

VIRTUAL HEARING & ARBITRATION PROCEDURES (VHA)

All hearings conducted pursuant to the rules of RRS Part 5, Section B [HEARINGS AND MAKING DECISIONS] or all arbitration meetings conducted in accordance with the rules of Appendix T [ARBITRATION] to the Racing Rules of Sailing, may be conducted virtually using Zoom video conferencing using the following procedures.

1. Parties and witnesses participating in these hearings and meetings must have access to a device that has internet accessibility with audio and video capability.
 - a. The Protest Committee chairman will provide the parties and witnesses with a Zoom video conferencing invitation for the arbitration meeting and protest hearing if required.
2. If a party or witness participating does not have such a device, there is no option for a virtual hearing and the hearing will be held in accordance with the sailing instructions at the Columbia Yacht Club.
3. Parties 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 declines to participate in the hearing, RRS 63.1(b).
4. On the date and time of the hearing, and at least 10 minutes before the hearing is scheduled to begin, the parties, and any witness a party intends to have testify during the hearing, are to join the virtual hearing.
5. The parties to a virtual hearing are responsible for having their witnesses, if any, present in the virtual hearing at least 10 minutes before the time of the hearing on the date of the hearing.
6. At that time, the hearing panel will review the procedure for having parties, and witnesses participate in the hearing. Note: Parties and witnesses must be in separate locations when party testimony is being given: if a witness is present when party testimony is being given, the witness will not be permitted to testify.
7. No audio or video recording of the hearing is to be made by anyone other than the protest committee; the protest committee will advise the parties if a recording of the proceeding will be made.
8. Parties and witnesses shall not communicate or share information with anyone other than the hearing committee by any means or technology from the time the hearing begins until the hearing is closed except to testify or question a party or a witness.
9. For VIRTUAL ARBITRATIONS conducted in accordance with Appendix T (T1 and T2), the following additional rules apply:
 - a. On the date of the arbitration, and at least 10 minutes before the meeting is scheduled to begin, each party [represented by one person who was on board at the time of the incident] is to join the virtual meeting. No witnesses will be permitted.
 - b. All party representatives to an arbitration are to be the sole person in their virtual room.
 - c. Party representatives shall not communicate or share information with anyone other than the arbitrator by any means or technology from the time the arbitration begins until the arbitration is closed except to testify.

- d. A party who accepts a scoring penalty in arbitration shall send an email to the Chief Judge at protest@Colyc.org stating that he or she does so. A party withdrawing a protest shall send an email to the Chief Judge at protest@Colyc.org.
10. Notices of Hearings and Arbitrations will be posted on the official notice board as soon as practical after a request for hearing is filed to inform competitors of hearings/arbitrations in which they are parties or named as witnesses.
 11. Hearings and arbitrations will be held virtually online on the day and time posted on the official notice board using Zoom links to be provided by the Protest Committee (by email) before the hearing time.
 12. Competitors must contact the Chief Judge or Jury secretary by email should there be any questions regarding information posted.
 13. Decisions will be communicated to the parties in person at the hearing and they will also be posted on the Official Notice Board