

CHRISTCHURCH SAILING CLUB

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SAILING INSTRUCTIONS

2014 Edition



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Sailing Instructions

Racing will take place under the rules as defined in *The Racing Rules of Sailing 20013-16*, the prescriptions of the R.Y.A, the current class rules and these Sailing Instructions.

Changes to Sailing Instructions

Any change to the sailing instructions will be posted on the Club notice board.

The Club has adopted the R.Y.A. racing charter.

For the purposes of these rules and instructions the term "boat" shall equally apply to Dinghy Classes, Dayboats, Hawks and Yachts wherever appropriate.

Race Officers

Race Officer: definition includes Senior Race Officer, (S.R.O), the Assistant Race Officers, Recorders, Timekeepers, Escort Boat Skippers and their Assistants.

Lists of races and members' race duties are presented in the Club programme book which is provided to all members, a copy of which is held on the Club notice board. All Club members who judge themselves fit and experienced enough are expected to offer themselves to perform two race duties per year.

A member performing a dinghy race duty will be awarded "average points" obtained by taking the average of their finishing positions in the three previous races in that Series, or their first three races in that series if the race duty is in the first three races of the Series.

Management of races

Instructions and notes for the guidance of Race Officers (Inside/Outside and Duty Boat) are obtainable from the Sailing Office. For Yacht Class Duty Boat and Timekeeper's instructions, see appendices A & B.

The Race Officer is empowered to postpone, curtail, cancel or abandon any race at his or her discretion on account of adverse weather conditions or any other sufficient cause. The Flag Officers, Hon. Sailing Secretary, Assistant Hon Sailing Secretary, or class captains will advise as required.. Races should not be cancelled, based on forecasts, before the scheduled race day without agreement from the Hon Sailing Secretary. A decision to cancel on the day should not be made more than 45 minutes before the scheduled start time.

No dinghy racing will take place without an escort boat in attendance. For dinghy races in Christchurch Bay at least 2 escort boats will be provided. It is recommended that at least one shall be a fast rescue boat.

Eligibility

Unless otherwise specified within a Notice of Race, prizes for Club series & trophy races may only be awarded to Club members.

Entrance fees

Race entry fees are payable for "Benefit Races".

Scoring systems

I.S.A.F. APPENDIX A

Breaking Ties. The low point system detailed in RRS Appendix A will apply subject to the following amendment to A8 in breaking ties: A8.1 (most firsts, the most seconds etc.) shall apply and if a tie still remains between two or more boats, their positions will be listed in the order determined by best discard. If a tie still remains, then A8.2 (results of last race) shall apply.

For non starters / retirement and disqualification: Points are one more than the number of starters. A boat that does not come to the starting area for a series race shall be scored points for the finishing place one more than the number of boats entered in the series, in accordance with RRS Appendix A9

Personal Handicap System Yachts: Points will be awarded only to a yacht skippered by the same person throughout the series.

International Rating Certificate Handicap System and Poole Harbour Handicap System Yachts may be helmed by different helms throughout the series.

In dinghy series, each entry is an individual helm sailing one class of boat. If the same helm sails two different classes of boat in a series, that will count as two separate entries.

Series races – races to count

A minimum of 1 race shall be sailed for any series to count.

Over 6 races started – two thirds to count to the nearest whole number:

6 races – 4 to count; 4 races – 3 to count; 5 races – 4 to count; 3 or fewer races – all to count

Trophy and Special races

The owner shall be aboard any boat participating in a trophy race (the owner being designated as the person or persons shown in the club register). Exceptions: Lady Helm Race and dinghy trophy races.

Dinghy class starts

For inside series or trophy races, the start time listed is for the first start.

The order of class starts shall be:

Class 4, Scow Class, Class 5, International Topper Class,

Classes

Races for yachts and dinghies will be provided during the season, as set out in the Racing Calendar. The yachts and dinghies will be divided into classes as defined. The Sailing Committee shall decide which class a yacht or dinghy shall be in as soon as possible after entry. Recognised class yachts and dinghies are required to comply with their class rules. They are liable to inspection by the Race Officer, The Class Handicapper or any member of the Sailing Committee. Changes or additions to classes will require the approval of the Sailing Committee.

Crew

Single-handed entries for yacht races are permitted provided the skipper is wearing a suitable harness or personal flotation device.

Yacht handicap class

For yachts 18ft. and over, approved by the Sailing Committee for this Class.

Any sub-division of the Yacht Class will be at the discretion of the Sailing Committee, following a recommendation from the Yacht Class meeting.

The Club operates a Personal Handicap system. For details contact the Class Captain.

All yachts with a personal handicap number lower than 950 will race in Class 1

All yachts with a personal handicap number higher than 1050 will race in Class 3

All yachts with a personal handicap number between 951 and 1049 will be allocated a class by the Class Captain.

Yachts requiring a Poole Harbour Handicap System contact the P.H.H.S. Handicapper.

The distinguishing flag for interclub yacht races is the Club burgee.

The distinguishing flag for Class 1 is International Numeral Pennant **1**.

The distinguishing flag for Class 3 is International Numeral Pennant **3**.

Only yachts which comply with the C.S.C. Safety rules may enter races, but it is recommended that all yachts classed as Cruisers should be equipped to that minimum standard. Copies of the equipment level are available from the Sailing Office.

Hawk Class

For yachts that comply with the Hawk Class rules. The distinguishing flag of the Hawk Class is International Numeral Pennant **2**.

Class 4 -- Handicap Class

For dinghy classes approved by the Sailing Committee and with a Portsmouth Yardstick number of 1264 and below. The distinguishing flag of Class 4 is International Numeral Pennant **4**.

Class 5 – Handicap Class

For dinghy classes approved by the Sailing Committee and with a Portsmouth Yardstick number of 1265 and above, excluding the Scow and Topper Class.

Notwithstanding the Class 5 definition rule, Toppers may compete in Class 5 Saturday and Evening series races.

The distinguishing flag of Class 5 is International Numeral Pennant **5**.

Scow Class

For dinghies that comply with the Scow class rules and approved by the Sailing Committee. The distinguishing flag of the Scow Class is International Code Flag **H**.

International Topper Class

For dinghies that comply with the International Topper class rules. The distinguishing flag of the Topper class is International code flag **T**.

RULES

Safety

The safety of a boat and its entire management, including insurance, shall be the sole and inescapable responsibility of the owner / competitor racing the boat.

The establishment of these Sailing Instructions in no way limits or reduces the complete and unlimited responsibility of the owner / competitor.

1. Distinguishing Numbers

Every yacht when racing shall carry on her mainsail a distinguishing number as prescribed in I.S.A.F. Rule Appendix G1 or G2, and the R.Y.A. Prescription G1 or G2, as appropriate. Dinghies not carrying a distinguishing number may, at the discretion of the Race Officer, be allowed to take part in races. This overrides ISAF rule 77.

2. Entries

All boats competing in a race shall be entered on a race sheet on the Club notice board by:

- (a) 1 hour 20 minutes before the advertised start time for an outside race.
- (b) 20 minutes before the first start time at the Club start-line.
- (c) 45 minutes before the first start time for a harbour race.

The Race Officer may, at his or her discretion, allow late entries.

Exception; returning Passage Races finishing at Christchurch when entries may be accepted "on the Starting Line" by the Race Officer.

The race entry sheet should specify the time of the first start, the classes involved and any special instructions.

The Race Officer will, prior to the races, remove from the notice board the race entry sheets for the day at:

- (a) 1 hour 15 minutes before the first start time of outside races.
- (b) 15 minutes before the first start time at the Clubhouse start-line.
- (c) 40 minutes before the first start time for harbour starts.

3. Starting and Finishing Lines (Inside Courses)

(a) Clubhouse Starting and Finishing line:

This is formed by 2 posts, with top marks, on the Avon bank, in transit with a post with a top mark, on the Club shore and in transit with a post affixed to the Clubhouse.

