on the event format and the number of ties, they may be quite complex.

Rule C11 gives instructions on how to decide ties, and there may be additional tie breaking rules in the sailing instructions.

At most events, the chief umpire will designate an umpire to keep track of scores and to assist the Race Committee with scoring issues and the resolution of ties. This is

just a back up system. The primary obligation for scoring is with the Race Committee. This is just another example of the Race Committee and umpires working closely together in match racing.

When a tie cannot be resolved, the best solution is to have a sail-off. The system for organizing sail-offs is described in Appendix 1 of this Manual.

Appendix 1

This is an abstract of WS Race Management Manual, Chapter T4. See full version on <https://www.sailing.org/our-sport/race-officals/international-race-officer/international-race-officer-resource-centre/>

Competition Format

Round Robins

The basis of most match racing events is the round robin. Some events consist of just a single or double round robin. Others start with a round robin and then move on to knockout competitions, usually semi-finals and finals.

The round robin is the only format in which every competitor sails against every other competitor. Each competitor sails the same number of races, and knows the minimum number of races that he will be allowed to sail when he enters the event. If an event consists of a single round robin, it is hard to create a result that is equitable to all competitors if for any reason the round robin cannot be completed. (The Standard Sailing Instructions provides a way of having a result provided each competitor has sailed at least 1/3 of his matches, but the best solution is to complete the round robin.)

Seeding the skippers to ensure that the best-ranked skippers sail against each other at the end of the round may increase spectator appeal. In theory, the last match would be the match between the winner and the runner-up.

The World Sailing Match Race Ranking List should be used for seeding the competitors. A critical factor is the time to compete the schedule and the time available. When planning the event, the organizers must estimate the amount of time necessary to complete the desired program.

The number of matches in a round robin is equal to $n(n-1)/2$, where n is the number of competitors, so a single round robin for 10 competitors would result in $10 \times 9 / 2 = 45$ matches.

- If 5 pairs of boats are available, this results in $45/5 = 9$ flights
- Each match approximately taking 20 minutes, a flight consisting of 5 matches will require a period of 50 minutes.
- Eight or nine flights a day is a reasonable achievement.

Recommended criteria for Round Robin pairing lists

Principal Criteria in Order of Priority:

- (a) Each skipper sails each other skipper once.
- (b) When there is an even number of flights, each skipper has the same number of port and starboard assignments.
- (c) When there is an odd number of flights, the first half of the skippers will have one more starboard assignment.
- (d) No skipper in the last match in a flight should be in the first match of the next flight.
- (e) Close ranked skippers meet in the last flight.

Secondary Criteria:

- (f) No skipper should have more than two consecutive port or starboard

assignments.

- (g) Each skipper should be assigned to match 1, match 2, etc. in a flight as equally as possible.
- (h) In flights with five or more matches no skipper should be in the next-to-last match in a flight and then in the first match of the next flight.
- (i) If possible, a skipper should be starboard when meeting the nearest lower ranked skipper

Extra criteria when boat changes are required:

- (j) Minimum number of changes.
- (k) Skippers in the last match of a flight do not change boats.
- (l) Skippers in new boats do not sail in the first match of the next flight.

(Note: k and l override f when changes are required.)

Extra Criteria when there are more boats than matches:

- (m) Skippers have a reasonable sequence of matches and blanks.

Groups (or 'half round robins')

If the number of skippers is such that even a single round robin would put the event in jeopardy, the competitors may be divided into two or more groups.

With 10 skippers and 2 groups, each group now requires only $5(5-1)/2 = 10$ matches to complete their own round robin, giving 20 matches in all, less than half the full round robin total. A disadvantage is that the skippers will not all race against each other.

When dividing skippers into groups, event organizers must attempt to balance the groups. The following give some examples. Note that the number indicates the relative position of each competitor in the event, based on the WS Ranking List 30 days before the event.

