

INTERNATIONAL  
**hansa**  
CLASS ASSOCIATION

# **RACE MANAGEMENT GUIDE**

**Including requirements for  
World, International & Regional Championships**

# RACE MANAGEMENT GUIDE

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## **GLOSSARY**

### **Organising Committee:**

The organising committee is the committee that is in charge of the complete organisation of the event in accordance with the WS rules & regulations, the IHCA Race Management Guide, the Hansa Class Rules and the rules and laws that apply in the host country. The committee includes representatives of the organising club, which shall be affiliated to WS through its National Authority, representatives of the National Hansa Class Association, and the Technical Delegate of the IHCA.

### **Race Committee:**

The Race Committee shall conduct races as directed by the organising authority and as required by the WS Racing Rules of Sailing and WS Equipment Rules of Sailing.

### **Technical Delegate:**

The Technical Delegate is appointed by the Executive Committee of the International Hansa Class Association. Their role is:

- to be the official link between the IHCA and the organising committee
- to monitor that provisions of the Race Management Guide are applied by the organising committee
- to monitor that the event is organised in accordance with the WS rules and regulations
- to monitor that the event is organised in accordance with the requirements of any additional organisation sanctioning the event
- to assist the organising committee in the organisation of the event
- to approve all official documents such as Notice of Race, Sailing Instructions etc.
- to provide technical advice to the race committee
- to provide a link between the competitors and the organising committee

## INTRODUCTION

This Race Management Guide has been developed primarily as a set of guidelines for international level events authorised by the International Hansa Class Association. National Hansa Class Associations can adapt these for events which they authorise. Organising Authorities, Race Committees, Juries and Protest Committees for events not authorised by the Hansa Class Associations may also find this Guide useful.

### **International Hansa Class Sanctioned Events**

Hansa Class World Championships, International Championships and Regional Championships are organised to promote Hansa Class sailing all over the world.

The Committee of the International Hansa Class Association will agree which National Hansa Class Association and Organising Authority will act as host to events. The Vice-President Championships will make recommendations after ensuring that Associations/Organising Authorities that apply are able to fulfil the requirements laid down by the International Hansa Class to host an event.

An Organising Authority must read and agree to be bound by these guidelines, and undertake that they can fulfil the requirements, before being accepted.

An Organising Authority must have the agreement of their WS member National Authority before applying for an international event.

The National Hansa Class Association must be satisfied that the host club can abide by the International Hansa Class Race Management Guide and be able to fulfil its requirements.

Application to host an event should preferably be made at least two years before the event, to the IHCA Executive Committee, in writing. An Expression of Interest form is available from the IHCA website ([www.hansaclass.org](http://www.hansaclass.org))

The organising committee shall ensure the championships have the highest quality racing and the best conditions for developing friendship and goodwill among competitors and all participating people.

### **Process:**

A club that wishes to host an International Hansa Class Championship shall inform the International Hansa Class Association through its National Hansa Class Association. The club should then contact the Vice President Championships of the International Hansa Class Association, who is responsible for the organisation of the international events, to discuss opportunities to organise class championships that are not yet granted.

### **Official request:**

After discussion with the International Hansa Class, the club will send to the International Hansa Class Association a completed Expression of Interest form, which should include the following information:

- Proposed dates
- Venue information including accessibility
- Weather and tide details
- Travel and accommodation information, (including type of accommodation, accessibility details and prices)
- Social and official program
- Fees and costs
- Particulars of the club or the area
- Experience in such championship organisation

### **Visit of the site**

At the organising committee or club's official invitation and cost, a member or representative of the Executive Committee may inspect the organising club, together with the National Hansa Class Association or National Authority, preferably during a major national or international event.

## EXPRESSION OF INTEREST

### Evaluation criteria for future World, International or Regional Championships

The Organising Authority should apply for the event by April 30 each year, preferably a minimum of 18 months prior to the proposed event. Please address the criteria below and include additional information where appropriate.

Proposed Event Dates: - .....

Host Club / Event Venue: -.....

Organising Authority: - .....

Primary Contact Person: -.....

Telephone: - .....

Email: - .....

Website: -.....

Latitude & Longitude: - .....

### Event Organisation & Management

Organising Authority is a WS MNA affiliated Club or Class Association ----- **Yes/No**

Provide the composition of the Organising Committee - Chairperson, Secretary, Host Club/Venue representative, Race Management representative where possible: - .....

.....

.....

The event will comply with the provisions of the IHCA Race Management Guide----- **Yes/No**

If no, state variations: - .....

.....

Please provide the details below:

#### Host Club / Venue

Race office, official noticeboard & protest committee facilities: - .....

