MANLY 16FT SKIFF SAILING CLUB

SAILING INSTRUCTIONS

2026 / 2027 SEASON

16ft and 13ft Skiffs

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Record of Amendment

Revision	*Date*	*Change Summary*
0		*Original 2026/2027*

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[NP] denotes a rule that a boat may not protest another boat for breaking that rule. This changes RRS 60.2(a).

[DP] denotes a rule that the penalty for a breach of the rule may, at the discretion of the protest committee, be less than disqualification. This changes RRS 60.5(c)

[SP] denotes a rule for which a standard penalty may be applied by the Race Committee or Technical Committee without a hearing. This changes RRS 60.5(c) and A5.

1. RULES

1.1 The event is governed by the rules as defined in The Racing Rules of Sailing, the Club Constitution, Sailing By-Laws (SBL), Policy Documents and Manuals of the Club, the rules of the relevant 16ft Skiff and 13ft Skiff Class Associations except as any of these are changed by this Sailing Instructions ("SI") or are altered by the Notice of Race.

1.2 The RRS definition of "Zone" for 16ft skiffs is changed from 3 hull lengths to 25 metres. The change to the definition was approved by Australian Sailing on 11 November 2025.

2. CHANGES TO THE SAILING INSTRUCTIONS

2.1 Any change to the Sailing Instructions made ashore will be posted before 1200hrs on the day it will take effect.

2.2 Any change to the Program of Events will be posted by 2000hrs on the day before it will take effect.

3. COMMUNICATION

3.1 Notices to Competitors will be posted on the Official Notice Board located on the skiff club website at www.manly16s.com.au

3.2 Additional communication may be sent via the official WhatsApp notification system. Sailors who were not a member of the group last season should join here: https://chat.whatsapp.com/FJBK6PM6El184blVQPPTUu

3.3 [DP] While racing, except in an emergency, a boat shall not make or receive voice or data transmissions that are not available to all boats.

4. CODE OF CONDUCT

[DP][NP] Competitors and support persons shall comply with reasonable requests from race officials.

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5. SIGNALS MADE ASHORE

5.1 Signals made ashore will be displayed on the flag-mast located on the Club deck.

5.2 When Flag AP is displayed ashore '1 minute' is replaced with 'not less than 30 minutes' in the Race Signal AP. Alters RRS Race Signals.

6. SCHEDULE OF RACES

6.1 The race program is available from the Club's website (www.manly16s.com.au).

6.2 Club races may be suspended if they conflict with Australian or NSW 16ft and 13ft Association fixtures.

6.3 Any scheduled race that is postponed or abandoned may be re-sailed at the discretion of the Sailing Committee.

6.4 To alert boats that a race, or sequence of races will begin soon, the orange flag will be displayed, on the committee boat, with one sound at least five minutes before a warning signal is made.

6.5 The Warning Signals:

	16ft Skiffs	**13ft Skiffs**
Australian Eastern Standard Time	Not before 13:55	Not before 13:55
Australian Eastern Daylight Time	Not before 14:25	Not before 14:25

