

## **ISA RACE OFFICIALS REGULATIONS**

### **ISA RACE OFFICIALS: JUDGES, UMPIRES AND RACE OFFICERS**

- 1.1 The provisions of this regulation affect all ISA Race Officials, namely ISA National, Regional or Club Judges (NJ, RJ, CJ), ISA National, Regional or Club Umpires (NU, RU, CU) and ISA National, Regional or Local Race Officers (NRO, RRO, LRO), referred to collectively in this Regulation as 'ISA Race Officials.'
- 1.2 The ISA shall appoint ISA Race Officials after considering recommendations from the advisory group responsible for the discipline concerned. The advisory group may set standards for Regional and Local or Club officials. The advisory groups are;
  - (a) ISA Judges and Umpire Group (JUG) responsible for Judges and Umpires.
  - (b) ISA Race Management Advisory Group (RMAG) responsible for Race Officers and Race Committee functionaries.
- 1.3 For the purposes of this regulation references to 'Principal Events' shall mean those events described generally as International, National, an ISA event or an event designated as a Principal Event by an ISA advisory group.  
The use of 'he' or 'his' shall refer to either gender in these regulations.

#### ***Term of Appointment***

- 1.4 The term of appointment for an ISA Race Official shall begin on the date it is made by the ISA and,
  - (a) if the applicant is less than seventy years old on the date of approval by the ISA, the duration of the appointment shall be four years.
  - (b) if the applicant is seventy years old or over on the date of approval by the ISA, the duration of the appointment shall be two years.

#### ***Applications for Initial Appointment and Re-appointment***

- 1.5 A candidate for initial appointment shall:
  - (a) be nominated by the candidate's club, which shall be affiliated as ISA Category 1;
  - (b) be recommended by the specific advisory group;
  - (c) send the application on the official form so that it is received at the ISA Racing office by 1<sup>st</sup> September; and
  - (d) meet the general qualifications and the additional qualifications for the discipline concerned.
- 1.6 A candidate for re-appointment shall:
  - (a) apply directly to ISA;
  - (b) be nominated by the candidate's club, which shall be affiliated as ISA Category 1;
  - (c) send the application on the official form so that it is received by the ISA Racing office by 1<sup>st</sup> September; and
  - (d) meet the general qualifications and the additional qualifications for the discipline concerned.
- 1.7 The ISA shall inform the candidate's club of the decision.
- 1.8 On applying for appointment or re-appointment, all ISA Race Officials shall agree that, if aggrieved, they will resort only to the remedies referred to in this regulation, and whether those remedies are exhausted or not, will not resort to any court or other tribunal

### ***General Qualifications required of all ISA National Race Officials***

- 1.9 A candidate for appointment or re-appointment for any discipline shall:
- (a) be an experienced racing sailor;
  - (b) have a detailed knowledge of the Racing Rules and a knowledge of the regulations, ISAF manuals and other requirements and publications relating to his discipline;
  - (c) have the skills to communicate with other race officials and competitors on matters relating to his discipline;
  - (d) display the temperament and behaviour expected of an ISA Race Official at an event;
  - (e) have the health and physical capacity to fulfil the requirements of his discipline;
  - (f) have the observation skills necessary to perform the duties of his discipline;
  - (g) agree to support the policies of the ISA and further their objectives, rules and regulations;
  - (h) have unimpaired eyesight and hearing, natural or corrected, at a level to enable him to carry out the duties of his discipline;
  - (i) to contribute to the development of the programme relating to his discipline; and
  - (j) be an ordinary, full or honorary member of an affiliated ISA Category 1 club.
- 1.10 Where a candidate is required to have served at an event outside of his club or residential county the following provisions shall apply:
- (a) If the event is an ISA or ISAF competition it will qualify regardless of location;
  - (b) if the candidate is resident in either Cork or Dublin, the event shall be outside his club or county;
- 1.11 Any ISA National Race Official appointed by ISAF as an International Race Official shall for the duration of that appointment be regarded as an ISA National Official in that discipline and is excluded from the provisions of this regulation. Upon ceasing an ISAF appointment the official will be deemed appointed as an ISA National Official for a term as set out in 1.4 (a/b)

### **Additional Qualifications for Individual Disciplines**

#### ***ISA National Judge***

- 2.1 A candidate for first appointment as ISA National Judge shall, in the 4 years prior to 1<sup>st</sup> September of the year of application, have complied with the following:
- (a) have attended an ISA Judging Seminar, or equivalent, within the last four years;
  - (b) have passed a written test designed to show an thorough knowledge of the Racing Rules within the last four years;
    - (i) candidates for first appointment must have taken the test in the last four years up to 1<sup>st</sup> September of the year of application;
    - (ii) a candidate who fails the test may take a new test, but not within six months after the first. The decision whether to allow this or not shall be made by the JUG; and
    - (iii) a candidate who fails the test a second time and request to take a new test shall be assessed on an individual basis. The decision whether to allow this or not shall be made by the JUG.
  - (c) hold an ISA National Powerboat Certificate and a Short Range Certificate Radio Operators Licence, or equivalents, and
  - (d) have experience of judging on the water including Rule 42
  - (e) have obtained three completed reference forms from the relevant protest committee chairmen. Only reference forms completed by ISA National Judges or ISAF International Judges shall be valid for consideration.
- 2.2 A candidate for re-appointment as ISA National Judge shall by 1<sup>st</sup> September of the year of application either comply with the qualifications set out in regulation 2.1 or within the last four years prior to 1<sup>st</sup> September of the year of application,
- (a) have served as a member of a protest committee for at least six principal events, the majority of which shall be fleet racing events. At three of these six events the candidate shall have been a chairman of a protest committee hearing. Two of these six events shall have been outside the candidate's club and residential county.

