



US SAILING FUNCTIONAL CLASSIFICATION SYSTEM & PROCEDURES MANUAL 2013—2016 Effective—1 January 2013

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Introduction

Please read this introduction as this document is very large and US Sailing structured it in four (4) parts.

Part A

General Overview and Sailor Evaluation. This part is mainly of general interest and of specific interest for sailors.

Part B

Protests and Appeals. This part is for those intending to lodge, hear or manage a protest.

Part C

Classifier Training, Certification and Administration. This part is mainly administrative and of interest to US Sailing and US Sailing National Classifiers.

For a specific event, **following the written approval of US Sailing**, the Organizing Authority may waive any part of this document. The OA shall post this waiver on the official notice board of the event.

US Sailing Classifier Committee and US Sailing may change the details of an Appendix or a Form at any time during the term of this Functional Classification System. These changes will be posted in the US Sailing News Letter and on the US Sailing web site.

US Sailing encourages you read or print the part or parts that interest you and refer as necessary to any other part.

There will be cross-references between the Parts and to the International Paralympic Committee Classification Code (IPCCC) and International Standards (IPCCIS) documents. These international Paralympic Committee (IPC) documents are all in the complete IPCCC document at <http://www.paralympic.org>

The IPCCC contains IPC International Standards (IPCCIS) on Athlete Evaluation, Protests and Appeals, and on Classifier Training and Certification. These IPCCIS are mostly mandatory or strongly recommended for all major National and International competitions (IFDS Level 1 and 2 Competition), not just the Paralympics.

If **you** are not sure of the meaning of a word or phrase, check the Glossary that is included in the IPCCC. There is also a glossary of medical terms explained for laypersons at the end of Part D of this document.

The eligibility of a sailor to compete is based upon the IPCCC, Section 5.

The strict rules (Part A5) based on IPCCC Sections 9 & 10 govern sailor failure to attend for Classification Evaluation, without good reason, or sailor non-co-operation during Evaluation, or intentional misrepresentation of skills and/or abilities during evaluation.

Throughout this document, where the words “sailor” or “sailors” are used, they shall mean “sailor with a disability” or “sailors with disabilities”.

Appendix to Introduction – Glossary of Medical Terminology

Joint Movement Definitions:

Neck

Flexion	Bending the neck forwards
Extension	Bending the neck backwards
Rotation	Turning the head from side to side

Shoulder

Flexion	Moving the upper arm forwards from position at the side
Extension	Moving the upper arm backwards from position at the side
Abduction	Moving the upper arm sideways from the side
Adduction	Moving the upper arm from horizontal toward the side
Ext. Rot.	Twisting the upper arm, with the elbow bent at 90 degrees, so the hand moves away from the body
Int. Rot.	Twisting the upper arm, with the elbow bent at 90 degrees, so that the hand moves toward the body

Elbow

Flexion	Bending the elbow
Extension	Straightening the elbow
Pronation	Twisting the forearm/wrist from palm up to palm down
Supination	Twisting the forearm/wrist from palm down to palm up

Wrist

Flexion	From the neutral position, moving the hand in the direction of the palm
Extension	From the neutral position, moving the hand in the direction away from the palm

Hand

Flex. Thumb	Bending the thumb towards the fingers
Add. Thumb	Bringing the side of the thumb to close the gap with the index finger

Trunk

Flex. Upper	Bending the upper part of the trunk forwards
Flex. Lower	Bending the lower part of the trunk forwards
Ext. Upper	Bending the upper part of the trunk backwards
Ext. Lower	Bending the lower part of the trunk forwards
Rotation	Twisting the shoulders around the axis of the spine
Side Flexn	Bending the trunk from side to side

Hip

Flexion	Bending the thigh forwards towards the abdomen (belly)
Extension	Straightening the thigh back toward the buttocks
Abduction	Moving the thigh sideways away from the other leg
Adduction	Moving the thigh sideways towards the other leg
Ext. Rot.	With the knee bent at 90 degrees, twisting the thigh so that the foot moves towards the other leg
Int. Rot.	With the knee bent at 90 degrees, twisting the hip so that the foot moves away from the other leg

Knee

Flexion	Bending the knee
Extension	Straightening the knee

Ankle

Dorsiflex	Moving the ankle so that the foot moves up away from the floor
Plantar flex	Moving the ankle so that the foot moves down toward the floor

Glossary of Other Medical Terms you may Encounter

*Indicates the word is elsewhere in the list

A

Abdomen	Belly, Stomach.
Achondroplasia	A defect of cartilage formation leading to a type of dwarfism.
Agonist	A muscle whose action is apposed by the opposite or antagonist muscle.
Amelia	Congenital* absence of a limb or limbs.
Amputation	Surgical or accidental removal of a limb or part of a limb.
Amputee	Person who has had an amputation*.
Amyotrophic Lateral Sclerosis (ALS)	A disease in which the nerve cells slowly die, resulting in progressive weakness and loss of muscle.
Ankylosing Spondylitis	A form of arthritis* in which the spine becomes completely stiff
Arteries	Blood vessels carrying oxygenated blood from the heart to the tissues.
Arthritis	Pain and stiffness of the joints. This takes many forms:
Rheumatoid Arthritis	Inflammation that can destroy the joints.
Osteoarthritis	Degeneration of the joints, ""wear and tear"" usually associated with aging, Gout, Ankylosing Spondylitis*.
Arthrogryposis Multiplex	Contraction of many joints
Athetosis	A form of involuntary movement, writhing in type, usually associated with cerebral palsy*.

B

Bechterew's Disease	Ankylosing Spondylitis*.
Bilateral	On both sides.
Brachial plexus	A complex junction of nerves leading into the arm from the neck.

C

Cerebral Palsy	Damage to part of the brain, present at birth, usually affecting the legs more than the arms, and resulting in spasticity*, athetosis*, chorea* and
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often severe speech difficulties. Classifiers must understand that many people with severe disabilities and speech (communication) problems have normal intellect.

Chorea Involuntary movements, which are twitchy and jerky.

Congenital Present at birth.

Contractility The ability of muscles to shorten.

Cubitus (cubital fossa) The groove at the front of the elbow.

D

Dystonia Abnormality of the resting tone or tension of muscles. A disease where this is very abnormal resulting in involuntary movement and deformity.

F

Forearm The part of the arm between the elbow and the wrist.

Fragilitas Osseum Osteogenesis Imperfecta. A hereditary disease where the bones are very fragile and break very easily and frequently, resulting in deformities.

H

Hemilateral One side (right or left) of the body.

Hemiplegia Paralyzed or weak on one side of the body. Usually the result of a stroke*

Hemiplegic A person with hemiplegia*.

I

Inflammation A tissue reaction resulting in swelling, stiffness, pain and sometimes redness.

L

Lesion Any abnormality or injury to tissue or loss of function of a part of the body.

Lumbar Plexus A complex junction of nerves between the spine and the lower limb.

M

Monoplegia Weakness or paralysis in one limb.

Multiple Sclerosis (MS) A disease affecting young and middle aged adults, with patchy, variable, and sometimes fluctuating damage to many different parts of the nervous system. This patchy distribution can result in many different symptoms,

affection vision, speech, strength, co-ordination, balance, etc..

Muscular Dystrophy	A hereditary disorder of muscle fibers resulting in slowly progressive weakness. There are several different varieties of Muscular Dystrophy.
Myasthenia Gravis	A disease of the junction between nerve and muscle resulting in fluctuating weakness of various muscles.
Myopathy	Any disease process of the muscle fibers.
Myosis	An inflammatory myopathy*.

N

Neuromuscular Disorders	The large group of disorders of the nerves and the muscles which they supply.
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O

Osteogenesis Imperfecta*	See Fragilitas Osseum*.
Paraplegia	Weakness or paralysis of both legs. Most often caused by injury to the spine.
Paraplegic	A person with paraplegia*.
Phocomelia	Congenital* absence of the part of a limb nearest to the trunk.
Poliomyelitis (Polio)	A viral disease that damages the nerve cells within the spinal cord that control muscles. This results in weakness and muscle wasting in a patchy form. The post-polio syndrome is seen in a few polio survivors 30-50 years after the disease. In this syndrome, further weakness and muscle wasting occurs.
Prosthesis	An artificial limb.

Q

Quadriplegia	Weakness or paralysis of all four limbs. Usually the result of injury to the neck.
Quadriplegic	A person with quadriplegia.

R

Rigidity	A type of stiffness of the muscles, different from spasticity*.
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S

Sciatic Nerve	The largest nerve going into the lower limb.
Snellen Chart	A chart with letters of diminishing size, used to test visual acuity*.
Spasticity	A type of stiffness of the muscles, different from rigidity, which can be very variable and sometimes painful. Most commonly seen in spinal injury, MS* and Cerebral Palsy*.
Spinal Bifida	Failure of the lower part of the spinal canal to close off properly during development and often associated with paraplegia* without spasticity*.
Stroke	Blockage of an artery to the brain often resulting in hemiplegia.

T

Thigh	The part of the lower limb between the hip and the knee.
Thorax	The chest.
Tremor	Rhythmic shaking of a limb.

U

Unilateral	One sided.
Upper arm	The part of the upper limb between the shoulder and the elbow.

V

Visual acuity	Sharpness of vision.
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US Sailing publishes this list to facilitate reading comprehension of the remainder of this document by interested parties (athletes, Organizing Authority Boards, Event Management Boards, classifiers, US Sailing executives/support staff and the public). US Sailing recognizes that Certified National Classifiers have diverse educational and training backgrounds in medical science and varying experience in Functional Assessment. This list is meant to help standardize and improve the reliability of the Class and Status assigned American Disabled Athletes by US Sailing Certified National Classifiers.

This list is not comprehensive. If you feel terms important for US Sailing Classifiers need to assign quality, consistent and reproducible Class and Status as they perform a Functional Assessment, please notify the US Sailing Chief National Classifier. The Chief Classifier or his/her designee will include the missing terms in the next update of this document.

Part A General Over View and Sailor Evaluation

Functional Classification system Rules for Sailors

A1.0 General Overview and Sailor Evaluation

There are three Paralympic boat classes for One-Person, Two-Person and Three-Person sailing. The boats used at present are respectively the 2.4mR, SKUD18 and Sonar.

There are several non-Paralympic classes. The classification subsystems for all these classes are based on this Functional Classification System, but are different for each class.

A1.1 Purpose

The purpose of the classification system is to measure the sailor's functional ability, in order to:

- Enable fair and equitable competition at all levels, for mildly, moderately and severely disabled sailors.
- In some formats, encourage crews of mixed disability, from mild to severe, to complete together and complement each other.
- Only measure functional limitations caused by physician disability.
- Not be affected by the sailing skills, training or talent of the participant.

A1.2 Sailing Functions

The main functions of sailing are:

- Ability to see while racing (vision).
- Operating the control lines and the tiller (Hand Functions);
- Compensation for the movement of the boat (Stability);
- Ability to move about in the boat (Mobility)

Those functions are evaluated by any one or combination of:

- A functional assessment (Functional Anatomical Test – FD);
- Observation of standardized simulated sailing functions (Functional Dock Test – FD)
- Observation of the sailor during competition and/or training and/or out of competitions (Functional Sail Test – FS).

A1.3 Ranking of Functional Limitations

The degree to which different functional limitations affect the ability to undertake the functions of sailing may differ considerably from other sports or from activities of daily living and may be different for different boats or formats. For example, the partial loss of the use of a foot is regarded as less functional disabling in sailing than it might be in other sports.

Sailors are not classified on a specific boat position, but on all the basic skills needed in sailing (see above under Sailing Functions).

A1.4 Eligibility for Competition

A1.4.1 IPC Criteria

The IPCCC states under its section: **5.0 Eligibility to Compete:**

- 5.2 To be Eligible to Compete, an Athlete must have an impairment that leads to a permanent verifiable Activity Limitation.

5.3 The impairment should limit the Athlete's ability to compete equitably in elite sport with Athletes without a disability.

5.4 If an Athlete has an Activity limitation resulting from an impairment that is not permanent and or does not limit the Athlete's ability to compete equitably in elite sport with Athletes without impairment, the Classifier Panel should consider the athlete ineligible to compete.

5.5 If an athlete fails to meet the eligibility criteria for a particular sport, the Athlete will be declared ineligible for competition in that particular sport.

5.6 If an Athlete is deemed ineligible for competition under the rules of IFDS, this does not question the presence of a genuine impairment. This is only a ruling on the eligibility of the Athlete to compete under the Sport Rules of IFDS.

A1.4.2 US Sailing and IFDS Criteria

At this time, sailing permits sailors with a physical disability to compete, but excludes sailors only with intellectual disability. US Sailing recognizes that the Special Olympics offers athletic competition for athletes with only intellectual disabilities. The only sensorial disability allowed for competition is impaired vision. All sailors must have at least minimum disability, as defined below, to be eligible to compete.

Disability solely due to mental, psychological, physiological causes, or pain, including the effects of aging or a physical condition such as obesity, are not considered eligible for competition. US Sailing National Classifiers will not consider these factors if a sailor also has a physical disability.

A1.5 Minimum Disability

A1.5.1 Not Eligible to Compete – No Functional Sailing Impairment

If a sailor has more than 320 points in the Functional Anatomic Test, or if the US Sailing Classification Panel considers that the sailor is not functionally impaired while sailing, taking into consideration the level of training, he or she is given a Class of Ineligible to Compete and cannot be allowed to compete in US Sailing sanctioned sailing events. For minimum disability in visual impairment, see A3.7.

A1.5.2 Not Eligible to Compete – Impairment not Measurable

If the Classification Panel is unable to measure a sailor's disability, they may decide that the sailor is Ineligible to Compete.

A1.5.3 Re-Evaluation of sailor Ineligibility

If a US Sailing Classification Panel determines a sailor is Ineligible to Compete, the sailor has the option of registering for re-evaluation by an IFDS International Panel at an IFDS International Event. If the IFDS International Classification Panel determines the sailor is eligible to compete, US Sailing shall recognize the IFDS Classification Class and Status for posting on the US Sailing Web Site. IFDS offers an appeal process should the IFDS International Classification Panel determine the sailor is Ineligible to Compete.

A1.5.4 Minimal Multiple Joint Impairment - Low BK Amputations – Ineligible to Compete

Sailors with multiple minimal joint impairment or single distal joint abnormality may score 320 points or less on the Functional Anatomic test but are considered Ineligible to Compete. Examples of this include, but are not limited to, unilateral thumb amputation, wrist or ankle fusion, Symes amputation, other amputations at the ankle joint or below. However, the US

Sailing Classification Panel may consider the sailor eligible to compete if there is significant impairment of sailing function.

A1.5.5 Visual Impairment

Visual impairment must be at least IBSA B3. IBSA class B3 sailors shall refer to all subsections of section A3.7 to self-determine their eligibility for sanctioned competitive sailing.

A1.5.6 Dwarfism – Eligibility Special Case

Most persons presenting with dwarfism will score less than 320 on the Functional Anatomic Test. However, this may sometimes not be the case, and the US Sailing Classification Panel will rely on the Functional Dock Test (FD) and the Functional Sailing Test (FS) to determine eligibility. In these exceptional cases, it is not required to have 320 points or less in the Functional Assessment (FA).

A1.5.7 Trans-Tibial Amputation – Use of Prostheses

Sailors with a single trans-tibial amputation may not use their prostheses while racing, unless they have an additional disability, which, in the opinion of the Classification Panel, causes significant impairment of sailing function.

A2.0 US Sailing Class and Status

After evaluation, the US Sailing Classification Panel notifies the sailor of his/her interim Class and Status by a posting on the event Official Notice Board, as soon as possible after completion of Classification Evaluation. A final notification of Class and Status will be posted after the end of *First Appearance* (see definition Part B1.6.3). This is the period during which US Sailing National Race Officials and other sailors may evaluate the performance of the sailor under review while he/she is sailing. An Interested Party must lodge a valid protest against a sailor's classification within the time limit specified in the event Sailing Instructions. The "evaluation period" includes any practice race; therefore, sailors must sail to the best of their ability during any practice race.

A2.1 Class

Class may vary according to the format in which the sailor is competing. The Class may be:

A2.1.1 Minimum Disability (MD)

Certain formats, e.g., Single-Person keelboat (2.4mR), one member of the Two-Person keelboat crew, multihull, require only that the sailor's disability is at least that of "Minimum Disability" to be eligible for competition. This Class will be listed as "Minimum Disability" or MD. Any sailor with a Functional Class Status (FCS) of seven (7) or fewer points, or Two-Person Keelboat TPA or TPB, or for example, Single-Person Dinghy SPA to SPC inclusive, will automatically be eligible for competition in "Minimum Disability" formats.

A2.1.2 Class – Three-Person Keelboat – Point System

Class designation points from 1 (most disabled) to 7 (minimum disability) primarily apply to the Three-Person Keelboat format. This format does not specify gender but does set a total sum limit of fourteen (14) Class points for the three-crew persons.

A2.1.3 Class – Two-Person Keelboat

TPA or TPB. The US Sailing Functional Classification System defines both Class points and gender for the Two-Person Keelboat. TPA is allocated to the more severely disabled athletes.

A2.1.4 Class – Single-Person Dinghy

The Classes specified by US Sailing for the Single-Person Dinghy are: SPA, SPB, SPC and SPD. (see Part A, Appendix A-8)

A2.2 Class Status

The US Sailing Classification Panel shall assign a “Status” for all Class designation points from 1 (most disabled) to 7 (minimum disability). US Sailing National Classifiers shall award one of two types of Status for sailors at the time of classification:

A2.2.1 New/Review (NR) Status

The US Sailing National Classification Panel shall assign a Class Status NR to *First Appearance* sailors that have an unstable or fluctuating impairment of function. This status is valid for all US Sailing National Events, however the sailor must be Re-Classified (Reviewed) by the US Sailing National Classifier Panel at the next US Sailing sanctioned event where Classification is offered.

US Sailing does not charge a fee for the National Classifier’s Functional Assessment of a sailor. However, the sailor must pay the US Sailing administrative data entry and master list maintenance fee of \$50 before the sailor is eligible to compete. This US Sailing administrative fee is a one-time charge per Paralympic Quadrennium. No additional US Sailing administrative fees are charged for Re-Classification (Review) for the remainder of the current Paralympic Quadrennium. The US Sailing administrative fee is a one-time charge per Paralympic Quadrennium.