7. CLASS FLAGS

7.1 The Class Flag for the 16ft Skiff division will be a white flag with '16' superimposed in black.

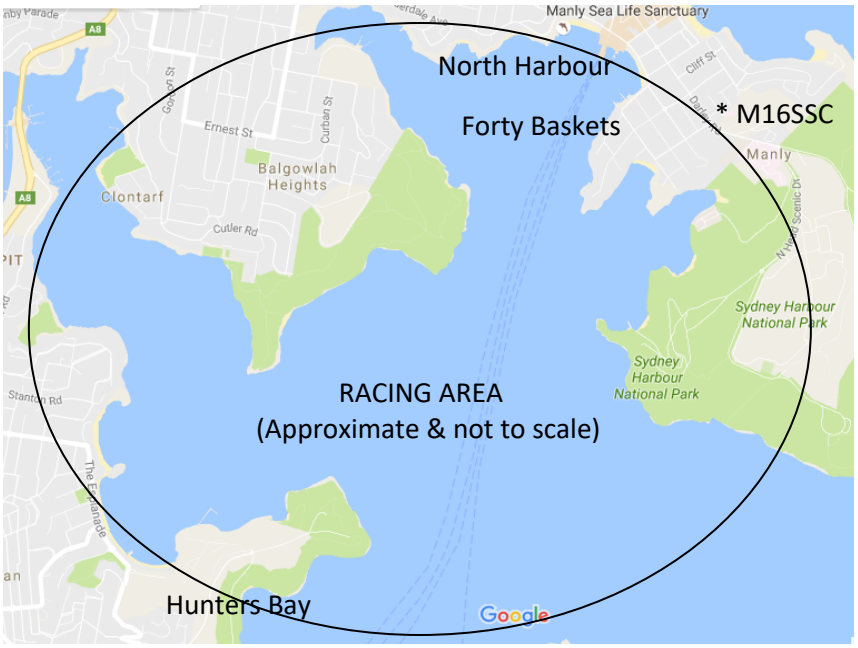
7.2 The Class Flag for the 13ft Skiff division will be a white flag with a red 13ft Skiff emblem.

8. RACING AREA

8.1 The Racing Area will be the waters of Port Jackson.

8.2 Map of course area.

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9. THE COURSES

9.1 Courses for the 16ft Skiff Division are as described on the Club website.

9.2 Courses for the 13ft Skiff Division are as described on the Club website.

9.3 No later than the Warning Signal, the Race Committee boat will display the appropriate course signal.

9.4 Courses for special events may be determined at the discretion of the Commodore or Race Officer. Separate Sailing Instructions may be issued for these events.

10. MARKS

10.1 Rounding Marks for the 16ft Skiff Division are as described on the Club website.

10.2 Rounding Marks for the 13ft Skiff Division are as described on the Club website.

10.3 The port end starting mark for the 16ft Skiff Class will be either an orange inflatable cylindrical buoy or the flagstaff on an anchored boat displaying an orange flag.

10.4 The port end starting mark for the 13ft Skiff Class will be a blue inflatable cylindrical buoy.

10.5 The finishing mark at the opposite end of the line to the committee vessel (see clause 14) for the 16ft Skiff Class and the 13ft Skiff Class will be a blue inflatable cylindrical buoy.

10.6 The change mark as provided in Sailing Instruction 13 will be an inflatable pink conical buoy with a green and white skirt.

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11. [NP] AREAS THAT ARE OBSTRUCTIONS

The area of water inside the registered moorings adjacent to the Forty Baskets Beach shoreline in North Harbour and inside the registered moorings in Hunters Bay (Balmoral) will be considered Prohibited Water (ie, obstruction) for boats that are racing, and boats shall not sail inside the area designated Prohibited Water. Boats that infringe this instruction will be disqualified without a hearing.

12. THE START

12.1 The start line will be between a staff displaying an orange flag on the Race Committee vessel at the starboard end and the start mark at the port end.

12.2 A boat starting later than ten minutes after the starting signal will be scored DNS. Alters RRS A4.

12.3 Boats whose Warning Signal has not been made shall remain clear of the starting area.

12.4 A minimum of three 16ft skiffs or three 13ft skiffs starting is required to constitute a race.

12.5 **Handicap start**

12.5.1 Handicap races will be started using the following procedure: Alters RRS 26.

Time	Code Flag	Signal
5 minutes before the start	Warning	Class Flag displayed - 1 sound
1 minute before the start	1 Minute	Class Flag removed - Handicap Board (30) displayed
Start	Start	Handicap Board (30) removed Handicap Board (29) displayed

12.5.2 A numeral board will be displayed corresponding to the maximum handicap for the race. This placard will be removed after 1 minute interval and successive numeral placards will be displayed at further 1 minute intervals. The lowering of the placard corresponding to the boat's handicap will be its start signal.

