



MELGES 24 Charleston Open

October 23rd, 24th, and 25th

SAILING INSTRUCTIONS

The Organizing Authority (OA) is US Melges 24 Championship Events INC and Regatta Management LLC.

1. RULES

- 1.1. The regatta will be governed by the rules as defined in The Racing Rules of Sailing (RRS).
- 1.2. The Equipment Rules of Sailing will apply.
- 1.3. The Rules of the USM24CA will apply.
 - 1.3.1 The Protest Committee (PC) may impose suitable penalties, other than disqualification, for violations of the Class Rules or other non-Part 2 rules.
- 1.4. US Sailing prescribes that sailing instructions shall not change or delete rule 61.4, Appendix R, or its prescriptions to rules 40, 60.3, 67, 70.5(a) or 76.1 and are stated in Attachment A.
- 1.5. RRS Appendix T will apply.
- 1.6. The following rules will be changed in accordance with RRS 86.1(b):
 - 1.6.1. All competitors shall wear personal flotation devices while racing, except for brief periods while changing or adjusting clothing. Wet suits and dry suits are not personal flotation devices. Code flag "Y" will not be displayed. This changes RRS 40. (NP)
 - 1.6.2. The Race Committee (RC) will use **VHF channel 71** to communicate to the fleet. Failure to make this broadcast or failure to hear the broadcast shall not constitute grounds for granting redress. This changes RRS 62.
- 1.7. The notation '[DP]' in a rule in the SI's means that the penalty for a breach of that rule may, at the discretion of the protest committee, may be less than disqualification.
- 1.8. Breaches of instructions marked "NP" will not be grounds for a protest by a boat. This changes RRS 60.1(a). Penalties for these breaches may be less than disqualification if the PC so decides.
- 1.9. Bow numbers will be installed as noted in Attachment B. It is your responsibility to ensure your bow numbers remain in place and are visible.

a)

2. NOTICES TO COMPETITORS

- 2.1. Notices to competitors will be posted on the official notice board on the Yacht Scoring Website. [Melges 24 Charleston Open](#)
- 2.2. Any questions concerning these sailing instructions or any other racing issues shall be submitted in email to the Principal Race Officer Mark Foster mfoster1053@gmail.com

3. CHANGES TO SAILING INSTRUCTIONS

Any change to the sailing instructions will be posted on the official notice board before 0830 on the day it will take effect, except that any change to the schedule of races will be posted by 1900 on the day before it will take effect.

4. SIGNALS MADE ASHORE

- 4.1. Signals made ashore will be displayed from a flag pole on the upper deck of the Charleston Yacht Club.
- 4.2. When flag AP is displayed ashore, '1 minute' is replaced with 'not less than 60 minutes' in the race signal AP. This changes RRS Race Signals.
- 4.3. The RC intends to broadcast its intentions for the day and the race area at **0830** each morning on the fleet **VHF channel 71**.

5. SCHEDULE OF RACES

- 5.1. Nine (9) races are scheduled for the event
- 5.2. The initial warning signal is scheduled for 1100 on each day..
- 5.3. On the final day of racing (October 25th), no warning signal will be made after 1400.
- 5.4. The RC may conduct as many as four (4) races each day.

6. CLASS FLAG

Class Flag will be a Pink flag.

7. RACING AREA

Eastern portion of Charleston Harbor and the ocean.

8. THE COURSES

- 8.1. The course to be sailed will be of a windward-leeward configuration. Offset marks and gate marks will be used.
- 8.2. The illustrations in SI Attachment C show example course diagrams.
- 8.3. No later than the warning signal, the RC will announce the course number, the approximate compass bearing and distance from the RC signal vessel to Mark 1 on the fleet **VHF channel 71**.
- 8.4. Marks 1 and 1a, shall be rounded to port. Mark 1a is an offset mark and will be positioned to port of the associated windward mark (looking upwind).
- 8.5. A leeward gate (two marks) will be used. Boats shall sail between the gate marks from the direction of the previous mark and round either gate mark. If only one gate mark is set, boats shall round the single mark to port. Except when there is a change of course, the gate will be positioned to windward of the RC signal boat. The gate may be laid after the starting signal.
- 8.6. Except when there is a change of course: (a) the downwind finishing line for course 4 will be to leeward of the gate and adjacent to the RC signal vessel; and (b) the upwind finishing line for course 5 will be to windward of mark 1.