Note: IFDS recognizes only Status New (N) for any sailor classified by any National Classifier and will require Re-Classification prior to the sailor’s *First Appearance* at an International competition, if an IFDS International Classification Panel is part of the event. There is no charge for the IFDS Functional Assessment however; IFDS charges an administrative fee of €50 Euros at the *First Appearance* in each Paralympic Quadrennium.

A2.2.2 New/Confirmed (NC) Status

The US Sailing National Classification Panel shall assign a Class Status NC to *First Appearance* sailors that have a stable or non-fluctuating impairment of function. A Functional Classification “Benchmark,” such as an above knee amputation, is a typical example. The functional limitation is not expected to change. This status is valid for all US Sailing National Events, however the sailor must be Re-Classified (Reviewed) by the US Sailing National Classifier Panel at the *First Appearance* during a new Paralympic Quadrennium, where Classification is offered.

A US Sailing National Classification Panel shall assign Class Status NC to a sailor if an International Classification Panel has evaluated the sailor (during the current Paralympic Quadrennium) determined the sailor’s Class will not change by assigning an IFDS Status “C” (Confirmed) to the athlete’s Class.

US Sailing does not charge a fee for the National Classifier’s Functional Assessment of a sailor. However, the sailor must pay the US Sailing administrative data entry and master list maintenance fee of \$50 before the sailor is eligible to compete. This US Sailing administrative fee is a one-time charge each Paralympic Quadrennium.

Note: IFDS recognizes only Status New (N) for any sailor classified by any National Classifier and will require Re-Classification prior to the sailor’s *First Appearance* at an International

competition, if an IFDS International Classification Panel is part of the event. There is no charge for the IFDS Functional Assessment however; IFDS charges a Classification administrative fee of €50 Euros at the *First Appearance* in each Paralympic Quadrennium.

A2.2.3 Change of Class and Status during an Event

A2.2.3.1 Lead Classifier May Protest

The Event Lead Classifier (appointed by the US Sailing Chief National Classifier) may protest a sailor's Class during an event as detailed under Part B1.4, Exceptional Circumstances. If the Classification Protest Panel determines that the incorrect Class is the result of an error made by a National Classification Panel, the changed class shall take effect immediately.

A2.2.3.2 Change to Ineligible

If the change in Class is to "Ineligible to Compete", there will be an automatic re-evaluation by a second Classification Protest Panel, unless there has already been an evaluation at the same event.

A2.2.3.3 Misrepresentation of Skills

If the change in Class is the result of intentional misrepresentation of the skills during evaluation, then the penalties as detailed in Part A5.5 shall immediately take effect. The Event Lead Classifier may provide the information to the Event Protest Committee to determine if the sailor has committed a RRS Rule 69 infraction.

A2.3 US Sailing Master List

After Classification and payment of the US Sailing Quadrennial administrative fee (\$50), a sailor's name, contact information, Class/Classes and Class Status, the Event Lead Classifier shall transmit the information to the US Sailing Chief National Classifier for review. Following this review, the Chief National Classifier or his/her designee shall transmit the data to US Sailing for entry into the US Sailing Disabled Sailors Master List. Change of any data published in the US Sailing Master List requires the approval of the US Sailing Chief National Classifier.

A2.3.1 Access to US Sailing Master List

Members of US Sailing, including but not limited to: disabled sailors; Organizing Authorities; Event Committee members; the US Disabled Sailing Committee; and, US Sailing Officers and Administrators may access the US Disabled Sailing Master List on the Internet through the US Sailing web site (<http://www.ussailing.org>).

A2.3.2 New Master List each Paralympic Quadrennium

Using the procedure described above, the US Sailing Chief National Classifier or his/her designee shall create a new Quadrennial Master List as sailors appear at a US Disabled Sailing Sanctioned New Quadrennium event where US Sailing and the Organizing Authority offer classification.

A US Sailing Classification Panel must classify or review all sailors with US Sailing Class Status NR and all sailors with IFDS Class Status N or R.

At their *First Appearance*, a US Sailing Classification Panel must interview sailors with expired National Class Status NC and all sailors with current or expired IFDS Class Status C to determine the sailor's Class Status for the New Quadrennium.

Sailors will not be eligible for competitions in a New Quadrennium until the sailor is Classified/Re-Classified and the administrative fee (\$50) is paid to US Sailing.

A3.0 Classification Procedure

Sailors should review Section A2 for regulations regarding who must be classified for US Sailing events and who must be classified by IFDS for Level 1 & 2 International events.

A3.1 Classification Administrative Fee

US National Classifiers provide Classification Assessment at no cost to the sailor. US Sailing charges a one-time per Paralympic Quadrennium administrative fee of \$50 paid directly to US Sailing for updating and maintenance of the Disabled Sailor Master List. The sailor pays this fee to US Sailing at the First Appearance during the current Paralympic Quadrennium. Although some sailors may require on-going Re-Classifications during the Quadrennium, US Sailing charges no additional fees.

IFDS also charges an administration fee of €50 Euros at a sailor's *First Appearance* at an International Level 1 or 2 event if Classification is offered by the event Organizing Authority.

A3.2 Personal Assistive Devices

A3.2.1 Personal Assistive Device Declaration

When sailors present themselves for Classification Assessment, they must declare all the personal assistive devices, adaptations, prosthesis, orthotics, etc. that they intend to use during racing. This would include seating support, harnesses and any other device essential to enable a person to sail. These must be available for inspection by the Classification Panel. Sailors using any new personal assistive devices, adaptations, prosthesis, orthotics, etc. must bring these to the attention of the Classification Panel at the event, even though they have Class Status NC or IFDS Class Status C.

A3.2.2 No Deviation from Declared Device Use

The Classification Panel will classify sailors according to the agreed use of personal assistive devices. Any deviation from the declared use, during racing, would lead to a protest.

A3.2.3 Use of Adaptation may Change Sailor's Class

The Classification Panel may change a sailor's Class the Panel considers that an adaption enables the sailor to function at the level of a different Class.

A3.2.4 Boat Format Class Rules may Protect Sailor's Class

The Classification Panel shall not change the Class assigned to sailors in Class 1, TPA, SPA or SPB because of any adaptation that conforms to the Boat Format and Technical Rules, unless that adaptation enables the sailor to perform better than an able-bodied sailor. This is an exception to Part A3.2.3.

A3.2.5 Classifiers Right to Board & Inspect Vessel

Classifiers have the right to come aboard to check a sailor's assistive devices and adaptations at any time, except during racing.

A3.3 Disability Verification by Sailor's Personal Medical Providers

A3.3.1 Additional Medical Disability Information

If their disability is complex, a sailor is encouraged to submit statements, written in English, from their personal medical providers detailing how the disability impairs the sailor's function. If available, the Classification Panel would find supporting classification material from other sports useful in providing an appropriate Class and Status for the sailor. However, US Sailing

emphasizes that the US Sailing Classification Panel is not responsible for diagnosing or treating any illness of the sailor.

A3.3.2 Visual Impairment Documentation

Sailors with visual impairment and US Sailing Status NR (or IFDS Status N or R) shall present the Visual Impairment Classification Form (see Appendix A-6) documenting visual acuity and fields, completed and signed by their ophthalmologist, for presentation to the Classification Panel. The ophthalmologist must evaluate the sailor's Visual Impairment and complete the form (see Appendix A-6) within 6 months of the sailor's *First Appearance* and classification. US Sailing advises the sailor is to read and comply with the IFDS Visual Impairment regulations that require IBSA certification and additional medical information for eligibility at International Level 1 & 2 events.

A3.3.3 Impairment due to Rare or Uncommon Conditions

US Sailing advises the sailor to present to the Classification Panel supporting specialist documentation written in English that describes the physical disability/impairment caused by their rare or uncommon condition. However, US Sailing emphasizes that the US Sailing Classification Panel is not responsible for diagnosing or treating any illness of the sailor.

A3.4 Sailors' Responsibility for Classification Evaluation

A3.4.1 Sailor Must Verify Proper Classification and Information Published on Master List

It is the sailors' responsibility to assure that they are properly classified before sailing in a US Sailing sanctioned Disabled Sailing Event. The sailor must confirm that their name is on the schedule for Functional Assessment at the event. Sailors who have a US Sailing Class Status of NR must also be sure that their name is on the Evaluation Schedule.

A3.4.2 Sailor Responsible to Request Re-Assessment of Change in Condition

It is the responsibility of a sailor whose Disability has changed to request Re-Assessment, unless the sailor is FCS Class 1, TPA or SPA and his/her condition is deteriorating. In this case, Re-Assessment is not required.

A3.4.3 Sailor Responsible to Make Their Boat Available for Functional Dock Test

The sailor requesting Classification that requires a Functional Dock Test (FD) must have their boat or a team boat available for the Dock Test at the scheduled time. If there is a conflict between times for classification and the times for the boat measurement, it is the sailors' responsibility to ensure that this conflict is resolved in good time.

A3.4.4 Sailor Presentation for Classification Evaluation

A3.4.4.1 Others Present at Sailor's Functional Assessment

Only one other official representative of the sailor's One Design Class Format or US Paralympic Committee may be present during the Functional Assessment, unless requested by the US Disabled Sailing Classification Panel.

A3.4.4.2 Interpreter may be present during Functional Assessment

If the sailor is unable to speak English, he/she should bring an interpreter.

A3.4.4.3 Additional Health Related Information Affecting Classification

The sailor should consider providing the Classification Panel with information regarding his/her health prior to the Functional Assessment that might influence the assigned Class and Status. However, US Sailing emphasizes that the US Sailing Classification Panel is not responsible for diagnosing or treating any illness of the sailor.

A3.4.4.5 Sailor's Condition Limits Full Effort

If a sailor has a condition that causes pain that limits or prohibits full effort during Classification Assessment, he/she may not be appropriate for Evaluation at the scheduled time. The Lead Classifier assigned to the event by the US Sailing Chief National Classifier could, time permitting reschedule the Evaluation. However, ultimately, if the sailor does not have a Class or Class Status, he/she will not be allowed to compete at the event.

A3.4.4.6 Classification Consent Form

A3.4.4.6.1 Signature on Consent Form

The Classification Consent Form is part of the US Sailing Classification Rules. The sailor must sign this form to indicate their willingness to be classified and to confirm their agreement to provide full effort and cooperation throughout the classification process.

A3.4.4.6.2 Failure to Compete Classification Process

The Consent Form reminds sailors that failing to cooperate with Classifiers or failing to complete the Classification process may subject the sailor to sanctions stated in Part A4.

A3.4.4.6.3 Consent Form Signature:

- a) The sailor's signature acknowledges that Classifiers are not held liable for any pain and suffering experienced in the course of the evaluation.
- b) The sailor's signature acknowledges his/her agreement to allow photographing and/or video recording for evaluation and educational purposes.

A3.5 Method of Assessment

A3.5.1 Benchmark (See Part D, Appendix A-1)

Many sailors have clear-cut or Benchmark Disabilities. Establishing the benchmarks will also ensure that US Sailing Classifiers do not penalize sailors for training. US Sailing may revise and republish a list of benchmarks periodically in Part D, Appendix A-1.

A3.5.1.1 Confirmation of Benchmark Disabilities

The Classification Panel will assess the sailor to confirm the presence of a Benchmark Disability every Paralympic Quadrennium. One member of a Classification Panel may do the Functional Assessment for sailors with Benchmark Disabilities. However, the single classifier at the event shall submit the FA Forms, Class and Status to a second US Sailing Certified Classifier, preferably the Chief National Classifier, for confirmation of Class and Status. At the discretion of the Event Lead Classifier a full Functional Assessment, Dock Test and Sailing Observation may be waived.

A3.5.1.2 Benchmark Disability Classification – Sailors not in Competition

Two US Sailing National Classifiers shall classify out of competition sailors. One Classifier will conduct the Functional Assessment. The US Sailing Chief National Classifier may function as the second member of the Classifier Panel confirming this classification by the use of photograph/video clip of the sailor. The US Sailing Chief National Classifier or his/her designee shall communicate the Class and Status to the sailor and to US Sailing for information entry on the Disabled Sailor Master List. The sailor is required to pay the US Sailing \$50 administrative fee to establish eligibility to enter competition and prior to his/her information being listed on the US Sailing Master List.

A3.5.2 Functional Anatomical Test (FA)

The Functional Assessment procedure establishes standardized measurements of **strength, co-ordination** and **range of motion** facilitating reliable, reproducible assignment of Class and Status by US Sailing National Classifiers.

The classifier shall *record* the point scores for all three parameters (strength, co-ordination and ROM). The classifier shall *record* on a 0-5 scale. The classifier will *score* only the most significant metric (i.e., the lowest points) for the lowest number of the three measured functions.

Each of the three metrics all the classifier to assess the level of disability caused by the sailor's physical impairment:

- Complete spinal transaction, polio and other neurological weaknesses may cause impairment of strength.
- Some congenital deformities, joint damage from injury or arthritis may impair range of motion (ROM). The classifier will record significant restrictions of passive ROM, their impact on the sailor's Class will be decided functionally rather than anatomically, by means of the Dock and Sailing Tests.
- Some neuromuscular disorders (e.g., cerebral palsy, head injuries, multiple sclerosis, Parkinson's Disease and polio) may cause spasticity, rigidity, tremor or involuntary movement and impaired co-ordination. The classifier will record the level of significant impairment of co-ordination but will judge the impact on the sailor's Class functionally rather than anatomically, by means of the Dock and Sailing Tests.
- For rules that effect how to rate short stumps and for point deduction for bilateral and combined upper and lower limb disabilities see Appendix A-7.

All interested parties must understand, US Sailing emphasizes that the US Sailing Classification Panel is not responsible for diagnosing or treating any illness of the sailor. Classifiers use the metrics defined in this document to establish a sailors Class and Status, not for providing a medical diagnosis. Indeed, most disabled sailors have more knowledge and understanding of their disability and proper treatment than most medical professionals do. Most sailors will volunteer much more personal information than is needed for the classifier to establish the sailor's Class and Status. Discussions between sailors and classifiers during classification are interesting and informative but a classifier never records or retains personal medical information, and a "medical record" containing personal, private medical information is never created.

A3.5.3 Functional Dock Test

The classification panel may perform this test of simulated sailing actions during classification in the three-person keelboat or, in exceptional situations, similar style of boat, at the dockside. For full details see Part D Appendix D. If necessary, the boat in which the sailor will compete, (e.g., SKUD 18), if the sailor's format is not a Sonar.

The classifier measures and records the functions: "tiller", "sheeting", "cleating", "transferring" and "hiking" on a scale of 1 to 5. Criteria for these measures are found below.

A3.5.4 Functional Sailing Test (FS)

A Classification Panel may perform this observation, including video and photo recording, at any time during the period of competition, in training, while sailing to and from the race course and while racing.

The Organizing Authority/Event Committee is required to provide a vessel suitable for performing the FS to the Classifying Panel at no charge to US Sailing.

During training, practice and after racing, Classifiers may observe from close alongside or come aboard the sailor's vessel. Where possible, classifiers observe and record the same functions as tested in the Functional Dock Test. The classifiers may ask the sailor to perform specific tasks during this observation.

The Functional Sailing Test usually ends after the *First Appearance*. The "First Appearance" is the first day of racing in which, in the opinion of the Event Lead Classifier, wind and wave conditions are sufficient to show the sailor's true abilities.

A3.5.5 Impairment of Sight

A3.5.5.1 Examination by Ophthalmologist or Optometrist

All visually impaired sailors are required to be examined by an ophthalmologist or optometrist, using IBSA (International Blind Sports Association) standards. The sailor must ensure the examiner completes Part D Appendix A-6. Note there may be slight differences between the forms required by US Sailing for eligibility in US Sailing sanctioned events and International level 1 & 2 IFDS events.

A3.5.5.2 Ophthalmological Exam Specifications

The ophthalmologist or optometrist shall perform all measurements separately in both eyes with best correction (i.e., all athletes who use contact or corrective lenses must wear them during classification, whether they intend to compete wearing them or not).

A3.5.5.3 Sailors Required to Wear Corrective Lenses During Classification

Sailors with Class Status NR shall bring completed documents (Part D Appendix A-6), certifying their IGSA classification. The Visual Impairment examination and certified documentation MUST have been carried out within 6 months of the *First Appearance*. Failure to bring these documents may result in sailing classification being refused. These documents must be submitted in the English language. Note there may be slight differences between the forms required by US Sailing for eligibility in US Sailing sanctioned events and International level 1 & 2 IFDS events.

A3.5.5.4 US Sailing Class NC and/or IFDS Class C Valid for Current Quadrennium

If US Sailing has awarded the sailor Class Status NC, no further documentation or classification is required within the period the IBSA Classification is valid. US Sailing also recognizes an award of Class Status C made by an International IFDS Classification Panel.

A3.5.5.5 Vision Impaired to Re-Certify if Vision Changes

US Sailing reminds sailors with vision impairment that they must be reclassified if there is an important change to their vision; e.g., cataract removal, corneal graft, laser surgery, etc., and up to date (within the six months prior to appearance). US Sailing and IFDS requires the above documentation and re-evaluation at the next US Sailing sanctioned or IFDS level 1 or 2 International Event in which they intend to sail.

A3.5.5.6 Classifier's Right to Request Another Examination

US Classifiers have the right to request another examination by an IBSA Classifier or another ophthalmologist or optometrist at any event.

A3.5.5.7 Only IBSA Class B3 to Compete in Sonar

If there are any conflicts between classifications made by US Sailing Classifiers and IFDS International Classifiers or doubts about the accuracy of either, the wording of the IFDS rules shall apply and the Organizing Authority must consult official IBSA Classifiers.

A3.5.5.8 Vision and Physical Impairment see Appendix 7

Vision impaired athletes with physical impairment shall be classified according to the method outlined in Appendix 7.

A3.6 Deciding the Class

A3.6.1 *The allocation of a classification Class and Status*

The allocation of a classification Class and Status will depend on the presence of a benchmark disability or on any/all of the Functional Anatomic Test (FA), Functional Dock Test (FD) or Functional Sailing Test (FS) used in Evaluation, as determined by the Classification Panel.

The Class may vary according to the format in which the sailor wishes to sail and a sailor may have several classes, e.g., 3, SPD, TPB, MD.

A3.6.2 Three-Person Format

For the Three-Person format, The National Classifier shall use the FA and FD/FS scores, points and Class seen below and copied in Appendix A-5.