12.5.3 If in the opinion of the Race Officer a boat is attempting to start at her correct start signal and is on the course side before her handicap board is lowered, flag X will be displayed with one sound signal. The flag shall be displayed until all boats have sailed completely to the pre-start side of the starting line or one of its extensions or 30 seconds whichever occurs first. A boat will have 4 minutes after the raising of flag X to comply with this rule. It is the

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responsibility of each boat to ensure they have started correctly. Alters RRS Rule 29.1.

13 CHANGE OF THE NEXT LEG OF THE COURSE

To change the next leg of the course, the race committee will lay a change mark (or move the finishing line) and remove the original mark as soon as practicable. When in a subsequent change the change mark is replaced, it will be replaced by an original mark. This adds to RRS 33.

14 THE FINISH

14.1 With the exception of the Compass Bearing "L" (Leeward) Courses, the finish line will be between a staff displaying a blue flag or shape on a race committee vessel at the starboard end and the port end finishing mark.

14.2 The finish line for Compass Bearing "L" Courses will be between a staff displaying a blue flag or shape on a race committee vessel at the port end and the starboard end finishing mark.

15 PENALTY SYSTEM

15.1 RRS 44.1 is changed so that the Two-Turns Penalty is replaced by the One-Turn Penalty.

15.2 If a boat fails to take relevant penalties at the time of an incident in accordance with RRS 44.1 and 44.2, she may take a 30% post-race penalty in accordance with Appendix T Arbitration. RRS 44.3 is changed so that a yellow flag does not need to be displayed.

15.3 The [SP] penalties are:

Document	Description	Penalty
SI 19	Failure to sign on	5 place penalty for the first race of the day
SI 19	Failure to advise the race committee of retirement from racing	Non payment of start money for the first race of the day
SI 25.2	Failure to wear personal flotation device	DSQ

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16 TIME LIMITS AND TARGET TIMES

16.1

Race Type	Target Time	First Finisher (1)	Finish Window (2)
Long Course	90 minutes	135 minutes	45 minutes
Short Course	45 minutes	75 minutes	20 minutes

(1) This is the time limit for the first boat to sail the course and finish.

(2) Time limit for boats to finish after the first boat.

Note: There is no set time limit for a race. The time limit will be determined by the first finisher plus the finish window.

16.2 [NP] Boats which are still deemed to be racing by the Race Committee and expected to finish outside the finish window or will slow the prompt turnaround of races may be scored an allocated place based on their current position. Such boats may be directed, either verbally or by display of the "W" flag , to return to the start area or other location without crossing the finish line. Neither the allocation of a finish place nor the failure to allocate a finish place will be grounds for redress. This changes RRS 28, 35, 61.4(b), A5.1 and A5.3.

16.3 For races that begin with a handicap start, the race time limit will be from the 'Scratch' boat starting signal. This alters RRS 35.

16.4 Failure by the race committee to achieve the target time will not be grounds for protest by a boat. Alters RRS 61.4(b).

17 PROTESTS AND REQUESTS FOR REDRESS

17.1 General Requirements

17.1.1 Protests shall be lodged with either the Commodore, Vice-Commodore, Race Secretary or Race Officer within the Protest Time Limit.

17.1.2 The Protest Time Limit is 60 minutes after the last boat of her class has finished the last race of the day. Alters RRS 60.3.

17.1.3 Notices will be posted on the Official Notice Board or WhatsApp group no later than 30 minutes after the protest time limit to inform competitors of the hearing/s in which they are parties or named as witnesses, the order of the hearing/s, and the time and location of the

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hearing/s.

17.1.4 RRS Appendix T Arbitration will apply. Arbitration may take place promptly after racing or at some other time as advised to the parties.

17.1.5 [NP] Breaches of Sailing Instructions 4, 11, 18, 20, 23, 24 shall not be grounds for Protest by a boat. Alters RRS 60.2(a). Penalties for these breaches may be less than Disqualification if the Protest Committee so decides.

17.2 **Hearings**

17.2.1 The Protest Committee will convene as soon as possible after the protest has been lodged, but no later than 1100hrs on the next scheduled race day.