Using the ranking list for seeding, the following system is recommended:

2 groups of 4 skippers		2 groups of 5 skippers		2 groups of 6 skippers		3 groups of 4 skippers			3 groups of 5 skippers			4 groups of 4 skippers			
A	B	A	B	A	B	A	B	C	A	B	C	A	B	C	D
1	2	1	2	1	2	1	2	3	1	2	3	1	2	3	4
4	3	4	3	4	3	6	5	4	6	5	4	8	7	6	5
5	6	5	6	5	6	7	8	9	7	8	9	9	10	11	12
8	7	8	7	8	7	12	11	10	12	11	10	16	15	14	13
		9	10	9	10				13	14	15				
				12	11										

When sailing in groups, there is a strong chance of ending up with a number of competitors tied on the same number of points. RRS Appendix C provides systems for breaking ties but unless leaders of the different groups sailed against each other, breaking the ties will not be an easy task. When sailing in groups, it is recommended to write in the sailing instructions how qualification to the next stages of the event will be handled.

Knock-out stages

Usually, the semi-finals and the finals of an event is a knockout competition. In each semi-final pair, the highest scoring skipper from the previous stage gets the benefit of entering on starboard in the first match (being the yellow boat). This gives him a chance of one extra starboard advantage (starboard in 1st, 3rd and 5th matches as opposed to 2nd and 4th matches).

Tradition suggests giving the winner (W) of the round robin (or quarter-finals) the privilege of choosing his opponent (O). The better (B) of the two other boats will meet the last (L) remaining boat.

Flight → Match ↓	1SF		2SF		3SF		4SF		5SF	
1	O	W	W	O	O	W	W	O	O	W
2	L	B	B	L	L	B	B	L	L	B

The other common system is to have number 1 sail against number 4 and number 2 sail against number 3 as follows:

Flight → Match ↓	1SF		2SF		3SF		4SF		5SF	
1	4	1	1	4	4	1	1	4	4	1
2	3	2	2	3	3	2	2	3	3	2

The finals should be scheduled in such a way that the last match of the event should be deciding 1st - 2nd place i.e. any concurrent petit final should be run as the first match of the flight. To ensure this, it is common to have the petit final 'first to score at least 2 points' when the final is 'first to score at least 3 points'.

During the semi-finals and the finals, the skippers normally exchange boats. The preferred system for this is for the competitors to exchange boats after each odd numbered match (World Sailing Standard SI's). This procedure is included in the Standard Sailing Instructions.

With six boats a suggested schedule is as follows:

Flight → Match ↓	1F		2F		3F		4F		5F	
1	6	5	5	6	6	5	Wsf	Wsf	Wsf	Wsf
2	Lsf	Lsf	Lsf	Lsf	Lsf	Lsf				
3	Wsf	Wsf	Wsf	Wsf	Wsf	Wsf				

In the table above, L indicates "loser"; W indicates "winner". After the semi-finals there are two winners and two losers.

The most equitable solution is therefore to make a draw: The winner of the draw chooses side or boat for the first match; the loser of the draw chooses what is left (side or boat). The skippers will then exchange side after every match and boats after every odd number match. Matches to determine fifth and sixth positions could be sailed either separately, during the semi-final series, or as shown here – with the final series.

Repechage

It is possible to organize a repechage (second chance) stage before knockout stages.

The most used format is: Round Robin, (Quarter Finals,) Semi-Finals and Finals.

There is no hard rule about which format to use at an event. All formats are possible, and

the format should be chosen depending on the level of the regatta, the ratio of number of boats available vs. number of skippers, the time available for racing (there could be multiple round robin series, or the event could have multiple knock-out series in its final stages).

At high-level events, it is desirable that the winner is decided in a knockout final. This may sometimes be achieved by changing the format by shortening or removing earlier stages. The sailing instructions need to describe this.

The scores always decide winners of the Qualifying stages, Quarter Finals, Semi Finals, and Finals.

In a round robin series, the highest score wins.

In a knockout series, the winner will be the first skipper to reach a certain number of points (usually 2 or 3 points, or even 5).

The scoring is detailed in RRS Appendix C and includes details about how to resolve ties in a match race. When possible, ties can be resolved by a sail off. This is considered as the fairest way of resolving a tie, however, it is not always possible to have a sail off.