9. MARKS

- 9.1. Marks 1, 2S and 2P will be orange tetrahedrons
- 9.2. Mark 1a will be an orange ball.
- 9.3. Change mark will be yellow.
- 9.4. The starting marks will be RC signal vessel on one end and a RC vessel or a yellow mark on the other end.
- 9.5. The finishing marks will be either a RC signal vessel or a yellow mark.

10. AREAS THAT ARE OBSTRUCTIONS

There are no areas in the intended race course that are obstructions.

11. THE START

- 11.1. The starting line will be between a staff displaying an orange flag on the starboard end RC signal vessel and staff displaying an orange flag the nearby RC vessel or the course side of a nearby yellow mark.
- 11.2. A boat starting later than four (4) minutes after her starting signal will be scored Did Not Start (DNS) without a hearing. This changes RRS A4 and A5.
- 11.3. Boats subject to individual recall (RRS 29.1) may be broadcasted on the **VHF channel 71** using bow or sail numbers.
- 11.4. Failure of the RC to make a broadcast or to the timing will not be grounds for granting redress. This changes RRS 62.1(a).

12. CHANGE OF THE NEXT LEG OF THE COURSE

To change the next leg of the course, the RC will lay a new mark (or move the finishing line) and remove the original mark as soon as practicable. When in a subsequent change a new mark is replaced, it will be replaced by an original mark. If a windward mark is changed there will **NOT** be an offset mark.

13. THE FINISH

For both upwind and downwind finishes, the finishing line will be between a staff displaying an orange flag on the finishing line vessel and a staff displaying an orange flag on a nearby RC vessel, or the course side of a nearby yellow mark.

14. PENALTY SYSTEM

- 14.1. The first two sentences of RRS 44.1 are changed to read: "A boat may take a One-Turn Penalty when she may have broken a rule of Part 2 or RRS 31 while racing. However, when she may have broken a rule of Part 2 while in the zone around a mark other than a starting mark, her penalty shall be a Two-Turns Penalty."
- 14.2. Penalties while in the zone of the windward mark or on the offset leg may be delayed and taken as soon as possible on the downwind leg unless the course is shortened to finish at the windward mark. This changes RRS 44.2

15. TIME LIMITS AND TARGET TIMES

- 15.1. The target time for each race is 50-60 minutes. Failure to meet the target time will not be grounds for granting redress. This changes RRS 62.1(a).

15.2. Boats failing to finish within 20 minutes after the first boat sails the course and finishes will be scored Did Not Finish (DNF) without a hearing. This changes RRS 35.

16. PROTESTS AND REQUESTS FOR REDRESS

16.1. Protest forms are available on the official online notice board under General Race Forms. Protests and requests for redress or reopening shall be emailed to Chief Judge, Kathy Lindgren at kat.lindgren585@gmail.com within the appropriate time limit.

16.2. Add to RRS 61.2:

(f) the email address and mobile phone number of the protestor's representative. This requirement may be met any time before the hearing.

16.3. The protest time limit is 120 minutes after the last boat has finished the final race on a given day or the final race for a given day has been abandoned. The RC will post the end of the protest time limit on the official notice board.

16.4. Notices will be posted no later than 30 minutes after the protest time limit to inform competitors of hearings in which they are parties or named as witnesses. These notices will be posted on the official notice board. Parties will receive an invite to the Zoom hearing or arbitration meeting approximately 10 minutes in advance of the posted hearing time.

16.5. Notices of protests by the RC or PC will be posted to inform boats under RRS 61.1(b).

16.6. A list of boats that have been scored OCS, UFD, or BFD will be posted on the official notice board. Any request for redress based on such a posted score shall be made no later than one hour after it has been posted. This changes RRS 62.2.

16.7. On the last scheduled day of racing, a request for reopening a hearing in accordance with RRS 66 shall be delivered via email to kat.lindgren585@gmail.com.

16.8. On the last scheduled day of racing a request for redress from a PC decision shall be delivered via email to kat.lindgren585@gmail.com no later than 30 minutes after the decision was posted. This changes RRS 62.2.

16.9. Hearings conducted in accordance with the rules of RRS Part 5, Section B [Hearings & Decisions] will be virtual hearings and parties and witnesses to such hearings shall either have access to a device that has internet accessibility with audio and video capability or attend the hearing in person at the North Sails Loft. If attending in person, please wear a mask. The hearing will be conducted following the guidelines outlined in SI Attachment D.

