



# PHRF Lake Ontario APPEAL PROCEDURES

An Overview  
(Updated April 2018)

(as per section 10 of the Handicappers Manual Bylaws)

**Only a current Certificate holder** may appeal his/her own or any other handicap.

The appeal must be made in writing and may only contain a completed copy of the PHRF-LO Appeal form (attached), supported by objective data, which consists of a maximum of (5) five single sheets of documentation.

**NOTE: A copy of the appeal MUST be forwarded either electronically or by post to the PHRF-LO Administrative office at:**

PHRF-LO  
P.O. Box 99024, Stoney Creek PO  
Stoney Creek, On, Can. L8J 2P7  
Or  
admin@phrf-lo.org

If the appeal is against another boat or class, the PHRF-LO Administration office shall notify the Certificate Holder(s) affected (*if an email address is available*) that their handicap is being appealed.

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## **1<sup>st</sup> Level Review – Handicapper**

The Club Handicapper(s) who represents the appealing CERTIFICATE HOLDER shall first review such appeal.

The Club Handicapper shall “acknowledge receipt of”, and “respond and comment” to the appellant on his/her appeal within (30) ten days of receiving the written appeal.

## **1st Level Review Actions**

- The CERTIFICATE HOLDER may, if dissatisfied with the decision of the HANDICAPPER, may appeal that decision to their DISTRICT.
- The HANDICAPPER, if in support of the CERTIFICATE HOLDERS appeal, may forward the appeal to the DISTRICT Chief HANDICAPPER requesting that the Appeal be reviewed at the next DISTRICT Meeting.

## **2<sup>nd</sup> Level Review – District:**

The DISTRICT representing the CERTIFICATE HOLDER shall be the second review of the appeal

The DISTRICT Council shall provide the appellant with a written response to his/her appeal, within (30) days of the DISTRICT hearing the appeal.

The appeal will be reviewed with the following proviso:

- The appeal must be received a minimum of 2 weeks prior to the next DISTRICT Meeting to allow for proper distribution.
- The Original Appeal and supporting documentation must be submitted to the DISTRICT Chief for distribution.
- The appeal must be accompanied by the written statement from the local HANDICAPPER(s).
- When the DISTRICT Council hears the appeal, the local HANDICAPPER(s) concerned shall not vote.

## **2nd Level Review Actions**

- The DISTRICT will review the appeal and note all discussions, motions and/or actions in the minutes to their DISTRICT meeting.
- The CERTIFICATE HOLDER may, if dissatisfied with the decision of the DISTRICT, may appeal that decision to CENTRAL COUNCIL.

## **3rd LEVEL REVIEW – CENTRAL COUNCIL**

CENTRAL COUNCIL will review all appeals that fall into one of the following three categories:

1. The CERTIFICATE HOLDER is dissatisfied with the decision of the DISTRICT and has requested a review by CENTRAL COUNCIL.
2. The DISTRICT noted in their minutes that they feel the appeal warrants review by CENTRAL COUNCIL.
3. The DISTRICT noted in their minutes that the appeal warrants action but Class of Boat is not Unique to that DISTRICT.

The appeal will be reviewed with the following proviso:

- The CENTRAL COUNCIL shall not hear the appeal until the next scheduled CENTRAL COUNCIL meeting.
- All appeals will be reviewed by one of the Assistant Chief HANDICAPPERS (or a delegate) prior to being presented to CENTRAL COUNCIL.
- The appeal must be accompanied by the written statement from the local HANDICAPPER(s) and the DISTRICT Meeting minutes where the appeal was reviewed.
- The DISTRICT Chief HANDICAPPER from the DISTRICT of origin shall not vote on the final appeal.

## **APPEAL RULES AND GUIDELINES**

### **RACE RESULTS**

Appeals will be heard on the basis of received race results. No appeal will be heard from any Member Club that has been delinquent in sending results for presentation at the AGM, for both of the previous 2 racing seasons prior to an appeal being presented to the CENTRAL COUNCIL.