Tie break sail off

When a sail off is required to break a tie, the following system will resolve the tie with the minimum number of matches and avoid the possibility of further ties. Port and Starboard assignments is initially random dependent on the draw. Later assignments redress some of the imbalance in the initial draw.

3 Tied Boats - 1 to go through to the next round (or to determine event winner)

- The 3 tied boats draw lots A, B & C.
- A v B > winner = D – loser goes out
- C v D > winner goes through – loser goes out

3 Tied Boats - 2 to go through to the next round

- The 3 tied boats draw lots A, B & C.
- A v B > loser = D - winner goes through
- D v C > winner goes through – loser goes out.

5 Tied Boats – 1 to go through to next round (or to determine the event winner)

In every case, the 5 tied boats draw lots for A, B, C, D & E.

- A v B > winner = F – loser goes out
- C v D > winner = G – loser goes out
- E v F > winner = H – loser goes out
- H v G > winner goes through – loser goes out

5 Tied Boats – 2 to go through to the next round

- A v B > winner = F – loser goes out
- C v D > winner = G – loser goes out
- E v F > loser = H – winner goes through
- H v G > winner goes through – loser goes out

5 Tied Boats – 3 to go through to the next round

- A v B > loser = F – winner goes through
- C v D > loser = G – winner goes through
- E v F > winner = H – loser goes out
- G v H > winner goes through – loser goes out

5 Tied Boats – 4 to go through to the next round

- A v B > loser = F – winner goes through
- C v D > loser = G – winner goes through
- F v E > loser = H – winner goes through
- H v G > winner goes through – loser goes out

The World Sailing Standard Match Racing SI's provide wording to ensure that changes of the format are within the rules of the event.

Any change to the schedule should, be announced before the start of a round-robin. For instance, in a knockout series of first to win at least 3 points, it is recommended not to change it to 2 points once the round is started and skippers already have points.

Changes should ideally be announced at the daily briefing and on the official notice board, or, when that is not possible, it could be made on the water by oral information to each the skippers. The umpires should communicate such changes in order to ensure that everybody is aware of what is happening. These changes are entirely within the discretion of the Race Committee, but careful consideration should be given to the interests of all the sailors involved and the fairness of the decision.

World Sailing World Cup Events (24 Teams)

Stage 1: Opening Round Robin Series

The 24 teams will be divided into 3 equal ability groups based on the World Sailing Women

Match Race Sailing ranking list 30 days prior to the start of the event. Each group will sail a round robin.

- The 1st and 2nd team in each group go to the Gold Group.
- The 3rd and 4th team in each group compete in the Repechage Group.
- The 5th and 6th team in each group go to the Silver Group.
- The 7th and 8th team in each group go to the Bronze Group.

Stage 2: Gold Group Round Robin Series

The 6 teams will sail a round robin. The results will be used to determine seeding 1 to 6 in the Quarter Finals.

Stage 3: Repechage Round Robin Series

- The 6 teams will sail a round robin.
- The 1st and 2nd team go to the Quarter Finals and their results are used to determine seeding 7 and 8 in that stage.
- For the 3rd to 6th team, the result will determine places 9 through 12 in the final standings.

Stage 4: Silver Round Robin Series

The 6 teams will sail a round robin. The results will determine places 13 through 18 in the final standings.

Stage 5: Bronze Round Robin Series

The 6 teams will sail a round robin. The results will determine places 19 through 24 in the final standings.

Stage 6: Quarter Finals

- The 8 teams will sail knock-out series.
- The teams will be paired such that the 1st team in Stage 2 will sail against the 2nd team in Stage 3, the 2nd team in Stage 2 will sail against the 1st team in Stage 3, the 3rd team in Stage 2 will sail against the 6th team in Stage 2, and the 4th team in Stage 2 will sail against the 5th team in Stage 2.
- The winner of each pair will be the first team to score at least 3 points. The winners go to the Semi Finals (Stage 7) and the losers go to the Sail Offs (Stage 8).