Class	FA	FD/FS
1	0-160	1-10
2	161-205	11-15
3	206-240	16-19
4	241-270	20-21
5	271-280	22
6	281-300	23
7	301-320	24
Ineligible to Compete	321-330	25

A3.6.3 Two-Person Keelboat

For the Two-Person Keelboat, see Part A2.1.3.

A3.6.4 Non-Paralympic Single-Person Dinghy Format

For the non-Paralympic Single-Person Dinghy format the details of classification are in Appendix A8.

A3.7 Vision Impairment

A3.7.1 IBSA Definitions:

The determination of vision class will be based upon the eye with better visual acuity, while wearing best optical correction using eyeglasses or contact lenses, and/or Visual Fields that include central and peripheral zones.

- B1 Visual acuity poorer than LogMAR 2.60
- B2 Visual acuity ranging from LogMAR 1.50 to 2.60
and/or
Visual field constricted to a diameter of less than 10 degrees
- B3 Visual acuity ranging from LogMAR 1.4 to 1 (inclusive)
and/or
Visual field constricted to a diameter of less than 40 degrees

A3.7.2 US Sailing B3 Subdivision

IBSA divided the B3 classifications into two groups depending on visual acuity or diameter of vision. The group of persons presenting the lesser vision impairment is not eligible to crew on a three-person boat whereas they will be included to crew a two-person boat. It is considered that the presence of two other well sighted crewmembers aboard a three-person boat could efficiently compensate this impairment which would therefore not hinder the boat's sailing capacity. The eligibility of lesser-impaired B3 classified sailors aboard a two-person boat acknowledges the greater importance of good spatial vision and visual acuity to crew on these boats. The B3 class is therefore divided into subgroups B3 – Three—Person format and B3 – IBSA (for all other classes);

- a) B3 – Three—Person format Classification – includes sailors with BOTH visual acuity in the best eye of no better than LogMAR 1.00 AND visual field restriction to 24 degrees (diameter) in the best eye or similar vision dysfunction.
- b) B3 – IBSA Classification – Single—Person SPC, Two—Person TPB – Minimal Disability. Includes all B3 sailors.

A3.7.3 Vision Classification and Eligibility;

A3.7.3.1 Totally Blind – B1 Classification – By Boat Format

- a) Three—Person format (Sonar) 3 Points
- b) Two—Person format (SKUD 18) TPB
- c) Minimal Disability MD (2.4mR) or Single—Person SPC

Note: Sailors with B1 classification should not sail in Single—Person classes, except for those events specifically designed for the vision impaired.

A3.7.3.2 Partially Blind – B2 Classification

- a) Three—Person Format (Sonar) – 5 Points
- b) Two—Person TPB
- c) Minimal Disability MD (2.4mR) or Single—Person SPC

Note: Sailors with B2 classification should consider the risks of sailing in any single person class.

A3.7.3.3 Partially Blind—B3 Classification – Eligible to Compete

See criteria in Section A3.7.2 above.

- a) Three—Person format (Sonar), 7 Points (FCS Three—Person Classification)
- b) Two—Person (SKUD 18) TPB
- c) Minimal Disability MD (2.4mR) or Single—Person SPC

A3.7.3 Partially Blind – B3 Classification – not Eligible to Compete

See criteria in Section A3.7.2 above.

- a) Three—Person Format (Sonar) – Not eligible
- b) Two—Person Format (SKUD18) – TPB
- c) Minimal Disability MD (2.4mR) or Single—Person SPC

A4.0 Specific Rules for Boat Classes

A4.1 Paralympic Boat Classes

A4.1.1 Single—Person Keelboat (2.4mR)

The sailor must fulfill the criteria of Minimal Disability (MD)

A4.1.2 Two—Person Keelboat (SKUD 18)

Classification System for the Two—Person Keelboat

A4.1.2.1 At Least one of the crew of the Two—Person Keelboat shall be a female

A4.1.2.2 One sailor shall be classified as TPA (Two—Person format Classification A), which is defined as either:

- a) The sailor is rated as Functional Class Status (FCS) 1 or FCS 2 in the US Sailing Functional Classification System & Procedures Manual 2013-2016
- b) If scoring above FCS 2 on the System & Procedures Manual, the sailor shall have an upper limb Functional Anatomical (ULFA) score of 80 points or less in both arms combined, together with a loss of 30 points in the better arm.

A4.1.2.3 Two—Person Keelboat -- Second Sailor Requirements

The other (second) sailor shall be classified as TPB (Two—Person System Classification B), defined by the US Sailing FCS Manual as having minimal disability (MD).

A4.1.2.4 Two—Person Keelboat – Foot Steering not Allowed

Foot steering is not allowed unless, as determined by the US Sailing Classification Committee, the sailor has no other way to function in the boat or otherwise must use chin or sip and puff steering.

A4.1.2.5 Sailor to Show Adaptive Aids

Adaptive aids shall be shown to the Classification Panel. For further regulations see Class Rules.

A4.1.3 Three—Person Keelboat (Sonar)

The Classification Panel assigns Class Points from 1 (most disabled) to 7 (minimum disability) for each member of the Three—Person crew.

Maximum Points: The total number of points (maximum points) for the three crew members is fourteen (14). No sailing advantage is given to a crew with less than fourteen points.

A4.2 Non-Paralympic Boat Classes

A4.2.1 Single—Person Dinghy – See Appendix A-8

When sanctioned by US Sailing, the Classification Committee shall provide other boats with a classification system and/or maximum points. Special rules may also apply to some non-Paralympic Classes as described in Appendix A8 and A9.

A5.0 Classification Administration and Regulations

A5.1 US Sailing Classification Administration Fee

US Sailing shall charge a Classification Administration fee at the First Appearance (first event entered) each Paralympic Quadrennium. The Functional Assessment and Classification process performed by US Sailing National Classifiers is provided at no cost to the sailors. There is no additional fees for Re-Classification or Re-Evaluation during the Paralympic Quadrennium. The US Sailing fee is a one-time per Quadrennium charge for administrative services. US Sailing determines the administrative fee (see Appendix A12).

A5.2 Master List

After Classification, the Event Lead Classifier shall transmit a sailor's demographic information, Class or Classes, and Class Status to the US Sailing Chief National Classifier for review. The Chief National Classifier or his/her designee shall enter the sailor's information on the US Disabled Sailing Master List when the classified sailor pays the Administrative Fee to US Sailing.

A5.2.1 Interested parties may access the US Disabled Sailing Master List on the US Sailing web site. The US Sailing Chief National Classifier shall approve all additions or changes to the data published in the Master List.

A5.2.2 The US Sailing Chief National Classifier or his/her designee shall create a new Master List for each new Paralympic Quadrennium when sailors make their First Appearance at a US Disabled Sailing sanctioned event. A US Sailing Classification Panel shall classify/review all New sailors and all sailors with prior US Sailing Class Status New/Review (NR). Sailors with US Sailing Class Status New Confirmed (NC) must present to the Classification Panel but may not need reclassification.

A5.3 Sailor Failure to Attend Evaluation

A5.3.1 Not Allowed to Compete

If a sailor fails to attend evaluation, the US Sailing Classification Panel will not allocate a Class or Class Status, and the sailor is not eligible to compete at the event.

A5.3.2 The Event Lead Classifier shall determine if special circumstances prevented the sailor from attending the scheduled evaluation and allow a second and final rescheduling of evaluation at the event.

A5.3.3 Failure to attend evaluation includes the following:

A5.3.3.1 Not attending the evaluation at the specified time or place

A5.3.3.2 Not attending the evaluation with the appropriate equipment/clothing and/or documentation

A5.3.3.3 Not attending evaluation accompanied by any required Athlete Support Personnel

A5.4 Non-co-operation during the Evaluation

A5.4.1 Sailor Unwilling or Unable to Co-operate

A sailor who, in the opinion of the Classification Panel, is unable or unwilling to participate in Evaluation shall be considered Non-co-operative during evaluation.

A5.4.2 Sailor Fails to Co-operate

If a sailor fails to co-operate during Evaluation, the US Sailing Classification Panel shall not assign a Class or Class Status and the sailor is not eligible for competition at the event.

A5.4.3 Reasonable Explanation Exists

The Sailor may be given a second and final opportunity to attend evaluation and co-operate if the Event Lead Classifier determines a reasonable explanation exists for the failure to cooperate.

A5.4.4 US Sailing shall not permit any sailor it has found to be Non Co-operative during an evaluation without reasonable explanation to undergo any further Evaluation for a minimum of three (3) months, starting from the date upon which the sailor failed to co-operate.

A5.5 Intentional Misrepresentation of Skills and/or Abilities

A5.5.1 Intentional Misrepresentation

A sailor who, in the opinion of the Classification Panel, is intentionally misrepresenting skills and/or abilities shall be considered in violation of the Classification Rules.

A5.5.2 Not Eligible to Compete

A5.5.2.1 Class and Class Status Not Assigned

If the sailor intentionally misrepresents skills and/or abilities, the US Sailing Classifier Panel shall not assign a Class or Class Status, and the sailor shall not be eligible to compete in the event.

A5.5.2.2 Event Protest Committee Notification

If the sailor intentionally misrepresents skills and/or abilities, the US Sailing Event Lead Classifier may file a RRS Rule 69 protest against the sailor with the event Protest Committee.

A5.5.3 Additional Consequences – US Sailing Actions

A5.5.3.1 Two (2) Year Suspension

From the date the sailor intentionally misrepresents skills and/or abilities, US Sailing shall not allow the sailor to undergo any further evaluation for a minimum of two (2) years.

A5.5.3.2 Removal From Master List

The US Sailing Chief National Classifier shall direct removal of any Class or Class Status assigned the offending sailor from the US Disabled Sailing Master List.

A5.5.3.3 Intentional Misrepresentation on Master List

The Chief National Classifier shall direct posting that sailor as Intentional Misrepresentation (MI) on the US Disabled Sailing Master List, even if the sailor has not paid the administration fee.

A5.5.3.4 Exclusion for all US Sailing Events

US Sailing shall suspend the sailor from participation in any and all US Sailing Events for a period of two years from the date upon which that sailor intentionally misrepresented skills and/or abilities.

A5.5.3.5 Second Misrepresentation – Lifetime Ban

Any sailor who, on a second separate occasion, intentionally misrepresents skills and/or abilities shall receive a lifetime ban from any and all US Sailing sanctioned events.

A5.5.3.6 Notification of International Sailing Authorities

Upon implementation of each of the above penalties imposed by US Sailing, the Chief National Classifier shall notify IFDS and the IPC.

A5.6 Consequences for Sailor Support Personnel

A5.6.1 Sanctions for Assisting or Encouraging Misrepresentation

US Sailing shall enforce sanctions on Sailor Support Personnel who assist or encourage a sailor to fail to attend Sailor Evaluation, to fail to co-operate, intentionally misrepresent skills and/or abilities or disrupt the evaluation process in any other way.

A5.6.2 Consequences for Support Personnel Violation of the Rules

Those who are involved in advising sailors to intentionally misrepresent skills and/or abilities or disrupt the evaluation process in any other way shall:

- a) Be directed to leave the event site by the US Sailing Event Lead Classifier.
- b) Be banned from any US Sailing Sanctioned Event for two (2) years.
- c) Be reported to IFDS and the IPC.

A5.7 Consequences for Teams

If a sailor is part of a crew and that sailor is non-co-operative during evaluation, or intentionally misrepresents skills and/or abilities during evaluation, then the US Disabled Sailing Classification Panel shall declare that team not eligible to compete.

Appendices to Part A

Appendix A1 – Benchmarks

Note:

1. Double or bilateral amputation and upper limb together with lower limb amputations, already have the “bonus” as detailed in Rule A3.5.3 and Appendix A-7 taken into account when assigning their Class in this Appendix.
2. High and low paraplegics have been removed from this list as the functional distinction between these depends on the presence or absence of trunk stability. This can be seen at variable spinal levels and must be determined by the Classification Panel. In general, most high paraplegics will be Class 2 and most low paraplegics will be Class 3.

Classification

1. Quadriplegic, complete
Double Through Shoulder Amputation
2. Double Above Elbow Amputation
Single Above Elbow Amputation & Single Below Elbow Amputation
3. Single Above Knee Amputation & Single Above Elbow Amputation
Double Below Elbow Amputation
4. Single Through Shoulder Amputation
Double Above Knee Amputation
Double Below Knee Amputation without prostheses
Single Above Knee and Single Below Knee Amputation without prostheses
5. Single Above Elbow Amputation
Single Above Knee Amputation & Single Below Knee Amputation, with prostheses
6. Double Below Knee Amputation, with prostheses
Single Below Elbow Amputation
7. Single Above Knee Amputation
Single Below Knee Amputation without prosthesis (excluding Symes Amputation or equivalent)

Appendix A2.0 Functional Classification Documents

Appendix A2.1.1 Classification Agreement – Completed by the Sailor

Classification Agreement — Personal Details - to be completed by the sailor (* Required)			
Last Name * :		First name * :	
Gender * : Male: Female:		Date of Birth * :	
Nationality * :		Type of Boat sailed * :	
Address:			
Phone Home:		Work:	Fax:
Cell Phone:		E-mail:	
Event/Location where Sailor is being classified * :			Date of Event
Declaration			
<p><i>I agree to accurately declare and describe my condition, demonstrate, and perform all tests to the best of my ability for the purpose of classification. I understand that failure to co-operate or to complete the classification process may result in eligibility restrictions for entry into US Sailing sanctioned Disabled Sailing Events. My disability is stable and to my knowledge, I am fit for classification. I will not hold the classifier(s) responsible for any injury, pain or suffering that may occur as a result of the conduct of their evaluation or other duties of the classification. I consent to the disclosure of information relating to my function and performance by my designated coach(s) and/or family doctor and/or other consultant(s). I consent to being videotaped or photographed at any time should the classifiers deem it necessary. If, in the future, my disability or my adaptations change, I shall declare this to the US Sailing Classification Committee when I next compete in an American or ISAF/IFDS sanctioned event.</i></p>			
Sailor's Signature: _____			Date: _____
Witness' Signature: _____			Date: _____
Sailor's Designated Coach/Family Doctor (optional)			
Coach		Family Doctor	
Name:		Name:	
Address:		Address:	
Telephone Number:		Phone Number:	
Mobile Telephone Number:		Cell Phone Number:	
Fax:		Fax:	
Email:		Email:	
		Class	Status
(For official use : copied from last page)			
Notes:			

SAILOR'S NAME: _____

Appendix A2.1.2 US Sailing Classification Administrative Fee: \$50

US Sailing volunteer Certified National Classifiers provide the process of Classification at major US Sailing (American) Disabled Sailing Events using the US Sailing Functional Classification System Manual at no cost to the sailor. The Sailor must pay an administrative fee of \$50 directly to US Sailing, once per Paralympic Quadrennium, for certification and placement on the US Disabled Sailing Master List.

IFDS requires Re-Classification at the First Appearance at any International Sailing Event. The International Classification Panel volunteers provide classification to the sailor at no charge. IFDS requires an Administrative Fee of €50 (Euros) for entering the sailor's information on the ISAF/IFDS International Disabled Sailing Master List and issuing the sailor the "International Disabled Sailing Passport." IFDS requires this administrative fee once per Paralympic Quadrennium.

Classification Administration Fee			
Payment Details			
Each sailor who is classified must pay a Classification Administration Fee of \$ 50.00 (Fifty Dollars) to US Sailing, which will be valid for a Paralympic Quadrennium (e.g. 2013 — 2016). Payment can be made credit card only (please note that American Express will not be accepted). Note: This information will be kept secure and destroyed as soon as US Sailing receives your payment.			
Name of Cardholder:		Type of Card:	
Card Number:		Expiration Date:	
Last three digits of the security code on the back of your card:			
Signature of Cardholder:		Date:	
Administration Notes:			

SAILOR'S NAME: _____

Appendix A2.1.3 Athlete Disability Information Form

US Sailing Functional Classification Form			
Athlete Disability Information Form, to be completed by the classifier.			
General Information			
Previous Classification Points			Date last classified
Date	Details of Injury/Disability		
Sailing Related Sports Injuries			
Date	Brief description:		
Functional Assistive Devices used (e.g. Chair, Prosthesis)			
Assistive Devices used while sailing		Assistive Devices used on a daily basis (non-sailing)	
Notes:			

SAILOR'S NAME: _____

Appendix A2.2.1 Functional Anatomical Test (FA) – Neck & Upper Extremity

Classification Report — To be completed by Classifier(s)										
		Right Side				Left Side				
Neck		ROM	Strength	Co-ordination	Lowest Right	ROM	Strength	Co-ordination	Lowest Left	Comment
Neck	Flexion									Max 5 pts
	Extension									Max 5 pts
	Rotation									5 pts each
Subtotal points (Max 20 pts)										

Upper Limbs		ROM	Strength	Co-ordination	Lowest Right	ROM	Strength	Co-ordination	Lowest Left	Comment
Shoulder	Flexion									
	Extension									
	Abduction									
	Adduction									
	Ext. Rot.									
	Int. rot.									

Elbow	Flexion									
	Extension									
	Pronation									
	Supination									

Wrist	Flexion									
	Extension									

Hand	Grip F No.									
	Grip F Tip									
	Flex-Thumb									
	Ad-Thumb									

Deduct 50 if applicable										
Subtotal points (Max 160 pts)										

Comments:

SAILOR'S NAME: _____

Appendix A2.2.2 Functional Anatomical Test – Trunk & Lower Extremities

Classification Report — To be completed by Classifier(s)										
Trunk		ROM	Strength	Co-ordination	Lowest Right	ROM	Strength	Co-ordination	Lowest Left	Comment
Trunk	Flexion Upper									
	Flexion Lower									
	Extension Upper									
	Extension Lower									
	lat Flex Upper									
	lat Flex Lower									
	Rotation									
Subtotal points (Max 50 pts)										

Lower Limbs		ROM	Strength	Co-ordination	Lowest Right	ROM	Strength	Co-ordination	Lowest Left	Comment
Hip	Flexion									
	Extension									
	Abduction									
	Adduction									
	Ext. Rot.									
	Int. rot.									