- (b) have contributed to development of the Judging Programme, and furthered the objectives, rules and regulations of ISA.
- (c) have contributed to the training of competitors and officials in the interpretation and use of the Racing Rules of Sailing

### ***ISA National Umpire***

- 3.1 A candidate for first appointment and re-appointment as an ISA National Umpire shall:
- (a) be experienced in match or team racing;
  - (b) have the following qualifications:
    - (i) be able to apply the relevant rules and make correct decisions within a few seconds under pressure;
    - (ii) anticipation skills based on an understanding of how boats manoeuvre in match racing and /or team racing;
    - (iii) be able to drive and position small powerboats; and
    - (iv) hold an ISA National Powerboat Certificate and a Restricted VHF Radio Operators Licence, or equivalents, and
    - (v) be fit and able to withstand several consecutive days on the water in small powerboats;
- 3.2 A candidate for first appointment only shall:
- (a) have attended an ISA Umpiring Seminar within the last four years but not later than 1<sup>st</sup> September in that year;
  - (b) have passed the ISA test in the previous four years in accordance with the provisions of this regulation:
    - (i) candidates for first appointment must have taken the test and an on the water performance assessment in the last four years up to 1<sup>st</sup> September of the year of application;
    - (ii) candidates who fail the test may take a new test, but not within six months after the first one. The decision whether to allow this or not shall be made by the JUG; and
    - (iii) candidates who fail the test a second time and request to take a new test shall be assessed on an individual basis. The decision whether to allow this or not shall be made by the JUG.
  - (c) have passed the ISA performance assessment at least one time in the previous four years up to but not later than 1<sup>st</sup> September in that year. The ISA performance assessment is designed to establish that the candidate has the qualifications listed in Regulation 3.1(b);
  - (d) have acted as an umpire in at least eight events in the past four years up to 1<sup>st</sup> September of the year of application. One of these events shall be outside the candidate's club and residential county;
  - (e) have obtained three completed reference forms from the event Chief Umpires who shall be either ISA National Umpires or ISAF International Umpires
- 3.3 A candidate for re-appointment only shall by 1<sup>st</sup> September of the year of application either comply with the requirements set out in regulation 3.2 or within the last four years prior to 1<sup>st</sup> September of the year of application,
- (a) have acted as an umpire in at least eight principal events in the past four years up to 1<sup>st</sup> September of the year of application. Two of these eight events shall be outside the candidate's club and residential county;
  - (b) have passed the ISA performance assessment at least one time in the previous four years up to but not later than 1<sup>st</sup> September in that year.
  - (c) have contributed to development of the Umpiring Programme, and furthered the objectives, rules and regulations of ISA.
  - (d) have contributed to the training of competitors and officials in the interpretation and use of the Racing Rules of Sailing

### ***ISA National Race Officer***

- 4.1 A candidate for first appointment as ISA National Race Officer shall, in the 4 years prior to 1<sup>st</sup> September of the year of application, have complied with the following:
- (a) have served as Race Officer responsible for the management of the races on the water in four principal events;
  - (b) have served as Race Officer responsible for the management of the races on the water in at least four other events;
  - (c) include with the application a letter of recommendation from a class association or organising authority of a principal event at which the candidate was a race officer responsible for running the races;
  - (d) have knowledge of matters affecting the safety of competitors in respect of race management;
  - (e) have attended an ISA Race Management Seminar and have passed the ISA National Race Officers written test within the last four years prior to 1<sup>st</sup> September of the year of application;
  - (f) be prepared to work with the Race Management Advisory Group on race management matters and training; and
  - (g) have obtained three completed reference forms from ISA National Race Officers or ISAF International Race Officers.
- 4.2 A candidate for re-appointment only shall either comply with the requirements set out in regulation 4.1 or within the last four years prior to 1<sup>st</sup> September of the year of application,
- (a) have served as Race Officer responsible for the management of the races on the water in at least eight events including four principal events;
  - (b) have attended an ISA Race Management Conference
  - (c) have contributed to development of the Race Management Programme, and furthered the objectives, rules and regulations of ISA.
  - (d) have contributed to the training of competitors and officials in the interpretation and use of the Racing Rules of Sailing

### ***Considerations for Appointment of a Race Official***

- 5.1 Each advisory group shall consider the following when deciding on an application:
- (a) whether the candidate has complied with the requirements listed above;
  - (b) any comments received by means of Regatta Report Forms;
  - (c) the candidate's relevant experience in other disciplines; and
  - (d) such other information as it may consider relevant.
- 5.2 Candidates for re-appointment who do not meet all the requirements for re-appointment, especially in respect of events attended, may, in special circumstances or on medical grounds, be recommended for re-appointment. In those cases, the advisory group responsible for the discipline concerned may approve either:
- (a) re-appointment of a candidate for a term; or
  - (b) extension of the existing appointment for 12 months;
- 5.3 Race Officials whose appointments have expired less than 12 months will be considered as candidates for re-appointment and shall meet the general and additional requirements for re-appointment for each discipline.
- 5.4 Race Officials whose appointments have expired for more than 12 months will be considered as candidates for initial appointment and they shall meet the general and additional requirements for initial appointment for each discipline.