.....

.....

Details of accessible competitor facilities (number and dimensions of accessible toilets, showers and changing rooms): -.....

.....

.....

Details of vehicle & trailer parking: -.....

.....

Onsite container storage: -.....

.....

Sufficient launch ramps and hard stand storage area for rigged boats -.....

.....

Crane/s for launching SKUD 18: - .....

Height from water level to jetty surface (if tidal smallest and largest): - .....

Water depth at docks and sailing area: - .....

Personal hoisting equipment (type and numbers) for transferring sailors with a disability: - .....

Details for launching RIBs and Hansa boats, including boats on trolleys with seated sailors: - .....

Marina, yard, clubhouse & social facilities are wheelchair accessible: - .....

Launching and retrieval areas are protected from the effects of strong winds: - .....

Typical wind conditions and wave heights in proposed sailing area: - .....

Maximum tidal flows in proposed sailing area: - .....

Other shipping and boating traffic in proposed sailing area: - .....

Provide list of accessible accommodation at the time of submission (see format in Appendix 1): - .....

Is there disability accessible transport, **including for wheelchairs**, available? ----- **Yes/No**

Wireless Internet available for officials & competitors: - .....

**Community Consultation**

Opportunities for community spectator viewing of event: - .....

Local Government Authority is consulted: - .....

Required event permits are obtained: - .....

**Race Management**

Accredited National or International Race Officer appointed as Principal Race Officer: - .....

Event will be authorised by WS MNA: - .....

International Jury approved by Technical Delegate and MNA (Worlds Only): - .....

.....  
Suitable and sufficient Race Management Resources (officials, boats, buoys & tackle): - .....

.....  
Effective rescue capability –

Number of rescue craft (recommended minimum of one rescue vessel for each 5 competing craft): -...

.....  
Notice of Race available 6 months before event: - .....

Sailing Instruction available 1 week before event: - .....

Competitors' eligibility confirmed at or before registration: - .....

### **Risk Management**

Current Public Liability Insurance minimum €5 Million or equivalent: - .....

All competing boats insured for public liability: - .....

Club / venue has implemented a risk management plan: - .....

Event emergency plan in place: - .....

Pandemic RISK MANAGEMENT according to national procedures Covid 19 Plan .....

### **Communication**

WS Standard Notice of Race, Entry Form and Sailing Instructions proforma used ----- Yes / No

NOR & Sailing Instructions - approved by IHCA Technical Delegate & Jury Chairperson --- Yes / No

Distribution of NOR or promotional material to all National clubs and IHCA ----- Yes / No

Event information provided to IHCA for website ----- Yes / No

Media releases distributed (minimum pre & post-event) ----- Yes / No

Provision of unencumbered photographic images for IHCA promotional purposes ----- Yes / No

Media access to on-water ----- Yes / No

### **Commercial**

Please name sponsors and identify their principal business (in confidence): - .....

.....  
Draft event budget provided ----- Yes / No

Estimated number of national entries: - .....

Estimated number of international entries: - .....

Estimated number of total entries: - .....

### **Application Process**

The Organising Authority should submit its Expression of Interest by addressing the criteria above and returning the completed form with any supporting material by email to: -

The Secretary

International Hansa Class Association Inc. Email: [info@hansaclass.org](mailto:info@hansaclass.org)

**Please note: Expressions of Interest close on April 30 each year.**

## **IHCA REQUIREMENTS FOR AUTHORISED EVENTS**

### **Language**

The official language of the events is English. In case of different interpretations about a translated text, the English version shall prevail.

### **The events**

Each year, the International Hansa Class Association may authorise Hansa Class WORLD, INTERNATIONAL or REGIONAL CHAMPIONSHIPS including:

- The Hansa 2.3 Single Person Championship
- The Hansa 2.3 Servo Championship
- The Hansa 303 Single Person Championship
- The Hansa 303 Two Person Championship
- The Liberty Championship
- The Liberty Servo Championship
- The SKUD 18 Championship

These events are generally held concurrently at a single venue but in certain circumstances individual championships may be authorised.

### **Dates of the events**

Combined World Championships are currently awarded for ~~Europe, North America and Asia-Pacific~~ (including the sub-continent) bi-annually on a rotational basis (North America 2014, Europe 2016, Asia-Pacific 2018 and so on) each odd year (e.g. 2021, etc.).

Combined Regional Championships are currently awarded for Europe, North America and Asia-Pacific (including the sub-continent) bi-annually on each even year (e.g. 2022, etc.).