Exceptions and conditions:

1. Such appeals will be held over until their clubs race results can be presented at an Annual General Meeting.

2. The CENTRAL COUNCIL of HANDICAPPERS may vote to accept/review an appeal from a Member Club with an inactive racing program.
3. In cases where there is an absence of race results due to an inactive racing program at the individual's Member Club, an appeal may be considered given the CERTIFICATE HOLDER can supply:
  - Information showing other results from around the Lake that have been included in the race analysis presented at the AGM.
  - A written statement from the Member Club's Board of Directors or an Executive Member of the Member Club, describing their present racing program.

Any handicap change based on a successful appeal at the CENTRAL COUNCIL will remain in effect until the next CENTRAL COUNCIL meeting held in conjunction with the AGM.

Exception to above. If the appeal was against another class of yacht and in review, had merit, sailors with the affected class of yacht may launch an appeal if they are unhappy with the revised handicap. (i.e.: allow CERTIFICATE HOLDERS of the affected class an opportunity to respond/defend their current handicap)

No Response to 1st or 2nd Level Review

In the event that the appellant is unable to obtain a response from either the Club HANDICAPPER or DISTRICT Chief, the appeal may be forwarded to the Assistant Chief HANDICAPPER for that "DISTRICT Area" who shall contact either the "Member Club" or "DISTRICT" to rectify the situation and shall respond and/or direct the appellant

**CONFLICT OF INTEREST** - in the event of commercial or perceived conflict of interest, these must be declared openly before any action that may reflect on any issue for discussion. If any individual Handicapper or Member of Central Council has a direct interest in any item for discussion he/she must declare this before decisions are taken and absent himself/herself from the discussion and voting.

# WHAT IS PHRF LAKE ONTARIO

**PHRF** handicaps are BOAT PERFORMANCE HANDICAPS. They are based upon the SPEED POTENTIAL of CLASSES of yachts. They are supposed to be determined from the actual Observed Performance of yachts on the racecourse.

PHRF handicaps are not intended to be a skipper or crew handicapping system or to compensate for differences in sailing ability or inadequate equipment. (as in golf handicaps)

Ideally, PHRF does not use formulae or measurements to arrive at a handicap, but uses race results to relate classes of yachts to their Speed Potentials. Thus, yachts cannot be made obsolete by newer or faster designs and PHRF handicaps should be ideal for Club and interclub racing.

New yacht designs to Lake Ontario do go through some data analysis for initial assessment. This analysis is valid only until adequate race results are provided for review and validation of the handicap applied.

A Standard Yacht meets certain criteria in that:

- 1) The rig hull and ballast are standard to the manufactures specifications.
- 2) The largest headsail without penalty has an LP of 155%
- 3) The spinnaker does not exceed 180%
- 4) The standard propulsion is either an outboard, which is retracted while racing, or a folding or feathering prop.
- 5) The spinnaker pole or bowsprit does not exceed the JSP with a standard spin.
- 6) The means of propulsion is capable of reaching hull speed  $(.67\sqrt{LWL})$
- 7) Yachts with retractable keels must be capable of self-righting when the keel is retracted or the keel must be kept down while racing.

The Standard Yacht then begins by receiving the SP for that class of yacht. Adjustments are then made for the various credits and debits to arrive at the actual sailed handicap or ASP.

PHRF is an honor system dependent on fair-minded yachtsmen and it is the sole responsibility of the Owner to inform the Handicapper of any changes in his yacht allowances. A Protest Committee may at any time demand to see the Certificate and require that the boat and sails be measured to assure conformity.

WHAT DO THE NUMBERS MEAN? The faster the yacht the lower the TOD (Time-on-Distance) ASP in seconds/nautical mile. Using the TOT method of calculation we have a correction factor which represents a seconds/hour correction.

Handicap Changes: Handicaps are not changed to 'stop' any boat from winning and every attempt is made to have handicap changes reflect more accurately the SPEED POTENTIAL as seen in race data for the class, so that racing can be made more competitive on a boat to boat basis.