16.10. Arbitrations conducted in accordance with Appendix T [Arbitration] to the RRS shall be conducted virtually and parties to arbitrations shall either have access to a device that has internet accessibility with audio and video capability or attend the arbitration meeting in person at the North Sails Loft. If attending in person, please wear a mask. Arbitrations will be conducted following the guidelines outlined in SI Attachment D.

16.11. Hearings conducted in accordance with RRS Part 5, Section C [Misconduct] shall be virtual hearings and parties, party representatives, and witnesses to such hearings shall either have access to a device that has internet accessibility with audio and video capability or attend the hearing in person at the North Sails Loft. If attending in person, please wear a mask. Parties, their representatives and witnesses must use audio and video in the presence of the hearing panel unless advised otherwise by the hearing panel. See guidelines outlined in SI Attachment D.

17. SCORING

17.1. The Low Point Scoring System of RRS Appendix A will apply.

17.2. Three (3) races are required to be completed to constitute the event.

- 17.3. When six (6) or more races have been completed, a boat's series score will be the total of her scores excluding her worst score.
- 17.4. To request correction of an alleged error in posted race or series results, a boat shall complete a 'Scoring Inquiry Form' available on the online notice board under General Race Forms and email the completed form to rdraftz@charlestonyachting.com.

18. SAFETY REGULATIONS

A boat that retires from a race or leaves the racing area between races shall notify the RC as soon as possible. Boats not leaving the harbor for a scheduled race shall promptly notify the RC. The use of VHF is acceptable.

19. REPLACEMENT OF CREW OR EQUIPMENT

- 19.1. Substitution of competitors will not be allowed without prior written approval of the OA. Competitors desiring to substitute crew shall have crew members weighed-in prior to 0830 on that race day at the Race Office, unless otherwise extended by the OA.
- 19.2. Substitution of damaged or lost equipment will not be allowed unless authorized by the OA. Requests for substitution shall be made to the OA at the first reasonable opportunity.
- 19.3. Any substitution granted via SI 19.1 or 19.2 will be posted on the official notice board.

20. EQUIPMENT AND MEASUREMENT CHECKS

A boat or equipment may be inspected at any time for compliance with CR and SI's.

21. EVENT ADVERTISING/ IDENTIFICATION STICKERS/BOW NUMBERS (NP)

Boats shall display event advertising as provided by the OA as follows: event bow stickers shall be attached to both sides of the boat's hull at all times while racing. In addition, bow numbers shall be displayed on both sides of the boat's hull at all times while racing. See SI Attachment B as to instructions as to position. It is the responsibility of the crew to ensure the numbers and stickers remain on the boat and obtain replacements as necessary.

22. TRACKING DEVICES (NP)

- 22.1. The OA will provide each competitor with a Trac Trac for the event. We are using their highest data rate, updating every second.
- 22.2. The trackers will be attached to the starboard side forward bail on the stern pulpit. Trackers will be distributed in the morning at the starting area. Trackers will be returned at the end of the day and a vessel will be standing by to pick them up in the finish area.
- 22.3. The tracker and any associated equipment must be returned to the OA no later than the protest time limit on the final day of racing.
- 22.4. Data from any tracking device will not be allowed to be presented during a request for redress or a protest hearing by a boat. This changes RRS 63.6.

23. SUPPORT BOATS (NP)

During registration coach and support boats shall declare proof of insurance and provide photo ID of the driver. Boats shall comply with local laws and regulations regarding their operation.

24. TRASH DISPOSAL (NP)

Trash may be placed aboard support or official boats, when not racing. A penalty for breaking RRS 55 may be less than disqualification if the PC so decides.

25. HAUL-OUT RESTRICTIONS (NP)

Boats shall not be hauled out during the regatta except with and according to the terms of prior written permission of the OA.

26. DIVING EQUIPMENT AND PLASTIC POOLS (NP)

Underwater breathing apparatus and plastic pools or their equivalent shall not be used around boats between the preparatory signal of the first race and the end of the regatta. Snorkels may be used in accordance with Class Rules.

27. RADIO COMMUNICATION (NP)

27.1. Except in an emergency, a boat shall neither make radio transmissions while racing nor receive radio communications not available to all boats. This restriction also applies to mobile telephones and other electronic communication equipment.

