

2004 SHIELDS TROPHY

September 25-26
Intercollegiate Sailing Association
United States Naval Academy

REGATTA NOTES

Robert Crown Center / Facilities

Meetings will be held in the downstairs classroom in the Robert Crown Center. The official notice board, RP forms and protest forms will be available in this classroom. Protests will be heard the library upstairs. Changing, bathroom and shower facilities are available in the men's and women's rooms off the main lobby.

Boats, Sails and Crew

The Shields Trophy will be sailed in supplied Navy 44s. Boats and sails will be assigned by draw which may take place prior to the initial competitors' meeting. Boats will be rotated after racing each day. The mainsail, #3's and back-up spinnakers will stay with the boats; the lettered #1's and racing spinnakers will stay with the team. There will be a crew of 8 sailing at any one time, with two alternates allowed during the course of the regatta.

Format and Schedule

A skippers meeting will be held each day at 0915. Teams will practice on Saturday morning and race that afternoon. Up to nine races are planned. If wind conditions warrant, the race committee may run up to five races on Saturday. No warning signal may be given after 1400 on Sunday and we plan to run the awards ceremony as soon after racing as possible. Boats will not be available for practice on Friday.

Safety

Per ICSA rules, PFD's must be worn at all times while afloat. Participating sailors should bring their own PFD's.

Drinking Water

There is no drinking water available on the boats. A fountain is available in the sailing center. Please be sure to bring enough for both your competitors and anyone onboard the spectator boat.

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SAILING INSTRUCTIONS

1. RULES

This regatta will be governed by the Racing Rules of Sailing, the US SAILING prescriptions, the Intercollegiate Sailing Association Official Procedural Rules for Intercollegiate Sailing Competition (except as any of these are altered by the sailing instructions) and by these sailing instructions. Note that type III Coast Guard approved life jackets must be worn at all times while on the water per the ICSA Procedural Rules.

2. ENTRIES

The following schools have entered the regatta:

Cal Maritime Academy
Coast Guard Academy
Kings Point MMA
Maine Maritime Academy
Mass. Maritime Academy
Naval Academy "A"
N.Y. Maritime Academy
St. Mary's College (not eligible for Shields Trophy)

3. NOTICES TO COMPETITORS

Notices to competitors will be posted on the official Regatta notice board located in the downstairs classroom in the Robert Crown Center.

4. CHANGES TO THE SAILING INSTRUCTIONS

Any change to the sailing instructions will be posted before 0900 on the day it will take effect, except that any change in the schedule of races will be posted by 1900 on the day before it will take effect.

5. SIGNALS MADE ASHORE

Any signals made ashore will be displayed on the flagpole in front of the Robert Crown Center. When crews are aboard their boats in the basin they should monitor VHF 82A.

6. NUMBER AND SCHEDULE OF RACES

Saturday 25 September	0900 - Report time
	0915 - Skippers' meeting
	0945 - Mandatory practice
	1230 - Warning Signal for Race #1, followed immediately by subsequent races

Sunday 26 September	0900 - Report time
	0915 - Skippers' Meeting
	1020 - Warning signal for the next race, followed by any subsequent races

6.1 No WARNING SIGNAL may be made after 1400 on Sunday 26 September.

6.2 Nine races are planned. One race must be completed to constitute a regatta.

7. RACING AREA

The primary racing areas are outlined on Illustration "A." The primary racing area for this year's Shields Trophy will be Racing Area 2 east of Greenbury Point or in the vicinity of Bembe Beach. The alternative racing area (Racing Area 1) will be in the basin between Tolly Point and Thomas Point. If the Race Committee decides to relocate the racing area between races, it will notify competitors by VHF radio on Channel 77.

8. THE COURSE

8.1 The course will be a windward/leeward configuration with the leeward mark located approximately 100 yards to windward of the starting line. All marks shall be left to port. On a course with an odd number of legs, the finish line will be located approximately 100 yards to windward of the windward mark.

8.2 All courses will be four legs unless a numeral pennant, indicating the number of legs, is flown on the Committee Boat at or before the warning signal.

8.3 After the warning signal, a race may not be shortened by reducing the number of legs.

8.4 On the first beat, the leeward mark may be ignored. On a course with an odd number of legs, the windward mark may be ignored on the final beat.

9. CHANGE OF COURSE AFTER THE START

The next mark's position may be changed before the leading boat has begun that leg. Competitors will be notified by VHF radio on channel 77. Rule 33, Changing the Position of the Next Mark, will not apply.

10. MARKS

The windward and leeward marks will be orange balls. The starting and finishing marks will be an yellow balls.

11. THE START

11.1 Races will be started using rule 26. The class flag flown at the Warning signal will be a green flag with a white diagonal stripe. The sound signal will be a whistle.