Stage 7: Semi Finals

- The 4 teams will sail a knock-out series.
- The assignment of sides will be decided through a draw.
- The winner of the pair mentioned first in Stage 6 will sail against the winner of the pair mentioned last. The two remaining winners will sail each other.
- The winner of each pair will be the first team to score at least 3 points. The winners go to the Final and the losers go to the Petit Final (Stage 9).

Stage 8: Sail Offs

- The 4 teams will sail knock-out series.
- The assignment of sides will be decided through a draw.
- The loser of the pair mentioned first in Stage 6 will sail against the loser of the pair mentioned last. The two remaining losers will sail each other.
- The winner of each pair will be the first team to score at least 1 point.
- The two winners will go to the 5 to 6 Sail Off, and the two losers will go to the 7 to 8 Sail Off.
- The winner of each pair will be the first team to score at least 1 point. The results will determine places 5 to 8 in the final standings.

Stage 9: Final and Petit Final

- The 4 teams will sail knock-out series.
- The assignment of sides will be decided through a draw.
- The first team to score at least 3 points wins the Final. The first team to score at least 2 points wins the Petit Final. The results will determine places 1 to 4 in the final standings.

Appendix 2

Event Name

Event Date

ENTRY FORM

(Please print or use capital letters)

Skipper's name (first name, family name): _____

Current WS Ranking: _____

Date of issue: _____

Sailor ID: _____ National Authority: _____

Citizenship: _____

Address: _____

Tel: _____ Email: _____

Crew list

	Name	Last name	Country	Email	Weight
Skipper					
Crew 1					
Crew 2					
Crew 3					
Crew 4					

Should you accept this invitation and later withdraw within two months of the event it is possible for a zero score to be applied to, and be counted for your Ranking points for that event by the ISAF Advisory Board.

I agree to be bound by the racing rules of the World Sailing and by all other rules that govern this event.

Date: _____ Signature _____

Upon entry, my crew and myself, grant at no cost to the OA the absolute right and permission to use our names, voices, images, likeness, biographical material in any media (being television, print and internet media), including video footage, for the sole purposes of advertising, promoting, reporting and disseminating information regarding the event and the competitors and crew members' participation prior to, during and after the race.

Date: _____ Signature _____

Attention: The closing date for entries is _____

Return to: "NAME" "ADDRESS" "TEL/FAX" "EMAIL" "WEBSITE"

Appendix 3

Starting Procedure (3 matches per flight)

Time	Flag
17'	F↑ ●
16'	F↓
15'	1↑ ●
14'	P↑ ●
13'	
12'	
11'	P↓ ●
10'	1↓ 2↑ ●
9'	P↑ ●
8'	
7'	
6'	P↓ ●
5'	2↓ 3↑ ●
4'	P↑ ●
3'	
2'	
1'	P↓ ●
0'	3↓ ●

Boats	Names	Spinnakers
1		
2		
3		
4		
5		
6		

Appendix 4

Event Name

Event Date

IMPORTANT NOTE: In case you should detect any damage to the boat after you take it over, please, notify the RC on the change-over-boat before racing.

DAMAGE REPORT	
BOAT'S NAME	
SKIPPER'S NAME	
DATE / TIME	
DESCRIPTION OF DAMAGE:	
Skipper's signature:	

FOR RACE COMMITTEE USE ONLY	
Damage report received:	Conditions after repairing satisfactory: YES / NO
Repairing accepted: YES / NO	
Damage amount: US \$	
Comments:	

NOTE: SKIPPERS ARE OBLIGED TO PROVIDE THE RACE COMMITTEE WITH COMPLETED DAMAGE REPORTS WHENEVER ANY DAMAGE OR LOSS IS RECORDED.

Appendix 5

It is a good practice to make the damage list available during the event so that the participants can expect the amount of the expenses for this or that kind of damage. Also, it makes the process of charging the damage costs transparent.

An example of a damage list:

Event Name
Event Date

Damage List

№	Damage	Price in (currency)
1	Leak (Hull)	XX per hour of work
2	Fracture (Hull)	
3	Scratch, dimple	
4	Sail rip	XX per hour of work
5	Tiller extension	XX
6	Winch handle	XX
7		
8		
9		
10		