Individual Class Regional, International or World Championships may be awarded in addition to the above at the discretion of the International Hansa Class Association. The dates of World, International and Regional Championships will, wherever practicable, avoid conflict with the dates of other Hansa Class Championships, WS Youth Championships, WS Sailing World Cup events, EUROSAF Champions Cup events, IFDS Championships, Olympic and Paralympic sailing events and other major sailing competitions.

### **Application of rules**

The WS Racing Rules of Sailing, WS Equipment Rules of Sailing, WS Regulations, International Hansa Class Rules, IHCA Race Management Guide and IHCA Measurement Procedures will govern the event.

### **Eligibility**

Participation in Hansa Class Championship events is only open to boats where at least one of the crew is a financial member of a National Hansa Class Association affiliated with the International Hansa Class Association or an individual member of the International Hansa Class Association.

### **Minimum Fleet Sizes**

The minimum number of entries required for an open division to be valid at Hansa Class Regional Championships is four (4) boats, and the minimum number of entries required for a division to be valid at World or International Championships is six (6) boats.

For servo classes, the minimum number of entries required for a division to be valid at Hansa Regional Championships is three (3) boats, and the minimum number of entries required for a division to be valid at International Championships is four (4) boats.

This requirement shall be clearly indicated in the Notice of Race (NOR).

Where the number of entries for any one division does not meet the minimum number by the entry closing date, that division will not be sailed in the Championship UNLESS the division can be combined with another compatible division. For example, Liberty Servo-Assist can be sailed with Liberty Open Division, or 2.3 Servo-Assist can be sailed with 2.3 Single Person Division. Where the number of Liberty Servo-Assist or 2.3 Servo-Assist entries reaches the minimum number as per the



Notice of Race by the entry closing date, medals and/or prizes will be awarded in the Servo-Assist Championship. The Servo- Assist boats will also be eligible for medals and prizes in their respective Open classes. Should either Servo-Assist division not reach the required minimum number, boats of that class would only be eligible for prizes in the Open class.

**Advertising**

Each event shall be conducted in accordance with the WS Advertising code.

**Format of the event**

The Hansa Class Championships shall be of conventional fleet racing format. The schedule, including registration, practice race/s, reserve day and championship races for all Hansa Classes, shall not exceed 7 days. Individual classes shall preferably sail 9 races. A minimum of 4 races is required to complete a Championship. Where more than 5 races have been sailed, a competitor’s worst score may be discarded. Where more than 7 races have been sailed, a competitor’s two worst scores may be discarded.

Divisions may be grouped into two fleets to enable sailors to sail in more than one division – Fleet A for single-person divisions and Fleet B for two-person divisions as follows:

Division 1	Hansa 2.3 Single Person	Fleet A
Division 2	Hansa 2.3 Single Person Servo	Fleet A
Division 3	Hansa 303 Single Person	Fleet A
Division 4	Hansa 303 Two Person	Fleet B
Division 5	Liberty Single Person	Fleet A
Division 6	Liberty Single Person Servo	Fleet A
Division 7	SKUD 18 Two Person	Fleet B

Fleets A&B shall alternate morning and afternoon sessions.

It is recommended that two races are scheduled for each class in each session with the second race starting as soon as possible after the end of the first race. At the discretion of the Race Committee, a maximum of three races may be sailed on the same day for any division.

**Sample Timetable**

- Day 1 Registration & measurement
- Day 2 Registration, measurement, practice race & opening ceremony
- Day 3 Fleet A Races 1 & 2 (AM), Fleet B Races 1 & 2 (PM)
- Day 4 Fleet B Races 3 & 4 (AM), Fleet A Races 3 & 4 (PM)
- Day 5 Fleet A Races 5 & 6 (AM), Fleet B Races 5 & 6 (PM)
- Day 6 Fleet B Races 7 & 8 (AM), Fleet A Races 7 & 8 (PM)
- Day 7 Fleet A Race 9 (AM), Fleet B Race 9 (PM) Presentation & Closing Ceremony

**Courses and duration**

When divisions are grouped as above, it is recommended that they be sailed on the same course area in the following format:

- The Hansa 2.3 course will be an outer trapezoid.
- The Hansa 303 Single Person course will be an inner trapezoid.
- The Hansa 303 Two Person course will be an outer trapezoid.
- The Liberty and SKUD 18 course will be windward / leeward or inner trapezoid.

The target time of each division race will be approximately 40 minutes for the leading boat. The dimension of the course will be calculated according to the wind speed and sea state.

Every effort shall be made to separate the faster classes from the slower classes on the race course.