11.2 The starting line will be between two yellow balls. The race committee boat will be stationed to starboard of the line and is not a part of the starting or finish line.

12. TIME LIMITS

12.1 ICSA rule 11(e)(ii) is modified as follows: Unless one boat finishes within two hours of the starting signal, the race shall be abandoned. A race shall be abandoned if the leading boat has not reached the first mark within 30 minutes after the start, the second mark within 60 minutes after the start, the third mark or the finish in a three leg course within 90 minutes, or the finish of any other race within two hours.

12.2 All boats not finished within thirty minutes of the first boat shall receive the points equal to the average of one more than the last boat to finish within the thirty minutes of the first boat and last place. Fractions will not be rounded off.

13. RECALLS

13.1 ICSA rule 13(b)(iv) will not be used. Individual recalls will be signaled in accordance with rule 29. The sound signal will be a horn. The Race Committee will attempt to notify premature starters by VHF radio on Channel 77. This does not relieve a competitor's obligation to start properly.

13.2 The "Round The Ends Rule" shall apply after a general recall in accordance with ICSA rule 13(b)(v). Code flag "I" will not be displayed. This changes rule 30.1. However, the race committee may display code flags "I", "Z" or a black flag at the preparatory signal in accordance with rules 26 and 30.

13.3 Each boat's recall number will be her mainsail number.

14. THE FINISH

The finish line will be between two yellow balls.

15. PROTESTS

15.1 Protests shall be written on forms available in the classroom and delivered to the Offshore Office within 30 minutes after the last boat's finish in the last race of the day. This protest filing time limit will be posted on the Regatta notice board.

15.2 Rules 60.1 and 61.1 shall be used for this event. ICSA rules 24(a) and (b) shall not apply.

15.3 Protest flags (Red Flag) will be supplied for each boat. All skippers/crews must ensure that the protest flag is aboard at the beginning of each day.

15.4 Protest flags must be flown from the backstay.

15.5 Protests, including the boat being protested, must be reported to the Race Committee immediately after finishing.

15.6 The jury will hear protests in the approximate order of receipt, beginning as soon as possible after protests have been received. The jury may, at its discretion, use a form of 'instance justice' that limits the time allotted to present evidence in order to streamline the protest schedule. This changes rule 63.

15.7 Safety Officers shall not serve as witnesses unless the circumstances as described in sailing instruction 23 and /or Attachment "C," paragraph 3 are met.

16. ALTERNATIVE PENALTIES

16.1 In accordance with ICSA Procedural Rule 26(b) and (c) and rule 44.3, the scoring penalty will be in effect. The penalty will be 2 points.

16.2 A Yellow flag will be supplied for each boat. All skippers/crews must ensure that the yellow flag is aboard at the beginning of each day.

16.3 The Yellow flag must be flown from the backstay.

16.4 A boat that complies with any part of the requirements of rule 44.3 and SI 16.3 will be scored with a 50% penalty (4 points) unless she complies with all of the requirements. This changes rule 44.3.

17. SCORING

Scoring will be done in accordance with ICSA Procedural Rules 18 and 19. Each boat's total score will be the sum of her scores for all races.

18. RADIO COMMUNICATION

18.1 A boat shall not make any radio transmissions while racing except as provided in sailing instruction 24.2 and 24.3 or receive any special radio communication not available to all boats.

18.2 VHF Channel 77 may be used to supplement other means of communication to inform boats of on course side status, course changes or sail restrictions being imposed. Competitors should monitor Channel 77 between races.

18.3 All boats must monitor Channel 82A when departing or returning to Santee Basin. Boats must request permission to leave and enter the basin by calling on 82A "Santee Basin Control, this is NA__ , BOAT NAME, requesting permission to exit/enter the Basin." Santee Basin Control will respond, after which you should reply, "This is NA__ , BOAT NAME, roger out."

19. BREAKDOWN

19.1 If a boat requests breakdown points in a race, it should fly the blue streamer supplied at the earliest opportunity during the race, and shall notify the Race Committee upon finishing. ICSA Procedural Rules 15 applies.

19.2 Breakdown requests must be filed in the same manner as protests using the protest form provided. Guidelines for breakdowns can be found in ICSA Procedural Rules Appendix 7 (see page at end of sailing instructions).

19.3 The blue breakdown flag must be flown from the backstay. All skippers/crews must ensure that the blue flag is aboard at the beginning of each day.

20. REQUESTS FOR REPAIRS OR REPLACEMENT OF EQUIPMENT

20.1 Boats may request replacement of lost gear or repair to the boats by displaying the blue "Breakdown" flag from the backstay and requesting assistance on Channel 77.

20.2 At the discretion of Naval Academy officials, a boat may be advised to continue to race if it is determined that the loss or breakage of equipment does not materially affect the boat's safety or performance.

