

RECOMMENDATION MANUAL OF REQUIREMENTS FOR THE ORGANIZING AUTHORITY OF
INTERNATIONAL EVENTS IN PANAMERICAN COUNTRIES

ORGANIZING AUTHORITY (OA)

The OA must fully satisfy the requirements of Rule 89.1 of the RRS of ISAF.

The OA shall publish the Notice of Race according to Appendix J1. Posting of the Notice of Race for the championship on the National Authority's website is advisable, the web site of each participating class and, and this information shall also be sent to the different National Authorities for distribution to interested parties; likewise, the creation of a championship website no less than 6 or 8 months prior to the championship is also recommended.

The OA shall post all the information related to the venue and services for the championship such as food services, washrooms and dressing rooms, communications and internet, medical assistance, warehouses, entries to water areas and cranes, if applicable, distance to hotels and rates, competitor lodging, transport and/or airport transportation, customs facilities for boats of foreign competitors, should these take part in the championship, weather conditions on the dates of events, winds, sea temperature, tides, etc.

The OA shall coordinate the leasing of boats for competitors at a reasonable rate, being advisable that the leasing price per championship is no higher than 1/15 of a new boat value in the venue of the event or the 1/15 cost of a used boat; furthermore, the OA shall coordinate the leasing of support boats (ribs) for foreign trainers, if necessary, being advisable a leasing rate of 1/15 of the cost of a new or used boat.

The OA shall appoint the Race Committee (RC) and, when appropriate, invite the International Judges (IJ) at least 6 months prior to the Championship date. Likewise, it shall coordinate the team and the rescue boats.

The OA shall have available enough space for the measurement of sails and boats and their respective weighting, it shall make offices available for the OA, for the RaceCommittee and the International Jury.

It shall locate the communications mast and the Official Scoreboard close to the RCOffice.

The OA shall be responsible for the fuel supply of all boats.

WI-FI Service.

THE OA AND THE RACE COMMITTEE (RC)

The main Officer or the Principal Race Officer (PRO) shall be appointed by the OA and he or she in turn shall appoint his or her team—and prepare a list of supplies to be requested from the OA; likewise, the Sailing Instructions of the Regatta shall be duly sent in advance to the Chair of the International Jury for review.

The OA shall provide an office for the RC with the following: work table, chairs, computers with internet, whiteboard with markers, shelves for technical documents, internal landline, VHF radio (fixed).

In one-class regattas, the OA shall provide to the RC, at least the boats below:

1. Race Committee vessel (main) which shall be used at the Start, this vessel shall have a communications mast of flags and 6 halyards, at least.
2. A sight vessel of the Race Committee to be used on the port side of the line, this vessel may be used as the finishing vessel if it is at the windward mark.
3. A support vessel for buoy mark changing.
4. A Rib for the PRO, if required.
5. A vessel for the measurer if the SI determines that boats may be measured in the water.

These vessels shall be identified with a white or yellow flag with CR red letters, and shall be provided with the following: set of flags (signs) needed, GPS, radios, VHF, chronometers, countdown timer, recorders, air horns, binoculars, anemometers, compass, whiteboard with markers (for the RC vessel), fire extinguishers, formats, tow-line, first aid kit, thermal blankets if sailing on cold waters.

OA WITH INTERNATIONAL JURY

International Judges shall be invited 6 months prior to the championship date, itinerary will be coordinated with them, where possible, and tickets should be bought in advance to reduce costs. Judges shall be met at the airport and transported to the venue of the event or their respective hotels; a room per judge shall be available. A hotel near to the venue is advisable so Judges may walk to the venues. Judges shall be informed regarding daily diet and refunds, if incurred, such as: transportation from his home to the airport in their home country, airport taxes in their home country and venue country. Judges shall be informed regarding the outfits to wear according to the activity performed in the venue for the championship; casual or formal clothes, ceremonies, etc.

An exclusive office shall be provided to the International Jury, for the performance of their duties on land, with a work table, 12 chairs, power plugs and sockets, proper lighting and ventilation, air conditioning in hot venues, printer, photocopier, internet and lockers with a key per judge, as a security measure.

OA or RC shall provide to each Judge a file containing the Notice of Race, sailing Instructions, relevant class rules and the site of where the Official Jury's Board is located. Where needed RIBS shall be provided (1 per 2 judges), with a 40 HP engine, electric starter and main control, duly identified with a white flag with a J in black letter, this on an aluminum mast aft of 2 m. height, at least. These Ribs shall have a designated docking area and have a minimum LOA of 5 m.

Each Rib shall be equipped with a life jacket per crew member, anchor, tow rope, and VHF radio.

PANAMERICAN SAILING FEDERATION

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