(b) Harbour Starting and Finishing lines:

Harbour Start and Finish lines are formed between the mast or flagpole of the Duty Boat and an outer distance mark. The outer distance mark may be one of the racing marks defined in item 4.

When a course is shortened and finishes at a mark of the course, the mark shall be designated as a finishing mark and dinghies will finish between the mark and Committee Boat.

(c) Harbour Olympic Courses

(i) The starting and finishing lines will be between the mast of the Race Committee boat and an outer distance mark.

4. Racing Marks (Inside)

Harbour Racing Marks are **rounding** marks.

Yellow buoys: No. 2 off the north west end of Branders Bank, No. 3 off Wick Hams, No. 4 in Barn Bight, No. 5 off Blackberry Point, No. 6 off Hengistbury Head between Barn Bight and Lobs Hole, No. 7 near Lobs Hole, No. 8 on the Flats, No. 9 off Stanpit. (See diagram Appendix C)

No. 1 buoy is a Green navigation buoy between Clay Pool and Steep Banks

No.10 buoy is the main channel Green navigation buoy nearest the Haven Quay.

Inflatable buoys will be used for Harbour Olympic Courses.

5. Courses

(a) Inside

The course to be sailed will be selected by the Race Officer (in liaison with the Class Captains) to suit the weather conditions and provide a windward beat if possible. The course for a race will be posted on a blackboard at the Starter's post (Clubhouse) and/or the notice boards in the Club entrance hall or displayed on the Committee boat.

Altering the course before the start

In the event of adverse tides or a change in wind direction the Race Officer may, at his discretion, change the course once boats are afloat but before the warning signal. In these circumstances a notification may be made to competitors informing them of the course change (in accordance with ISAF rule 27.1).

(b) Harbour Olympic

The course will be marked with three inflatable (orange or yellow) buoys. A red flag flying from the Committee boat indicates that all racing marks will be left to Port. A green flag flying from the Committee boat will indicate that all racing marks are to be left to Starboard. (See diagram Appendix D) Dinghies shall pass through the Start/Finish line when sailing from No. 3 mark to No. 1 mark and shall not pass through the Start/Finish line on any other leg of the course. (The number of laps to be sailed shall be decided by the Race Officer on the day – depending on tide & weather conditions. A lap consists of one triangle and one sausage)

(c) Winter Series

Courses in this Series will be set on the rivers in the vicinity of the Clubhouse for the Scow class. Classes 4 & 5 will either have harbour or river courses depending on tides or conditions.

6. Starting Lines (Outside)

(a) Race Officers at the Beach Hut – Start Line

This is formed between the triangular top mark on the Club beach hut and The Finishing mark. (Yellow buoy marked FM, with top mark.)

(b) Duty Boat - Start Line

This is formed between the mast of the Duty Boat and the Outer Distance Mark. (Yellow buoy marked ODM, with top mark.)

An Inner Distance Mark (IDM) may be laid near the Duty Boat.

“When approaching the line to start, boats shall pass between this mark and the ODM and after the preparatory signal, boats shall not pass between this mark and the Duty Boat.”

(c) Olympic Sea Course - Start Line

This is formed between the mast of the Committee Boat and an orange inflatable mark. (See diagram Appendix D)

An Inner Distance Mark (IDM) may be laid near the Committee Boat.

“When approaching the line to start, boats shall pass between this mark and the ODM and after the preparatory signal, boats shall not pass between this mark and the Committee Boat.”

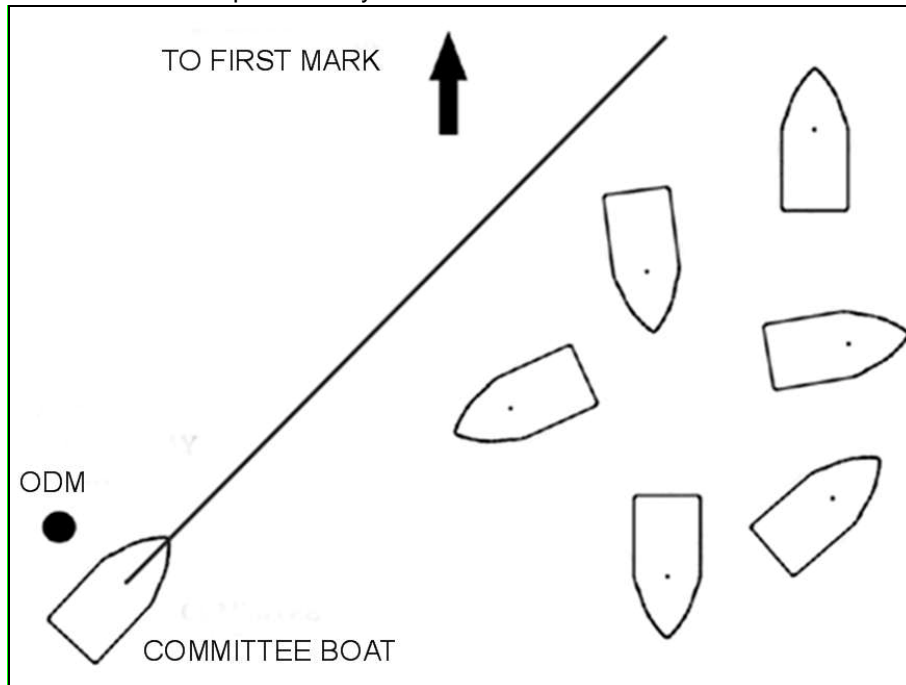
(d) Cruiser Gate Start Procedure

An alternative to the normal start is the Gate Start, particularly when the wind strength makes anchoring difficult. It ensures that the committee boat starts at the same time as the rest of the fleet and its crew does not have to worry about raising an anchor and sails before starting. In addition. It eliminates the time allowance claimed by race officers getting their boats away after starting a race.

The committee boat will not anchor before the start, but will sail, fully rigged, in the vicinity of the starting point, but on the port hand side of the course, furthest from the first mark. The Committee Boat will fly Flag G to indicate a Gate Start. The R.O. will signal the 5, 4 and 1

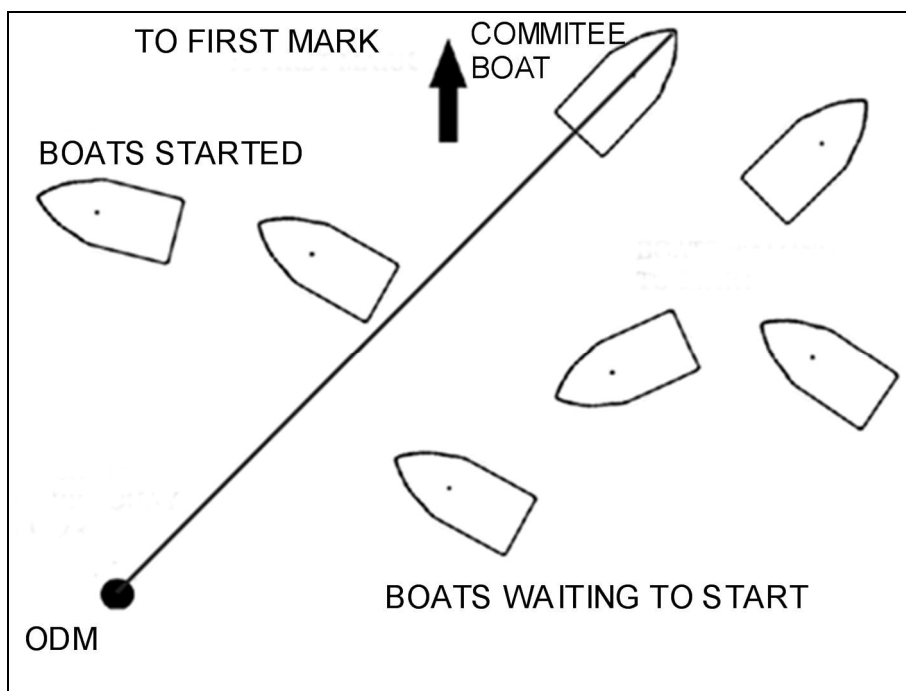
minute sound signals. As the start time approaches the committee boat should be on port tack with the aim of passing close by the starting mark which will be left to port. The committee boat should pass the starting mark as the starting signal is given or soon afterwards and continue, close hauled, on port tack until rest of the fleet has started.