21. BOATS

21.1 The Navy 44s will be used for the competition. All standing rigging will be preset before the Regatta to make the boats as evenly matched as possible. Standing rigging, with the exception of the backstay, shall not be adjusted or modified without authority of the Race Committee. Bottom cleaning of any kind is not allowed. Equipment, as outlined in Attachment B - NAVY 44 SETUP and PROCEDURES, will not be moved. In addition to the special equipment permitted in ICSA Procedural Rule 21, competitors are permitted to bring a personal topping lift pennant and the foreguy may be rigged to a 1:1 ratio.

21.2 The only electrical instruments you are allowed to use are the VHF radio turned to channel 82A, 77, 16 or the weather station, and the depth sounder.

21.3 Boats will race with eight (8) crew members plus the assigned safety officer. A maximum of two alternates may sail during the regatta. (Also see Attachment "C", "SAFETY OFFICER PROCEDURE".)

22. EXPEDITING RACING

To expedite matters, the Race Committee may award a boat her position and score in a race if it is determined that the boat's position in that race is secure. In this event, the boat will be informed of her position and will be asked to proceed without delay, using the engine if necessary, toward the starting line so that the next race may be started within a reasonable time.

23. AVOIDING COLLISIONS

THERE ARE TO BE NO COLLISIONS. Particular attention is directed to rule 14 and ICSA rule 23. Any collision may result in disqualification of both boats (bow-to-beam collisions will always result in disqualification of both boats) unless the jury finds, as fact, that a boat made every reasonable attempt to avoid damage. The direction of safety officers assigned in regard to avoidance of collision is FINAL, and can be used as evidence in a protest hearing that action by the right-of-way boat was required to avoid a collision. If the jury or Navy officials deem that a boat was negligent in an incident involving a collision, the boat WILL be disqualified from the REGATTA.

24. SAFETY

24.1 Each competitor is solely responsible for his or her personal safety. However, in circumstances it considers hazardous, the Race Committee may require a competitor to accept assistance.

24.2 If there is an injury to any crewmember, assistance may be obtained immediately by hailing the Race Committee on VHF 77. If in the opinion of the safety officer, the injury requires immediate attention, they will hail the Race Committee on VHF 77 and assistance will be rendered. Boats may continue racing in accordance with rule 41 when appropriate.

24.3 A boat that retires from a race shall notify the Race Committee boat promptly.

25. BOAT ASSIGNMENTS AND ROTATION

Boats and sails are assigned per Attachment "D". Crews will rotate boats after each day of racing as shown on the Boat Rotation sheet. Lettered genoas and racing spinnakers will rotate with each team. Mainsails, #3's, practice spinnakers, flags and charts shall remain with the boat.

26. SAIL LIMITATIONS

Should conditions require, the Race Committee may limit the use of sails by displaying the code flags as indicated below. These signals will be made prior to the Warning Signal. Generally, these restrictions will be applied to prevent damage to equipment while keeping racing equitable.

No signal	Use either #1 or #3, NO other restrictions
W	USE #3 JIB
R	ONE REEF IN MAIN
Z	NO SPINNAKERS

Other sail combinations may be used at the direction of the Race Committee.

27. COACHING

Every effort will be made to provide equal access for coaches with their crews during the regatta. Coaches will not be allowed aboard competitors' boats between the warning signal for the first race of a day and the finish signal for the last race of a day. Coaches may be requested to assist with repairs of lost or damaged equipment between races. Time permitting, coaches will be allowed to communicate with their crews from supplied support craft between races. There is to be no radio or telephone communication between coaches or support personnel and the crews. Attention is drawn to ICSA rule 14.

28. RESTRICTED AREAS

Restricted areas are shown on Illustration "A" and include honoring ANNAPOLIS HARBOR (Main Channel) marks as follows:

- ALL boats must pass to the WEST of: Red dolphin "4," Yellow dolphin "A," Spider buoy inside Red dolphin "4."
- ALL boats must stay to the EAST of: Shoal Pole off HORN PT., G C "7" and G "5"
- ALL boats must pass to the EAST of: Green dolphin "1AH" off Tolly Pt.
- Avoid the SHOAL area between Thomas Pt. and Thomas Pt. Light.