## **Trophies**

The following perpetual trophies will be provided by the International Hansa Class Association:

- The Hansa 2.3 Single Person World / International / Regional Champion's Trophy Plaque
- The Hansa 2.3 Servo-Assist International / Regional Champion's Trophy Plaque
- The Hansa 303 Single Person World / International / Regional Champion's Trophy Plaque
- The Hansa 303 Two Person World / International / Regional Champion's Trophy Plaque
- The Liberty World / International / Regional Champion's Trophy Plaque
- The Liberty Servo-Assist International / Regional Champion's Trophy Plaque
- The SKUD 18 International / Regional Champion's Trophy Plaque

The following trophies, medals or prizes are to be provided by the organising authority:

- The Hansa 2.3 Single Person World / International / Regional Champion
- The Hansa 2.3 Single Person World / International / Regional Championship 2<sup>nd</sup> Place
- The Hansa 2.3 Single Person World / International / Regional Championship 3<sup>rd</sup> Place
- The Hansa 2.3 Servo-Assist International / Regional Champion
- The Hansa 2.3 Servo-Assist International / Regional Championship 2<sup>nd</sup> Place
- The Hansa 2.3 Servo-Assist International / Regional Championship 3<sup>rd</sup> Place
- The Hansa 303 Single Person World / International / Regional Champion
- The Hansa 303 Single Person World / International / Regional Championship 2<sup>nd</sup> Place
- The Hansa 303 Single Person World / International / Regional Championship 3<sup>rd</sup> Place
- The Hansa 303 Two Person World / International / Regional Champions
- The Hansa 303 Two Person World / International / Regional Championship 2<sup>nd</sup> Place
- The Hansa 303 Two Person World / International / Regional Championship 3<sup>rd</sup> Place
- The Liberty World / International / Regional Champion
- The Liberty World / International / Regional Championship 2<sup>nd</sup> Place
- The Liberty World / International / Regional Championship 3<sup>rd</sup> Place
- The Liberty Servo-Assist International / Regional Champion
- The Liberty Servo-Assist International / Regional Championship 2<sup>nd</sup> Place
- The Liberty Servo-Assist International / Regional Championship 3<sup>rd</sup> Place
- The SKUD 18 International / Regional Champions
- The SKUD 18 International / Regional Championship 2<sup>nd</sup> Place
- The SKUD 18 International / Regional Championship 3<sup>rd</sup> Place

Further trophies, medals or prizes may be awarded with the approval of the IHCA Technical Delegate.

## **Charter boats**

The host nation and club must be able to supply good racing-quality boats for charter for championships available at the event venue. Charterers may be required to provide their own sails with a sail number valid in their country. It is recommended that charter fees not exceed 5% of the local retail price of a new boat. Coach and support RIBs should also be available for charter at a reasonable cost possibly with insurance coverage. Full details of charter boats should be available with the Notice of Race.

## **Travel, Accommodation and Transport**

As with any quality international sailing event, full details of accommodation and its accessibility, travel, visa requirements etc. must be available. A range of accommodation close to the venue, including affordable fully wheelchair accessible options, must be provided.

A high proportion of competitors in Hansa Class events will be sailors with a disability. The quality, proximity and physical accessibility of accommodation and accessible transport will have a significant impact on their enjoyment of the event.

A member of the organising committee shall be responsible for inspecting and verifying the physical access claims of local accommodations, confirming the availability of wheelchair accessible transport, and distributing detailed information to the national associations and entered competitors.

## **RACE MANAGEMENT**

### **Notice of Race**

The Notice of Race (NOR), developed from WS Appendix J1 and approved by the Technical Delegate, shall be circulated to National Hansa Class Associations no later than 6 months before the event. See the Notice of Race Guide on page 15. A proforma of the NOR can be downloaded from the WS website at [Notice of Race and Sailing Instructions Guides : Event Organizers | Race Officials | ISAF | World Sailing | Official Website](#) (Appendix KG (docx)).

### **Sailing Instructions**

The Sailing Instructions (SIs), developed from WS Appendix J2 and approved by the Technical Delegate, shall be posted to the event website no later than 1 week before the event. See the Sailing Instructions Guide on page 15. A proforma of the SIs can be downloaded from the WS website at [Notice of Race and Sailing Instructions Guides : Event Organizers | Race Officials | ISAF | World Sailing | Official Website](#) (Appendix LG (docx)).

### **Class Rules & Measurement Procedures**

Class Rules and Measurement Procedures for the Hansa 2.3, Hansa 303, Liberty & SKUD 18 are available from the Class Website ([www.hansaclass.org](http://www.hansaclass.org)). See Class Rules and Measurement section on page 15.

### **Race Committee**

The Race Committee members shall be designated in accordance with the WS rules and regulations. The Technical Delegate shall be consulted about the composition of the Race Committee.

### **Technical Delegate**

The International Hansa Class Association shall appoint the Class Technical Delegate.

