

ROYAL OCEAN RACING CLUB

20 St James's Place London SW1A 1NN

ISAF OFFSHORE SPECIAL REGULATIONS CHECKLIST 2008

PLEASE COMPLETE IN **BLOCK CAPITALS**
REFERRING TO THE OFFSHORE SPECIAL REGULATIONS

If you intend to race **only** in Category 4 races then do not complete this form but complete the Category 4 form instead.

Except where otherwise stated **ALL** RORC races require compliance with ISAF Offshore Special Regulations **AND** RORC prescriptions as printed in the RORC 2008 Programme and at www.rorc.org

Most RORC races are Category 3 (plus a Category 2 liferaft); the BMW Round Ireland Race, La Rochelle and Rolex Middle Sea Race are Category 2. The Cowes-Madeira & Madeira-Cowes races are Category 1. The Red Funnel Easter Challenge and IRC National Championship are Category 4 plus VHF radio. Other exceptions may apply for events not entered direct with the RORC or with a separate Notice of Race.

Name of Yacht..... Sail No.....

Design or type LOA (in metres).....

Series Date.....Age Date I am intending to race under the following categories:1/ 2 / 3
delete as appropriate

Name of person completing this form.....

Contact details for queries. Tel:.....E-mail.....

Signedperson in charge Date.....

Under RORC General Condition 4(d), this Checklist shall be completed by the person in charge and returned to the RORC before a yacht may start in her first offshore RORC race of the season. Checklists issued by other organisations may be accepted if they are to the appropriate race category, comprehensive, current, and based on the ISAF Offshore Special Regulations. **This form should be completed on board your yacht. Please keep a copy of the completed form on board to help you check your yacht during the season.**

This list is to assist the owner to check the yacht and her equipment for compliance with the Offshore Special Regulations. **It is not exhaustive and reference should be made to the complete Offshore Special Regulations published in the RORC 2008 Programme and on the web site at www.rorc.org when completing this form.** There are mandatory RORC prescriptions in addition to the Offshore Special Regulations. In this Checklist and in the ISAF Offshore Special Regulations the use of masculine gender shall be taken to mean either gender. The words "shall" and "must" are mandatory, and the words "should" and "may" are permissive.

Items have been arranged in seven parts:

A Race Declaration **B** General, **C** Above Deck, **D** Below Deck, **E** Heavy Weather Sails, **F** Extra requirements for Category 2 Races (BMW Round Ireland Race, La Rochelle Race and Rolex Middle Sea Race). **G** Extra requirements for the Cowes - Madeira and Madeira - Cowes races.

Numbers in left column refer to Offshore Special Regulations

If you require help with completing this form please contact the RORC

Tel: +44 (0) 207 493 2248 Email: info@rorc.org.uk

PART A: RACE DECLARATION

**RACE ENTRY FORM
DECLARATION**

This Declaration must be signed

To the best of my knowledge the information I have given is accurate. I understand that Yacht Racing can be dangerous. I agree that the RORC, organising clubs, the Rolex SA, the Rolex UK, other sponsors and their agents, have no responsibility for loss of life or injury to members or others, or for the loss of, or damage to any vessel or property. I have paid particular attention to and agree to be bound by Special Regulation 1.02 and I have read and understand and where appropriate agree to be bound by RORC General Condition 2 Responsibility. Before racing I will effect adequate and suitable insurance. Before racing I will ensure that my crew is aware of

- the undertaking in this Declaration
- the importance of effecting appropriate personal insurance
- their responsibility in rules observance, and in particular RRS 1.2 (wearing personal buoyancy adequate for the conditions). See also RORC Prescriptions to Special Regulations 5.01.6

I agree to be bound by the Racing Rules of Sailing (RRS) with RYA Prescriptions, RORC General Conditions, ISAF/Offshore Special Regulations with RORC Prescriptions and other applicable rules. The boat will be available for inspection. If any alteration likely to affect the handicap or rating is made, e.g. to sails, rig, mast, ballast, trim, engine or propeller, I will notify the Rating Authority and Race Committee immediately.

I will ensure that no crew member races on my boat contrary to the terms of any ban imposed by ISAF, or a National Authority or the RORC.

I agree that should any information on the race entry form change I will notify RORC immediately.

I understand and agree that the information given in this form and also the race lists and results will be maintained on the Club's computer to be used for all aspects of race organisation.