Knee	Flexion									
	Extension									

Ankle	Dorsiflex									
	Plantarflex									

Deduct 20 if applicable										
Subtotal points (Max 100)										
Total										

SAILOR'S NAME: _____

Appendix A2.2.3 Functional Dock (FD) and Functional Sailing Test (Sail)

Detail of Movement		Please tick box			
0 = Observed E = Expected		FD		SAIL	
A. Tiller		O	E	O	E
1.	Only controls tiller with assistive device (i.e. ropes, blocks, mechanical or electrical device).				
2.	Does not move the tiller through the full range of movement. Or only controls the tiller with teeth or feet. Or controls the tiller by "tapping", due to coordination problems.				
3.	Let go of the tiller for >2 seconds while changing sides, or while handling sheets.				
4.	Only controls the tiller with one upper limb. Or uses one hand for support while tacking. Or controls the tiller with moderate difficulty				
5.	Controls tiller throughout tack or gybe normally				
Comments:					
B. Sheetting		O	E	O	E
1.	Does not pull sheet in any way, or only with teeth or feet, or uses servo assistance.				
2.	Pulls sheet, but with severe difficulty, very slow, or cannot get proper sheet tension or has assistance from another crew member to get it.				
3.	Pulls sheet but with moderate difficulty, or slow				
4.	Pulls sheet with slight difficulty				
5.	Pulls sheet normally				
Comments:					
C. Cleating		O	E	O	E
1.	Does not cleat or uncleat sheet, or only with teeth or feet, or uses servo assistance.				
2.	Cleats / uncleats but with severe difficulty, very slow, or misses frequently.				
3.	Cleats / uncleats with moderate difficulty, or slow, or misses sometimes.				
4.	Cleats / uncleats with mild difficulty.				
5.	Cleats / uncleats sheet normally.				
Comments:					
D. Transferring		O	E	O	E
1.	Does not transfer from side to side — remains in a fixed position or uses a mechanical device to transfer.				
2.	Transfers from side to side with severe difficulty on a board. Or very slow.				
3.	Transfers from side to side with moderate difficulty on a board or using a bar. Or slow				
4.	Transfers from side to side with slight difficulty.				
5.	Transfers normally				
Comments:					
E. Hiking		O	E	O	E
1.	Does not get up on the side deck.				
2.	Gets up on the side deck but with severe difficulty. Does not hike past vertical. Does not adjust sheets from deck.				
3.	Gets up on the side deck with moderate difficulty. Or uses two hands to hold on or hike past vertical. Does not adjust sheet while hiking past vertical				
4.	Gets up on the side deck and hikes past vertical, with slight difficulty. Is able to adjust sheet while hiking past vertical with slight difficulty. Or is able to adjust the sheets with only one hand.				
5.	Gets up on the side deck and hikes past vertical normally				
Comments:					
Total Number:					

SAILOR'S NAME: _____

Appendix A2.2.4 Classification Results – Scoring

FA Total	FD Total		SAIL Total
Vision		Benchmark	
Comments			

Classification Type	Classification Results			
	Class	Status (Check column)		
		N (New)	NR (New/Review)	NC (New/Confirmed)
Minimum Disability, e.g. Single-Person Keelboat, 2.4mR				
Two-Person Keelboat, SKUD18				
Three-Person Keelboat, Sonar				
Other boat types: a) b) c)				

Classification based on:	FA (Functional Anatomical)	
	FD (Functional Dock)	
	FS (Functional Sailing)	
Comments:		

Classifiers		
Event Lead Classifier's Name (Print)	Signature	National/International Classifier
Classifier's Name (Print)	Signature	National/International Classifier
Classifier's Name (Print)	Signature	National/International Classifier
Date of Examination		
Place of examination		

SAILOR'S NAME: _____

Appendix A3 Classification Review and WADA Notice Form

Sailor: Please answer the questions down to the Classifier Section:				
What is your disability?				
If you were last classified in 2009-2012, what was your classification and status? (For example, Class 5 – Status NR or Minimally Disabled – MD)				
Sailor's Name:				
1. Has your disability changed?				YES NO
If Yes, provide detail:				
2. Have you changed any of your prostheses or adaptations?				YES NO
If Yes, please detail				
3. Do you understand the American and World Anti-Doping Agency (WADA) policy?				YES NO
4. Are you taking any drugs identified on the WADA Anti-Doping list?				YES NO
5. If yes, have you received a medical waiver for the drug use? Please explain:				YES NO
6. If we need to train classifiers, are you willing to be examined by them?				YES NO
7. Do you want to be classified for any other boat? E.g. Single-Person Dinghy, Two-Person Keelboat.				YES NO
If Yes, please detail which boats:				
Classification Type	Class	Classification Results Status (Check column)		
<i>IFDS only recognizes New (N) Status assigned by American National Classifiers. American National Classifiers shall use Status New/Review (NR) and New/Confirmed (NC) for management of the Classification Process for American Athletes.</i>		N (New)	NR (New/Review)	NC (New/Confirmed)
Minimum Disability, e.g. Single-Person Keelboat, 2.4mR				
Two-Person Keelboat, SKUD18				
Three-Person Keelboat, Sonar				
Other boat types: a) b)				
Comment				
Classification points unchanged ()		New classification points		
Classifiers				
Lead Classifier's Name (Print)			National/International Classifier	
Classifier's Name (Print)			National/International Classifier	
Classifier's Name (Print)			National/International Classifier	
Date of Evaluation ____ / ____ / ____ Place of Examination:				

Comments:

SAILOR'S NAME: _____

Appendix A4 Scoring Rules -- Impaired Strength, Movement, Co-ordination

Muscle Grading Chart	
Muscle Gradations	Description
0 — Zero	No evidence of contractility
1 — Trace	Evidence of slight contractility. No joint motion or incomplete range of motion with gravity eliminated.
2 — Poor	Complete range of motion with gravity eliminated
3 — Fair	Complete range of motion against gravity
4 — Good	Complete range of motion against gravity with some resistance
5 — Normal	Complete (available) range of motion against gravity with full resistance
Range of Motion	
Scale	Description
0	No movement possible
1	Less than 25% movement possible
2	25 - 49% range of movement possible
3	50 — 69% range of movement possible
4	70 —89% range of movement possible
5	90 — 100% range of movement possible
Coordination	
Scale	Description
0	Activity impossible
1	Severe impairment; only able to initiate activity without completion
2	Severe impairment; able to accomplish the activity but in a very unorthodox way. Unable to move through the full range
3	Moderate impairment; able to accomplish the activity, movements are slow, awkward and unsteady through the full range
4	Minimal impairment; able to accomplish the activity with slightly less than normal speed and skill through the full range
5	Normal performance

Comments:

SAILOR'S NAME: _____

Appendix A6 US Sailing Vision Test Forms and Exam Explanations

US Sailing Medical Diagnostics Form for Vision Impairment Classification

To compete in a US Sailing Paralympic or other sanctioned Disabled Sailing Event, every athlete with vision impairment must have this form completed by an American licensed ophthalmologist and submitted to US Sailing at classification. The form is used to determine the athlete's sight in accordance with the respective classification rules (see eligibility criteria below).

Instructions for Ophthalmologists (Please read carefully)

This sailor is intending to compete in the USA at US Sailing sanctioned Disabled Sailing events and correct completion of this form is essential for him/her to be allowed to do so. He/she requires detailed visual testing as described below, or a report of such testing, which was carried out under these conditions less than one year ago. It is important that the results are completely filled in on this form by you and signed. The signed form should be returned to the sailor. The athlete may also submit copies of this form and reports of visual testing to ISAF/IFDS for international certification. Thank you for your cooperation.

PLEASE FILL OUT THIS FORM IN CAPITAL LETTERS OR TYPE

<i>The athlete must bring this document each time he/she presents for classification</i>					
1. ATHLETE INFORMATION					
Last Name:			First Name:		
Female	<input type="checkbox"/>	Male	<input type="checkbox"/>	Date of Birth (mm/dd/yyyy):	
Address:					
City:		State:		Zip Code	
Email address:			Phone:		
2. VISUAL ASSESSMENT INFORMATION					
Current assessment of visual impairment with results of objective vision testing (see note 1 next page):					
Glasses : YES / NO		Contact Lenses: YES / NO		Prosthesis: YES / NO	
Correction:	Right:		Left:		
This athlete's visual impairment is expected to: (Athlete's status determined by category. IMPROVE/DETERIORATE = N/R - UNCHANGED = C)		IMPROVE			
		REMAIN UNCHANGED			
		DETERIORATE			
3. WORLD ANTI-DOPING AGENCY (WADA) INFORMATION					
Have you prescribed medications/substances* for this athlete that are on the World Anti-Doping Agency (WADA) Prohibited List YES/NO (see - http://www.usada.org/prohibited-list/)					
If YES, have you assisted the athlete with filing an application for a Therapeutic Use Exemption that permits the athlete to compete? YES/NO: (see - http://www.usada.org/tue/)					
<i>* The consumption of banned medications/substances by an athlete, whether prescribed by a physician or not, may result in an ineligibility to compete. If the athlete is taking a banned substance or medication, it is imperative that the athlete apply for a Therapeutic Use Exemption from the US Anti-Doping Agency (USADA). A "failed drug test may result in a ban from competition for a lengthy period of time.</i>					

Notes:

SAILOR'S NAME: _____

Appendix A6 US Sailing Vision Test Forms and Exam Explanations

4. VISUAL ASSESSMENT RESULTS

Visual acuity test conditions (test first) and visual field test conditions.

Best practical distance optical correction to be worn (that which can be used while sailing). Where the visual acuity is 0.0050 or worse, measuring the visual field becomes too inaccurate to be useful. Routine automated perimetry may not be sufficient in certain cases, particularly where the visual field is very small.

Visual Acuity (with best correction)

With Correction		Without Correction	
RE		RE	
LE		LE	

Type of correction: _____

Measurement Method: _____

Visual Field (see note 2)

	Degrees in Diameter		Degrees in Diameter
RE		LE	

Notes

Please attach photocopy of visual fields. If visual fields were not carried out, please state the reason:

5. MEDICAL PRACTITIONER DECLARATION

☐ I certify that the information stated above is an accurate visual assessment of the athlete.

☐ I certify that there is no ophthalmological contra-indication for this individual to compete at competitive level in sailing

Name: _____

Medical specialty: _____ License number: _____ State: _____

Address: _____ City: _____ State: _____ Zip: _____

Tel.: _____ E-mail: _____

Signature of Medical Practitioner: _____

Date: ____ / ____ / ____

Print Name: _____

SAILOR'S NAME: _____

Appendix A6 US Sailing Vision Test Forms and Exam Explanations

Note 1 Visual Assessment

Confirmation of visual acuity impairment may require use of the following assessment tools. The information should include the results of all relevant visual acuity testing. Testing should be as objective as possible in the clinical circumstances and in the case of non-demonstrable conditions. Independent supporting confirmation of visual acuity impairment will assist processing of your patient-athlete's application. These include reports and graphic results (where applicable) on:

Pattern Visual Evoked Potentials

Electroretinography / Electrooculography

Cerebral Magnetic Resonance Imaging

Note 2 Visual field measurement

Visual Field should be tested by full-field strategy (30° central field test, by means of any of the following devices: - Humphrey Field Analyzer, Twinfield (Oculus), Octopus (interzeag), Rodenstock reristat, Medmint (MAP) Goldmann Perimetry Intensity III/4, may not be considered adequate.

DEFINITION OF ELIGIBLE CLASSES

To be eligible to compete in Paralympic Sport, the Athlete with visual impairment must be affected by at least one of the following disorders:

- impairment of the eye structure;
- impairment of the optical nerve/optic pathways; and
- impairment of the visual cortex of the central brain.

All Athlete Evaluation and Sport Class allocation will be based on the assessment of visual acuity in the eye with better visual acuity while wearing best optical correction using glasses or contact lenses.

Sport Class B1

An Athlete shall compete in Sport Class B1 if the Athlete is unable to recognize the orientation of a 100M Single Tumbling E target (height: 145mm) at a distance of 250mm. Within this class, the vision ability may range from no light perception to a Single Tumbling E visual acuity poorer than LogMAR = 2.60.

Sport Class B2

An Athlete shall compete in Sport Class B2 if the Athlete:

1. Is unable to recognize the orientation of a 40M Single Tumbling E target (height: 58mm) at a distance of 1m (STE LogMAR = 1.60); and/or
2. Has a visual field that is constricted to a diameter of less than 10 degrees.

Within this class, the vision acuity may range from Single Tumbling E visual acuity poorer than LogMAR = 2.60.

Sport Class B3

An Athlete shall compete in Sport Class B3 if the Athlete:

1. Has a visual acuity that is poorer than LogMar = 1.00 (6/60) measured with an ETDRS letter chart or an equivalent chart (Tumbling E) in the LogMAR format presented at a distance of at least 1m; and/or
2. Has a visual field that is constricted to a diameter of less than 40 degrees.

Within this class, the visual acuity may range from a letter chart acuity poorer than LogMAR = 1.60 to a Single Tumbling E visual acuity of LogMAR = 1.60.

SAILOR'S NAME: _____

Appendix A7 How to Perform Tests and Determine Rating (Under Ongoing Development)

A7.1 Functional Anatomical Test

This test measures strength, co-ordination and range of movement. The Sailor's coach or other representative may be present. For ease of reading for people without medical expertise, US Sailing includes a Glossary of Medical Terms and their meanings in Appendix to Introduction.

Only the most significant impairment (i.e. the lowest points) for each movement is scored, whether strength, range of movement, or co-ordination, although any or all may be recorded on a 0–5 scale. For example, the classifier measures impairment of strength for complete spinal lesions, polio and other neurological weakness. Impairment of range of movement is measured for those with congenital deformities or arthritis. The Classifier measures impairment of co-ordination for those with neuromuscular disorders by evaluating co-ordination, spasticity, rigidity, tremor or involuntary movement sometimes cause by cerebral palsy, multiple sclerosis, Parkinson's disease or head injuries.

A7.2 Rating Upper and Lower Limb Disabilities

A7.2.1 Upper Limbs

In cases of deficiencies of the upper limbs due to birth defect, injury or amputation, the functional length of the stump will count for the rating.

- If a stump can hold a rope in the armpit or elbow such as to prevent the rope from falling out; OR,
- If the stump is long enough and can bend enough to prevent a rope sliding off the portion of the upper limb closer to the trunk than the stump; OR,
- If the stump is long enough and can bend enough to apply more pressure or traction to the tiller than could be applied without the stump; then,
- This stump will count as a fully functioning stump.

However, if the stump is not long enough or mobile enough to do so, this part of the stump will not count at all. The classifier shall rate this type of short forearm stump (SBEA = single below elbow amputation) as an above elbow amputation (SAEA = single above elbow amputation) and the rating of this type of short upper arm stump is the same as a through shoulder amputation (STSA).

In cases of bilateral amputations (amputations on both sides), as a bonus, the classifier shall deduct a further 50 points from the total points. This bonus also applies to similar loss of function from other disabilities that are not due to amputation. In this case, similar loss of function is defined as an average number of points in both the agonist and antagonist functions in all movements around a joint the classifier examines. If on both sides, the classifier assigns a rating of 2 or less, or an average score of 2 or less in the whole limb on both sides, the 50 point deduction applies.

However, the bonus only applies if more than 30 points are lost in the upper limbs and does not apply to bilateral through shoulder amputation, or other causes of similar loss of function.

A7.2.2 Lower Limbs

In cases of deficiencies of the lower limb, the classifier shall assign no bonus for a single short stump. When there is a double amputation (below or above knee) the classifier shall deduct a bonus of 20 points from the total. This bonus also applies to similar loss of function from other disabilities that are not due to amputation. In this case, similar loss of function is defined as an average number of points in both the agonist and antagonist functions in all movements around a joint examined. If on both sides, the classifier assigns a rating of 2 or less, or an average score of 2 or less in the whole limb on both sides, the 20 point deduction applies.

However, the bonus does not apply to bilateral hip disarticulation, or other causes of similar loss of function.

A7.2.3 Combined Upper and Lower Limbs

If amputations involve an upper limb and a lower limb on the same or opposite side, a bonus of 20 points is deducted from the total. This bonus also applies to similar loss of function from other disabilities that are not due to amputation. In this case, similar loss of function is defined as an average number of points in both the agonist and antagonist functions in all movements around a joint examined in Appendix A1, Part 3, section A in both limbs, of 2 or less, or an average score of 2 or less in the whole of both limbs.

A7.3 Classification of athletes with physical and vision impairment

Vision impaired athletes with physical impairment are classified according to the functional anatomy tests, where after the total FA score will be reduced by the following amounts:

- a) 5 points shall be deducted for IBSA B3 Class sailors;
- b) 20 points shall be deducted for IBSA B2 Class sailors;
- c) 80 points shall be deducted for IBSA B1 Class sailors.

Their allocated Class may also depend on FD and FS tests.

A7.4 Dock Test Guidelines

A7.4.1.0 Classifier

A7.4.1.1 Required Equipment

A Sonar, or boat with similar cockpit dimensions and layout, moored to a dock. It is best if this is the Sonar to be used by the Sailor with the Sailor's adaptations. Since the Sailor will be asked to do both the jib test and the tiller test, if other adaptations are present at either of these positions not used by the Sailor and which are not easily removable, another Sonar should be available, if possible, which does not have adaptations fitted.

The tiller should have an extension. (There are some variations in Sonar layout, such as winches, position of forward deck cleat etc. The lengths of some of the lines described below may need to be altered to make the system work, for example, lines added to make the jib sheet looped portion longer.) The shock cord should be kept the same.

The ideal Dock Test scenario includes: two classifiers; one volunteer helper (if no helper is available, a tripod may be useful); a video camera; additional video storage media; additional batteries; a stopwatch; 11 feet of 8mm (5/16 inch) shock cord, 20 feet of 8 mm (5/16 inch) braided line for mock jib sheet; 4 short (about 500 - 1000mm) pieces of line about 6mm diameter for tying; Clipboard; pencils; test check lists (Appendix D); Electrical tape; Black Felt Pen; and, a Tape measure with measurement in cm and inches.

A7.4.1.2 Preparation of the Equipment

The ends of the shock cord should be are tied in a square (reef) knot. The ends left over beyond the knot should be about 100 mm (4 inches) long so that they can be tightly taped to the shock cord loop to prevent it from coming undone. These could be whipped if desired. The loop of shock cord is now looped again into three equal smaller loops lying over each other. A tie is tied around the three cords of the loop to keep them together.

The ends of the shock cord should be are tied in a square (reef) knot. The ends left over beyond the knot should be about 100 mm (4 inches) long so that they can be tightly taped to the shock cord loop to prevent it from coming undone. These could be whipped if desired. The loop of shock cord is now looped again into three equal smaller loops lying over each other. A tie is tied around the three cords of the loop to keep them together.