For World Championships, a technical visit will be conducted one year before the date of the championship to verify the progress of preparations and compliance with the information provided in the expression of interest. The costs of this technical visit, including travel and accommodation, will be borne by the host club. The IHCA shall endeavour to appoint a Technical Delegate located within reasonable proximity to the event venue.

Technical visits for Regional and International Championships may be required. Depending upon the nature of the event and the venue, this will be determined at the discretion of the IHCA.

### **Jury**

An International Jury is required for Hansa Class World Championships. A National Jury is required for Hansa Class International or Regional Championships. The Jury shall be comprised in accordance with the WS rules and regulations. The Technical Delegate shall approve the members of the Jury before the Organising Authority seeks MNA or WS approval.

### **Equipment Inspection**

The International Hansa Class Association Executive Committee shall appoint the Chief Equipment Inspector for Worlds and International/Regional events. The Technical Delegate shall be consulted about the composition of the equipment inspection team and measurement / weighing facilities. The Organising Committee shall provide a minimum of two Assistant Equipment Inspectors and areas for measurement of spars and foils, weighing of hulls and measurement of sails.

## **ON-SHORE ORGANISATION**

### **Official Functions**

Each World Championship shall include at a minimum:

- Competitors' Briefing
- Opening Ceremony
- Closing and Prize-giving Ceremony
- International Hansa Class Association Forum

These functions will be provided at no cost to the IHCA, officials or competitors. Any additional social or recreational activities should be optional and provided at reasonable cost.

### **Logistics**

Onshore amenities shall include:

- Club and marina facilities to be wheelchair accessible
- Secure and sufficient area for storage and rigging
- Secure car and trailer parking close-by with areas for trailers and containers
- Adequate and safe launch and recovery ramps accessible whatever the height of the tide
- Several personnel adequately suited hoists to transfer persons from wheelchairs to boats
- Clean, spacious, changing rooms preferably with accessible showers
- Clean, inexpensive and accessible accommodation nearby
- Access to an airport or accessible train station or similar public transport
- Means of local transportation for a considerable number people with disabilities
- Fresh water taps in the rigging area
- Accessible toilets in sufficient number with sufficient dimensions
- Accessible catering and social facilities
- Suitable food for all competitors and supporters, including vegetarian, gluten free and other special dietary requirements
- Spectators and supporter's needs must be provided for by the host club. This should include food and drink being available. The availability of accessible spectator craft is recommended if the sailing area is not visible from the venue

### **Registration**

Adequate space accessible for Registration

### **Equipment Inspection**

Facilities shall be provided for equipment inspection including weighing and sail checking and measurement. The list of full details for equipment inspection may be provided by the Technical Delegate or Chief Equipment Inspector.

### **Jury**

A room of suitable size for the Jury to use for hearings shall be provided with access to office support (internet, photocopier etc.). A jury secretary shall also be provided by the Organising Committee.

### **International Hansa Class Association**

During any Championships, an International Hansa Class Forum or Meeting will be held. The organising committee shall supply a room with a capacity of not less than 50 persons to host the meeting with data projector and audio.

## **ON-WATER ORGANISATION**

The Organising Committee shall ensure that:

- The event is reserved solely for the Hansa Classes
- Well laid, clearly marked courses are provided and clear signals are made from the Committee boat
- Sufficient number of experienced and appropriately trained personnel provide safety coverage using RIBs in good reliable condition

### **Safety**

The Organising Committee shall take all reasonable steps to ensure the safety of participants in the event and shall appoint a Safety Officer to coordinate appropriate actions and responses.

The number of safety boats will be at least 1 for every 5 competing boats. Those boats shall be inflatable boats and will have at least two suitably experienced and qualified persons onboard with appropriate equipment.

First aid assistance shall be available at the venue and on the water at all times throughout the event.

### **Jury**

A suitable RIB shall be available for the Jury Members in order for them to observe racing throughout the event.

### **Coaches**

Coach and support boats must remain outside the course area unless assisting with rescue / safety at the request of the PRO.

Coach and support boats shall be identified with the national letters or national flag of their respective country while afloat.

## **EXPENSES**

The Organising Authority will meet the following expenses:

- Trophies & Prizes
- Travelling and accommodation expenses to the championship for the Technical Delegate
- Travelling and accommodation expenses for Jury members
- Travelling and accommodation expenses for the Chief Equipment Inspector and permanent members of the equipment inspection team.
- Travelling and accommodation expenses for the Race Officer and Race Committee.
- A minimum of two meals per day shall be provided for the above personnel.

## **FUNDING AND SPONSORSHIP**

It is the responsibility of the Organising Authority to cover all funding for the event.