Signed

Print Name

Person in Charge
Date

Note: a copy of this declaration is at Appendix IV to the RORC General Conditions

PART B: GENERAL

The following extracts from Special Regulations are particularly important

1.02	The Safety of the yacht and her crew is the sole and inescapable responsibility of the Person in Charge who must do his best to ensure that the yacht is fully found, thoroughly seaworthy and manned by an experienced crew who have undergone appropriate training (S Regs Section 6), and are physically fit to face bad weather. He must be satisfied as to the soundness of the hull, spars, rigging, sails and all gear. He must ensure that all safety equipment is properly maintained (SR 2.03.1) and stored and that the crew know where it is kept and how it is to be used.
1.02.3	The responsibility for a yacht's decision to participate in a race or to continue racing is hers alone. (RRS Fundamental Rule 4).
2.02	A yacht may be inspected at any time. If she does not comply with these Special Regulations her entry may be rejected, or she may be liable to disqualification or penalty under General Condition 5(b).
2.03.1	All required equipment shall: -function properly. Be regularly checked, cleaned & serviced. When not in use be stowed in conditions in which deterioration is minimised. Be readily accessible. Be of a type, size and capacity suitable and adequate for the intended use and size of the yacht.

	Have you read the RORC Memorandum on Safety (Page 13) in the 2008 RORC Programme?	YES/NO
	Do you ask a new crewmember if he/she is fully fit?	YES/NO
	Do you have any crew with special medical problems? Please detail below.	YES/NO
	Do you know how to deal with any special medical problems (e.g. heart disease, asthma) that your crew has?	YES/NO

Note: - Training to Section 6 (Appendix G Model Training Course) of the ISAF Offshore Special Regulations is now required for all races of Category 0,1&2. In the UK the RYA course is called the “RYA/ISAF Offshore Safety Course” It is the Person in Charge’s responsibility to ensure that at least 30% of the crew (including the Person in Charge) have a Certificate/ Letter of attendance, from a recognised establishment. The training must have taken place after January 2003.

PART C: ABOVE DECK

3.08.4	Hatches:	
	Does the companionway hatch have a catch that can be locked and unlocked from both above and below deck?	YES/NO
	Are the hatch boards tied to the boat whilst at sea to prevent their loss overboard?	YES/NO
3.09.2	Cockpits:	
	Can all openings into the hull (e.g. locker lids) be strongly and rigidly secured?	YES/NO
3.14	Lifelines: (Please refer to section 3.14 for full details of permitted variations)	
	Are all of your lifelines all made of wire? Notes: - webbing is not permitted, tensioning lashings shorter than 100mm are permitted	YES/NO
	Is the pulpit continuous without a gap or dip at the bow?	YES/NO
	If not does it comply with SR 3.14.3 (a)?	YES/NO
	Are your lifelines, pulpit, etc, continuous around the yacht at both levels?	YES/NO
	Are the supports for the lifelines a maximum of 2.13m (7ft), apart including across the transom?	YES/NO
	Is every lifeline taut?	YES/NO
4.04	Jackstays (Categories 0, 1, 2 & 3): (recommended ALL categories). Owners should consider where crewmembers must unclip and how this can be kept to a minimum.	
	Do you have jackstays?	YES/NO
	When were they last checked/replaced?	
	Can a crewmember clip on to a pad-eye or jackstay before coming on deck?	YES/NO
	Do you have sufficient clipping points to enable two-thirds of the crew to be simultaneously clipped on without depending on jackstays?	YES/NO
5.02.2	Do you have enough tethers either 1m long or with a mid-point snaphook for 30% of the crew?	YES/NO
3.24	Compass:	
	Do you have a permanently installed magnetic compass?	YES/NO
	What kind of backup compass do you carry?	
3.27	Navigation lights:	
	<i>Note: - The regulations require two independent nav-light systems. A system with a tricolour and bow / stern lights along with two ships batteries and a changeover switch meets the requirements; providing they are sufficiently bright (bulbs are of the correct wattage). Under 12m = 10w, 12m and over = 25w Spare bulbs must also be carried. LED nav-lights are more reliable than filament bulbs and draw less current.</i>	
	What is your main set (masthead tricolour or bow and stern)?	
	What wattage are the bulbs?	watts
	What is your reserve set?	
	What wattage are the bulbs? (these should have the same minimum specification as the main set)?	watts
	What is their alternative power source?	Battery capacity Amp/hours
4.15	Emergency Steering:	
	Do you carry a spare tiller?	YES/NO
	If not is the tiller of all metal construction?	YES/NO
	When (approx) did you last try it?	
	What method would you use to steer in the event of rudder loss?	
	When did you last try this?	
4.16	Standing rigging:	
	What tools do you carry to sever the standing rigging in an emergency?	
	Has this device been tested by you (e.g. on sample pieces of equal strength)?	YES/NO

4.25	Cockpit Knife:	
	Do you carry a strong, sharp knife, sheathed and securely restrained?	YES/NO
4.22	Lifebuoys:	
	Are the lifebuoys and lifesling (if carried) marked with the yacht's name?	YES/NO
	Are all lifebuoys and lifeslings fitted with marine grade retro-reflective material?	YES/NO
	Does the lifebuoy have a drogue and self-igniting light?	YES/NO
	How many lifebuoys or lifeslings are within reach of the helmsman and ready for instant use (i.e. neatly organised without tangle)?	