### ***Recognition and Designation***

- 6.1 The advisory group responsible for the discipline concerned may develop and subsequently act in accordance with written procedures for the grading and classification of ISA Race Officials but shall submit the procedures and any changes to the ISA Board before they are implemented. After approval they shall be published on the ISA website.
- 6.2 ISA Race Officials shall, with their agreement, have their contact, grading classification and club membership details published on the ISA website.  
If an ISA Race Official is approved for appointment or re-appointment subject to passing a test, his name will not be included until the test is passed.

### **7.0 Spare**

### ***ISA Endorsement of Applications to ISAF for International Appointments***

- 8.1 Any application to ISAF for initial appointment as an International Race Official requires the endorsement of the ISA. Upon receipt of a request for endorsement the ISA Racing Rules Committee shall appoint an ad hoc group of International and National Race Officials which shall make an independent recommendation to the ISA Board within 60 days.  
(Candidates are advised to be aware of the time required to complete this process)

### ***Race Officials Performance***

- 9.1 The Race Officials Committee (ROC) consisting of members of each advisory group, the ISA Racing Manager and an ISA board member shall consider any reports about the conduct and competence of ISA Race Officials adopting the following procedure:
- 9.2 On receipt of a positive report concerning an ISA Race Official's conduct or competence he shall be informed of the source and content of that report.
- 9.3 Receipt of any other report concerning an ISA Race Official's conduct or competence will be considered by the ROC who shall place it in one of four categories, namely; minor, major or serious on the following basis:
  - (a) Minor Reports – reports which are relevant to the conduct or competence of the ISA Race Official and which should be communicated to him to assist him in improving his technique, but which are not serious enough to warrant any sanction.
  - (b) Major Reports – reports which disclose a lack of competence or conduct serious enough to warrant a formal investigation and possible sanctions. These may include a series of minor reports commenting on the same or similar problems. A report will be categorised as major if it describes a level of competence or conduct clearly below the level required for appointment as an ISA Race Official.
  - (c) Serious Reports – reports which disclose a lack of competence or conduct so serious that it would be appropriate to consider immediate suspension of the ISA Race Official and subsequent possible sanctions.
- 9.4 Reports will not usually be considered unless they are made in writing by; a race official, competitor, authorised member of the organising authority or class association.
- 9.5 Where a report or complaint is categorised as minor, it shall be recorded by the ROC. At intervals of approximately six months ISA Race Officials shall be sent copies or resumes of such reports relating to him, in a form where its source is disclosed. The purpose of doing so will primarily be to educate him. The ROC may request the race official to undertake appropriate action in order to improve his performance. If requested by the race official, further advice and assistance will be provided by ISA to help overcome any problems that he may have. The Chairman of the relevant advisory group shall be supplied with all copies and resumes of minor reports and all requests to undertake action that are sent to race officials in its discipline.

- 9.6 Where a report or complaint is categorised as major or as serious, formal action by the ROC may be taken.
- 9.7 The ROC shall investigate the report and recommend to the advisory groups either that no further action is taken, or that sanctions shall be imposed or that that matter shall be referred to the Secretary General. The Race Official concerned shall be informed of the investigation at its inception and the complaints concerned shall be supplied with all relevant documents. He shall be entitled to answer the allegations in writing or before the panel as he elects. If sanctions are recommended they shall be specified. The ROC and its advisory group chairmen shall confirm the recommendation or decide that the sanction to be imposed shall be less than that recommended. On confirmation the ROC shall report the decision to the Secretary General.
- 9.8 The panel may recommend an appropriate sanction, for example:
- (a) that a formal warning be given;
  - (b) that a reprimand be given;
  - (c) that the ISA Race Official shall not be appointed to or approved for events of a specified grade or type;
  - (d) that the ISA Race Official be supervised when attending an event;
  - (e) that the ISA Race Official attend a seminar before attending a further event;
  - (f) that the ISA Race Official be re-assessed in his discipline, if assessment is a requirement before appointment in that discipline;
  - (g) that the ISA Race Official take a test in the discipline concerned;
  - (h) that the ISA Race Official be suspended from his appointment for up to one year;
  - (i) that the appointment of the ISA Race Official be terminated.
- 9.9 If the recommendation is that the appointment be terminated, the matter will be referred to the ISA Board which shall be the only body with authority to terminate an appointment of an ISA National Race Official.
- 9.10 Changes to these regulations shall be approved by the ISA Board.