If necessary, the committee boat can use her engine to reach the mark in time but shall switch it off as she passes it by.



Before the start, the rest of the fleet will congregate on the starboard side of the course, to starboard of the committee boat's anticipated track. As the latter proceeds, competing boats start by sailing, on starboard tack, across an imaginary line between the stern of the committee boat and the starting mark. The committee boat has all rights over all other competitors, even though she is on a port tack until the starting procedure is complete. Hindering the progress of the committee during the starting procedure will result in disqualification.

Any boat finding herself on the 'wrong' side of the committee boat's path at the starting gun will be considered to have made a false start. To rectify this she should go round the Starting Mark to port before proceeding.



Once the R.O. considers that all competitors have had a reasonable opportunity to start he should give one more sound signal and lower flag G to indicate that the starting procedure is complete. At this point he/she will be subject to the normal racing rules.

Competitors arriving late for the starting signal can start their race by passing the starting mark to port and proceeding to the 1st mark as usual.

Note: That the committee boat's start is not delayed under this procedure. Therefore the R.O. cannot claim any time allowance for starting the race.

7. Finishing Lines (Outside)

Beach hut and Duty Boat starts

The finishing line is formed between the triangular top mark on the Club beach hut and the finishing mark. (Yellow buoy, see diagram Appendix F)

(a) Yacht Classes Courses

Yachts shall pass inside the finishing mark in an East to West direction, except for special courses (See diagram Appendix F)

(b) Olympic Sea Courses

A line from the MAST of the Committee Boat to an inflatable mark will form the finishing line. (See diagram Appendix D)

8. Outside Courses

All sea racing marks are rounding marks, except the ODM which is a passing mark. If any buoy is missing it may be replaced in accordance with ISAF Rule 34.

(a) Courses for Yacht Classes

The course for Yachts will be indicated by the numerals 1 to 99, in accordance with the Yacht Classes Racing Marks Chart. Race courses will be displayed by the Race Officers on boards on the Duty Boat, at least five minutes before the start of the (first) race.

A course number preceded by **INF** (P) or (S) means that the first mark of the course is an inflatable buoy laid to windward of the start line. Yachts should then sail to the first mark of the course indicated by the number displayed.

A course number preceded by **FM** (P) or (S) means that the first mark of the course is the Finish Buoy. Yachts should then sail to the first mark of the course indicated by the number displayed.

A course number followed by X2 or X3 means that the course is a multi-round course and that yachts should sail from the Finish Buoy to the first mark of the course indicated by the number displayed, for each round.

Sailing instructions for the day posted on the Club's notice board must not be removed until after the race has finished. Course charts and course details are obtainable from the Hon. Sailing Secretary and Class Captain.

(b) Olympic Sea Courses

The course will be marked by large inflatable buoys, laid to form a triangle.

(see diagram Appendix D)

All competitors will sail the same course. The number of laps for each class will be displayed on the committee boat and announced on channel 77. A lap consists of one triangle and one sausage as shown.

A red flag flying from the Committee Boat indicates that all racing marks will be left to Port. A green flag flying from the Committee Boat indicates that all racing marks will be left to Starboard. Boats shall cross the start / finish line on every leg going from mark 3 to mark 1 and shall NOT cross the start / finish line on any other leg of the course.

In the event of the course being shortened this will be indicated by the "S" flag flown over the class flag.

Boats shall not pass between the inner distance mark and the committee boat at any time after the preparatory signal.

9. Finishing – Recording

(a) Cruiser and Hawk Classes

Short Races: Times over the finishing line will be recorded by the Race Officer (Timekeeper) at the C.S.C. beach hut or Committee Boat.

Passage & Long Races: Finishing will be by the helms or crew taking their FINISH TIME from the starting signal time, to the nearest second. A finishing form, displayed on the Club entrance notice board, shall be completed on return to C.S.C. by the entrant or their representative, giving the yacht's **start & finish time** correctly from a timepiece (preferably a GPS) showing hours, minutes and seconds; within two hours of the yacht finishing, unless otherwise stated in the Sailing Instructions.

(b) Olympic Sea Courses

Times of the Handicap Classes and the finishing order of One Design Classes over the finishing line will be recorded by the Race Officer on the Committee Boat.

(c) Harbour Olympic Courses

Times of Classes 4 & 5 and the finishing order of One Design Classes over the finishing line will be recorded by the Race Officer on the Committee Boat.

(d) Portsmouth Yardstick Trophy Races:

Times of all dinghies in Portsmouth Yardstick Trophy races will be taken.

10. Flags and Signals

These will normally be made in accordance with I.S.A.F. rules, unless otherwise stated in the C.S.C. Sailing Instructions or special instructions on the Race Entry Sheet for the day.

Times shall be taken from visual signals; the failure of a sound signal shall be disregarded.

The Race Officer may, at his or her discretion, dispense with flag signals and use only sound signals to start an Inside race. The use of sound signals only for starting an Inside race will be brought to the attention of competitors on the Race Entry Sheet and Course board.

An automatic sound system may be used for race starts at the Club line. Detailed instructions are available.

11. Starting Signals

(a) Yacht, Hawk and dinghy start

Warning signal: 5 minutes before the start, the class flag is broken out.

Preparatory Signal: 4 minutes before the start, Flag **P**, **I**, or black flag is broken out.

1 Minute before the start, Preparatory flag removed.

Starting Signal: both flags are lowered.

(b) Scow capers Start

Warning signal: 6 minutes before the start, the class flag is broken out.

Preparatory Signal: 3 minutes before the start, Flag **P**, **I** or black flag is broken out.

Starting Signal: both flags are lowered.

In the event of multiple starts for Scow Capers, each subsequent division of the fleet will start at 3 minute intervals following the 1st start.

When classes do not have a separate start, either International Code flag **F** will be broken out as the warning signal or the class flags of the grouped classes will be flown from one halyard.

12. Starting Penalties

ISAF Rule 30 shall apply

13. Abandonment Signal

International Code flag **N**, as defined by the I.S.A.F. Race Signals, Rules 27.3 and 32, will be flown.

14. Race Postponement

The Answering pennant (red and white vertical bands), as defined by I.S.A.F. Race Signals and Rule 27.3, will be flown.

15. Individual Recall Signal

When, at a boat's starting signal, any part of her hull, crew or equipment is on the course side of the starting line, the Race Officer shall promptly display flag **X** and make one sound signal. The flag will be displayed until all boats over the line at the start have returned to the right side of the line or for no later than 4 minutes after the starting signal (or one minute before any later start signal, whichever is earlier). In the event of sound signals only being used to start an Inside race; the Race Officer will hail "ALL CLEAR" when all the yachts or dinghies have started to his or her satisfaction.

The time limits for restarting are:

Yacht, Dinghy and Hawk on five minute countdown, not later than 4 minutes after the starting signal, or one minute before any later starting signal, whichever is earlier.

Scow Capers on three minute countdown, not later than 2 minutes after the starting signal or one minute before any later starting signal, whichever is earlier.

16. General Recall Signal

This is made by two sound signals only and the First Substitute flag being flown. The race for the class so recalled will start with a fresh warning, preparatory and starting signals after all other classes have started.

17. Change of Course

(a) International Code flag **L** hoisted over the Class flag and two sound Signals, made more than one minute before the warning signal of the advertised time of start, will indicate a change of course.