PART D: BELOW DECK

2.03.2	Ballast & heavy equipment:	
	Heavy items shall be securely stowed to resist a 180° capsize. Are you satisfied that the following are securely stowed? Note: items shall be located where shown on the rating certificate if applicable.	YES/NO
	Internal Ballast, Batteries, Tanks, Gas bottles, Tools, Table, Cooker, Anchors, Spare Water, Spare fuel (<i>delete as appropriate</i>)	
	Equipment: Do you carry the following:	
3.28.3(e)	Shut-off valve between the fuel tank and the engine?	YES/NO
3.29	VHF radio transceiver, 25w with masthead antenna?	YES/NO
	An emergency VHF antenna?	YES/NO
	<i>Note: Proper battery management is a safety issue. Discharging both batteries at once (battery switch ⇒ both) jeopardises not only engine starting but also VHF performance.</i>	
	A waterproof hand-held VHF transceiver?	YES/NO
4.07	A watertight self-contained high intensity flashlight?	YES/NO
	A high intensity flashlight powered by ship's batteries?	YES/NO
4.09	Foghorn?	YES/NO
3.12	Do you have a keel-stepped mast?	YES/NO
	If so, how is the heel restrained or secured to the step or adjoining structure?	
	<i>Note: this prevents the lower end from flailing about inside the boat in the event of a mast failure</i>	
3.23	Bilge pumps and buckets: (<i>Monohull Categories 3 & 4 – minimum one pump and 2 buckets</i>).	
	Are bilge pump handles secured against loss overboard?	YES/NO
	Can at least one pump be operated with cockpit lockers, hatches and companionways shut?	YES/NO
	Does the cockpit open aft to the sea?	YES/NO
	Do any bilge pump outlet pipes discharge into the cockpit or into cockpit drains?	YES/NO
	When did you last check that the strum boxes were clear?	
	Do you carry two stout buckets?	YES/NO
4.03	Plugs:	
	Do you carry a softwood plug secured at or near every through-hull opening both above and below the waterline? (Including exhaust and bilge pump outlets)	YES/NO
4.05	Fire extinguishers:	
	How many fire extinguishers do you carry?	
	Have you checked their condition?	YES/NO
4.08	Do you carry a First Aid book that covers marine medical emergencies?	YES/NO
	What is the title	
4.08.4	Is at least one member of your crew familiar with First Aid procedures, hypothermia and relevant communications systems (see 6.02.7, 6.03.3, 6.03.4)	YES/NO
4.10	Radar Reflector:	
	What type and size of radar reflector(s) do you carry?	
	Does it meet the regulations	YES/NO

4.20	Liferaft(s):			
	PLEASE INCLUDE A COPY OF EITHER A VALID CERTIFICATE(S) OF SERVICING OF THE LIFERAFT(S) OR VALID CERTIFICATE(S) OF INSPECTION FOR THE LIFERAFT(S) WHERE PERMITTED			
	Liferaft Serial No		No Persons	Hired/Owned
	Make		Model	
	Liferaft Serial No		No Persons	Hired/Owned
	Make		Model	
	Liferaft Serial No		No Persons	Hired/Owned
	Make		Model	
	<i>To avoid confusion in any Search and Rescue scenario it is vital that owners inform RORC if the above details change.</i>			
4.21	Do you carry a grab bag for each liferaft?			YES/NO
	<i>Note: - RORC recommends that all yachts racing offshore should carry a grab bag for each liferaft.</i>			
4.23	FLARES:			
	NUMBER OF SOLAS FLARES IN DATE FOR THE WHOLE SEASON			
	Red parachute			
	Red Hand			
	White Hand			
	Orange Smoke			
	LIFEJACKETS AND HARNESSSES:			
5.01/02	Number of combined lifejackets and harnesses			
	Each with a light, crotch strap, name, whistle, retroflective tape?			YES/NO
	<i>Note: Splashguards are highly recommended, feedback from crews is that they are highly desirable.</i>			
5.01	Number of lifejackets with at least 150N buoyancy to ISO 12402-3 (level 150) or equivalent. For persons of larger than average build the ISO 12402-2 (level 275) jacket should be considered.			
	Light, crotch strap, name, whistle, retroflective tape on each jacket?			YES/NO
5.02	Number of safety harnesses (EN 1095 or near equivalent)			
	Is each individual harness fitted with a crotch strap or thigh straps?			YES/NO
PART E: HEAVY WEATHER SAILS				
4.26.2	Are storm sails of a highly visible colour or do they have highly visible coloured patches?			YES/NO
4.26.4	How can the storm and heavy weather jibs be attached to a forestay other than by luff groove?			
	Do you carry a heavy weather jib?			YES/NO
	Do you carry a storm jib?			YES/NO
	<i>Note: - Both a storm and a heavy weather jib are required for Category 2 (either a storm jib or a heavy weather jib will satisfy the requirements for category 3 & 4)</i>			
4.26.4	Trysail gear / Mainsail Reefing:			
	Does your mainsail have reefing to reduce the luff by at least 40%			YES/NO
	Do you have a trysail? (not required for Categories 3 & 4 if the mainsail can be reefed by 40%)			YES/NO
	Is the trysail free of Kevlar and carbon fibre?			YES/NO
	Does it have the correct sail letters/numbers?			YES/NO
	<i>Note: - To avoid confusion in any Search and Rescue scenario it is vital that when sail numbers are not displayed elsewhere (sails down) they shall be displayed secured to the lifelines on the port quarter.</i>			
	Have you got a complete tested system including sheets and blocks ready to sheet the trysail independently of the boom?			YES/NO
	Date and location of the latest test			