17.2.2 The Protest Committee may approve the extension of a Hearing after the deadline noted in SI 17.2.1 but only in extenuating circumstances. This adds to RRS 63.2(a).

18 SCORING

18.1 RRS A5.3 will apply to the scoring for any championship or point score series

18.2 The points allocated to a boat in a race will be allocated to the registered hull that was used in that race. Points cannot be transferred to another hull that may be registered with the Club during the current racing season.

18.3 Scoring for individual championships and point scores, including the number of races to constitute a series and the number of drops, will be as per Notice of Race rules 11.2 to 11.5. Alters RRS A2.1.

18.4 Casual Entries

18.4.1 Until verification by the Sailing Committee, all casual entries will be shown as a placegetter in a race but will not be scored in any 16ft skiff or 13ft skiff point scores or awarded any prize money or trophies that may apply to that race. The points scored or any prize money earned by any eligible boat in the race will be adjusted accordingly to account for the race position of any casual entry. Alters RRS A2.

18.5 Average Points

18.5.1 Any boat Representing the Club during the Australian, State, Inter-Club Regatta Championships, Dumaresq Cup or any inter-club sprint series sanctioned by the NSW 16ft and 13ft Skiff Association, Flying 11 Sailing Association of NSW or Australia or the Manly Junior Sailing Association will be given average points for any point score races conducted during the sailing season. Any request for average points must be made in writing to the sailing office prior to the given event listed above.

18.5.2 'Representing the Club' means that the boat must start in the event on the day of the Club Point Score race, except in the case of the Australian Championships where the boat must have entered for the series and started in at least one race during that series. The boat need not finish the race it started.

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18.5.3 Any 13ft skiff unable to sail due to the skipper or crew being seconded to a 16ft skiff on the day of the race will be eligible for average points for a maximum of three occasions in any one season. An exception to this maximum may be made at the discretion of the Race Committee, following a written request by the owner of the 13ft skiff.

18.5.4 The 13ft skiff seeking average points in accordance with SI 18.5.3 must make the request in writing to the sailing office at least one hour prior to the start of the race in which the 13ft skiff was unable to sail.

18.5.5 A boat eligible for average points in accordance with SI 18.5.1 or SI 18.5.3 shall be deemed to have sailed in a 'Point Score' race.

18.6 Allocation of Average Points

18.6.1 The average points shall be allocated as the average of points for all races in a series, apart from the final of that series.

18.6.2 The allocation of average points will be determined from results scored in the current sailing season only.

19 RACE MANAGEMENT

19.1 [SP] Boats must sign on between 12 hours and 30min before the race.

19.2 [SP] If a boat forgets to sign on, they can travel past the Race Committee Start Boat and verbally sign on. Boats may do this no more than three times throughout the season.

19.3 [SP] If a boat retires, it must either:

a) Notify a rescue boat of their retirement;

b) Sail past the start/ finish vessel and advise of their retirement, or if neither is practical;

c) Send a WhatsApp message or phone the start/finish boat within 20 min of getting back to shore to advise the Race Committee that they have retired and made it back to the rigging area. The WhatsApp link is included in SI rule 3 Communication.

19.4 Boats which have “signed on”, which are racing and which finish the race can be officially accounted for by the Race Committee.

19.5 If after all the apparent boats on the course have finished the race and there are still boats which had signed on that are unaccounted for, the Race Committee will promptly launch a search.

19.6 [SP] The penalty for a boat not advising the committee of their retirement is non-payment of start money.

19.7 [SP] If a boat does not sign on, then they are eligible for the current scoring adjustment

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penalty (-5 places).

20 [NP] REPLACEMENT OF SKIPPER, CREW OR EQUIPMENT

20.1 Skipper or Crew

Any change of skipper and/or crew to that which is nominated on the online Boat Registration lodged with the Club, must be notified to the Race Officer at least one hour prior to the scheduled commencement of the race, via a text message to Steven Iles 0448 297 939

Failure to comply with this rule shall result in the boat concerned being deemed a Scratch boat in that race for the purposes of handicapping.