A7.4.1.3 Preparation by Sailors

Sailors must bring to the Dock Test Their normal Sailing equipment, which should include, if possible:

- 1) Their Personal Floatation Device (PFD – Life Jacket)
- 2) Any prosthesis, adaptation, sitting / sliding board or aid used in racing.
- 3) Sailing gloves (if worn during racing), Sailing shoes or boots.

A7.4.1.4 Three Position (Sonar) Dock Tests

The classifier shall ask the Sailors to perform all three tests, if possible. If the sailor states he/she is unable to get up onto the side deck and the classifiers think they should be able to do so, the classifier shall ask the sailor to try to get up onto the side. If they refuse, or do not seem to be able to, the classifier shall record the inability or non-compliance on the checklist in the comments section. The same remarks apply to hiking out.

A7.4.1.5 Single—Person Dock Test

Required Equipment for single—person dock test:

Four strands of shock cord are prepared from the above material. The length of the completed mock sheet should be equivalent to 2/3 of the foot of the sail (approx. 600mm). The mock sheet is secured at one end to the jib foot fitting and at the other end to the existing jib sheet tack. See directions for single—person testing below.

A7.4.2.0 Performing the Tests

A7.4.2.1 Preparation for the Tests

Prior to starting the tests, the boom has to be raised to the horizontal position. This is done by attaching the main halyard to the aft end of the boom. The mainsheet is tightened with the traveler central, or the boom is secured to the backstay with a piece of line so that it does not move about much from side to side. It is best for the main SAIL to be removed, but if this is impractical, it should be tied so that it does not fall below the boom and get in the way of the Sailor or the view of the classifiers. If the Sailor is using a seat or bench, and, when sitting on it, the top of the Sailor's head touches the boom, this is unsafe and the seat or bench should be disallowed, or altered until there is clearance for the sailor's head.

Certain instructions are given to the Sailors as detailed in the classifiers' instruction sheet. It must be explained to the Sailor that the tests should be carried out as QUICKLY as possible and the jib test with AS MUCH EFFORT AS POSSIBLE. A trial run of two sequences of each test is advisable (only one is necessary for the mainsheet test). If a boat other than a Sonar is used, timing is not essential. The type of boat should be recorded. The results of the tests are recorded on Section B, "Functional Classification Report (Appendix A.1).

A7.4.2.2 Jib Test

This is a complex composite test and closely simulates the actions used in Sailing. It involves mobility, stability, speed, strength and co-ordination of the upper limbs and, to a lesser extent, the lower limbs. Because of its complexity, it tends to show difficulties more clearly than the other tests.

The jib fairleads are equally placed such that they lead as straight as possible to the jib cleat that would be used with that jib sheet. The shock cord loop is tied to the mooring cleat in the center of the foredeck, or, if no cleat is available, to the forestay base. The mock jib sheet is placed IN FRONT OF THE MAST, the loose ends are threaded through the jib fairleads and stopper knots are tied in the ends.

The doubled end is tied securely round the triple shock cord loop, after being adjusted such that the marks made on the loose ends of the sheet just enter the fairleads when the shock cord is just tight.

(If the boat has winches, the winches may be used, if desired, to direct the line to the jib cleat, WITHOUT a full turn round them, in order not to help in pulling the sheet).

If possible, Sailors should be seated on the side deck, if this is not possible, on the cockpit seat. They should use the sliding board or adaptation (which must be legal), which they need to cross from side to side. If they cannot cross from side to side, they sit on a board or seat, in the center of the boat. In this case they only carry out the sheeting, cleating and uncleating actions of the test. The jib sheet from the opposite fairlead is then pulled tight and cleated in the appropriate cleat. If at all possible, an assistant should videotape the entire test so that the actions of the Sailor can be clearly seen and recorded for verification. The classifiers should stand in different places so that they can see the test from different angles.

With the jib sheet in hand, on the start command, "ready, set, go!" (timing starts), Sailors uncleat the jib sheet, cross to the opposite side deck, pull in the other sheet as hard as they can, cleat it, call out "one" and clap both hands. (If they only

have one hand, they clap on their chest. In either case the object is for them to put down the sheet so that they then have to pick it up again before the next sequence). It is important to tell them that they may do the movements of the sequence in any order and way they want, e.g. uncleat, get down from the deck, cross, get up on deck, sheet in, cleat, as closely to the way they would normally do it while Sailing, but the entire sequence must be completed. As soon as the sequence is completed, it is repeated in the opposite direction, without resting, until a total of six sequences have been done. The count that they call out changes as each sequence is completed e.g. "one", "two", "three" etc. The timing stops on "six". The time is recorded to the nearest second, and the results for that test are recorded. If they did not pull in the jib sheet completely, it is noted in the comments section. Pulling the jib sheet in completely, with the shock cord described, requires a force of 40-50kg.

Before the start, or at the end of the jib test, the Sailors, seated on the side deck away from the dock, holding the jib sheet, and whatever else they need for stability, are asked to hike out as far as they safely can. While hiking, they should be asked to sheet in and cleat the jib sheet and then uncleat it. If there is a risk of them falling overboard, they should be wearing their lifejackets.

A7.4.2.2.1 Jib Test for Single—Person

The sailor shall perform the jib test for single person classes seated. The steering device may be removed.

A7.4.2.3 Tiller Test

This tests primarily mobility, stability and ability to control the tiller smoothly during a tack. It does not really test strength or fatigability unless the Sailor is very weak indeed.

Single-Person: The single-person tiller test is conducted seated. Movements of the tiller are tested firstly for 6 repetitions. This test is repeated with simultaneous sheeting as would occur in normal tacking upwind.

Sonar: The Sailors sit on one side deck. If they are unable to get on deck the test is carried out from cockpit seat to cockpit seat. If they say they cannot move from side to side at all and this is compatible with the medical condition, they sit in their normal position and the range of tiller movement that they can achieve is noted. There is no need to time or do the test six times if they cannot change sides.

The Sailors starts with the tiller in the mid position. If possible, an assistant videotapes the entire test so that the Sailors' actions can be clearly seen. The classifiers should stand in different places so that they can see the test from different angles.

IMPORTANT: Sailors should be instructed to cross from side to side facing forward if possible.

On the start command, "ready, set, go!" (timing starts), they push the tiller to the opposite side until the tiller end is just over the opposite cockpit seat back; then pull it back until the end of the tiller is just over the cockpit seat back on the side on which they are sitting; then push it to the opposite side again. During this last movement, they should cross over to the opposite side and get up onto the deck, maintaining control of the tiller throughout, if possible. When properly seated on the deck with the tiller in back to the centerline, they call out "one" and immediately start the sequence again until a total of six sequences has been completed (timing stops). The count that they call out progresses as they complete each sequence, e.g. "one", "two", "three" etc. Clapping is not required as we are trying to see if the sailor can keep control of the tiller throughout the tack. Timing is recorded to the nearest second.

A7.4.2.4 Main Sheet Test

The only skills being looked for in this test are the ability to carry out rapid, smooth, full range arm movements while sheeting the mainsheet right in from right out.

Sonar: The boom is pushed out until it touches the lower shroud. The traveler is centered, Sailors sit on one or other cockpit bench and hold the mainsheet. A classifier or the helper holds the boom out with mild resistance and maintains that mild resistance throughout the range of boom movement.

Single-Person: "The boom is pushed out to the 3/4 run position or at least 70 degrees from center. The sailor is seated and holding the mainsheet. The classifier holds the boom at 1/3 the boom length from the gooseneck and exerts mild resistance."

Both Sonar and Single-Person: On the start command, timing starts and Sailors sheet the mainsheet right in as quickly as they can and cleat it. Timing stops. The test is repeated once more and the shortest time, to the nearest second, is recorded.

If they are able to stand, the test should also be carried out standing. At the end of the test with the mainsheet cleated, they should be asked to get up on the side deck and hike out again, if possible. If they can hike past vertical they should be asked, while still hiking out, to uncleat the mainsheet, ease it half a meter and sheet it in again and cleat it.

A7.4.2.5 Completing the Report

Section B, "Functional Classification Report" (Appendix A.1) is completed independently by each classifier at this time.

The classifiers compare the two sheets, and if they do not correspond, either the tests are repeated or the video is viewed

and agreement reached.

Appendix A8 Classification for Single-Person (SP) Dinghy

This system may be used for a variety of single person boats where the sailor is in a central seated position. Because there is no need to transfer from side to side or hike out in such boats, only the following skills are measured.

1. Navigation of the boat using a tiller, foot steering, or other device.
2. Control of sails using a sheet or other device.
3. Fastening or securing the sail with a cleat or other device.

The Event Organizing Authority may exclude or combine whichever classes it wishes, except for US Sailing sanctioned events, where the OA must obtain prior written authority from US Sailing.

A8.1 Classes

(SPA) -Single Person class 1 Sailors with “Very Severe Disability”, requiring total servo assistance (both sheeting and steering). **(SPB)** -Single Person class 2 Sailors with “Severe Disability”, requiring partial servo assistance. **(SPC)** -Single Person class 3 Sailors with limited sailing abilities in one, some, or all of the skills above (predominantly upper limb disability). B2 and B3 vision impaired. B1 & B 2 vision impaired should also see caution in A3.2. **(SPD)** -Single Person class 4 all other sailors with minimum disability (See A1.4 and A 1.5)

A8.2 Assignment of Points from Results of Functional Dock Test (FD) and Sailing Test (Sail)

SP-A	0-3
SP-B	4-7
SP-C	8-10
SP-D	11-15

Appendix A9 Modifications for Non-Paralympic Boat Classes

Classification for Sailors who are competing in US Sailing Sanctioned Major Events (or in IFDS Level 1 or 2 Events), in a Trap Seat or other boats that are NOT Paralympic class; and, where sailors are only required to meet Minimal Disability (MD) standards.

A9.1 General

Sailors with a Class of 1-7 (Status C or R), TPA or TPB, SPA, SPB, SPC, SPD and MD (Minimum Disability) will be eligible to compete in these boats without an additional Classification Administration fee. For Class Status N sailors, the classifiers can determine minimal disability standards on the basis of Benchmarks (Appendix A 1), or a Functional Anatomical Test. In the unlikely event that there is still doubt about a Sailor’s eligibility, the classifiers may, at their discretion, carry out a Functional Dock Test, modified if necessary, in any available type of boat of their choice.

A9.2 Classification Fee for Sailors Racing in Non-Paralympic Format Boats

For classification for competition restricted to these boats, US Sailing charges a Classification Administration fee. Should the Sailor subsequently want to be classified for a Paralympic class, during that Quadrennium, reclassification will have to take place but no additional Classification Administration Fee will be charged. Sailors with NR status will be reviewed, but at no additional fee.

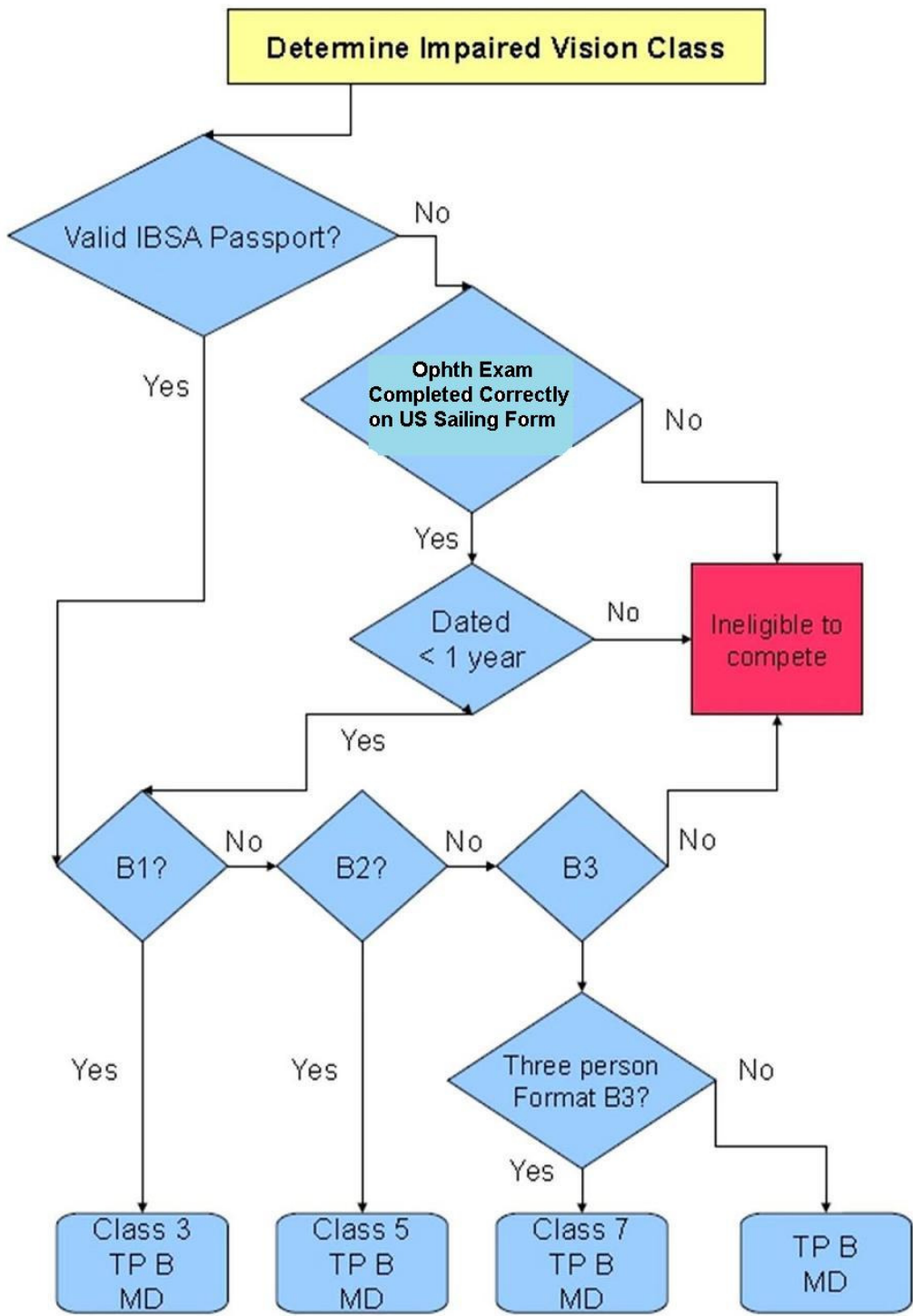
A9.3 US Sailing Classification Panel

For US Sailing Major Events involving Non-Paralympic boat classes, rule C 2.1.1 is amended for American National Championships, such that the Panel should comprise Three National Classifiers. The Classifiers should work as two teams, so that, in the event of a classification protest, the other team can sit on the protest committee.

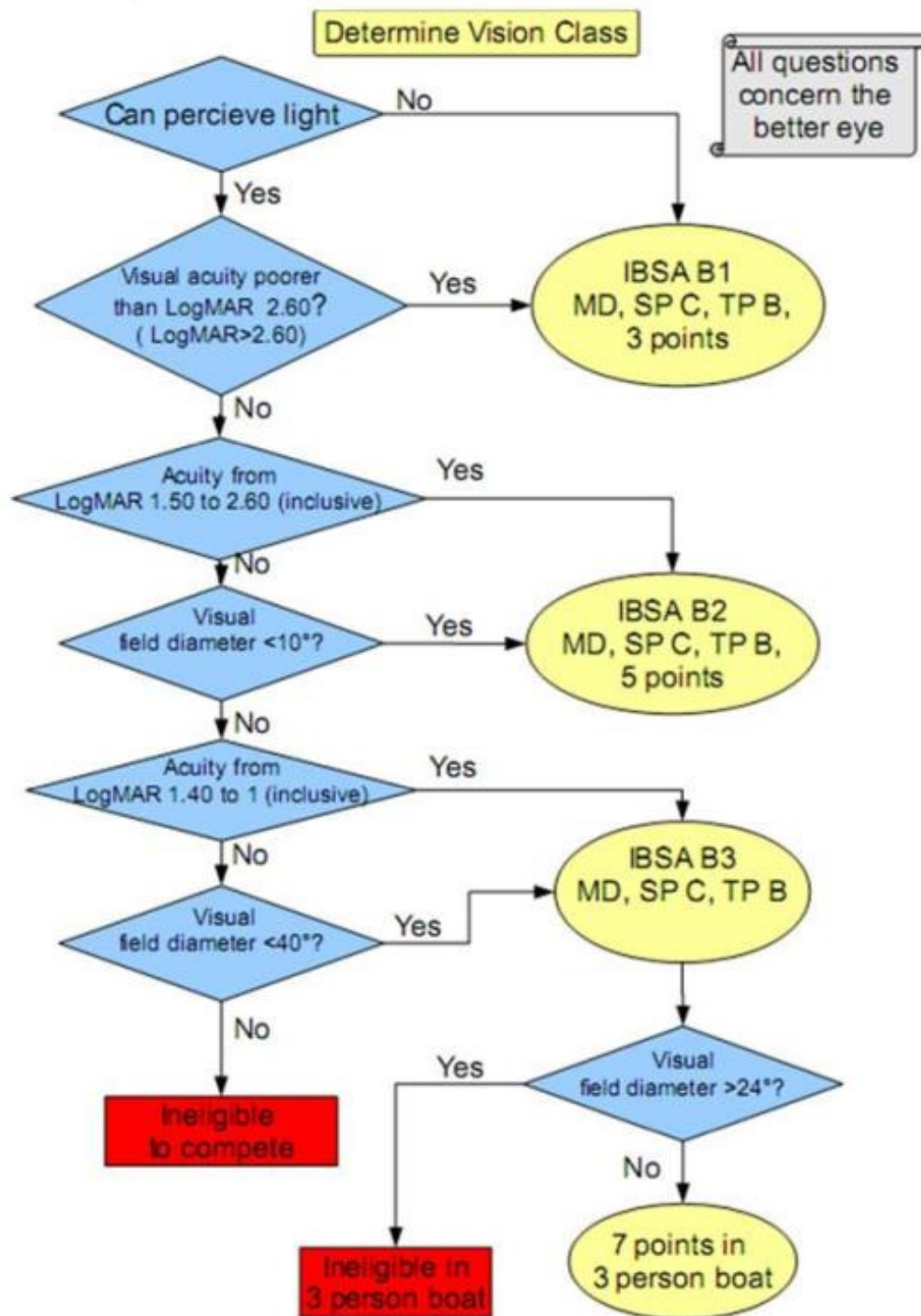
A9.4 Minimum Disability

A 1.5.7 Shall not apply.