27.2. The RC will use **VHF channel 71** to communicate to the fleet, including the location of the starting area, countdown to the start, OCS bow and/or sail numbers, general recalls and postponements. Failure to make these broadcasts or failure to hear them shall not constitute grounds for granting redress. This changes RRS 62.1.

28. PRIZES

See NOR 18.

29. DISCLAIMER OF LIABILITY

Competitors participate in the regatta entirely at their own risk. See RRS 4, Decision to Race. Neither the OA, the IM24CA, the USMCA, CORA, nor Charleston Yacht Club, their event management, officers, employees, volunteers, etc. will accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during, or after the regatta. Liability waivers shall be signed by all competitors during registration.

30. INSURANCE

Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of \$300,000 (USD) per event or the equivalent.

31. CAMERAS AND ELECTRONIC EQUIPMENT

Boats may be required to carry cameras, sound equipment or positioning equipment as supplied by and specified by the OA.

32. RIGHTS TO USE NAME AND LIKENESS

Competitors grant the OA the unrestricted right and permission to use the name and the image for any text, photograph or video footage of either themselves or the boat they are sailing during the event to be published or broadcast in any media whatsoever (including but not limited to Press and TV advertisements or Internet), for either editorial or advertising purposes or to be used in press information; in this respect, competitors' names and any biographical material of themselves may also be used or reproduced in any way known. As part of the registration process, each individual participating crewmember will be required to sign a declaration accepting this waiver of rights.

33. RACE OFFICIALS

33.1. Principal Race Officer:

Mark Foster mfoster1053@gmail.com 361-816-9801

33.2. Protest Committee Chair, Chief Judge:

Kathy Lindgren kat.lindgren585@gmail.com

33.3. Regatta Chair

Randy Draftz rdraftz@charlestonyachting.com 843 557 6082



SI ATTACHMENT A US Sailing Prescriptions

Appendix R, Procedures for Appeals and Requests, can be found at [appeals.ussailing.org](https://rules.ussailing.org).

Rule 40 Change rule 40 title to: PERSONAL FLOTATION DEVICES; LIFE-SAVING EQUIPMENT

After rule 40 add

US Sailing prescribes that every boat shall carry life-saving equipment conforming to government regulations that apply in the racing area. Go to rules.ussailing.org and click the 'PFD' link for more information.

Rule 60.3 After rule 60.3 add

US Sailing prescribes that rule 60.3(b) is changed to: (b) request redress for a boat or call a hearing to consider redress; or

Rule 61.4 Add rule 61.4

61.4 Fees for Protests and Requests for Redress US Sailing prescribes that no fees shall be charged for protests or requests for redress.

Rule 67 After rule 67 add

US Sailing prescribes that: (a) A boat that retires from a race or accepts a penalty does not, by that action alone, admit liability for damages. (b) A protest committee shall find facts and make decisions only in compliance with the rules. No protest committee or US Sailing appeal authority shall adjudicate any claim for damages. Such a claim is subject to the jurisdiction of the courts. (c) A basic purpose of the rules is to prevent contact between boats. By participating in an event governed by the rules, a boat agrees that responsibility for damages arising from any breach of the rules shall be based on fault as determined by application of the rules, and that she shall not be governed by the legal doctrine of 'assumption of risk' for monetary damages resulting from contact with other boats.

Rule 70.5(a) After rule 70.5(a) add

US Sailing prescribes that its approval is required. Go to rules.ussailing.org and click the 'No Appeal' link for more information or to obtain approval.

Rule 76.1 After rule 76.1 add

US Sailing prescribes that an organizing authority or race committee shall not reject or cancel the entry of a boat or exclude a competitor eligible under the notice of race and sailing instructions for an arbitrary or capricious reason or for reason of race, color, religion, national origin, gender, sexual orientation, or age.

SI ATTACHMENT B– Bow Number

TO APPLY VINYL BOW NUMBERS ON HULL:

Make Sure hull is clean and dry!!! (Clean and let dry) The numbers and stickers are made to be removable, so you need to wipe the hull with a solvent to remove any waxes. If a Teflon wax has been used on the boat repeat this step until tape sticks easily to hull.

The bow numbers shall be displayed on both sides of the bow in accordance with the diagram with forward most edge of the number starting on vertical line down from headstay and deck intersection.