20.2 Equipment

20.2.1 Where a sail is replaced with one having a different sail insignia or number to that nominated on the online Boat Registration with the Australian 16ft Skiff Association, this change must be notified to the Race Officer at least one hour prior to the commencement of the race, via a text message to Steven Iles 0448 297 939

20.2.2 All other items of equipment, with the exception of the hull, may be replaced without prior consent. All replacement equipment must comply with relevant class measurement rules. No temporary replacement of hulls will be permitted.

21 EQUIPMENT AND MEASUREMENT CHECKS

A boat may be inspected at any time for compliance with the class rules, AS Special Regulations Part 2, Notice of Race and these Sailing Instructions.

22 COMMITTEE VESSELS

All race committee vessels will display the burgee of the Club.

23 [NP] RUBBISH

23.1 Rubbish is not to be disposed of into the water.

23.2 Rubbish may be handed to official vessels, support vessels or taken ashore.

23.3 No rubbish, including electrical tape, is to be left on the ground at any of the rigging areas.

24 PRIZES

24.1 Prizes may be awarded to the winner for each of the Club's Point Scores. Further prizes may also be awarded at the discretion of the Sailing Committee.

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24.2 Perpetual trophies are outlined in the Sailing By-Laws.

24.3 Any trophy for a race that is postponed or abandoned and not re-sailed may be re-allocated at the discretion of the Sailing Committee.

25 SAFETY REGULATIONS

25.1 [NP] [DP] All skiffs while afloat shall carry the following safety equipment:

i) a shackle key to unfasten or un-rig

ii) a sheathed knife capable of cutting webbing and rope and it should be located in an easily accessible position; and

iii) an orange flag or similar (approx. size 600mm x 200mm) to be displayed or waved in an overhead arc in the event that the skiff requires immediate outside assistance.

25.2 [SP] [NP] RRS 40.1, Personal Flotation Devices, will apply while boats are racing.

25.3 Ferry and Commercial Shipping – Safety of Navigation

All competitors shall observe the Ship and Ferry activated Exclusion Zone (Refer Appendix A of these Sailing instructions). Failure to do so will result in disqualification.

Note:

All ferries are now fitted with bow cameras that continuously record the vessel's progress in addition to 25 cameras located around Sydney Harbour, which monitor ferries and record close quarter incidents. The cameras may be used for enforcement action by Transport for NSW. Fines in excess of $500 may apply for non-compliance.

25.4 Incident and Accident Reporting

25.4.1 It is a requirement of the Club's Exemption Order that all on water incidents resulting in damage worth more than 10% of the vessel's value must be reported to Transport for NSW.

25.4.2 Reports can be made directly to Transport for NSW (Forms are available on the Transport for NSW Website or at the Sailing Office). The Sailing Office must also be provided with a copy as part of the Club's own incident and risk management requirements.

Note:

Sailors are reminded that activity contrary to Maritime Legislation, Exemption Order Conditions or failure to report on-water incidents may result in the cancellation of the Club's Exemption Order.

25.4.3 If a protest is heard following a reportable incident, and a result is given by the protest committee, this shall be forwarded to Transport for NSW by the Club and in most cases will satisfy the reporting requirements for all parties. Otherwise, a formal report should be made to Transport for NSW and the Sailing Office.