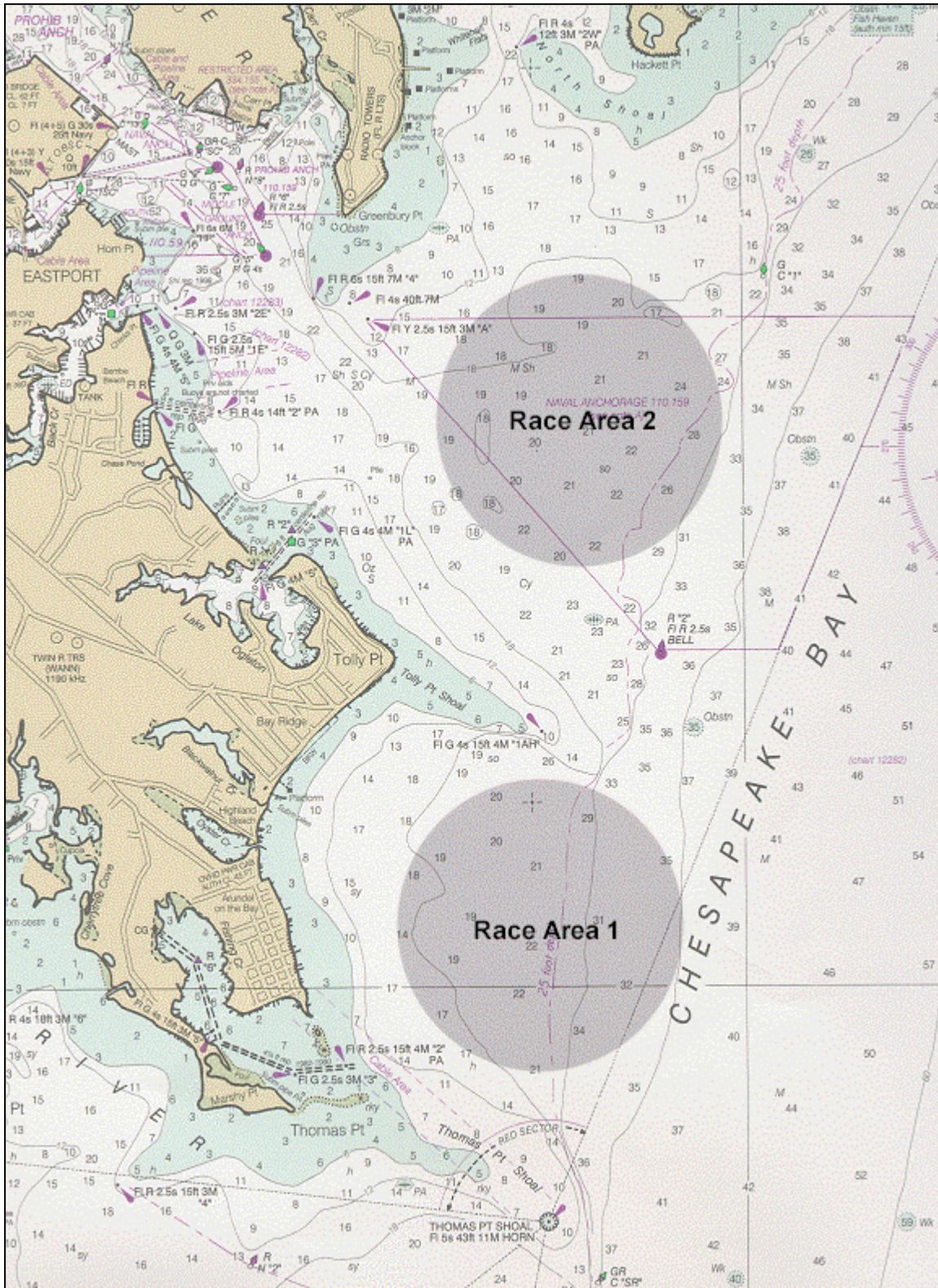
29. INVENTORY SHEETS

Each team MUST turn in the following EACH NIGHT:

Navy 44 Inventory Checklist
Securing the Navy 44's Checklist

Failure to turn in these sheets may result in disqualification from that day's races. Sheets will be distributed at the Skippers' Meeting.

ILLUSTRATION "A"



ATTACHMENT "B" - NAVY 44 SET-UP and PROCEDURES

PERMITTED and RESTRICTED EQUIPMENT and ACTIONS

Notwithstanding any requirements or restrictions in these sailing instructions or the ICSA Procedural Rules, the following apply at all times:

1. Permitted equipment includes a topping lift leader and a bosun's chair/harness.
2. Changing the purchase/lead on the spinnaker pole foreguy is permitted.
3. Restricted equipment includes winch handles, light air sheets, spinnaker turtles or any other gear not expressly permitted.
4. The first reefing line may be required to be lead for all boats at the direction of the race committee.
5. Cellular phones, voice or text messaging or similar devices are expressly prohibited from the time of the first warning signal of the day until you have finished the last race of the day.
6. The engine should be run no higher than 1800 RPMs.
7. The spinnaker SHALL NOT be launched directly out of the forward hatch.