PART F: EXTRA REQUIREMENTS FOR CATEGORY 2 Races
BMW Round Ireland Race, La Rochelle Race and Rolex Middle Sea Race

3.03.1	Certification of construction:	
	What is the series date of your boat?	
	A. 12m (39.4ft) LOA and over dated 1/87 and after	YES/NO
	B. Under 12m (39.4ft) LOA dated 1/88 and after	YES/NO
	C. Other, please specify	
	<i>Note: - series date is the month and year when the first yacht in a series was first launched</i>	
	IF YOU HAVE ANSWERED YES TO A. OR B. ABOVE YOU MUST PROVIDE EVIDENCE OF ONE OF THE FOLLOWING: -	
	yacht complies with RCD (European Recreational Craft Directive) and has a CE mark for Category "A".	YES/NO
	yacht is designed and built in accordance with ABS	YES/NO
	yacht is designed and built to standards at least equivalent to ABS	YES/NO
	PLEASE INCLUDE A COPY OF THE DOCUMENT(S) FROM DESIGNER, BUILDER OR QUALIFIED SURVEYOR	
3.23	Second bilge pump:	
	Does the yacht have at least two manual bilge pumps? (monohulls only)	YES/NO
	Is one pump operable above deck and one operable below deck, both with all hatches, lockers and companionways shut?	YES/NO
4.19	406 MHz EPIRB:	
	Do you carry a 406 MHz EPIRB	YES/NO
	Is it registered in your name with the appropriate authority?	YES/NO
	What is the Hex ID (15 Characters)	
4.22.2	Extra lifebuoy:	
	Do you have an additional lifebuoy within reach of the helmsman, ready for use and equipped with a whistle, drogue, light and danbuoy attached to it by 3m of floating line?	YES/NO
	Does at least one lifebuoy contain permanent (e.g. foam) buoyancy?	YES/NO
	Is the lifebuoy marked with the name and retro-reflective material?	YES/NO
	Is the danbuoy permanently extended or erected by stored power e.g. compressed gas?	YES/NO
	<i>Note: - that a hand extended telescopic must be fully extended at all times when racing. We advise it should be taped in the extended position</i>	
4.08.4	Does at least 1 crew member hold a current Senior First Aid Certificate or equivalent?	YES/NO
	PART G: EXTRA REQUIREMENTS FOR CATEGORY 1 Races Cowes – Madeira and Madeira – Cowes Races	
3.21	Drinking Water Tanks and Drinking Water	
	Is the drinking water supply divided into two compartments?	YES/NO
4.02	Hull Marking	
4.02.1(b)	<i>Each yacht is recommended to show at least one square metre of fluorescent pink or orange or yellow colour as far as possible in a single area on the coachroof and/or deck where it can best be seen</i>	
4.02.3	<i>Each yacht is recommended to show on each underwater appendage an area of high visibility colour</i>	
4.08	First Aid manual and First Aid Kit	
4.08.1(a)	<i>The recommended First Aid book for Category 1 is International medical Guide for Ships, World Health Organisation, Geneva</i>	
4.08.4	Do at least 2 crew members hold a current Senior First Aid Certificate or equivalent?	YES/NO