(b) Harbour Races: two sound signals made more than one minute before the warning signal for the first start will be made. The new course will be displayed on the Duty Boat. All classes will sail the new course.

18. Shortening Course

The course of a race may be shortened at the discretion of the Race Officer.

For Inside races: When flags are being used, flag **S** will be hoisted over the appropriate class flag and two sound signals made after the leading dinghy has rounded the previous mark and is on the last leg of the course to the new finishing line. When the course is being shortened for all classes, only flag **S** will be flown. When flags are not being used, two sound signals only will be made for the leading dinghy in each class. The signals may be made from the Clubhouse, beach hut or Duty Boat, as applicable.

For Outside Races: Flag **S** will be hoisted over the appropriate class flag (or flag **S** alone will be flown if the course is being shortened for all classes) and two sound signals made, after the leading yacht or dinghy of each class has rounded the previous mark and is on the last leg of the course to the finishing line.

19. Flags – Racing

Yacht and Hawk Classes will wear their Class flags on the backstay or other prominent position minimum size 6ins (150mm) hoist.

An Ensign shall NOT be worn when racing.

20. Retirements

(a) The crew of a retiring yacht (single-handed excepted) shall strike its racing flag or wear its Ensign in the appropriate position.

(b) Yachts retiring during outside races should pass through the FINISHING LINE and indicate their retirement to the timekeepers.

Radio communication may be used between the retiring boat and the Timekeepers.

(c) Dinghies retiring from races should, at the earliest opportunity, inform the Race Officer.

21. Declarations

Declarations are not required when a boat finishes a race. The fact that a boat completes the course will be taken as a declaration that it has sailed it according to the Rules and Sailing Instructions.

22. Penalties for breaking rules of Part 2 of the I.S.A.F Rules

(a) A boat which acknowledges infringing a rule of Part 2 of the I.S.A.F. Rules may exonerate herself by making TWO full 360 degree turns (720), as defined in I.S.A.F. Rules 44.1 and 44.2.

(b) When a boat infringes I.S.A.F. Rule 31, touching a mark, she may exonerate herself by immediately making ONE complete 360 degree turn, as defined in I.S.A.F. Rule 44.

(c) When a boat touches a finishing mark, I.S.A.F. Rule 44.2 shall apply.

23. Means of Propulsion

A yacht may use her engine to reach the vicinity of the start line following the preparatory signal. The yacht shall then make TWO 360 degree turns (720) under sail with her engine stopped before crossing the starting line. Yachts undertaking Cruiser start duty may use the engine whilst raising the anchor. They shall not use the engine's propulsion to propel them over the line.

24. Time Limit

The Race Officer may, at his or her discretion, impose a time limit for a race.

Exceptions – Paragraphs (b) and (c) below: In a race where a time limit is imposed the following will apply:

(a) General

A race will be valid for all those boats finishing within the prescribed time limit. When no boat finishes within the prescribed time limit, the race will be abandoned.

(b) Multi-round Courses

In a multi-round race, a minimum of 50% of the starters shall complete the course within any time limit imposed; otherwise the times of the first round will be taken for the final placing of any boat still racing at the time-limit. (For the avoidance of doubt, boats that retire after completing the first round but before the time limit shall not be ranked as finishers for that race)

(c) Yacht and Hawk Handicap Classes

The time limit, for short races only unless otherwise specified in the Sailing Instructions, shall expire 15 minutes before 2nd High water. When one yacht finishes within the prescribed time limit, the race will also be valid for those yachts that finish within 30 minutes after 2nd High water.

Note: The tide times are to be taken from those printed in the Club Programme.

(d) For Outside Yacht and Hawk Classes evening races: the time limit is 21:00 hours.

(e) Dinghy Classes

The time limit for Evening and Winter Series races is 1½ hours. There is also a time limit for all other harbour races of 3 hours. When the first dinghy finishes within the last 15 minutes of a prescribed time limit, the race will be valid for those dinghies that finish within 30 minutes of the first dinghy's finishing time. All other dinghies will be deemed to have retired.

25. Personal Flotation Devices & clothing

Every boat shall carry Personal Flotation Devices for each person on board when racing. Wet suits do not constitute adequate Personal Flotation Devices.

Helms and crews taking part will wear Personal Flotation Devices when Flag Y is flown at the starter's beach hut, Duty Boat or the starter's post on the Clubhouse.

Helms and crews participating in Autumn and Winter Dinghy Series racing shall wear Personal Flotation Devices.

Junior helms will wear Personal Flotation Devices whenever they are participating in any scheduled C.S.C. dinghy race.

Cruiser & Hawk sailors, if racing single-handed, shall wear Personal Flotation Devices while participating in any CSC race.

Junior helms taking part in organized Club dinghy training & racing activities between November 1st & April 30th shall wear dry-suits or full-length wetsuits while afloat.

26. Protests

Christchurch Sailing Club has adopted the RYA Racing Charter and the Exoneration Penalty, Advisory Hearing & RYA Arbitration procedures will be available.

After finishing, the protesting boat is required to notify the Race Officer of the name of the boat being protested. Protests in accordance with I.S.A.F. Rule 60 shall be made in writing on the R.Y.A. form and delivered to the Race Officer within two hours of the protesting boat finishing.

Yachts and Hawk Classes intending to protest shall display conspicuously a red flag in accordance with I.S.A.F. Rule 61.1.

In accordance with ISAF Rule 61, dinghies need not display a red flag, but shall notify the boat being protested at the first reasonable opportunity.

Dispute Resolution:

26.1 – Exoneration Penalty

A boat that may have broken a rule of Part 2, or rule 31 or 42, may, after finishing the race concerned and before the start of a related protest hearing, notify the Race Committee that she accepts a 20% scoring penalty as stated in ISAF rule 44.3c, (Except that the minimum penalty is two places if that does not result in a score worse than DNF). This penalty does not reverse an OCS score, a disqualification under rule 30.3 or a penalty under Appendix P. It is not available for a breach of Rule 2 or of class rules or for gross misconduct under rule 69. Nor is it available to a boat that causes injury or serious damage, or gained a significant advantage by her breach. In these circumstances her penalty is to retire.

When an Exoneration Penalty is accepted:

- a/ Neither the boat nor a protest committee may then revoke or remove the penalty
- b/ The boat shall not be penalized further in a protest hearing when the protest committee decides that it was appropriate to the facts found and the applicable rules.

26.2 – Advisory Hearing

When there is an incident that will not result in the lodging of a protest or a request for redress, a boat, protest committee or race committee may request an advisory hearing with the race office, and notify any boat involved in the incident. An advisor will then call a hearing to learn what may have happened and will state whether any rule appears to have been broken, and by which boat. A boat may, as a result, notify the race office that she accepts an Exoneration Penalty when it applies to the incident, or choose to retire.

26.3 – RYA Arbitration

- a) When a protest or request for redress is lodged, a boat may at the same time request RYA Arbitration, or the protest committee or race committee may offer it.
- b) If the parties and a member of the protest or race committee agree that RYA Arbitration is suitable, and arbitrator (who may be that member of the protest committee) will call a hearing confirming to Section B of Part 5 of the Racing Rules of Sailing, except that rule 64.1 (a) will not apply. Instead, when the arbitrator decides that a boat that is party to the arbitration hearing has broken a rule for which the Exoneration Penalty is available, the party will be invited to accept that penalty, and, if it is accepted by the protested boat, the protesting boat will be allowed to withdraw the protest, changing rule 63.1
- c) When there is not an agreement to use RYA Arbitration, or when, after RYA Arbitration, a protest is not withdrawn or the Exoneration Penalty is not applicable to the facts, there will be a normal protest hearing, at which the arbitrator may be a member of the protest committee. Rule 66 will not apply to the arbitration decision. A boat may still accept an Exoneration Penalty at any time before the start of a protest hearing and receive its protection from further penalization. She may also retire.
- d) When redress is offered and accepted at the RYA Arbitration, the protest committee or race committee may seek to have this reviewed by asking for a full hearing. When redress is offered and not accepted, or not offered at all, the boat may have her request heard before a protest committee.