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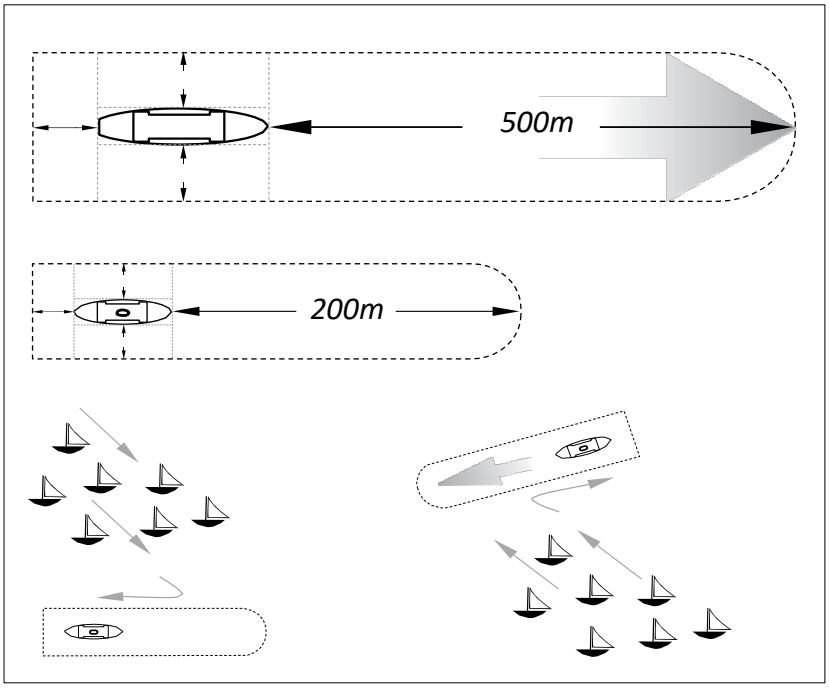
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25.4.4 None of the requirements in this section remove or alter the reporting requirements as prescribed in the relevant NSW Marine Safety Legislation.

APPENDIX A – Ship & Ferry Activated Exclusion Zone
(Transport for NSW Exemption Order Condition)

Additional Conditions for Sailing Events

- All competitors must maintain a minimum distance of 500m from the bow of any ship[1] and 200m from the bow of any ferry[2] and no less than 30m from the sides/stern of any ship or ferry underway.
- Failure to do so will result in disqualification.



1 *Oil tankers and seagoing Cruise ships*

2 *Other seagoing commercial vessel or a Ferry operating in accordance with an approved timetable and displaying an orange diamond shape*

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APPENDIX B - Handicap System

System

1. The handicap system adopted at the commencement of the sailing season shall not be altered during that season.
2. A time correction factor (TCF) will be used to determine each boat's handicap.
3. Adjustments to handicaps after each race will be determined by the results software.
4. Registered boats will be assigned a handicap prior to the commencement of its first race of the sailing season. The handicap will be determined by the Handicap Committee.
5. Where a handicap start race is scheduled the TCF will be converted to a whole number in minutes making allowance for whether the scheduled race is a Long Course Race or Short Course Race. The handicap will be based on the target time.
6. The Handicap Committee reserves the right to adjust a boat's handicap at any time. This will not be cause for Redress. Alters RRS 61.4(b).

Handicap Adjustments

7. Adjustments to handicaps incurred after a non-point score race/s do not carry forward to a subsequent Point Score race.
8. The Handicap Committee may adjust a boat's handicap based on any factor that is likely to increase the performance of the boat.

Regular skipper absence

9. If a boat's nominated skipper is absent, the Handicap Committee may adjust the boat's handicap for subsequent races based on the boat's performance during that absence. This adjustment will only be to increase the TCF. When the nominated skipper returns the handicap will revert to that calculated after the last race sailed by the nominated skipper adjusted for any increase in the TCF for a handicap place from 1st to 4th while the boat is sailed by the replacement skipper.

Revision

10. A skipper may seek revision of his/her handicap. He/she shall make an application to the Race Secretary (in writing or via email to sail@manlyskiff.com.au) who shall then submit the application to the Handicap Committee for consideration.

Change of skipper from another Class

11. If a replacement skipper or crew for a 13ft Skiff is a current Junior Division sailor or if a replacement skipper or crew for a 16ft Skiff is a current Junior Division or 13ft Skiff sailor, the handicappers shall amend the boat's handicap considering the experience and ability of the replacement skipper or crew. The boat's amended handicap may be higher than its last handicap with its regular skipper.

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