SAILS: All of the Navy 44's are equipped with the following sails:

MAIN

#1 GENOA (lettered)

#3 JIB

1 oz. SPINNAKER (racing)

1 oz. SPINNAKER (older back-up)

STORM SAILS

1. While racing, sails may also be stored on the main cabin floor or by the aft bunk.
2. Sails must be returned to the bow cabin at the end of racing each day except the #1 GENOA and SPINNAKER which will go with the team to the next boat at the end of the day's racing on Saturday. On Sunday after racing, all sails other than the back-up spinnaker and storm sails (if onboard) should be returned to the truck that will come along pier side.
3. All of the sails supplied must be onboard your boat while racing.

SPINNAKER:

1. Be especially careful when dropping the jib after a spinnaker set as the hanks may tear the spinnaker!
2. Banding the spinnaker is not allowed on the Chesapeake Bay due to environmental concerns.
3. Spinnaker AFTERGUY BLOCKS MUST be placed in the second hole aft of the center stanchion (by shrouds) and tied to the upper lifeline.

EQUIPMENT: ALL SUPPLIED EQUIPMENT AND GEAR other than that used for trimming or adjusting sails SHALL REMAIN in the position you found it unless you receive permission from the Race Committee to move it with the exception of the foreguy that may be re-rigged as permitted by SI 21.1.

1. Any loose books, charts, paper work may be stowed in the navigation table or placed on the adjacent shelves.
2. While racing, unless being used, one anchor shall be stored on the starboard side forward under the pipe berth in the forward cabin. The other anchor shall be stored in the compartment aft of the engine block.
3. All personal gear may be stowed as you please

INSTRUMENTS: The only electronic instruments you are allowed to use are the following:

1. VHF Radio tuned to channel 82A, 77, 16, the weather station, or other channel at the Race Committee's direction.
2. Depth Sounder: SET to read in FEET from surface (Navy 44 draws 8'0")

NO OTHER INSTRUMENTS SHOULD BE USED AT ANY POINT UNLESS FOR AN EMERGENCY

LEAVING/ENTERING SANTEE BASIN: Engine Logs must be on board the boat and filled out prior to getting under way. When ready to leave your slip or re-enter the basin, call Santee Basin Control on Channel 82A and say:

"Santee Basin Control, this is NA- # boat name , requesting permission to exit/enter the basin. Over."

They will respond giving you permission to exit/enter the basin, but may ask you to exit/enter after another boat.

Reply "This is NA-#, boat name, Roger. Out."

DOCKING THE BOAT: When you return to Santee Basin, dock your boat in the same slip. Complete the daily check list for SECURING THE NAVY 44's supplied at the skippers' meeting.

MATERIAL DISTRIBUTED AT SKIPPER'S MEETING: Leave the three flags and two charts distributed IN the Nav. table each night. When you get on your next boat, be sure that this material is on your boat. At the end of racing on SUNDAY, turn in the flags and charts to the OFFSHORE OFFICE.

CENTERING THE PROP: Props can be centered per the instructions in the Engine Log.

USING THE HEAD:

- Put INLET Seacock Handle (in hatch at foot of steps) to VERTICAL
- VALVE for "overboard/tank" must be set for "tank"
- FLUSH thoroughly (10 pumps)
- WHEN DONE: Put INLET seacock handle back down in the closed position

WATER: There is NO drinking water onboard. BRING your own drinking water.

MISC. SET-UP: Suggested rigging tips:

1. The forward TACK SHACKLE is preferred
2. The INNER FORESTAY should lead aft through the guide on the port side of the mast and attached to the fitting beneath the vang.
3. Jib Sheets for the #3 jib is normally led outside the forward lower shroud and inside the upper and aft lower shroud.

ATTACHMENT "C" - SAFETY OFFICER PROCEDURE

Each boat is provided with a safety officer. Each safety officer is a Naval Academy Sailing Squadron volunteer coach who regularly participates in the Offshore sailing program at the Naval Academy. Each also has a "D" qual. or higher which means that they are qualified as a senior skipper and are very knowledgeable offshore sailors.