Remove wax paper backing from numbers and stickers by peeling away the top or corner of the backing paper.

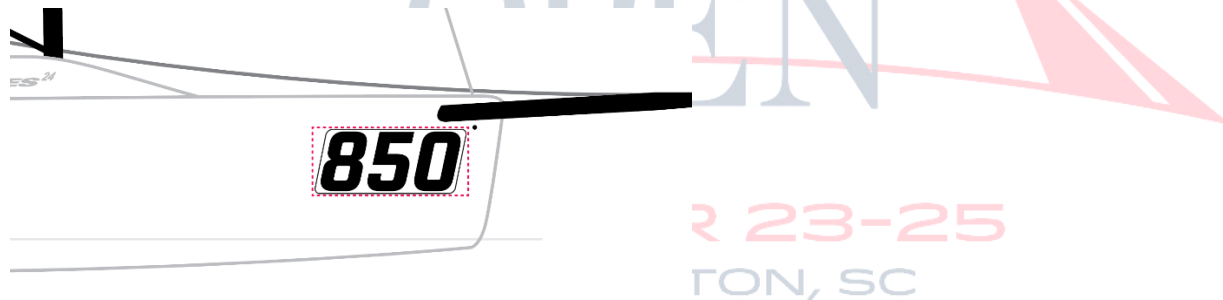
Position, with masking tape if necessary, in the appropriate place, and remove the rest of the backing paper. A light spray of water will assist in sliding larger stickers into the correct position. Squeegee stickers to remove all air bubbles and water. Work from the center outwards towards edges, rub thoroughly. A Squeegee can be a credit card, plastic scraper, or any similar smooth piece of plastic.

Peel any masking tape or outer sheet off boat pulling slowly making sure that you are pulling the tape back against itself, and not out away from the boat.

Rub with soft towel.

Please note the Sailing Instructions make it your responsibility to ensure your bow numbers remain in place and are visible.

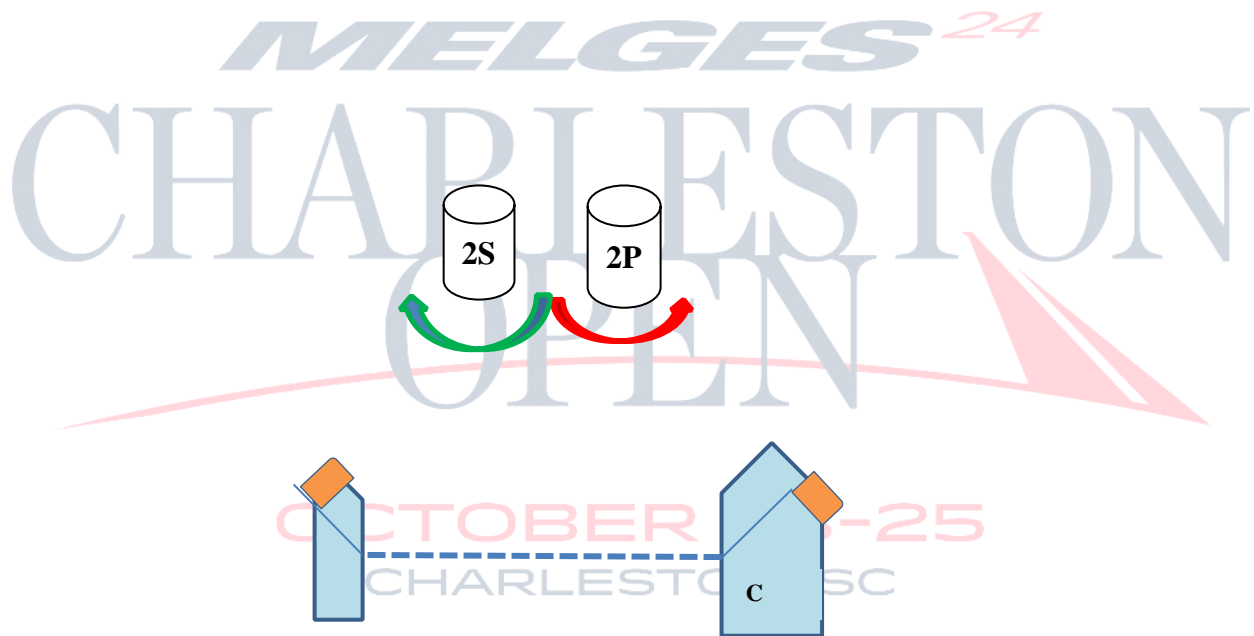
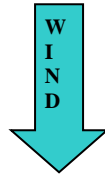
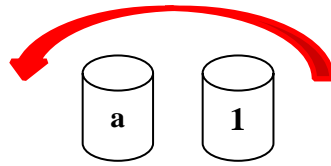
BOW NUMBER DIAGRAM