27. Junior Races

Dinghies entered in Junior races will be sailed by Juniors within the age limit shown on the race entry sheet.

Appendix A

CRUISER CLASS DUTIES

Christchurch Sailing Club – Timekeeper Duty

The cruiser timekeeper is a race officer. The Senior Race Officer is normally on the Duty Boat.

At the Club.

Collect the timekeeper's box (with the beach hut keys in it) from the race equipment store behind the oar store in the main boat shed below the Clubhouse.

Check contents against list in box. Collect handheld radio from radio cupboard. Collect entry list from notice board one hour before race start.

At the Friars Cliff beach hut number 46

Check all sail numbers at the start line, adding extras to the entry list. Obtain course numbers to be sailed by VHF radio from the Race officer on the Start Boat.

TIMEKEEPER CALL SIGN – CSC 1 on CHANNEL 77.

During the race.

Watch for and note all retirements. They should either call in by radio on channel 77 or sail by the finish line with either their class flag removed or flying an ensign. Take the time of each yacht as the furthest forward part of the yacht crosses the finish line. No sound signals are now given. "The finish line is between the triangular mark above the beach hut and the yellow buoy with a top mark known as the Finish Mark (FM). Yachts shall sail between the yellow buoy and the beach. Note each yacht's sail number, name if known and finish time to the nearest second on the blue time sheet in the order that they cross the finish line, regardless of which class they are. Courses being sailed twice or more round may be shortened and stopped after any crossing of the finish line. In Series Races Class 1 and 3 will initially sail the same course, when Class 3 finish Class 1 will then sail additional legs. Take the finish times of every yacht on each crossing of the finish line. To shorten a race the large Shorten Course board, symbol S (Blue Square on white background) should be hung on the railings in front of the hut. The decision will be influenced by race time and or conditions and may be taken by the hut timekeeper or the race officer on the start boat in radio contact with each other.

Remain until all starters are accounted for, or until the time limit has expired. On Short races the first yacht shall finish 15 min before second high water. The race will then also be valid for yachts finishing within 30 min after second high water. Unless stated in specific instructions for that race. (*Evening Series races will normally have a 21.00-hour time limit*) Tide times to be taken from those printed in the Club Programme.

Back at the club

"Keep your parking ticket and claim a refund at the Club bar. Return all equipment and put the radio back on charge.

Get the Duty Boat's start time if it wasn't radioed in and put the completed timesheet in the results box to the left at the top of the stairs to the bar. Inform the Class Captain if there were any unusual occurrences."

Appendix B

CRUISER RACE OFFICER (R.O) - DUTY BOAT

AT THE CLUB

- a) From the Racing Equipment Store in the Main Boat Shed below the Club House, collect the R.O. Duty Box, Auto hoot, Horn and Course Board.
- (b) Check contents against list in box,
- c) Collect the IDM. Buoy and yellow inflatable mark (for use as a windward mark) from Main Boat Shed below the Club House.
- d) If possible, consult the Class Captain before setting the course.
- e) Check that the racing marks are in place, as far as it is possible to do so. Lat/Long Positions of the club marks are shown on the notice board by the signing on sheet, where they are known to be missing or out of place this will be shown on this notice.
- f) Take into account special considerations, i.e. Fairway Trophy race shall include the Fairway Buoy and the Ledge Trophy race shall include the Ledge Buoy etc.
- g) Check number of yachts signed on, as this affects length of Start Line.
- h) Leave in plenty of time to lay the Line.

AT SEA

- a) Take account of the prevailing conditions and any likely changes when setting the course. Where practicable, provide a windward start.
- b) Series Races: Class 1 and 3 will start together. Set courses appropriate for the classes, both classes should sail the same initial course, after crossing the finish line, Class 1 should then sail additional legs. Suitable Class 1 Series courses are listed in the course sheet with the suffix A.
- c) Trophy Races, Both classes sail the same course.
- d) Hawks. Where there is a separate Hawk Race, the Hawk fleet will normally start first.(Hawks will normally sail the same course as Class 3)

POSITIONING THE START LINE

a) Length of Line:

For safety reasons MINIMUM length should not be less than 1.25 times the total length of all yachts racing. Difficult to judge distances at sea and as there is no shortage of space, set Line length on generous side. (Approximately 10 metres, per yacht entered).

b) Angle of Line;

The line from the ODM should be at right-angles to the wind and as near square to the general direction of the first mark of the selected Course. (Difficult to be exact when using fixed marks).

PROCEDURE

- a) Select Start Line position in relation to Outer Distance Mark (ODM).
- b) Lay Inner Distance Mark (IDM). This is merely a guard buoy. Competitors are not allowed to pass between Duty Boat and IDM after the preparatory signal.
- c) Anchor and drop back into position. Start Line is from the Duty Boat's main mast to the ODM
- d) Chalk course numbers and Start Times on Course Boards and display on guardrails on side away from Start Line.

- e) Announce the Course, the current time and the start time on VHF channel 77. The Timekeeper will use the call sign CSC One.
- f) A Course may be changed up until the 5 min signal. Hoist Flag L. Sound two blasts on air horn (see ACTIONS below).
- g) If no wind and a sea breeze expected, a short postponement may be needed, Hoist Answering Pennant. Sound two blasts on air horn. (see ACTIONS below).
- h) Should conditions warrant it, a cancellation can be made on either R.O's decision. Hoist Flag N. Sound two blasts on air horn (see ACTIONS below).

START COUNT DOWN (Hawk & Cruisers)

The Auto Hoot will automatically sound the horn signals in the correct sequence after being switched at the 5 minute signal. Additional sound signals can be made by pressing the red button on the auto hoot. [■◀))) *indicates automatic auto hoot signal.*]

- a) 5 Min before start, hoist Hawk Class Flag. (Start Auto hoot, turn black switch on) ■◀)))
- b) 4 Min before start hoist flag P on empty halyard. ■◀)))
- c) 1 Min before start lower flag P . ■◀)))
- d) Start Time. Lower Hawk class flag, Raise Class 1 & 3 class flags. ■◀)))
(If boats are over the line see h,i,j)
- e) 4 Min before start hoist flag P on empty halyard. ■◀)))
- f) 1 Min before start lower flag P. ■◀)))
- g) Start Time. Lower Class 1 & 3 class flags. ■◀)))
- h) If part or all of a yacht is over the Start Line, or on the wrong side of the Start Line, sound a second blast on the auto hoot (Red Button) and display flag X. The offending yachts should if possible be hailed and should return across Line.
- i) The X flag should be dropped only when returned boats have re-crossed the Start Line.
- j) If start situation is bad, sound General Recall. Two blasts on auto hoot (Red Button). Hoist first substitute. (see ACTIONS below).

DUTY BOAT RACE START

- a) The Duty Boat, which is going to race, has a maximum time allowance of 10 min after the start signal and may make its start before very latecomers reach the Start Line.
- b) The Duty Boat may use its engine to raise anchor and position for the start, but shall not use its engine to cross the line or coast across the line. The Duty Boat is NOT required to do a 720 turn under sail before the start, implied by S.I rule 23.
- c) The Duty Boat notes its start time using ODM to IDM as the line. Radio the Duty Boat start time and sail number to the Timekeeper when convenient or, if unable, write it on the timesheet back at the Club.

TIME LIMITS

On Short races the first yacht shall finish 15 min _before second high water. The race will then also be valid for yachts finishing within 30 min after second high water. Unless stated in specific instructions for that race. (*Evening Series races will normally have a 21.00-hour time limit*) Tide times to be taken from those printed in the Club Programme.

