



NCA Guidelines

NCA Organization and Management Guidelines

The following are abbreviations used in this document.

ICA—The International 2.4mR Class Association
NCA—National 2.4mR Class Association
EC—Executive Committee
AGM—Annual General Meeting
ISAF—International Sailing Federation
OA—Organizing Authority, a Yacht Club that has been appointed to organize
RC—Race Committee, the staff of the OA that has to conduct the regatta
RRS—The ISAF Racing Rules for Sailing, including appendices

The following are guidelines for developing a new member NCA. Also, these guidelines are recommended for existing member NCAs to govern themselves and their racing according to minimum acceptable standards set forth by the ICA.

1. Structure

1. At a minimum, the NCA shall consist of a President, Secretary, and Treasurer. The President shall not serve as Secretary or Treasurer. The Secretary may serve as Treasurer.
2. When membership numbers permit, it is recommended that, at a minimum, an Executive and Technical Committee is established. Additional Committees may be established on an as need basis.
3. Other positions may include a Vice President, Advisory Positions, and Committee Chairpersons.

2. Organization and General Management

1. Each member NCA shall create its own Constitution, set of By-Laws, or other document of governance.
2. Each Member NCA shall be required to pay an annual subscription to the ICA.
3. Each Member NCA shall be required to submit an annual report to the ICA in the official language of the ICA which is English.
4. Each member NCA shall designate one person from their membership to act as liaison to the ICA.
5. An AGM shall be held to discuss and address issues facing the organization. This meeting should also be used for the election of National Class Officers, Advisory Positions as well as Committee Members and Chairpersons.
6. For the AGM, an agenda and all agenda related items should be sent to the membership no later than four (4) weeks from the scheduled date of the AGM.
7. At the AGM, all documents of governance or guidance as well as amendments to these documents should be approved by the majority of its membership prior to taking effect.
8. At the AGM, all submissions to the ICA as allowed by the provisions of the Constitution of the ICA should be approved by the majority of its membership prior to submission to the ICA.

9. If a member of an NCA is unable to attend the AGM, the member may vote by proxy or give their vote by proxy to another NCA member.

3. Race Management

Accomplishing the Event

1. The Organising Authority should write a Notice of Race and Sailing Instructions in accordance to RRS, Appendix J, K, and L. In the of the Notice of Race, the eligibility section shall contain, at a minimum, the following wording:

All competitors must be members of a National 2.4mR Class Association or a member of the International 2.4 Class Association. Membership shall be checked at time of registration.

Safety

1. A sufficient amount of rescue vessels should be provided, no less than one for every 20 entries. Coach support boats may be designated rescue vessels by the RC. Vessels should be clearly marked (with flag or color).
2. One of the rescue vessels should be provided with a drain pump with a minimum capacity of 5 litres/second and suitable hosing and suction pump. It is highly recommended that one such rescue boat with pump be available for each 40-50 entries.

Registration and Measurements

The following should apply for a country's National Championships.

1. The measurement checks that shall be carried out may be clearly stated in the Notice of Race and the Sailing Instructions.
2. On registration, every boat shall present a valid Measurement Certificate as stated in Rule B.1.1.
3. Weight of all boats shall be checked against the Measurement Certificate as stated in Rule C.5.1.
4. The ISAF Plaque Number shall be checked against the Measurement Certificate as stated in Rule B.5.
5. All boats shall be flotation tested according to Rule B.4.1 and C.5.2(b). Boats presenting a Flotation Certificate issued by an Official Measurer may be accepted.
6. The following safety devices shall be checked: Manual pump according to Rule D.9.1(a)(2), Towing rope according to Rule C.4.2(a) and fitting for towing rope according to Rule D.9.1(a)(1).
7. Random checks should be carried out. It is recommended that 2-3 boats among the 20 first scoring should be weighed immediately after the final race of each day.
8. It is recommended that measurement checks are carried out. The measurements to be checked shall be decided by the OA or the NCA.