Appendix A10 Procedure for Vision Document Analysis



Appendix A11 Procedure to Determine Sailor's IBSA & US Sailing Impaired Vision Class



Appendix A12 US Sailing Classification Fee (\$50.00)

US Sailing Certified National Classifiers are volunteers, providing disabled sailors Classification Assessment at no cost to the sailor and without compensation for this service from US Sailing. The Classifier provides US Sailing with the results of the Sailor's Classification Assessment (Class and Class Status) to US Sailing.

US Sailing charges the Sailor an administrative fee to maintain/update the US Disabled Sailing Master List. The sailor pays the administrative fee to US Sailing by credit card.

The US Sailing Administrative Fee for Classification is \$50.

Note: IFDS charges an administrative fee of €50 Euros to maintain the International Disabled Sailor Master List and issue the Sailor's International Disabled Sailing Passport. This fee is required at the time of International Classification during the First Appearance at an IFDS International Event.

Part B Protests and Appeals

B 1.0 Protests

B1.1 General Principles

The Event Classification Protest Panel shall be appointed by the US Sailing Chief Classifier, composed of at least two certified US Sailing National Classifiers, not directly involved in assignment of the original Class and Status of the Sailor. The Event Lead Classifier shall schedule the hearing as soon as is practicable.

B1.1.1 Classification Protests

Classification Protests must be submitted in accordance with these rules, and must comply with the IPC International Standard, Protests and Appeals (<http://www.paralympic.org>). The Protest Panel must deny any Protest that does not comply with this International Standard.

Classification Protests may only be submitted by a representative of:

- USA Paralympic Committee;
- US Sailing Chief National Classifier or his/her designated official;
- IFDS, usually the Chief Classifier or his/her designated official.

B1.1.2 Sailor's Class Protested Only Once

A sailor's Class may only be protested once, with the exception of Protests submitted in Exceptional Circumstances (as detailed in B 1.4 below). NR Status sailors may also be protest more than once. (This is currently under review by IPC).

B1.1.3 Resolution of an IFDS Assigned Class Protest

A Protest in respect of a Class allocated by an IFDS Classification Panel may only be resolved by IFDS.

B1.1.4 Resolution with Minimal Disruption

Classification Protests should be resolved in a manner that minimizes the impact on Competition participation, Competition schedules and results.

B1.1.5 Resolution by Another Panel

A Classification Protest should not be resolved by Classifiers who were involved in the assignment of the sailor's Class that is being protested, unless the Protest is submitted 18 months or more after the sailor's most recent evaluation and Class allocation.

B1.1.6 Resolution During Paralympic Games (Informational - IFDS Rule)

Classification Protests during the Paralympic games shall be in accordance with the IPC International Standards as amended by the Classification Guide for the relevant Paralympic Games.

B1.1.7 Ineligible to Compete Re-Assessment (Informational - IFDS Rule)

Classification Protests during the Paralympic games shall be in accordance with the IPC International Standards as amended by the Classification Guide for the relevant Paralympic Games. The results of this second evaluation by an International Classification Protest Panel using the IPC International Standards is final and no interested party may launch any further protest.

B1.2 Class Status and Protest Opportunities

B1.2.1 Sailor's Class Status Determines Protest Opportunities

The Class Status of a sailor indicates the protest opportunities that are available in respect of that sailor's Class. The details of Class Status assignment and definitions are shown in Part A 2.2 and IPCCC IS for Protests and Appeals, B 2.

B1.2.2 Classification Protest Submission Process

B1.2.2.1 Time Limit

The Protestor must generally submit the protest within the time limit specified in the Event Sailing Instructions (SIs) and in accordance with certain time limits detailed in B 1.5 below.

B1.2.2.2 Out of Competition Protests

An interested party, with standing, may submit a classification protest out of competition as detailed in B 1.5.2 below.

B1.3 Interested parties who may submit a Classification Protest

B1.3.1 Protest of the Classification of a Sailor with Class Status NR

If the Sailor's current IFDS Class is "R" and the Class assigned by the US Disabled Sailing Classifier Panel is "NR" the protest is NOT ALLOWED. The IFDS Class rating shall take precedence for the Class assigned to sailors by the US Sailing Classification Panel. Only an IFDS Protest Panel can resolve an IFDS assigned Class protest (see B1.1.3 above). The fee for submitting a Classification protest to IFDS is €200 Euros.

The USA Paralympic Committee, the US Disabled Sailing Chief Classifier or the US Sailing Lead Classifier for the Event may protest Sailors with US Sailing Class Status New/Review (NR), following the completion of sailor evaluation and allocation of Class, subject to time limits detailed in B 1.5 & B 1.6.

Following resolution of the Classification Protest the Protest Panel shall assign the Sailor:

- Status New/Review (NR) (Retain Status); or,
- Status New/Confirmed (NC); or,
- Status Ineligible to Compete.

B1.3.2 Protest of Class Status New/Confirmed Prohibited

Except under Exceptional Circumstances (see B 1.4 below), this rule prohibits Classification protests against sailors with Class Status New/Confirmed (NC).

B1.4 Exceptional Circumstances

B1.4.1 Determined by Event Lead Classifier

Only the Event Lead Classifier (Appointed by the US Disabled Sailing Chief National Classifier) can lodge a Protest in Exceptional Circumstances.

B1.4.2 Exceptional Circumstances may result from:

- B1.4.2.1 A change in the degree of impairment of the sailor.
- B1.4.2.2 A sailor demonstrates significantly less or greater ability than prior to competition, which does not correspond to the sailor's current Class.
- B1.4.2.3 An error made by a Classification Panel resulting in assignment of the Sailor's Class which is not in keeping with the sailor's ability.
- B1.4.2.4 US Sailing changed the Classification Criteria since the Sailor's most recent assessment.

B1.4.3 Exceptional Circumstance Protest Process

A Classification Protest made in exceptional circumstances shall follow the process detailed in B 1.5 and B 1.6.

B1.5 Protest Procedures

B1.5.1 Protest Procedures During Events:

B1.5.1.1 Only those parties mentioned in B 1.3 above may submit Protests.

B1.5.1.2 The Event Lead Classifier, or a person designated by him/her, is the person authorized to receive Classification Protests on behalf of US Sailing at the event. The protestor must submit the Classification Protest to the Event Lead Classifier or designated person within the time limits specified in B 1.6. Protestors must submit Classification Protests in English, clearly written or typed on the official US Sailing Classification Protest Form (Appendix B1).

B1.5.1.3 Information Protestor Submitting the Classification Protest Must Include:

1. The name of the sailor whose Class is Protested;
2. Details of the decision protested;
3. The reason for the protest;
4. Any documents of other evidence in support of the protest, including names of witnesses if relevant;
5. The signature of the member of the USA Paralympic Committee or US Sailing representative or US Disabled Sailing Chief National Classifier, or if applicable, the US Disabled Sailing Lead Classifier for the Event.
6. The US Sailing Classification Protest Fee (see B 1.7).

B1.5.1.4 The US Sailing Event Lead Classifier Manages the process

1. Upon receipt of the Classification Protest form, fee, and any documentation, the Chief Classifier shall conduct a review to determine whether all necessary information is included;
2. If the Chief Classifier determines that the Protest form has been submitted without all the necessary information, the Chief Classifier shall dismiss the Classification Protest and notify all the relevant parties;
3. If the Classification Protest is accepted, the Chief Classifier shall notify all relevant parties of the time, date and place of the hearing by the Classification Protest Panel.

B1.5.1.5 If the Classification Protest Panel cannot conduct the Protest at an event in accordance with B1.1.5, out of competition protest procedure will apply (see B 1.5.2.1).

B1.5.2 Protest Procedures Out of Competition

B1.5.2.1 Protest Documents Sent to US Sailing Race Administration Chairperson

The Out of Competition Protest shall be lodged directly with the US Sailing Race Administration Chairperson, on the approved Classification Protest Form (see Appendix B1). Any relevant documentation should be sent to US Sailing. US Sailing will notify and send copies of the documents to the Chief National Classifier.

If on review, the Chief National Classifier finds that the Protestor has not complied with the relevant rules and documentation, he/she shall dismiss the protest and return the protest form to the US Sailing Race Administration Chairperson.

If the Protestor has complied with the relevant rules and documentation, the Chief National Classifier after discussion with the interested parties, will decide the date, time and place for the protest hearing and will notify the interested parties within 28 days, if possible. Because of the difficulty of holding such hearings out of competition, the hearing may be held at the next Major US Sailing Event where Classification and a Protest Panel are available.

B1.6 Time Limits for Lodging a Classification Protest

Time limits for lodging a Classification Protest are as follows:

B1.6.1 Out of Competition Classification Protests

There is no time limit for the lodging of these protests, except that protests of this type shall not be filed when a protest under B1.5.1 is applicable.

B1.6.2 In-Competition Classification Protests

B1.6.2.1 Protest of a sailor's assigned Class

A sailor shall lodge a Classification Protest of his/her own Class within one hour of the Event Lead Classifier official posting time of the list of evaluation of sailors' Class and Status on the Event Official Notice Board.

B1.6.2.2 Protest of another sailor's Class

A sailor shall lodge a protest of another sailor's class either within one hour of the list of evaluation of sailors Class and Status being posted on the Event Official Notice board; or, within the time limit specified under "First Appearance" (see B1.6.3). Protests of this type will not be accepted after the "First Appearance" time limit has expired. The Event Lead Classifier may lodge a Classification Protest at any time during competition (see B1.4 regulations for exceptional circumstances).

B1.6.3 "First Appearance"

A Sailor's "First Appearance" time limit ends one hour after the official time limit for racing rules protests on the first day in which, in the opinion of the Chief Classifier, wind and wave conditions have been sufficient to have shown sailor's true abilities. Sailors being classified shall compete to the best of their ability during practice races. The Event Lead Classifier shall post a notice specifying the date & time of the end of "First Appearance" on the Event Official Notice Board.

B1.7 US Sailing Classification Protest Fee

By US Sailing current RRS 61.4 prescription, no fee is charged for Protests.

B1.8 Classification Protest Panel Process

B1.8.1 General Procedures

B1.8.1.1 Notification of Hearing

The Event Lead Classifier shall publish the time, date and place of the Classification Protest Panel hearing.

B1.8.1.2 Protest Panel Composition

The Classification Protest Panel shall consist of at least two classifiers, of equal or greater level of certification than the classifiers who carried out the evaluation being protested.

B1.8.1.3 Panel Conflict of Interest

The members of the Classification Protest Panel shall not have been involved with the evaluation of the sailor being protested within the preceding 18 months.

B1.8.1.4 Hearing Attendees

Attendees. The sailor being protested may be accompanied by an interpreter, approved by the Event Lead Classifier and not more than one other representative of US Sailing.

B1.8.1.5 Submitted Documentation

All documentation submitted with the Protest Form shall be provided to the Protest Panel. Protest Panels should conduct the protest evaluation without reference to the Classification Panel which assigned the sailor's most recent Class.

B1.8.1.6 Outside Expert - The Protest Panel may seek medical, support or scientific expertise in reviewing an Athlete's Sport Class.

B1.8.2 Panel Decision

B1.8.2.1 Sailor Notification

The sailor shall be notified of the decision as soon as practical and the decision shall be posted in writing on the official notice board within two hours of the decision being reached.

B1.8.2.2 Panel Decision Final

The decision of the Classification Protest Panel regarding the sailor's Class is final and cannot be protested again, except in certain situations with Class Status R sailors. The sailor can only appeal to the Appeal Body if he/she considers that the original Classification Panel or the Classification Protest Panel did not follow the proper procedures. The Appeal Body cannot alter the sailor's Class under any circumstances.

B1.8.2.3 Panel May Require Sail Observation in Competition

The Classification Protest Panel may decide that they require the observation of the sailor in competition before reaching a final decision until at least "First Appearance" conditions are met. Sailors and teams are warned that this may affect the

results and even the sailor's or team's eligibility for competition.

B1.8.3 Effect of Protest Decision After Start of Racing

If the Classification protest decision:

B1.8.3.1 does not change sailor's Class

If the Panel Decision does not change the sailor's Class, the protest procedure is finished when the decision is posted on the Event Official Notice Board.

B1.8.3.2 does change the sailor's Class – no Team Rules infringement

If the Panel's does change the sailor's Class, but this does not infringe on the rules of the team composition, the protest procedure is finished when the decision is posted on the Event Official Notice Board.

B1.8.3.3 does change the sailor's Class and infringement on Team Rules

If the Panel Decision does change the sailor's Class, and this result infringes the rules of the team composition (e.g. not MD anymore, not TPA anymore, or more than 14 points in a 3-person-crew), the Chief Classifier shall report the matter in writing to the Race Committee or the event Protest Committee (see Racing Rules of Sailing). In handling the matter, the event Protest Committee cannot question the result of the Classification Protest.

B1.9 Protests in Exceptional Circumstances

All Classification Protests brought in Exceptional Circumstances should follow a similar process to the above, except for obvious communication and notification revisions. Such Protests shall follow the process stipulated by the US Sailing Classification Rules.

B1.10 Forms and Procedural Guides

All forms and procedural guides relevant to Protests and appeals can be found in Appendices B1B4.

B2 Appeals

B2.1 The Appeal Body

The Appeal Body shall be appointed by the Chair of the [US Sailing Race Administration Appeals Committee](#). The Appeal Body shall have a minimum of three members. No member of the Classification Panel assigning the Class/Status in question shall be appointed. The three member Appeal Body should include, but is not limited to, members from the following US Sailing Committees:

- Chairperson from the US Sailing [Race Administration Appeals Committee](#)
- Member at large from the US Disabled Sailing [Classifier Committee](#)
- Member at large from the US Sailing [Sailors with Disabilities Committee](#)
- Member at large from the US [Disabled Championship Committee](#)

B2.1.1 What is Reviewed by the Appeal Body

The Appeal Body only has the jurisdiction to review Classification decisions to:

- Ensure that all appropriate Classification and Status assignment procedures have been followed.
- Ensure that all appropriate Classification Protest procedures have been followed.

B2.1.2 Appeal Body Limitations

The Appeal body does not have jurisdiction to review the merits of assignment of a Class or Status. Under no circumstances shall it modify a Classification decision by allocating a new Class or Status.

B2.1.2 Appeal – The Last Resort

The Appeal body shall hear Appeals only in cases in which all other available remedies, including but not limited to, Protest procedures, have been exhausted.

B2.2 Appeal Submissions

B2.2.1 Submission Timing

The appropriate interested party shall promptly submit the Notice of Appeal to the Chair of the US Sailing Race Administration Committee. The Chair of the US Sailing Race Administration Committee shall instruct the Chair of the US Sailing Appeals Committee to appoint an Appeal Body (see B2.1 above) and schedule the hearing. The Chair of the Appeals Committee shall promptly notify all interested parties of the date, time and place of the hearing (the hearing may be a teleconference). US Sailing Race Administration may determine the Appeal should be heard by a special Appeal Body at the next US Disabled Sailing Major Event. If US Sailing Race Administration is not able to hear the Appeal, the Appeal may have to be heard by the US Paralympic Committee.

B2.2.2 Who may submit an appeal?

Only the US Paralympic Committee and the US Sailing Classification Committee has the right to submit an Appeal.

B2.2.3 Notice of Appeal

A Notice of Appeal must:

- Specify the party who is requesting the Appeal;
- Provide the name of the sailor whose Class and/or Status is the subject of the Appeal;
- Identify the decision being Appealed, by attaching a copy of the decision (if written) or briefly summarizing it;
- Specify the grounds for the Appeal;
- Identify all documents, evidence and witnesses to be put forward in support of the Appeal.

B2.2.4 No Appeal Fee

The US Sailing RRS (current Racing Rules of Sailing – Rule 61.4) states, “US Sailing prescribes that no fees shall be charged for protests or requests for redress.”

B2.2.5 All Remedies Not Exhausted – Dismiss Appeal

Upon receipt of a Notice of Appeal, the Event Lead Classifier (or if the Lead Classifier is named in the Appeal, event Technical Delegate), shall conduct a review to determine whether all other available remedies have been exhausted by the party bringing the Appeal. If all other available remedies have not been exhausted, US Sailing or the Lead Classifier shall issue a written decision dismissing the Appeal.

B2.3 Appeal Procedures

B2.3.1 US Sailing Appeals Committee Chair Duties;

If the Chair of the US Sailing Appeals Committee determines all other available remedies have been exhausted, the Appeals Chairperson shall promptly:

- Appoint an Appeal Body (see B2.1 above);
- Advise all relevant parties that an Appeal Body will be constituted for the purposes of hearing the Appeal;
- Send a copy of the Notice of Appeal to all members of the Classification Panel assigning the sailor's Class/Status;
- Advise the members of the original Classification Panel that they must, within 28 calendar days of receiving a Notice of Appeal (or within such other period required by US Sailing) submit to the Appeal Body a list of all documents, evidence and expert witnesses to be offered by the Opposing Party in relation to the Appeal;
- Set a Hearing location and date: the Appeal Body shall have the right, in its sole discretion, to conduct a Hearing live, by telephone conference or by video conference.

B2.3.2 Appeal Hearing

B2.3.2.1 Qualifications and Composition

The Appeal Body, all of whose members shall have signed a declaration in relation to conflict of interest, is comprised of at least three members of US Sailing Race Administration (see B2.1 above) who have at no stage been involved with or informed of the dispute brought before the Appeal Body.

B2.3.2.2 Independent Appeal Body

If US Sailing is not able to ensure a reasonable level of independence of decisions, the Chair of the US Sailing Appeals Committee may request the US Paralympic Committee hear the Appeal.

B2.3.2.3 Appeal Body Counsel

The Appeal Body may designate counsel to assist it in the Hearing.

B2.3.2.4 Interested Party Representatives at Hearing

Not more than two representatives of any interested party shall be entitled to participate in the Hearing.

B2.3.2.6 Rights of Hearing Participants

Interested parties shall have the right to offer documentary evidence, to submit a hearing memorandum or brief, and (subject to the Appeal Body's discretion) to call witnesses.

B2.3.3 Appeal Decision

B2.3.3.1 Written Decision Notice

The Appeal Body shall issue a written decision resolving any Appeal after the Hearing. The Appeal Body shall provide the decision to all interested parties, to the IPC, US Sailing and to the Event Organizing Authority (in the case of Appeals conducted in connection with a Competition).