SHORTEN COURSE

The R.O. has the power to shorten the course at any mark of the course set. Hoist Flag S and sound two blasts of the Auto Hoot (Red Button) as each finisher approaches. ((see ACTIONS below)).

AFTER FINISHING

Collect the Inner Distance Mark and yellow inflatable windward mark.

AT THE CLUB

- a) Be sure the Duty Boat's start time has been entered on the timekeeper sheet.
- b) Return Duty Box to Race Equipment Store.
- c) Return Inner Distance Buoy to Main Boat Shed

ACTIONS:

CHANGE OF COURSE

- a) A change can be made up to 5 minutes before the advertised start time.
- b) HOIST FLAG L. SOUND TWO BLASTS ON Auto Hoot (Red Button)

POSTPONE START

To postpone the Start for an indefinite time after the scheduled start time: HOIST ANSWERING PENNANT WITH TWO BLASTS ON Auto Hoot (Red Button)

To end indefinite postponement - LOWER ANSWERING PENNANT WITH ONE BLAST ON Auto Hoot (Red Button), ONE MINUTE BEFORE BEGINNING START PROCEDURE.

CANCELLATION OF RACE

HOIST FLAG N. SOUND TWO BLASTS ON Auto Hoot (Red Button).

INDIVIDUAL RECALL

Sound Second Blast on Auto Hoot (Red Button), fly flag X, Hail Yacht if possible.

GENERAL RECALL

If situation should warrant, recall all yachts.

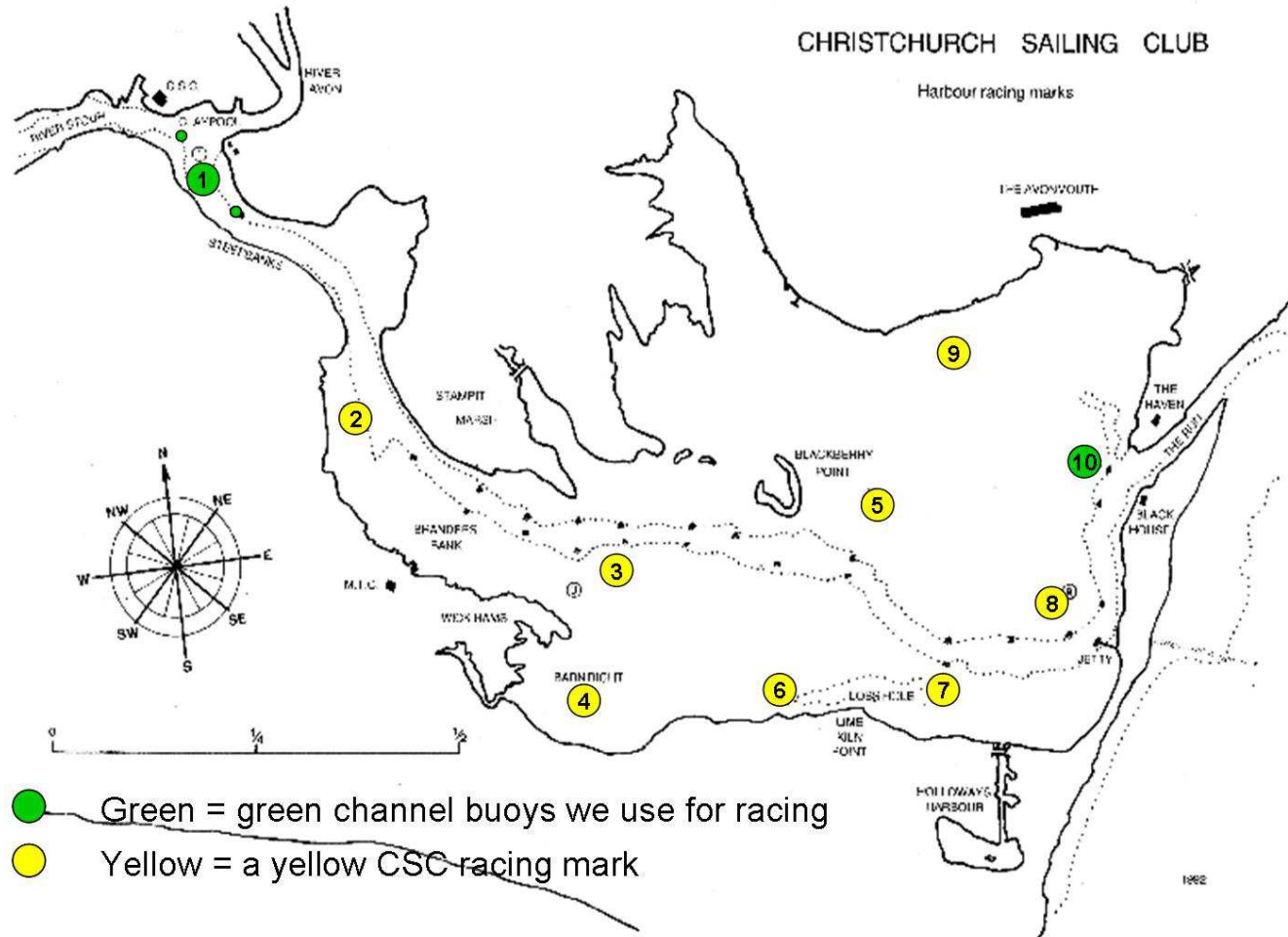
HAIL GENERAL RECALL SOUND - TWO BLASTS ON Auto Hoot (Red Button). HOIST FIRSTSUBSTITUTE.

Repeat full start procedure when all yachts have returned, after all other starts have completed.

SHORTEN COURSE

- a) R.O. yacht to take up position off the mark, which will now form the Finish Line, before the first competing yacht rounds it.
- b) FLY FLAG S. SOUND TWO BLASTS OF Auto Hoot (Red Button) AS EACH FINISHER APPROACHES.
- c) Time the yachts across the Finish Line