1. The role of the safety officer is first and foremost to ensure the safety of the sailors, and second to ensure the safety of the equipment, in any Offshore (Big Boat) event hosted by the Naval Academy.
2. POSITIONING: The safety officer SHALL be positioned aft in the vicinity of the backstay. They SHALL NOT move forward or below between the preparatory Signal and the finish except in the case of an emergency. They MAY move to windward or leeward to help the trim of the boat as long as they are in the vicinity of the backstay.
3. The safety officer **SHALL** help you with:
 - Avoiding collisions As a potential collision situation develops, the safety officer may ask the skipper his/her intentions in order to ensure that appropriate avoiding actions will be taken. IF the safety officer instructs you to alter course, you **MUST DO SO!** If this occurs during the race, and results in a protest, the safety officer will be available as a witness.
 - Avoiding RESTRICTED AREAS
4. The safety officer **MAY** help you with:
 - Rigging the boat or helping you locate/place/stow rigging or equipment
 - Operation of the engine - Assistance getting out of and into Santee Basin
 - Steering the boat before the Warning Signal of the first race of the day or after the finish of the last race of the day, or in the case of an emergency.
 - Assisting with any other equipment related questions or problems
5. The safety officer **MAY NOT** help you with:
 - Tactical decisions, suggestions or observations
 - Strategic decisions, suggestions or observations (wind, weather, current, etc.)
 - Boathandling decisions, suggestions or observations
 - Any boathandling maneuvers including adjusting the backstay
 - Acting as a witness in a protest unless they have instructed you to alter course.
6. Report any problems with the boat to the safety officer. They will help you fill out the "DISCREPANCY CHIT" provided in your packet. However, YOU are responsible to report the problem to the Offshore Office and hand in your inventory checklist and securing the Navy 44 checklist.
7. The safety officer **WILL** ensure that competitors on their boat comply with the sailing instructions and report discrepancies to the Regatta committee.

ATTACHMENT "D" - BOAT ROTATION & SAFETY OFFICERS

Boats are designated by their MAINSAIL number.

SAFETY OFFICER / BOATS

<u>BOAT #</u>	<u>BOAT NAME</u>	<u>SATURDAY</u>	<u>SUNDAY</u>
NA-13	Resolute	Jack Hedlund	Jack Hedlund
NA-14	Intrepid	Bob Howe	Bob Howe
NA-15	Frolic	Maureen Mills	Maureen Mills
NA-16	Restless	Dick Morin	Dick Morin
NA-17	Dandy	Dan Trammell	Dan Trammell
NA-9	Fearless	Judah Nyden	Rob Almeida
NA-19	Bold	Spencer Padgett	Spencer Padgett
NA-20	Challenger	Tony Bastidas	Mike Brownlee
NA-7	Dauntless	Spare / Coach / Alternates / Spectators	

ROTATION

<u>SCHOOL</u>	<u>GENOA</u>	<u>SAT.</u>	<u>SUN.</u>
Maine Maritime	D	13	16
Navy	E	14	17
Coast Guard	F	15	9
St. Mary's	G	16	19
Cal Maritime	H	17	20
NY Maritime	I	9	13
Mass Maritime	J	19	14
Kings Point	K	20	15

ATTACHMENT "E" - GUIDELINES FOR BREAKDOWNS

ICSA PROCEDURAL RULES APPENDIX 7

This is intended to guide competitors, race committees, and judges in the application of PRs 15 & 20(c), Breakdowns, but not to limit the authority of judges in resolving individual cases equitably.

Competitors are expected to use reasonable care and seamanship in handling boats. They are also expected to check the likely points of failure of a boat they are about to sail. If they do not do so, they should not expect relief when simple and preventable failures occur.

At the competitors meeting, the Race Committee should point out the particular items on the boat(s) being used that need to be checked before each race. Judges should take into account a situation in which a competitor legitimately did not have time to make the necessary inspections.

The tests for breakdown compensation include:

- 1) Did a piece of equipment break?
- 2) If so, did a significant loss of finishing position result?
- 3) Could the failure have been prevented by reasonable inspection and/or adjustment before the race?
- 4) Was the equipment used in an improper manner?

Compensation should be awarded only when equipment fails, not for improper handling or poor seamanship. Where on the course the failure occurred should be considered in determining whether it caused a significant loss of finishing position.

Examples of equipment failure for which compensation should be considered, even though the equipment may still be serviceable, if the competitor made a visual inspection before the race:

- 1) Loss of a batten during a heavy-air race, if the sail was not rigged by the competitor;
- 2) Water in air-tight compartment(s) in excess of one gallon, when the competitor was not given time to drain the compartment(s);
- 3) Damage to a centerboard gasket that significantly increases drag and/or permits excessive amounts of water to enter the boat.

Examples of equipment failure for which compensation should not be awarded, when the equipment remains serviceable:

- 1) Failure of a halyard knot or the opening of a halyard shackle, if rigged by the competitor;
- 2) Pintles and gudgeons that become disengaged;
- 3) Outhauls or boom vang that disengage or slip;
- 4) "Ring dings" or fast pins that disengage because they were not taped.