S.Cramer  
Past Chief Handicapper  
PHRF Lake Ontario



# PHRF - LO

## HANDICAP APPEAL FORM

### PART I - HANDICAP APPEAL INFORMATION

|                             |         |          |        |         |
|-----------------------------|---------|----------|--------|---------|
| Name of Yacht Under Appeal: |         | Handicap | FS-ASP | NFS-ASP |
| Class of Boat:              | Sail #: | Current  |        |         |
| Owner of above:             |         | Proposed |        |         |

### PART II - APPELLANT'S Information

|  |            |                     |
|--|------------|---------------------|
| Name:  |            | Certificate Number: |
| Street:  | City:      | Yacht Club:         |
| Prov/State:                                      | PC/Zip:    |                     |
| Home Phone:                                      | Bus Phone: | Email:              |
| How many years of racing experience for skipper? |            |                     |

### Current Yacht Information

| Boat Name:                   |           |          |     |           |              |
|------------------------------|-----------|----------|-----|-----------|--------------|
| Class:                       |           |          |     |           |              |
| How is bottom paint applied? |           |          |     |           |              |
| How often is bottom cleaned? |           |          |     |           |              |
| How is bottom cleaned?       |           |          |     |           |              |
| Sail Inventory               | Sailmaker | Material | Oz. | Condition | Age (months) |
| Mainsail                     |           |          |     |           |              |
| Genoa, LP%                   |           |          |     |           |              |
| Genoa, LP%                   |           |          |     |           |              |
| Genoa, LP%                   |           |          |     |           |              |
| Spinnaker #1                 |           |          |     |           |              |
| Spinnaker #2                 |           |          |     |           |              |
| Others (list)                |           |          |     |           |              |
|                              |           |          |     |           |              |
|                              |           |          |     |           |              |

### Crew Information

### Number

|   |  |
|---|--|
| How many normally in your crew (including the skipper)? |  |
| How many crew members sail at least 50% of the races?   |  |
| Years with you as crew:                                 |  |

**PART III - RACING Information**

| <b>Current Yacht Event/Races Sailed:</b> | <b>Division and Year</b> | <b>Placing</b> |
|--|--------------------------|----------------|
| See PHRF-LO alert work sheet Attachment  |                          |                |
|  |                          |                |
|  |                          |                |
|  |                          |                |
|  |                          |                |
|  |                          |                |

| <b>Other Yachts Types Sailed:</b> | <b>Name of Boat</b> | <b>Year</b> | <b>Placing</b> |
|-----------------------------------|---------------------|-------------|----------------|
|                                   |                     |             |                |
|                                   |                     |             |                |
|                                   |                     |             |                |
|                                   |                     |             |                |
|                                   |                     |             |                |

List those boats you feel sail with you on a boat for boat basis

| <b>Name of Boat</b> | <b>Class</b> | <b>FS-ASP</b> | <b>NFS-ASP</b> |
|---------------------|--------------|---------------|----------------|
|                     |              |               |                |
|                     |              |               |                |
|                     |              |               |                |
|                     |              |               |                |
|                     |              |               |                |

(Optional) List those boats whose handicaps you consider unfair and you're recommended handicap

| <b>Name of Boat</b> | <b>Class</b> | <b>FS-ASP</b> | <b>NFS-ASP</b> |
|---------------------|--------------|---------------|----------------|
|                     |              |               |                |
|                     |              |               |                |
|                     |              |               |                |
|                     |              |               |                |

NOTE: Additional comments or data relevant to the appeal may be appended separately. Maximum of 5 single sheets of supporting documentation is allowed. Recommended attachments include:

- Any previous appeals and results of same
- Brochure information
- Personal summation and reasons for appeal.

DATE: \_\_\_\_\_ APPELLANT'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ HANDICAPPER'S SIGNATURE: \_\_\_\_\_