Appendix C – Harbour Racing Marks



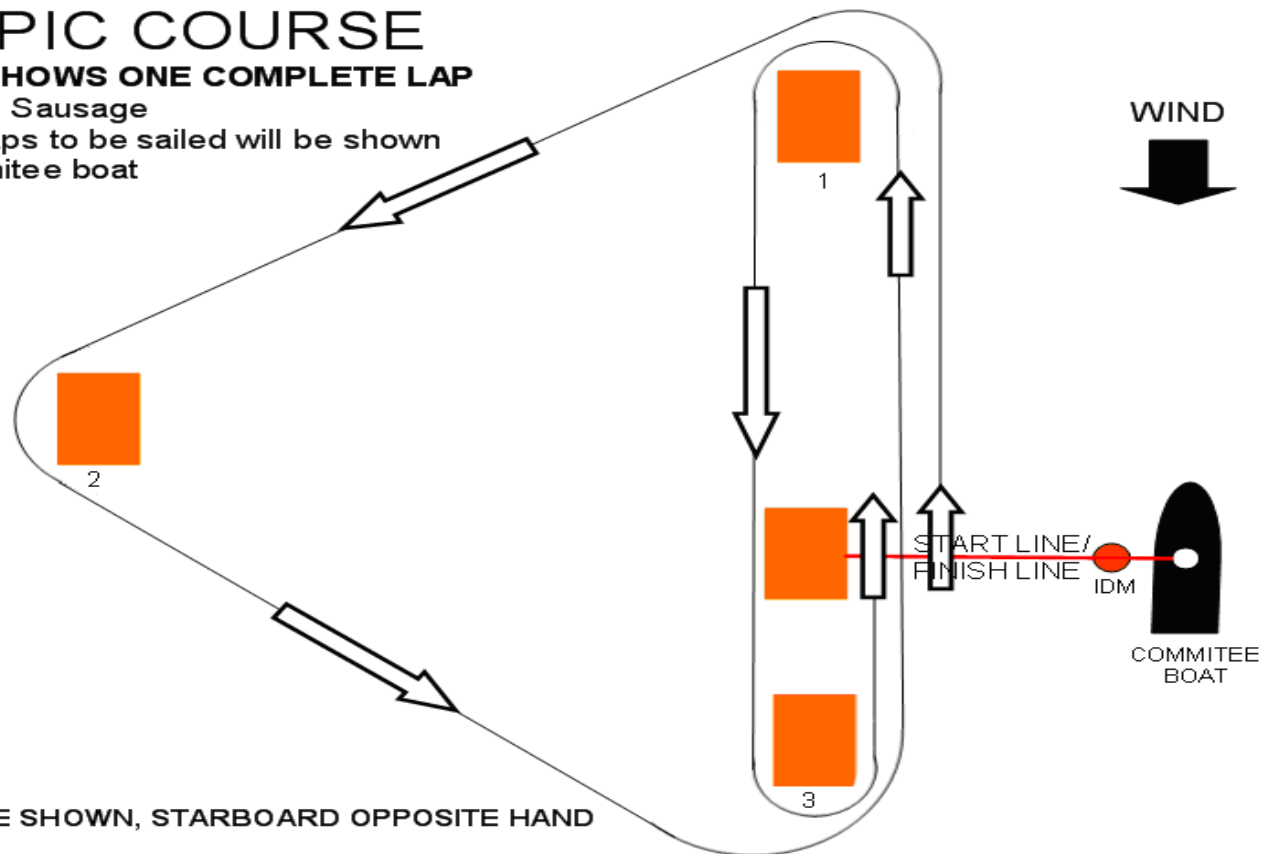
Appendix D – Olympic Course diagram

OLYMPIC COURSE

DIAGRAM SHOWS ONE COMPLETE LAP

Triangle plus Sausage

Number of laps to be sailed will be shown
on the committee boat

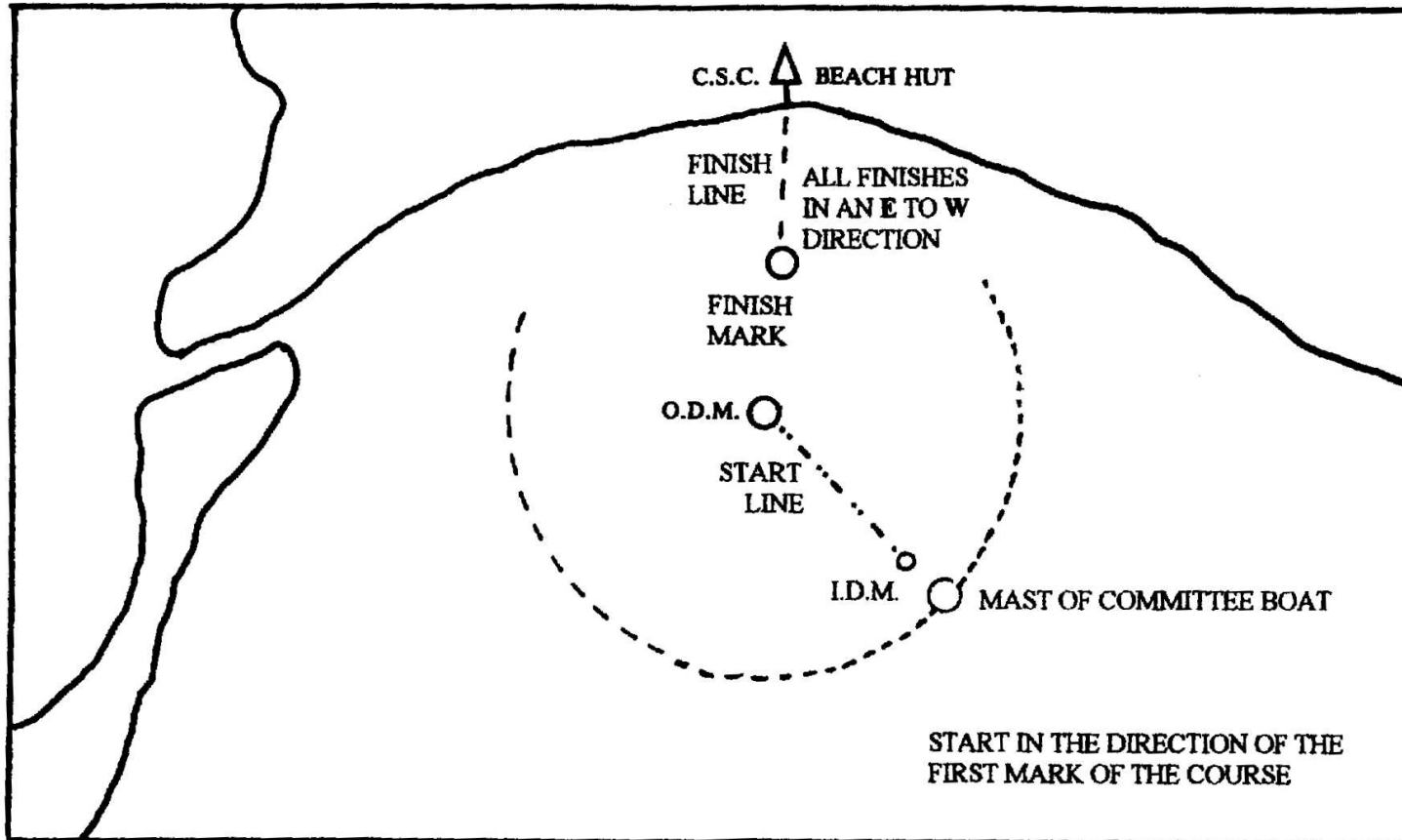


PORT COURSE SHOWN, STARBOARD OPPOSITE HAND
















COMPETITORS MUST CROSS THE FINISH LINE, ON EVERY
LEG GOING FROM MARK 3 TO MARK 1.














Appendix E – Yacht & Hawk start / finish lines

YACHT AND HAWK CLASSES OUTSIDE STARTING AND FINISHING LINES













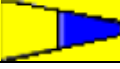







Appendix F – Starting sequence for Hawks plus Classes 1 & 3 combined

Start Sequence	Flag/Action	UP		DOWN	Sound Signal
5 minutes	Hawk Class Flag		↑		
4 Minutes	Preparatory Signal "P"		↑		
1 Minute	Preparatory Signal "P"-Down		↓		
Hawk start Classes 1& 3 5- Minutes	Hawk class flag Down Class 1 & 3 flags Up		↑↓		
4 Minutes	Preparatory Signal "P"		↑		
1 Minute	Preparatory Signal "P"-Down		↓		
Start	Class 1 & 3 flags down		↓		

					 
AP Postponement	Change of Course	Individual Recall	General Recall	Shortened Course	Abandonment No Racing Today
					

Appendix G – Dinghy Class Starting Sequence

Start Sequence	Flag/Action	UP		DOWN	Sound Signal
Class 4 - 5 minutes	Class 4 flag up		↑		
4 Minutes	Preparatory Signal "P"		↑		
1 Minute	Preparatory Signal "P"-Down		↓		
Class 4 start Scow 5-minutes	Class 4 flag Down Scow Class flag Up		↑↓		
4 Minutes	Preparatory Signal "P"		↑		
1 Minute	Preparatory Signal "P"-Down		↓		
Scow Start Topper / Class 5 5-Minutes	Scow Class flag down Topper / Class 5 flag Up	 	↑↓		
4 Minutes	Preparatory Signal "P"		↑		
1 Minute	Preparatory Signal "P"-down		↓		
Topper / Class 5 Start	Topper / Class 5 flag down		↓	 	

Appendix H – Average Lap and Pursuit Races

Portsmouth Yardstick – Running Races

THE RYA PORTSMOUTH YARDSTICK SCHEME

Average Lap Racing

The objective of average lap race is to allow boats of differing performance to compete together by sailing for similar amounts of time. . By requiring all boats to sail for approximately the same time they should experience generally the same wind and current conditions. Based on the number of laps of the course each boat sails during the period, their elapsed times are factored to represent the times they would have taken to sail the same number of laps as the fastest boat. These factored times are then corrected in the normal way using the appropriate Portsmouth Numbers.