- ___ Ensure you are selecting the appropriate pair of stern and spring lines when entering slips
- ___ Ensure the bow of the boat is ABEAM of the YELLOW MARK on finger pier
- ___ Cross STERN lines. Lay bitter end of lines on the stern pulpit
- ___ Cross BOW lines and secure on cleats. Coil bitter end on bow pulpit.
- ___ Spring lines through the amidships closed chocks, then led to the primary winches.
- ___ Boom level with main outhaul eased
- ___ Main flaked on boom with battens parallel to boom [**NOT BENT OVER BOOM!**]
- ___ Reef lines coiled, bitter end looped over the reefing horns at gooseneck.
- ___ **HALYARDS:** Jib halyards to be made fast to their tack shackles. Spinnaker halyards made fast to the base of the first stanchion. Baby forestay attached to its foredeck fitting.
- ___ Sail cover properly bent on (mast end first, then work aft)
- ___ Wheel cover bent on.
- ___ Wheel dampener (NOT a true lock) in the tightened position. Do not over-apply pressure...just until snug.
- ___ Engine stop "T" handle shall be in the down position.
- ___ Figure eight knots in the end of halyards and reef lines.
- ___ Dorades facing forward except the two on the transom which face aft
- ___ Close and secure all hatches
- ___ BACKSTAY at 500 PSI
- ___ Instrument covers in place
- ___ **ELECTRICAL SYSTEM:** Shore power cable wrapped around mooring line, but NOT through open chock, and plugged in to receptacle in cockpit. Put in ON position: Battery charger, 115 Voltage, Perko for House Batteries, Main Breaker, Bilge Alarm Put in OFF position: Perko for Engine
- ___ All sheets and guys coiled and hung in port sheet locker
- ___ STOW all winch handles, fid, Snatch blocks, preventer tackle in HERNIA box. Place HERNIA box in starboard lazarette.
- ___ REPORT any discrepancies to your safety officer **AND** to the offshore office. Turn in discrepancy chit to Offshore Office.

SKIPPER _____ **Signature** _____

SAFETY OFFICER _____ **Signature** _____

BOAT NUMBER: _____ **COLLEGE:** _____ **DATE:** 25 Sept.
2004

You should have the following gear on your Navy 44. Please check the boat thoroughly when you first get on and again when you close up the boat. Note any discrepancies on this form and make sure that if anything is in need of repair or replacement that it is brought to our attention immediately.

<u>SAILS:</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
#1 Genoa (lettered)	___	___	
#3 Jib	___	___	
1 oz. Spin. (lettered)	___	___	
1 oz. Spin.	___	___	
Main	___	___	
Storm Sails	___	___	

<u>EQUIPMENT IN PORT SHEET LOCKER:</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
3 Genoa Sheets	___	___	
2 Spin. Sheets	___	___	
2 Spin. Guys	___	___	
3 Fenders	___	___	
1 Bilge pump handle	___	___	

<u>EQUIPMENT IN STBD. GEAR LOCKER:</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
3 Single winch hand.	___	___	
2 Double winch hand.	___	___	
2 Lg. Snatch blocks	___	___	
2 Sm. Snatch blocks	___	___	
Preventer tackle	___	___	

<u>EQUIPMENT ON BOARD</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
2 Jib Tack Shackles	___	___	
2 Jib Halyards	___	___	
2 Spin. Halyards	___	___	
1 Topping Lift	___	___	
Main Sheet	___	___	
Foreguy	___	___	
Main Traveler Sys.	___	___	
Spin. Pole	___	___	
8 Jib Lead Blocks	___	___	
2 Spreacher Blocks	___	___	
Backstay Adjuster	___	___	
10 PFD's	___	___	
Boat Hook	___	___	

<u>ISSUED AT SKIPPER'S MEETING:</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
Red Flag	___	___	
Yellow Flag	___	___	
White Flag	___	___	
Charts: 12270	___	___	
12283	___	___	

SKIPPER _____ **Signature** _____

SAFETY OFFICER _____ **Signature** _____

- ___ Ensure you are selecting the appropriate pair of stern and spring lines when entering slips
- ___ Ensure the bow of the boat is ABEAM of the YELLOW MARK on finger pier
- ___ Cross STERN lines. Lay bitter end of lines on the stern pulpit
- ___ Cross BOW lines and secure on cleats. Coil bitter end on bow pulpit.
- ___ Spring lines through the amidships closed chocks, then led to the primary winches.
- ___ Boom level with main outhaul eased
- ___ Main flaked on boom with battens parallel to boom [**NOT BENT OVER BOOM!**]
- ___ Reef lines coiled, bitter end looped over the reefing horns at gooseneck.
- ___ **HALYARDS:** Jib halyards to be made fast to their tack shackles. Spinnaker halyards made fast to the base of the first stanchion. Baby forestay attached to its foredeck fitting.
- ___ Sail cover properly bent on (mast end first, then work aft)
- ___ Wheel cover bent on.
- ___ Wheel dampener (NOT a true lock) in the tightened position. Do not over-apply pressure...just until snug.
- ___ Engine stop "T" handle shall be in the down position.
- ___ Figure eight knots in the end of halyards and reef lines.
- ___ Dorades facing forward except the two on the transom which face aft
- ___ Close and secure all hatches
- ___ BACKSTAY at 500 PSI
- ___ Instrument covers in place
- ___ **ELECTRICAL SYSTEM:** Shore power cable wrapped around mooring line, but NOT through open chock, and plugged in to receptacle in cockpit. Put in ON position: Battery charger, 115 Voltage, Perko for House Batteries, Main Breaker, Bilge Alarm Put in OFF position: Perko for Engine
- ___ All sheets and guys coiled and hung in port sheet locker
- ___ STOW all winch handles, fid, Snatch blocks, preventer tackle in HERNIA box. Place HERNIA box in starboard lazarette.
- ___ REPORT any discrepancies to your safety officer **AND** to the offshore office. Turn in discrepancy chit to Offshore Office.