B2.3.3.2 Panel – Affirm or Overrule

The Appeal Body shall either affirm the decision appealed, or overrule the decision. If the decision is overruled, the Appeal Body's written opinion shall specify the procedural error committed and shall direct the appropriate party to reconsider the decision in a manner consistent with Appeal Body's instructions.

B2.3.3.3 US Sailing Shall Ensure Directives Followed

US Sailing or their designee (usually the US Disabled Sailing Classifier Committee) shall be responsible for ensuring that the Appeal Body's directives are followed in a timely manner.

B2.3.3.4 Appeal Decisions Final

Appeal decisions are final and are not subject to any further appeal.

B2.3.4 Confidentiality

B2.3.4.1 Proceedings Confidential

Appeal proceedings are confidential. The parties and the Appeal Body shall not disclose facts or other information relating to the dispute or the proceedings to any person or entity excluding, to the extent necessary to prosecute or defend the Appeal:

- Employees or agents of a party
- Witnesses whose testimony may be offered on Appeal
- Counsel, consultants or interpreters engaged for purposes of the Appeal.

B2.3.4.2 Confidentiality Agreement

The Appeal Body may, in its sole discretion, require all persons who attend a Hearing to sign a statement agreeing to maintain the confidentiality of facts or information disclosed during the Hearing. The Appeal Body may exclude any individual refusing to sign such a statement from the Hearing

B2.3.5 forms and Procedural Guides

All forms and procedural guides relevant to Protests and appeals can be found in Appendices B 1–B 4.

Appendices to Part B

Appendix B1.1 Classification Protest Form – Protestor Information

Appendix B1.1 - Classification Protest Form - Protestor Information

Name of Event:	
Protest Submitted by:	Signature:
Protestor Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Classification Protest Type:	In Competition
	Out of Competition
Name of Protested Sailor:	
Protested Sailor's Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Has the sailor been informed of the protest?	Yes
	No

US Sailing Charges No Administrative Protest Fee

Protested Sailor's Current Class & Status	Class:	Status:
Reason for Protest:		

Witness One Name:	
Witness Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Protestor has informed witness he/she may be called by the Classification Protest Committee:	Yes
	No
Witness Two Name:	
Witness Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Protestor has informed witness he/she may be called by the Classification Protest Committee:	Yes
	No

Appendix B1.2 Classification Protest Form – Committee Section

Appendix B1.2 Classification Protest Form - Committee Section

For Protest Committee Use Only	
Written Classification Protest Form Received by Protest Committee Designee at:	Date:
	Time:
Signed on behalf of the Event Lead Classifier. Name:	Signature:
Classification protest accepted for further investigation:	Yes
	No
Event Lead Classifier Name:	Date:
Lead Classifier Signature:	Time:

Facts Found:	
Decisions:	
Rules Involved:	
Conclusions:	
The US Sailing Class and Status Assigned to (name)	
Remains Unchanged at:	Class:
	Status:
Protest Panel Names and Signatures:	
Protest Committee Chairperson's Signature:	Date:
	Time:

Classification Protest Denial Form

The Classification Protest Panel denies the protest of:

(Name of protested sailor)

Sailing in vessel format (Sonar / SKUD 18 / 2.4mR / other _____)

As Class _____ and Status _____ .

The Class and Status for the protested sailor remains unchanged.

Signature of Protest Panel Chairperson:	Date:

Classification Protest Upheld Form

The Classification Protest Panel upholds the protest of:

(Name of protested sailor)

Sailing in vessel format (Sonar / SKUD 18 / 2.4mR / other _____)

As Class _____ and Status _____ .

The Protest Panel **changes** the Class and Status for the protested sailor to:

CLASS _____ / STATUS _____

Signature of Protest Panel Chairperson:	Date:

Appendix B4.1 Classification Appeal Form – Sailor Information

Appendix B4.1 - Classification Appeal Form - Sailor Information

Name of Event:	
Appeal Submitted by:	Signature:
Appellant's Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Classification Appeal Type:	In Competition
	Out of Competition
Name of Party Protested:	
Protested Sailor's Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Has the sailor been informed of the Appeal?	Yes
	No

US Sailing Has No Administrative Appeal Fee

Sailor's (Appellant's) Current Class & Status	Class:	Status:
Reason for Appeal:		

Witness One Name:	
Witness Boat Format:	Sonar
	SKUD 18
	2.4mR
	Other:
Appellant has informed witness he/she may be called by the Classification Protest Committee:	Yes
	No

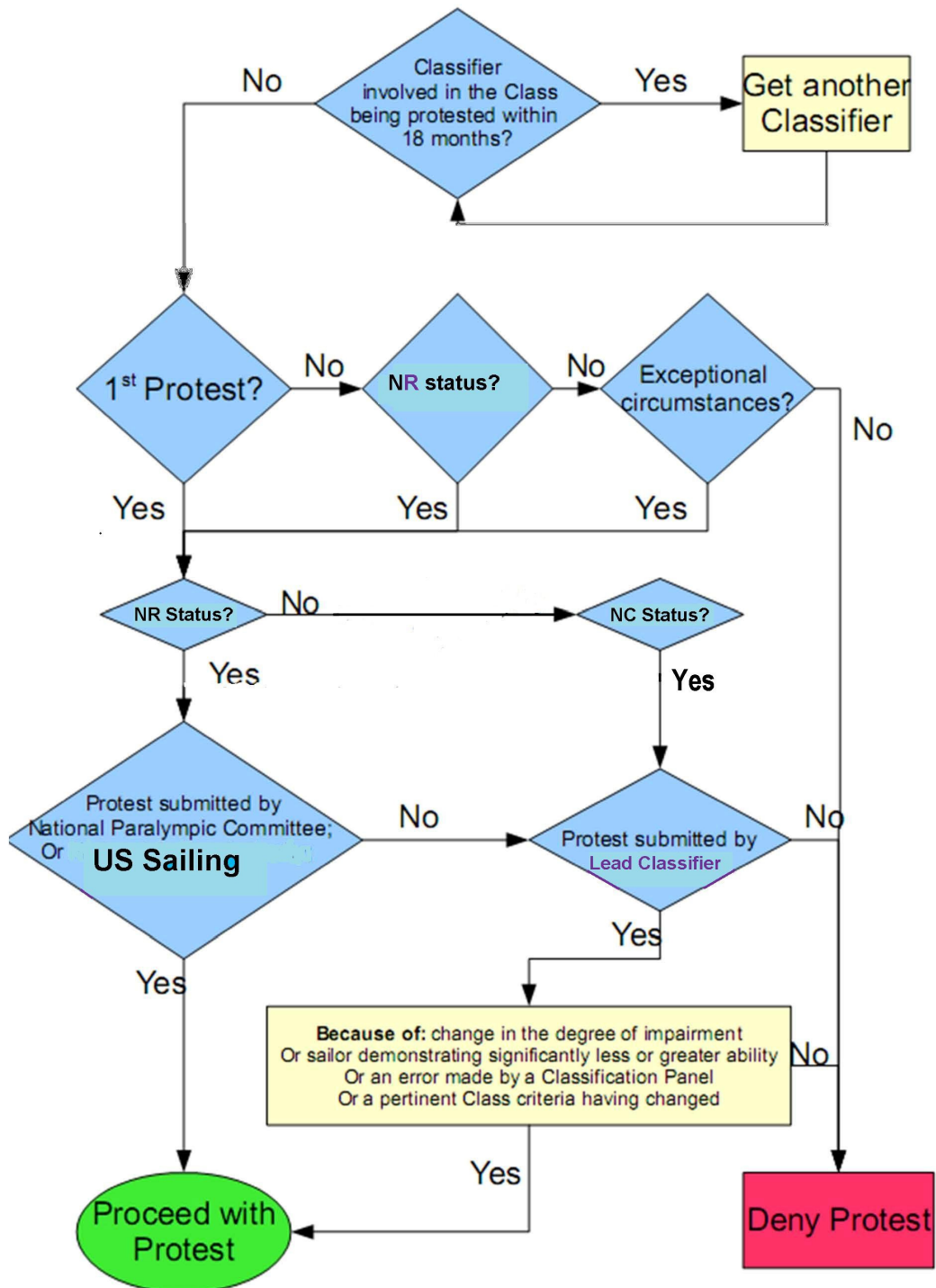
Appendix B4.2 Classification Appeal Form – Appeal Panel Section

Appendix B4.2 – Classification Appeal Form - Appeal Panel Section

For Protest Committee Use Only	
Written Classification Appeal Form Received by Protest Committee Designee at:	Date:
	Time:
Signed on behalf of the Event Lead Classifier. Name:	Signature:
Classification Appeal accepted for further investigation:	Yes
	No
Event Lead Classifier Name:	Date:
Lead Classifier Signature:	Time:

Facts Found:	
<p>Appeals Panel Decision (strike out the sentence which is not applicable)</p> <p>The Classification decision is affirmed.</p> <p>The Classification decision is overturned.</p> <p>Of the decision is overturned, the Appeal body recommends the following:</p>	
Rules Involved:	
Conclusions:	
The US Sailing Class and Status Assigned to (name)	
Remains Unchanged at:	Class:
	Status:
Appeals Panel Names and Signatures:	
Appeals Panel Chairperson's Signature:	Date:
	Time:

Appendix B5 Procedure for Processing a Protest



Part C US Classifiers' Certification Procedures and Administration

C1 US Sailing National Classifiers

US Sailing shall appoint National Classifiers who are suitably qualified and competent to classify sailors at National Events. US Sailing shall nominate candidates with appropriate medical and/or allied health education and training (e.g., Physiotherapists, Chiropractors, Sports Medicine Professionals, Personal Trainers, EMTs, Osteopaths, MDS, etc.).

C1.1 US Sailing Classifier in Training

The candidates recommended by US Sailing shall participate in education, training, testing and hands on experience in the Classification procedures, policies and process described in this US Sailing Functional Assessment System Manual 2013—2016. US Sailing shall facilitate the development of National Classifiers by offering National Classification Training Seminars two times each year at major US Sailing sanctioned Disabled Sailing Events.

- The US Sailing *Classifier in Training* Certification Process. Following successful completion of a Classifier Training Seminar and recommendation for Certification by the Chief National Classifier, US Sailing shall consider the candidate a “Classifier in Training” until Certified.
- *Classifiers in Training* may not determine a sailor's Class or Class Status, or serve on a Classification Panel, but may provide administrative assistance to the Classifier Panel at an Event.

C1.2 US Sailing National Classifier

US Sailing is responsible for certifying National Classifiers after successful completion of training, some practical experience and recommendation by the Chief National Classifier.

C1.2.1 Role of a US Sailing National Classifier

Primarily to classify sailors prior to a US Disabled Sailing sanctioned event. US National Classifiers shall assign a Class and a Class Status of New/Review (NR) or New/Confirmed (NC). Such a classification is valid for any US Sailing event but can be overruled by a classification conducted by an International Classification Panel.

C1.2.2 Certification National Classifiers (Training and Confirmation)

The US Sailing Chief National Classifier shall supervise training and testing of nominees at a US Sailing National Classifier Training Seminar; and recommend those satisfactorily completing training and testing to US Sailing for appointment as National Classifiers.

C1.2.3 Recertification

US National Classifiers should attend (or instruct at) at least one Classifier Training Seminar (US Sailing or IFDS) and serve at a Classifier at two US Sailing Sanctioned National Event per four years. The US Sailing Chief Classifier shall review the performance of the National Classifiers as an ongoing process and at the end of each Paralympic Quadrennium. The Chief Classifier shall recommend Recertification or Re-Training of the candidate to US Sailing based on these performance reviews. US Sailing shall determine the ongoing certifications for all National Classifiers.

C1.3 US Sailing Chief National Classifier

The Chair of US Sailing Race Administration shall appoint the US Disabled Sailing Chief National Classifier in consultation with the Head of IFDS Classification and the IFDS Medical Committee.

C1.3.1 Role of the US Sailing Chief National Classifier

Primarily to classify sailors at US Sailing sanctioned events. They supervise, train and are responsible for the National Classifiers.

C1.3.2 Certification

The Chief National Classifier should attend an International Classification Seminar and assist

classification at an IFDS Level 1 or 2 event under the supervision of an International Classification Panel at least once in order to be nominated as a Chief National Classifier.

C1.3.3 Recertification

The US Sailing Chief National Classifier should attend a classification seminar (preferably an International seminar) once every 4 years, or after classification rules have changed. Recertification should occur every 4 years and is at the discretion of US Sailing in consultation with the IFDS Head of Classification and the IFDS Medical Committee.

C1.4 US Sailing Event Lead Classifier

The US Sailing Chief National Classifier shall be the US Disabled Sailing Event Lead Classifier or, if the Chief National Classifier is not available for the Event, shall assign the duties of the Event Lead Classifier to an available, experienced Certified US Sailing National Classifier. The Chief National Classifier may consult with the Organizing Authority and/or Event Planner prior to making this appointment.

C1.4.1 Role US Sailing Event Lead Classifier

The Event Lead Classifier is responsible for assuring appropriate administration of the classification process at the Event, including but not limited to:

- Administer and co-ordinate classification matters for a US Sailing event in accord with all Classification Rules and Procedures in this Functional Classification System Manual;
- Liaise with Organizing Committees and teams before an event to identify and notify sailors who require evaluation for Class and Status;
- Liaise with Organizing Committees and Technical delegates before an event to ensure travel, accommodation and working logistics are provided for Classifiers;
- Supervise Classifiers to ensure that classification rules are applied appropriately during a specific event;
- Supervise Classifiers and Trainee Classifiers in their duties as members of Classification Panels, and monitor their level of classification competencies and proficiencies;
- Ensure all Classified Sailors submit the Classification Administration Fee to US Sailing
- Ensure Classification Protests and/or Appeals are properly managed;
- Provide a short written Event Summary Report and Recommendations to the US Sailing Classifier Committee;
- Ensure that US Sailing formally acknowledges the Classifiers that assist with an event.

C1.4.2 Specific tasks at events include but are not limited to:

- Obtain from the Organizing Authority/Event Committee, well ahead of the event, a list of sailors entering an event and cross check this with the US Disabled Sailors' Master List to determine which sailors are new, those who require review and those who are of US Sailing Class Status New/Confirmed (NC) and do not require evaluation.
- Make a schedule for evaluation and post this on the official notice board.
- Have a supply of evaluation forms, and evaluation result forms available
- Have a supply of classification protest forms available
- Have a supply of protest decision forms available
- Provide the necessary equipment to conduct the classifications, including equipment for Dock tests
- Post a list of the results of evaluation of sailor Class and Status as soon as possible after evaluation and ensure that evaluation result forms are given to the sailors.
- Receive and organize any classification protests, including organization of any classification protest panels (see B1.1).
- Notify Race Committee and Event Protest Committee in writing if a boat is ineligible to compete due to outcome of Classification
- Have the results of protest of sailor Class and Status posted on the official notice board as soon as protests are completed.
- Have forms for sailor Class and Status after first appearance available for distribution to the sailors after the final Class and Status results are posted.
- Ensure that documentation is duly transmitted for updating the Master List

C1.5 US Sailing Lead Training Classifier – Classifier Training Program

The US Sailing Chief National Classifier or his/her designee, after approval by US Sailing, shall be the Lead Trainer for the US Sailing Classifier Training Program. This person should be an experienced US Sailing National Classifier with advanced education/training in Sports Medicine and experience in education/program/event planning and direction. Ideally, the Lead Trainer will be an able public

speaker capable of maintaining the attention of Classifier Trainees through extended, intense didactic and practical educational sessions. The US Sailing Chief National Classifier, in consultation with US Sailing, the US Sailing Lead Trainer and Event Organizing Authority, appoint an experienced National Classifier as the Lead Trainer for a specific US Sailing Classifier Training Seminar at a Major Disabled Sailing Event. Because of the time requirements and complexity of Roles and Duties, the Chief National Classifier should not appoint the same Classifier to the positions of Lead Classifier and Lead Trainer for any event.

The Chief National Classifier with the approval of US Sailing may waive one or more of these criteria in light of exceptional circumstances.

C1.5.1 Role US Sailing Lead Trainer

The central role of the US Sailing Lead Trainer is to develop, update and maintain the curriculum for US Sailing Classifier Training Seminars. The curriculum shall include but is not limited to:

- The History of Classification in US Disabled Sailing
- Overview on the IPC Classification Code;
- Overview of the WADA anti-doping Code and aspects of doping prevention;
- Presentation of the US Sailing Classification System Manual and rules so that trainees achieve familiarity with the entire document;
- Overview on the current US Sailing FCS (e.g. minimum disability, sport class, sport class status, deciding the rating, etc.);
- Theory of anatomical examination, sailing simulation tests and sailing observation;
- How to perform classification tests (FA and FD) and sailing observation;
- Overview of the Paralympic Boat Classes and the adaptations and possible influence on the classification result;
- Introduction to Classification Protest regulations;
- Emphasis on the Code of Conduct including respect for other nations and cultures.

C1.5.2 Duties US Sailing Lead Trainer (and Event Lead Trainer) at an Event

The central duties of the US Sailing Lead Trainer or appointed Event Lead Trainer for a specific event includes but are not limited to:

- Direct and/or conduct training modules at the US Sailing Classifier Training Seminar (usually at a Major Disabled Sailing Event);
- Assess performance of Classifier Candidates;
- Conduct and Proctor the written/practical Classifier Test at the end of the Training Seminar;
- Submit the evaluation and test scores of the Trainees to the Chief National Classifier.
- Submit an evaluation of the support and facilities provided by the Disabled Sailing Event Organizing Authority.

C2 Classification Panel at Disabled Sailing Events

C2.1 Classification Panel (CP)

The US Sailing Chief National Classifier, in consultation with the event Organizing Authority/Event Committee shall appoint the Event Classification Panel. The Chief National Classifier shall be the Event Lead Classifier or shall appoint an Event Lead Classifier.

C2.1.1 Minor Events where One (or No) Paralympic Format Boat(s) are Racing

Minor US Disabled Sailing Events correspond to IFDS Level 3 Events. The Chief National Classifier shall appoint at least one Certified National Classifier to the Event Classification Panel. A second National Classifier may consult/confirm Class and Status assigned by the Event Classifier via teleconference or video conference. Classifiers in Training and other knowledgeable volunteers may assist but only the appointed National Classifier, in conference with a second National Classifier, may assign Class and Class Status to a sailor. If only one Classifier is on the Panel, he/she may only assign a Class Status of New/Review (NR). If two National Classifiers are on the Panel, the Panel may also assign a Class Status of New/Confirmed (NC).