The main advantage of average lap racing is that the range of classes competing can include catamarans, high performance skiffs, and traditional displacement dinghies, which is not always as fair as it could be in mixed fleet racing due the wind increasing/ decreasing towards the end of a race or similar factors. Average lap racing allows more races to be planned for a given period and gives good event time management. If there are a large number of entrants, they can be divided and have separate consecutive starts whilst still competing in the same race. The small courses needed allow clubs with limited water area to put on racing for a wide range of classes.

However with boats spread out and completing more than usual laps, the race officers have to keep constant vigilance to ensure correct lap counting as boats have to cross the same start/ finish line after every lap. It is also difficult to assess relative positions during a race.

Notes to the Race Officer

- Before a race starts the race duration should be decided and made available to competitors I.e. 90 minutes.
- Every lap needs to be the same - starting and finishing on the same line.
- Boats need to cross the start/finish line every lap
- The course size should be so as the slower boats will complete at least 2 laps in the allotted time.
- If the number of entries is such that starting all boats together is impractical they should be started in groups in quick succession. If this is done all start times need to be recorded so that the elapsed time for each individual boat can be calculated.
- Every time each individual boat passes the start/ finish line it must be recorded as such.
- There is no need to record the times of every line crossing, however it may be useful to record the lap time of the slow boats in order to calculate the about to finish signal.
- Before the planned race duration is reached the about to finish signal has to be made, this should be made if possible before the first of the slower boats completes a lap (preferably its third). This about to finish signal should also be made in a gap in the flow of boats so that no one that has just crossed the line can be confused.

- The about to finish signal must have its time recorded.
- After the about to finish signal all boats finish the race the next time they cross the start/ finish line. Subsequently finish times must be recorded so that all elapsed times can be calculated.

Calculations

The following calculations are to be used by clubs running average lap racing to give corrected times amongst other useful calculations to run racing. Note all times are in seconds.

$$\text{Time Limit} = \text{Planned Race Duration} \times (1 + \text{Factor} / \text{Laps})$$

Where:

Laps = the number of laps completed prior to the about to finish signal

Factor is greater than 1, 1.25 is suggested

NB the time limit is calculated to allow those who had crossed the start/finish line just before the about to finish signal sufficient time to complete the lap they had just started.

Each boats corrected time is calculated as:

$$\text{Corrected time} = (\text{Elapsed time} \times \text{Most laps} \times 1000) / (\text{PN} \times \text{actual laps})$$

Where:

Actual laps is the actual number of laps sailed, most laps is the number of laps sailed by the boat which sailed furthest.

If a boat ends with a corrected time greater than a boat which completed less laps but has the same PN a modifying calculation should be applied as follows:

$$\text{Modified time} = \text{Corrected time} \times \text{multiplier}$$

$$\text{Multiplier} = (\text{slowest} \times (\text{fastest laps} - 1)) / (\text{about to finish time} \times \text{fastest laps})$$

Where:

Fastest Laps is Actual Laps completed by the fastest boat in the group. Slowest is the Elapsed Time of the slowest boat in the group.

NB this is only applied to a group of boats with the same PN where one or more have been effected by sailing differing number of laps and the corrected times do not reflect a fair outcome.

Pursuit racing

The objective of a pursuit race is that, if boats of different classes are sailed by crews of equal ability, they should all cross the finishing line together, having started at different times related to the Portsmouth Number of their boats.

The advantage of a pursuit race is that as a competitor you know how you are doing on the water without the need to wait for corrected times to be calculated. The start line is also normally less congested as each class/ group will start separately. The disadvantage is that the race management can be more demanding due to the larger number of starts needing to be run.

Notes to Race officers

- The race duration has to be fixed and needs to be decided early enough to establish starting times for each class/ group of boats with the same PN
- The race duration should be based on the slowest boat (boat with highest PN) bearing in mind that if you choose 2 hours for an optimist this may only be 20 minutes for a foiling moth so make sure you know your entry list before deciding race duration.
- If using a course that involves laps, it is preferable to have each lap long enough so as to avoid the earlier starters on their second lap "getting in the way" of the later starters.
- With multiple starts occurring potentially within seconds of each other it is sometimes impossible to give each class a standard start sequence of 5,4,1 Go. It may be advisable to have sound signals overriding visual signals or give each start a number and have cards displaying which start is next etc.
- Large fleets may benefit from a restricted starting area in which no boat can enter until a certain time before her scheduled start.
- As it would be detrimental to the start sequence to give a general recall to any but the first start it is really important to ensure you have enough spotters to cope with the number of entries you have.

The Finish:

- Since starting times are calculated with certain race duration in mind the race must be finished as close to the race duration end as possible.
- Where boats finish on the water is their finish position
- Some methods of finishing are as follows
 - Dropping a buoy a short distance in front of the leading boat seconds before the race duration ends and thus creating a finish line.
 - To ensure boats finish on the clubs usual finish line a patrol boat shadows the leader and as the race duration is near ending a buoy is dropped which all boats have to round/ pass and go directly to the club line to finish. This will take a skilled race officer to guess how long before the race duration to drop said buoy and have all boats sail to the finish line at the end of the race duration.
 - Have competitors self-declare who is in front and behind them at a given time.
 - Have a patrol boat drive past the fleet and note the positions at the end of the race duration

Starting times

Starting times are calculated for a particular race duration. If 1.5 hours (90 minutes) is chosen as the race duration related to boat X with a PN of 1200 then the expected race duration for boat Y with a PN of 1000 would be 75 minutes and for boat Z with a PN of 1400, 105 minutes. These times are simple ratios i.e. $1200/90 = 1000/75 = 1400/105$. Boat Y's start time would be $75-90 = -15$ minutes i.e. 15 minutes after boat X. Boat Z's start time would be $105-90 = +15$ minutes i.e. 15 minutes before boat X.

Please see the Pursuit race spread sheet for help in designating start times using the above ratios. Example spreadsheet for CSC below:

Pursuit Race Start time calculations

Notes on using the spreadsheet

To start, list all classes that are going to race in the class column with the slowest (Class with largest PN) first working to the fastest class. Next enter the relevant PN's in the PN column. Finally enter the race duration in minutes where highlighted in red. From here the differences in seconds will be given. These tell how much time after the first class each class must start. In the example class 1 starts first and then class 2 starts 162 seconds later, class 3 311 seconds after class 1. etc. A club may choose to apply the difference from the "scratch" boat in either seconds or minutes as in column E or F.

Class	PN	Race Duration (Seconds)	Ratio	Difference (Seconds)	Difference (Mins)	Race duration in minutes
Optimist	1648	3600	0.457778	0	0	60
Scow	1458	3185	0.457778	-415	-6 55/60	
Topper	1313	2868	0.457778	-732	-12 12/60	
RS Feva	1210	2643	0.457778	-957	-15 57/60	
Splash	1184	2586	0.457778	-1014	-16 54/60	
Laser 4.7	1180	2578	0.457778	-1022	-17 2/60	
Wanderer	1150	2512	0.457778	-1088	-18 8/60	
Solo	1148	2508	0.457778	-1092	-18 12/60	
Radial	1117	2440	0.457778	-1160	-19 20/60	
OK	1106	2416	0.457778	-1184	-19 44/60	
Laser	1087	2375	0.457778	-1225	-20 25/60	
Finn	1053	2300	0.457778	-1300	-21 40/60	
Rooster 8.1	1050	2294	0.457778	-1306	-21 46/60	
RS300	995	2174	0.457778	-1426	-23 46/60	