Entry fees will support the event but these should preferably not exceed 120 EURO (or equivalent) for each boat and include the welcome function, presentation ceremony and event polo / t-shirt for each competitor.

Sponsorship is the responsibility of the organising committee and shall be used for the benefit of competitors to reduce the entry fee and improve the overall quality of the event.

## **DISCLAIMER**

The organising committee is responsible for the correct application of all the laws and rules applied in the hosting country, regarding the organisation of sport and/or sailing events. The International Hansa Class Association shall not be responsible of any infringement regarding the laws and rules applied in the hosting country regarding sport and/or sailing events.

## REGATTA DOCUMENTS

### Notice of Race Guide (NOR)

Notices of Race should be developed from the WS Appendix J1. The NOR shall include:

- The minimum number of boats to constitute a valid division (see page 8).
- The SKUD 18 shall be sailed as per Section J1 / J2 / J3 / J4 of the Class Rules (delete the three which do not apply).
- Liberty Class Rule C5 (Sailor Weight Equalisation) will / will not apply (delete one) Note that C5 will always apply for Liberty World Championships but is optional for Regional and International Championships.

### Sailing Instructions Guide (SIs)

Sailing Instructions should be developed from the WS Appendix J2

The SIs shall include the following:

- For the (insert Hansa 2.3, Hansa 303, Liberty and / or SKUD 18) classes, rule 20.4 Additional Calling Requirements
- When conditions are such that a call may not be heard, the boat shall also make a signal that clearly indicates her need for room to tack or her response.
- The notice of race may specify an alternative form of communication for a boat to indicate her need for room to tack or her response, and require boats to use it.
- For the (insert Hansa 2.3, Hansa 303, Liberty and / or SKUD 18) classes, rule 44.1 is changed so that only one turn, including one tack and one gybe, is required.
- For the (insert Hansa 2.3, Hansa 303, Liberty and / or SKUD 18) classes, RRS 61 is changed so that a competitor unable to make an audible call of “PROTEST” because of disability or reason shall not be required to do so.
- For the (insert Hansa 2.3, Hansa 303, Liberty and / or SKUD 18) classes, rule 63.3(a) is changed so that a representative at a protest hearing need not have been on board at the time of the incident.
- For the (insert Hansa 2.3, Hansa 303, Liberty and / or SKUD 18) classes, rule 41 is changed so that outside assistance limited to repairs, reefing and bailing may be provided by support, safety and committee boats under the direction of the Race Committee.

### Class Rules

Class Rules for the Hansa 2.3, Hansa 303, Liberty & SKUD 18 are available from the technical section of the Class Website ([www.hansaclass.org](http://www.hansaclass.org)).

Interpretation of the SKUD 18 Class Rules shall be made by the IHCA.

Interpretation of the Hansa 2.3, Hansa 303 and Liberty Class Rules shall be made in accordance with the WS Regulations.

### Measurement

Measurement Procedures for the Hansa 2.3, Hansa 303, Liberty & SKUD 18 are available from the technical section of the Class Website ([www.hansaclass.org](http://www.hansaclass.org)).

Equipment Inspection should include:

- World Championships – safety equipment checks, weighing of hulls & keels, measurement of spars & sails on all boats
- International & Regional Championships – safety equipment checks, checks of hulls & keels and weighing a random selection, checks of spars & sails and measuring a random selection.

## ADVICE FOR RACE COMMITTEES

The following information is provided for the assistance of Race Committees responsible for conducting events including the Hansa Classes.

### Course configuration

Courses are generally windward/leeward for individual classes or trapezoid when conducting races of several classes concurrently.

Wherever possible, slower classes (2.3 / 303 two person) should be separated from the faster classes (303 single person / Liberty) and all of the smaller classes should be separated from the SKUD 18.

Target race times are 40 minutes for the first boat.

Relative speeds are indicated by the boats' Yachting Victoria or Portsmouth Yardstick:

**Hansa Class Recommended Yardsticks for Mixed Class Racing**

<b>Hansa Class</b>	<i>Portsmouth Yardstick (PY) 2013</i>	<i>Yachting Victoria Yardstick (YV) 2012-13</i>	<i>Sportsboat Measurement System (SMS) Rating</i>	<i>ACA(UK) Recommended Portsmouth Yardstick</i>	<i>AHCA Recommended YV Yardstick</i>
Hansa 2.3 Single Person	1925	175	-	1925	175
Hansa 2.3 Single Person Full Servo	-	-	-	-	182
Hansa 303 Single Person	1630	166	-	1630	165
Hansa 303 Two Person	1660	-	-	1660	170
Liberty	1550	132	-	1550	140
Liberty Full Servo	-	-	-	-	145
SKUD 18 (two person, centreline se	1060	-	0.685	1060	113
SKUD 18 (two person, open)	-	-	0.704	-	110
SKUD 18 (three person, open)	-	-	0.715	-	108
<b>Comparitive Class</b>					
29er	922	96.5	-	-	-
International 2.4mR	1250	137	-	-	-
International Cadet	1432	153	-	-	-
Laser	1087	113	-	-	-
Laser 4.7	1180	122	-	-	-
Mirror	1385	143	-	-	-
Optimist	1648	166.5	-	-	-
Flying Fifteen Mkl	1020	109	-	-	-
Flying Fifteen MkII	1020	112	-	-	-

### Minimum Wind Speed

The minimum wind speed for starting will be that in which the race committee considers the boats have sufficient capability for pre-start manoeuvres.

### Maximum Wind Speed

<b>Class</b>	<b>Average Wind Speed with Difficult Waves</b>	<b>Average Wind Speed with Small Waves</b>	<b>Maximum Gust</b>
<b>Hansa 2.3</b>	<b>14kts</b>	<b>18kts</b>	<b>22kts</b>
<b>Hansa 303</b>	<b>16kts</b>	<b>20kts</b>	<b>24kts</b>
<b>Liberty</b>	<b>24kts</b>	<b>26kts</b>	<b>30kts</b>
<b>SKUD 18</b>	<b>22kts</b>	<b>25kts</b>	<b>30kts</b>

**Note:** The above wind speeds are guidelines only. Decisions about when to commence, continue or abandon racing are the responsibility of the race officials and should take into consideration local



conditions, the ability of the sailors, fatigue levels and the capability of safety coverage. Where possible, the IHCA Technical Delegate or an IHCA Committee member should be consulted for advice.

It is recommended that races should not start, or races in progress should be abandoned, when average wind strength or gusts exceed the speeds indicated in the table above, or the race committee considers conditions are unsuitable for racing.

### **Safety**

The most suitable safety and rescue boats are mid-sized RIBs. Rigid hull boats should be padded to prevent damage when working alongside Hansa Class boats on the water. The Hansa Class boats have positive buoyancy and are adequately ballasted with lead in the centreboard, and will not capsize except in a violent knock-down. A daily check of all boats to ensure they have their keel locking pins fitted is recommended.

### **Bailing**

Hansa class boats are not fitted with pumps or self-bailers although the SKUD 18 has two large diameter drain tubes at the rear of the cockpit. The Hansa 2.3S and the Liberty may ship some water, the Hansa 2.3W and the Hansa 303W will ship water if heeled over in gusty conditions and can become swamped. It is helpful if rescue boats carry a small bucket or similar to assist in bailing.

### **Reefing**

If the sailor requests assistance with reefing, proceed as follows:

1. Turn the Hansa and safety boats head to wind.
2. Release mainsheet from the cleat on the centreboard case and outhaul from the cleat on the boom. On the Liberty, also release the kicker.
3. Release the mainsheet reefing line (inboard line on 303 and Liberty) from the cleat on the port side of the centreboard case.
4. Haul aft on reefing line on the port side of the centreboard case, or rotate mast by hand. Note that boom will rise as sail is reefed.
5. Re-cleat the reefing line on the port side of the centreboard case. This will prevent the mast from turning and the sail from coming un-reefed.
6. Adjust the outhaul and cleat on the boom.

**Note:** For the reefing system to operate correctly, the reefing clamp through which the mast tube passes under the centerboard housing must be tight (but do not over-tighten).

### **Towing**

A painter should be passed through the towing ring on the bow, and a bowline tied around the mast. Boats can be towed in single file by tying the tow rope of the following boat to the traveler rope at the stern of the boat ahead. Boats can also be towed alongside by kedging, with the painter secured to the bow area of the tow vessel and the seat rail or traveller line secured aft. Always tow at a slow or moderate speed.

### **Loss of steering - Servo-Assist**

Should a servo-assisted boat suffer loss of steering the most likely cause will be a discharged battery. Another possible cause may be a short-circuit in the servo-control (joystick). It is recommended that safety crews remove rudder blade/s and tow alongside (kedging).

### **Loss of steering - Manual steering**

If a manually sailed boat suffers a loss of steering the likely cause is a steering line coming off the base of the joystick holder, under the seat. Pushing the manual joystick fully to port or starboard will allow the steering line to be slipped back into the slot in the joystick base. Alternatively, if the tiller connector has become dislodged, insert the clevis pin into the tiller end fitting and secure with spring clip.