SI ATTACHMENT C – Course Diagrams

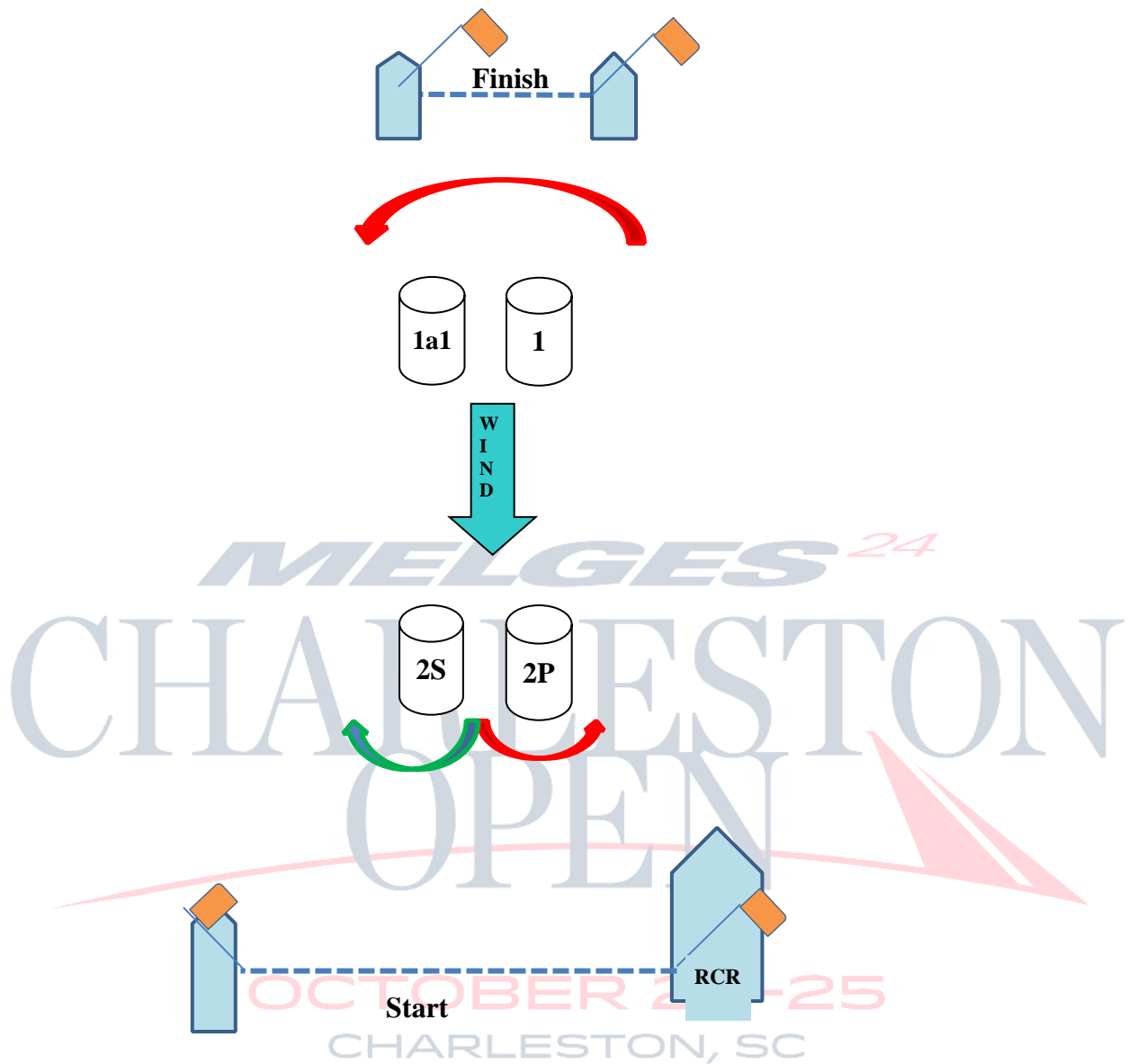
THE DISTANCES AND MARK POSITIONS ARE NOT IN SCALE.