C2.1.2 At Major US Disabled Sailing Events where Two Paralympic Format Boats are Racing

Major US Disabled Sailing Events correspond to IFDS Level 2 Events. The Chief National Classifier shall appoint one Event Lead National Classifier and a second National Classifier for the Event Classification Panel. Classifiers in Training and other knowledgeable volunteers may assist but only the appointed National Classifier may assign Class and Class Status to a sailor. The Classification Panel may assign a Class Status of New/Review (NR) or New/Confirmed (NC).

C2.1.3 Major US Disabled Sailing Events where Three Paralympic Format Boats are Racing

Major US Disabled Sailing Events correspond to IFDS Level 1 Events. The Chief National Classifier shall appoint one Event Lead National Classifier and Two National Classifiers for the Event Classification Panel. Classifiers in Training and other knowledgeable volunteers may assist but only the appointed National Classifiers may assign Class and Class Status to a sailor. The Classification Panel may assign a Class Status of New/Review (NR) or New/Confirmed (NC).

C2.1.4 Major US Sailing Sanctioned Major Events with a Classifier Training Seminar

Major US Disabled Sailing Events correspond to IFDS Level 1 or 2 Events. The Chief National Classifier shall appoint one Event Lead National Classifier, one Event Classification Trainer and, if available, two additional National Classifiers for the Event Classification Panel. The training program shall accept a maximum of two Classifier Trainees per Classifiers assigned to the event. Additional trainees may be added at the discretion of US Sailing. Classifiers in Training and other knowledgeable volunteers may assist but only the appointed National Classifiers may assign Class and Class Status to a sailor. The Classification Panel may assign a Class Status of New/Review (NR) or New/Confirmed (NC).

C2.1.5 Panel Posts Interim List of Competitors

The Classification Panel shall produce an interim list of all competitors and their Class as soon as possible after assessment and before "First Appearance." The Panel shall produce and post a final list of Class and Class Status at the end of "First Appearance".

C2.2 Classification Protest Panel (see Part B1.8)

C2.3 Disabled Sailing Events Not Sanctioned by US Sailing

C2.3.1 Event Organizing Authority Assumes All Liabilities

The use of the US Disabled Sailing Functional Classification System Manual is encouraged, but in the event of protests relating to classification, US Sailing is under no obligation to resolve or mediate resolution. US Sailing encourages event Organizing Authorities and Event Planners to petition US Sailing to secure recognition of the competition (sanctioning by US Sailing) if the OA wants the participating sailors' results to count for US Sailing National Ranking.

C2.3.2 Un-Official Lead Classifier at Non-Sanctioned Event

US Sailing encourages the Event Organizing Authority to contact a US Sailing National or International Classifier to function as the Chairperson of their Event Classification Panel. This "consultant" would not be functioning in an official US Sailing capacity but would have the knowledge and experience to provide leadership on the Event Classification Panel. US Sailing further suggests that additional members of the Event Classification Panel are medical or paramedical professionals with one design racing experience. The classifications awarded are for the event only and are subject to protest. The Class and Status assigned to the athlete shall not be listed on the US Disabled Sailing Master List.

C2.3.3 Non-Sanctioned Event Classification Protest Panel

US Sailing assumes no responsibility for determining, managing or defending the decisions made by a non-sanctioned event Classification Protest Panel. US Sailing considers all aspects of classification the responsibility of the Organizing Authority and a non-sanctioned event.

C2.4 Equipment and Administrative Staff Required for Classification

C2.4.1 Space and Equipment

1. One examining space for every two classifiers for each day of the classification and / or classification seminar. One room with a screen separating the examining spaces is acceptable. An examining room should also be obtainable, during the regatta in the event of a classification protest.
2. One examination bench, (no higher than a heavy-duty banquet table), in each examining space.
3. An office area or adequate shared space, with internet access during classification and during the regatta or until the classifiers no longer require it.
4. An adequate supply of examination forms.
5. Access to photocopying.

C2.4.2 Functional Dockside (see Functional Dock Test A2.2.3)

1. The proposed dockside tests require that a Sonar or acceptable substitute (e.g., Ensign) should be available in which to carry out the Functional Dock Tests. If dedicated boat for testing is not possible, it may be necessary to use a sailor's boat with permission to conduct the dock test.
2. The Event Lead Classifier shall post the schedule of Functional Dock Test on the Official Notice Board. The Classification Panel will advise the sailors to check the Notice Board for their Functional Dock Test time and place.
3. The sailors (and Teams) are required to have their boat prepared for the Test with all adaptations (e.g., transfer bench, grab bar) in position at the time and place specified in the Official Notice. The Sailor/Team shall remove these adaptations if the Classification Panel requests their removal. If this is not possible, it is the responsibility of that team to arrange with another team (which has a Sonar with easily removable adaptations) for the other team's Sonar/boat to be standing by.
4. The Team/sailors concerned shall prepare the Sonar/boat to be used:

- The jib removed or tied off.
- The mainsail removed or tied tightly to the boom such that the mainsheet block on the boom can run freely.
- The boom raised by the main halyard to the height above deck when the mainsail is up.
- 5. The Classification Panel shall provide the test equipment. US Sailing shall pay the costs of this equipment.
- 6. The volunteer helper assigned by the Organizing Authority/Event Planner to the team being classified should be available to assist the Sailor and Classifiers for the dockside tests.

C2.4.3 Video Equipment

The US Sailing Classification Committee determined Videotaping is helpful, particularly during dockside testing and on the water sailing observation. The sailors undergoing Classification have signed a release regarding photos and video (see A2.1.1). The US Sailing Classification Panel shall provide personal electronic equipment for this task. The Classifiers may use standard video cameras or cell phones with sufficient memory for the event. It is prudent for the Classifier to use a waterproof camera and/or video recorder for dockside and on the water observation. The Classifier Panel and Committee use pictures and video records to confirm Class and Status and to assist with Classifier Training Seminars.

C2.4.4 Planning and Logistics

The Organizing Authority/Event Planner should provide the US Sailing Chief National Classifier an estimate of the number of sailors expected to compete, and, as registration proceeds, the number of sailors requesting Classification. The Classification Committee needs this information to plan the classification logistics for the Event.

C2.4.5 Boats for Sailing Observation (see Sailing Test A2.2.3)

Classification of Sailors with "Benchmark" disabilities may not require Functional Dock Testing or Sailing Observation for assignment of Class and Status. To accurately assess a classification rating for some of the non-"benchmark" sailors, Dock Testing and/or Sailing Observation (at the First Appearance) may be required. To complete classification of these Sailors, the OA is requested to provide a sufficient and adequate boat(s) to the classifiers to observe/assess the Sailor's function while racing in First Appearance (first day of racing). This observation is critical for proper assignment of Class and Status for Sailors with Functional Scores near the break points between Classes. For a Sailor on the "bubble" the assigned Class may be a critical issue for Eligibility to Compete for some Three-Person Teams. The Organizing Authority/Event Planner should provide a safe, fast, stable, low profile, boat with a flag (large white flag with black block letter "C") for each two/three classifiers at the event. If the Organizing Authority is hosting a Classification Seminar, several boats may be required.

C2.4.6 Transportation to and from the Event

1. The Organizing Authority should provide ground transportation at the event specifically dedicated for use by classifiers as the Panel may need to move at different times from the competitors and other officials.
2. US Sailing shall pay for transportation to and from an event hosting a Classification Seminar for two Classifiers. US Sailing and the Event Organizing Authority shall negotiate the responsibility for the cost of transportation for additional Classifiers.
3. US Sailing may pay for transportation to and from the US National Disabled Sailing Championships for one Classifier. Need for additional Classifiers and the cost of transportation shall be negotiated between US Sailing and the Event OA.
4. US Sailing may pay for transportation to and from other US Sailing Sanctioned Major Disabled Sailing Events for at least one Classifier.
5. The Organizing Authority may be expected to pay for transportation for all Classifiers to and from other US Sailing Sanctioned Disabled Sailing Events.

C2.4.7 Accommodation/Lodging

1. The Organizing Authority should recognize the Classification Panel as regatta officials and treated

accordingly. Classifiers should be placed in the same accommodation as other officials. Ideally, all participants and officials should be in the same accommodation.

2. When there is not enough space in the same accommodation for all, the Organizing Authority should attempt to place the Classifiers in the same accommodation as the competitors so the Classifiers may observe competitors' level of function during their activities of daily living.
3. US Sailing shall pay for accommodation for two Classifiers at an event hosting a Classification Seminar. The Event OA shall negotiate the cost for additional Classifiers.
4. US Sailing may pay for accommodation for all Classifiers at the US National Disabled Sailing Championships. If the OA can accommodate, then the cost of lodging should be part of the event costs.
5. US Sailing shall pay for accommodation for at least one Classifier at other US Sailing Sanctioned Major Disabled Sailing Events.
6. The Organizing Authority may be expected to house or pay for accommodation for Classifiers volunteering at other US Sailing Sanctioned Disabled Sailing Events.

C2.4.8 Classifier Expenses

Since classifiers are volunteering their time and expertise at an event, the Organizing Authority should make every effort to minimize Classifier out of pocket expenditures. The Organizing Authority should include (at no cost) the Classifiers in all Event Social Activities (e.g., meals, evening socials). If transportation between lodging and the venue is not provided, the Organizing Authority should pay taxi fares/airport transfers.

C2.4.9 Event Safety Plan and Event Safety Officer

Functional Assessment for the purpose of determining a rating for participation in sport is not the practice of medicine. Although Classifiers may have significant backgrounds in health care (e.g., medicine and allied medical fields) most Classifiers are not licensed to practice medicine in the location (i.e., NY, IL, WI, FL, CA, TX, etc.) of the events. Therefore, from the point of view of legal liability, it is essential that the Organizing Authority appoint a fully licensed Event Chief Medical Officer, based in the city of the event, who is responsible for administering the Event Safety Plan and triage of emergent medical problems.

The Organizing Authority must make the participants at the event aware of whom to contact for medical care. The Event Safety Plan should provide information regarding community medical resources for those who may require emergent or urgent medical services. A model Event Safety Plan used at the 2012 Disabled World Championships is available on the IFDS web site:

[http://www.sailing.org/tools/documents/2012SafetyPlanFinal-\[12264\].pdf](http://www.sailing.org/tools/documents/2012SafetyPlanFinal-[12264].pdf)

The Organizing Authority should not expect the Event Safety Officer to manage the day to day medical care of the competitors, officials and other participants. The Organizing Authority should expect the Event Safety Officer to provide triage assistance to participants at the event. The Event Safety Plan and assignment of an Event Safety Officer is NOT the responsibility of the Classification Panel, Classification Committee or US Sailing.

C2.4.10 Liability Insurance

US Sailing provides liability insurance for all certified Race Officers and US Sailing National Classifiers at US Sailing sanctioned events. In addition, the Organizing Authority shall assure liability coverage for the US Sailing National Classifiers is part of their Event Liability Insurance Policy. Organizing Authority shall provide a copy of the Event Liability Insurance Policy page/addendum verifying coverage for the Event National Classifiers to the US Sailing Chief National Classifier.

C2.4.11 *Disabled Sailing Race Management Suggestions*

1. The Organizing Authority should provide adequate drinking water on the course area for competitors, classifiers and all other officials. The OA should identify the locations/boats where water is available both on shore and on the course.
2. Many disabled sailors have difficulty with autonomic body temperature control and fatigability. Race Management should not allow competitors to spend unreasonable amounts of time on the water. If weather conditions are too light or too heavy, Race Management should make all reasonable efforts to postpone racing early, while the competitors are on shore or in the harbor. Also see the IFAS/IFDS Race Management Manual:

[Http://www.sailing.org/sailor/disabled/competition.php](http://www.sailing.org/sailor/disabled/competition.php)

C3 US Sailing Classification Documentation – The Master Lists

There are two kinds of Disabled Sailing Classification Documentation. Both US Sailing and the ISAF/IFDS provide Classification and maintain independent Disabled Sailor Master Lists. Sailors are not eligible to compete in US Sailing sanctioned events until the sailor is Classified at an event and/or they are listed on the US Sailing Master List. US Sailing maintains the American Disabled Sailor Classification Master List; available on the US Sailing web site. The Master List provides the sailor's name, email address, date of Classification, date Classification posted, Class ("Rating for one or more Paralympic vessel formats). The sailor is not listed until the \$50 US Sailing administrative fee is paid. Interested parties may view the US Sailing Master List on the US Sailing web site:

<http://raceadmin.ussailing.org/Page3874>

IFDS maintains an IFDS/ISAF International Classification Master List on the ISAF web site. At the time of International Classification at an IFDS International Event, the ICP will provide the sailor with an International Class and Status. The IFDS will collect the €50 Euro administration fee, paid directly to IFDS. IFDS will place the sailor's information on the International Master List and provide the sailor with an "International Sailing Passport" that lists the sailor's Class and Status. The IFDS Master List may be viewed at the following IFDS web page:

[http://www.sailing.org/tools/documents/IFDSSailorsClassification120413-\[14811\].pdf](http://www.sailing.org/tools/documents/IFDSSailorsClassification120413-[14811].pdf)

Appendices to Part C Certification Certificate and Code of Conduct

Appendix C1 US Sailing National Classifier's Certificate

This is to certify that

Has met the US Sailing requirements for certification
and
Is approved and certified as a US Sailing National Classifier

US Sailing Chief National Classifier _____

Chairperson US Sailing Race Administration _____

Date: ____ / ____ / _____

Appendix C2 Code of Conduct & Ethics – US Sailing National Classifiers

US Sailing National Classifiers

1. I am a volunteer serving US Sailing.
2. I have a working knowledge and am conversant in the English language.
3. I shall seek to be fully informed in order to apply the up-to-date guidelines, policy and procedure of US Sailing Classification and Sailing Rules to the best of my ability.
4. I shall respect the sailors and coaches/team leaders by:
 - Maintaining a courteous attitude during the classification process and officiating of the competition.
 - Involving the sailor and coach/team leader in discussions in matters pertaining to their sailor's classification issues;
 - Handling protests in a fair, non-threatening and non-arbitrary manner;
 - Performing my duties without the influence of alcohol or illicit substances.
5. I shall respect the decision making process by:
 - Treating discussions as confidential information;
 - Maintaining confidentiality of the sailor's information;
 - Respecting other classifiers, technical advisers and/or officials;
 - Being able to justify and explain my decisions without showing anger or resentment;
 - Acknowledging the US Sailing Chief National Classifier as the spokesperson;
 - Remembering that I act for the sport of Sailing and the classification process and not for any special interest group;
 - Performing my duties without yielding to any economic, political, sporting or human pressure;
 - Respecting the deliberations of my fellow Classifiers.
6. Thereby accepting my position as a US National Classifier, I commit myself to:
 - respect this Code of Conduct and Ethics;
 - distance myself from any gender orientated, political, religious or nationalistic bias;
 - remain impartial and show no sign of favoritism or support for friends or any special interest group;
 - always give my best when performing the function of a US Sailing National Classifier.
7. In my position as a US Sailing Classifier, I acknowledge and accept that US Sailing may take disciplinary action against Classifiers if a violation of the Classification Code of Conduct occurs; that disciplinary action against Classifiers may include a variety of sanctions from verbal or written reprimand to revoking certification as a Classifier in US Sailing.

Classifier Name (print): _____ Date: ____ / ____ / _____

Signature of Classifier: _____

Official Use Only:

Accepted by: _____ Date: ____ / ____ / _____

For US Sailing (print name): _____ Title: _____

US Sailing Trainee Classifiers

1. I am a volunteer in the service of US Sailing.
I understand that to be considered a trainee classifier I have to participate in a US Sailing authorized Classification Training Seminar and/or actively classify.
I must be conversant in the English language.
2. I shall need to be fully informed in order to apply to the up-to-date guidelines, policy and procedures of the US Disabled Sailing Functional Classification System Manual and the Racing Rules of Sailing (RRS).
3. I understand that:
 - a. Participation at a course does not automatically mean accreditation: and
 - b. Accreditation can only be granted by US Sailing Race Administration on the proposal of the US Sailing Chief National Classifier.
4. I shall respect the sailors and coaches/team leaders by:
 - a. Maintaining a courteous attitude during the classification process and officiating of the competition;
 - b. Involving the sailors and coach/team leader in discussions in matters pertaining to their sailor's classification issues;
 - c. Performing my duties while not being under the influence of alcohol or illicit substances.
5. I shall respect the decision making process by:
 - a. Treating discussions as confidential information;
 - b. Maintaining confidentiality of the sailor's information;
 - c. Respecting other classifiers, technical advisers and/or officials;
 - d. Being able to justify and explain my decisions without showing anger or resentment;
 - e. Acknowledging the US Chief National Classifier and, at a competition, the US Event Lead Classifier as the spokesperson;
 - f. Remembering that I act for the sport of Sailing and the US Sailing Classification Process and not for American interests (bias);
 - g. Performing my duties without yielding to any economic, political, sporting or human pressure;
 - h. Respecting the deliberations of my fellow Classifiers.
6. There by accepting my position as a US Sailing Trainee Classifier, I commit myself to:
 - a. Respect this Code of Conduct and Ethics;
 - b. Distance myself from any gender oriented, political, religious or nationalistic bias;
 - c. Remain impartial and show no sign of favoritism or support for friends or members of any special interest group;
 - d. Always give my best when performing the function of a US Sailing Trainee Classifier.

Classifier Trainee Name (print): _____ Date: ____ / ____ / ____

Signature of Classifier Trainee: _____

Official Use Only:

Accepted by: _____ Date: ____ / ____ / ____

For US Sailing (print name): _____ Title: _____

Appendix C4 Code of Conduct & Ethics – Observers

Observers at US Sailing Classification Courses

To be granted permission to observe classification at a US Sailing Classifier Training Seminar during a Sailing Event, I agree to the following:

1. I understand that I can only act as an observer and not interfere in any way with the classification process;
2. I understand that all conversations and discussions that take place in the classification process are strictly confidential;
3. I understand that any information that may be gained from observing cannot be used to issue a protest against an athlete or used for the benefit of any special interest group;
4. I understand that I can only take photographs or video with the prior permission of US Sailing.

Observer Name (print): _____ Date: ____ / ____ / ____

Signature of Observer: _____

Official Use Only:

Accepted by: _____ Date: ____ / ____ / ____

For US Sailing (print name): _____ Title: _____