SKIPPER _____ **Signature** _____

SAFETY OFFICER _____ **Signature** _____

BOAT NUMBER: _____ **COLLEGE:** _____ **DATE:** 26 Sept. 2004

You should have the following gear on your Navy 44. Please check the boat thoroughly when you first get on and again when you close up the boat. Note any discrepancies on this form and make sure that if anything is in need of repair or replacement that it is brought to our attention immediately.

<u>SAILS:</u>	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
#1 Genoa (lettered)	___	___	
#3 Jib	___	___	
1 oz. Spin. (lettered)	___	___	
1 oz. Spin.	___	___	
Main	___	___	
Storm Sails	___	___	

<u>EQUIPMENT IN PORT SHEET LOCKER:</u>			
	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
3 Genoa Sheets	___	___	
2 Spin. Sheets	___	___	
2 Spin. Guys	___	___	
3 Fenders	___	___	
1 Bilge pump handle	___	___	

<u>EQUIPMENT IN STBD. GEAR LOCKER:</u>			
	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
3 Single winch hand.	___	___	
2 Double winch hand.	___	___	
2 Lg. Snatch blocks	___	___	
2 Sm. Snatch blocks	___	___	
Preventer tackle	___	___	

<u>EQUIPMENT ON BOARD</u>			
	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
2 Jib Tack Shackles	___	___	
2 Jib Halyards	___	___	
2 Spin. Halyards	___	___	
1 Topping Lift	___	___	
Main Sheet	___	___	
Foreguy	___	___	
Main Traveler Sys.	___	___	
Spin. Pole	___	___	
8 Jib Lead Blocks	___	___	
2 Spreacher Blocks	___	___	
Backstay Adjuster	___	___	
10 PFD's	___	___	
Boat Hook	___	___	

<u>ISSUED AT SKIPPER'S MEETING:</u>			
	<u>OUT</u>	<u>IN</u>	<u>DISCREPANCIES</u>
Red Flag	___	___	
Yellow Flag	___	___	
White Flag	___	___	
Charts: 12270	___	___	
12283	___	___	

SKIPPER _____ **Signature** _____

SAFETY OFFICER _____ **Signature** _____

INTERCOLLEGIATE SAILING ASSOCIATION OF NORTH AMERICA

PROTEST FORM

REGATTA NAME: Shields Trophy RACE # 1 2 3 4 5 6 7 8 9 DATE: _____

____ Protest against another boat
____ Redress
____ Breakdown

PROTESTOR

Name: _____
College: _____
Sail #: _____
Signature: _____

PROTESTEE

Name: _____
College: _____
Sail #: _____

Rule(s) Involved or What Broke: _____

Where on the course: _____

Witnesses: _____

Diagram:

Facts found by Jury:

Decision:

Chief Judge: _____

RECORD OF PARTICIPATION

INTERCOLLEGIATE Y.R.A. OF NORTH AMERICA

EVENT: Shields Trophy

HOST: U.S. Naval Academy **DATE:** 25-26 September 2004

COLLEGE: _____ **Skip./coach Sign.:** _____

	FULL NAME	CLASS	RACES SAILED										
1. Skipper	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
2. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
3. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
4. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
5. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
6. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
7. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
8. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
ALTERNATES													
9. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
10. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10

COLLEGE: _____ **Skip./coach Sign.:** _____

	FULL NAME	CLASS	RACES SAILED										
1. Skipper	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
2. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
3. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
4. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
5. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
6. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
7. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
8. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
ALTERNATES													
9. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
10. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10

COLLEGE: _____ **Skip./coach Sign.:** _____

	FULL NAME	CLASS	RACES SAILED										
1. Skipper	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
2. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
3. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
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7. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
8. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
ALTERNATES													
9. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10
10. Crew	_____	_____	ALL	1	2	3	4	5	6	7	8	9	10