COURSE 4



Course 4: Start – 1 – 1a – 2S/2P – 1 – 1a – Finish (Downwind)

COURSE 5



Course 5: Start – 1 – 1a – 2S/2P – 1 – 1a – 2S/2P –Finish (Upwind)

SI Attachment D – Virtual Hearing Procedures

In the interest of everyone's health and safety, protest and redress hearings conducted pursuant to the rules of RRS Part 5, Section B [Hearings & Decisions], arbitrations conducted in accordance with the rules of Appendix T [Arbitration], and misconduct hearings conducted pursuant to the rules of RRS Part 5, Section D [Misconduct] shall be conducted virtually using Zoom. It is, therefore, required that people participating in these hearings and meetings [parties, party representatives in misconduct hearings, and witnesses] have access to a device that has internet accessibility with audio and video capability. If someone participating does not have such a device, that person should come to the North Sails Loft at 3 Lockwood Dr. Zoom is available for computers, iPads and mobile phones and can be downloaded from <https://zoom.us> or via Google Play and the Apple App store (tablets and smart phones). Note that people participating in virtual hearings and arbitration meetings must use audio and video in the presence of the hearing committee unless otherwise advised by the hearing committee. If a party or witness does not comply with this rule, the hearing committee may nevertheless decide the protest or request for redress as if the person did not come to the hearing [See RRS 63.3(b)], or take such action as is provided in RRS 69 for a misconduct hearing [See RRS 69.2(f) and 69.2(k)].

A. Time of the Hearing

Protests and requests for redress will be posted on the official online notice board. Parties will receive an invitation via email with a date and time to join a ZOOM hearing at least 10 minutes in advance of the hearing. The invitation will have a hyperlink to click on that will take the recipient to the hearing at the appointed time. There will also be a phone number for dial-in access. It is incumbent upon the parties to forward the hearing information and hyperlink to any witnesses they wish to include in the hearing.

B. Downloading ZOOM

The ZOOM app can be downloaded at no cost at <https://zoom.us/>. A ZOOM app is also available for smart phones and tablets at Google Play and the Apple App Store. Parties unfamiliar with ZOOM are encouraged to download the app and practice using the software on their own on the ZOOM web site prior to the hearing.

C. Connecting to ZOOM

The ZOOM hearing may be accessed several ways. A member of the jury will be present at the North Sail Loft with a device capable of accessing ZOOM. Parties to the hearing, witnesses, and party representatives for misconduct hearings without access to a suitable device may participate in the hearing/meeting by coming to the loft. Anyone attending the hearing proceedings at the North Sail Loft must wear a mask. Parties (and witnesses) may also connect remotely using a laptop, tablet or smartphone with video and audio capability to connect to ZOOM. Use of a smartphone which typically has a smaller video screen may adversely affect the ability to make out visual details. Participants will not be able to present or see visual material or diagrams if using phones without video capability.

Parties, witnesses and party representatives for misconduct hearings should contact the technical judge at the email/mobile number below if connectivity is unexpectedly lost during the hearing/meeting and a connection cannot be re-established:

eMail: jeff.woodard@outlook.com

Mobile no: 843-469-0889

D. Witnesses

Hearing participants are responsible to make certain any witnesses they intend to call also have access to ZOOM.

Participants and witnesses must be in separate, distinct locations with separate ZOOM access. During the hearing, no participants or witnesses are allowed coaching from any other person. Collaborations or use of outside materials to help coach participants or witnesses are also not allowed.

E. Protest Materials

The PC will email the parties copies of the protest form prior to the hearing. Parties are responsible for obtaining their own copies of the Racing rules of Sailing, the Notice of Race, Sailing Instructions, class rules, and any other rules applicable to the hearing. Parties are also responsible for obtaining any software or other material they require to present a visual representation of the incident.

F. Jury

The PC will conduct hearings with 3 judges serving as a hearing panel. There may be an additional judge to manage the technical issues of the hearing such as moving participants between the hearing room and the waiting room, turning microphones on and off, and allowing parties to share their screen to present visuals to the panel, among other things. This technical judge may also be available offline to assist with connection issues. An effort will be made to make the technical judge's email and mobile number available in case there are technical issues during the hearing. The technical judge will not take part in the panel's decision.