### **Boom unclipped from mast**

Should the boom come off the mast, proceed as follows:

1. Turn boat head to wind.
2. Release mainsheet and outhaul (and kicker on Liberty).
3. Push rowlock at forward end of boom onto bobbin just below the mainsail tack ensuring lines are not twisted.
4. Adjust outhaul.

### **Sailors with disabilities**

Many of the sailors in Hansa fleets have a physical disability, but it is important to be aware this has no bearing on their sailing ability. Sailing ability varies quite widely, from the very capable and experienced to the novice.

Physical disabilities include paraplegia and quadriplegia, leg or arm amputation, cerebral palsy and stroke. Some may have difficulty with verbal communication. Sailors with an intellectual disability or multiple disabilities may also be competing in these classes. Once again, ability may vary significantly.

As the Hansa classes are ballasted keelboats, sailors with a disability have different limitations in terms of coping with wind and water conditions in comparison with able-bodied sailors of similar sailing ability.


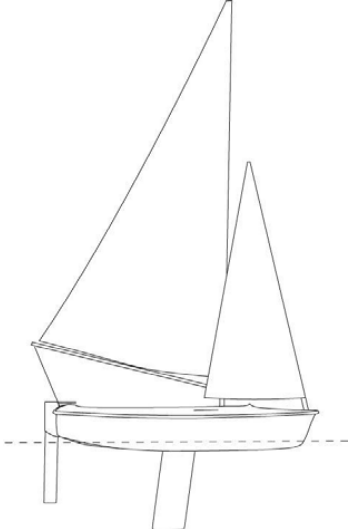

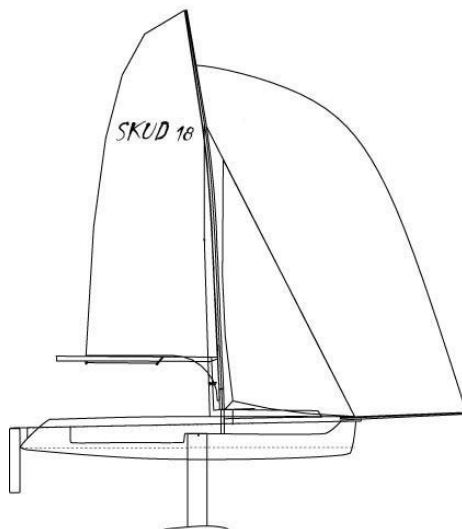
Due to the potential for injury of the sailor and the safety crews if transferring afloat, it is recommended that sailors with a physical disability who are injured or unwell should remain in the boat and be transferred ashore using a crane or hoist.

The Race Committee should note that special consideration to the needs of sailors with physical, intellectual or sensory disabilities in regard to conveying information (ashore and afloat), and signaling afloat.

It may assist during the competitors briefing to note that sailors with right of way may need to take into account the possibility of delayed reaction times and limited manoeuvrability of some sailors.

Also, that while the audible call of "PROTEST" is required in accordance with RRS 61, a competitor may be unable to make such a call because of disability or similar reason.

## IDENTIFYING THE HANSA CLASSES

	
<p><b>Hansa 2.3</b>            Length: 2.3m            Cat Rigged            Single or Two Person            Single Rudder Blade</p>	<p><b>Hansa 303</b>            Length: 3.0m            Schooner Rigged            Single or Two Person            Conventional Jib            Single Rudder Blade</p>
	
<p><b>Liberty</b>            Length; 3.6m            Schooner Rigged            Single Person            Self-Tacking Jib with Strut            Twin Rudder Blades</p>	<p><b>SKUD 18</b>            Length; 5.8m            Sloop Rigged            Two Person            Self-Tacking Jib            Twin Rudder Blades            Asymmetric Gennaker</p>

## APPENDIX 1: LIST OF ACCESSIBLE ACCOMMODATION

Please provide a list of accessible accommodations along with the submission of the Expression of Interest for an International Hansa event.

<b>Accommodation (name):</b>	General information about the hotel, B&B or other kind of accommodation
<b>Address:</b>	The address and other contact details. Provide details on how to get there by plane, train, bus. Expected travel time to the marina
<b>Number of accessible rooms</b>	Description of accessibility: type of room (1p, 2p or other) dimensions of the room, roll-in shower / bath, type of bed (single, double, separate mattresses), height of the bed(s), room under the bed(s), room next to the bed(s) (for wheelchair), sizes of the door, sizes and weight limitations of any elevator, accessibility of breakfast/dining area, parking opportunities including vans.
<b>Photos</b>	Provide informative photos of the room and bathroom and its access.
<b>Price</b>	Give an indication of the accommodation (per night, breakfast)