G. Visual Presentation

It is the responsibility of each party to clearly explain and display their view of the incident to the hearing panel. The panel will not have the ability to place and move model boats. We suggest the following range of options for how you may present your case:

- Sailboat racing presentation software such as Sail Replay (Mac only) or Boat Scenario. Both are available free for download online. Each requires some practice and understanding of the commands before the hearing to present effectively. Parties may use their own software provided the diagrams of the incident can be shared with everyone during the hearing.
- Model boats, or paper cutouts, and a camera to display.
- Detailed drawings or a white board of the incident.
- Power Point or other presentation software.

H. Conduct

All participants, including parties and witnesses, are expected to conduct themselves in accordance with the Racing Rules of Sailing (RRS) and with the Guidelines set forth in this

addendum. No hearing may be recorded. NOTE: recording a hearing without all participants expresses permission is inappropriate and subject to further actions under RRS 69.2(b).

I. Appendix T

Each protest received by the PC will be reviewed to determine if Arbitration is applicable per T2. Arbitration meetings may take place onsite at the North Sails Loft or a ZOOM meeting may be scheduled with the parties [one per boat].

1. Parties will be emailed a ZOOM meeting invite at least 10 minutes before the hearing is scheduled to begin. Parties [one per boat] are to join the virtual meeting at least 5 minutes prior to the scheduled start time.
2. All parties who will participate in an arbitration are to have access to, and use of, a device [computer, iPad or smart phone] that has internet accessibility with audio and video capability with ZOOM. If a party does not have access to a suitable device, they may attend the arbitration meeting in person at the North Sails Loft. To participate onsite, please wear a mask.
3. The arbitrator will review the procedure for having parties participate in the arbitration.
4. Parties using ZOOM must attend the meeting from a unique location and must use both audio and video when in the presence of the arbitrator.
5. Parties shall not communicate or share information with anyone other than the arbitrator by any means or technology during the pendency of the arbitration except to testify.
6. A party who accepts a scoring penalty in arbitration shall send an email to the address below stating that s/he does so. A party withdrawing a protest shall send an email to the address below stating that s/he does so.
eMail address: kat.lindgren585@gmail.com

J. The Hearing

1. To join a hearing, click on the hyperlink embedded in the ZOOM invitation email. Alternately, call in using the applicable phone number for audio only.
2. Please arrive 5 minutes early to allow time to get properly connected.
3. The hearing will be conducted in accordance with the Racing Rules of Sailing Part 5.
4. All parties and witnesses must be present at the start of the hearing.
5. Each participant must attend the hearing from a unique location that is physically separated from the location of any other participant. Exception to this requirement is attendance at the onsite North Sail Loft hearing location. To participate onsite, please wear a mask.
6. Except as allowed in the RRS and these guidelines, no party or witness will engage in any verbal or electronic communication regarding the hearing during the hearing.
7. Parties and witnesses will be muted at the onset of the hearing.
8. A brief statement will be made before the hearing started introducing the room, the judges and the process. Questions regarding hearing procedures may be asked at time before the hearing begins.
9. Witnesses will be placed in a 'waiting room' at the start of the hearing and will not be able to see or hear each other, or see or hear the proceedings until called upon to testify. Please be patient and be ready to join the meeting when requested.

10. Parties will be given the opportunity to visually present their argument, much like using model boats in an in-person hearing, by using software, artwork white board or through some other means of their own devising.
11. Witnesses will be called into the hearing and allowed to testify and answer questions from other hearing participants. Witnesses will then be placed back into the 'waiting room' upon completion of their testimony.
12. Parties and witnesses shall not communicate or share information with anyone other than the hearing panel by any means or technology during the pendency of the hearing except to testify or question a party or a witness.
13. During jury deliberation, the rest of the participants will be assigned to the waiting room.
14. Once a decision has been reached, all parties will be invited back into the hearing for the jury decision. The PC will then conclude the hearing.

Add to RRS 63.3 (b):

If the party was unavoidably absent due to technological issues, the PC may reopen the hearing. Technological issues will not be considered grounds for redress.

*WELLES*²⁴
CHARLESTON
OPEN



OCTOBER 23-25
CHARLESTON, SC