



REQUIREMENTS FOR THE ISSUE OF OFFICIALS' LICENCES

100

All Rally, Race, Karting, Hillclimb/Sprint and Rallycross Officials, as detailed in GCR 123, must have a current MI Officials Licence to officiate at MI permitted events.

Applicants for all Official Licence grades must apply by completing the OLI form.

All Official applicants must be a minimum of 18 years.

All Race and Kart Senior Officials must be successfully Garda Vetted before an Official Licence can be issued.

TRAINING AND APPROVAL REQUIREMENTS (Please see page 2 of application form OLI)

All individuals holding an Officials Licence must at all times act in a manner that shows respect to all those with whom they are dealing and conform to the MI General Code of Conduct as set out in Appendix 122 and the Notes under Article 8 of this Appendix.

1. STEWARDS AND SAFETY DELEGATES (RALLIES).

1.1. Licence for Steward or Safety Delegate (Motorsport Ireland appointment).

In order to obtain a Stewards or Safety Delegates Licence to act as an MI Official the applicant must attend an MI course for Rally Senior Officials every 3 years.

1.2. Licence for Steward or Safety Delegate (Club appointment only):

To act as Steward or Safety Delegate appointed by the Club the Official must be nominated by his / her Affiliated Club to act as Steward / Safety Delegate.

It is preferable that Club appointed Stewards and Safety Delegates attend the MI Rally Course.

2. STEWARDS AND SAFETY DELEGATES (HILLCLIMB/SPRINT).

2.1. In order to obtain a Stewards or Safety Delegates Licence to act as an MI Official the applicant must attend an MI Race, Rally or Hillclimb / Sprint course for Senior Officials every 3 years.

2.2. To act as Club Steward or Safety Delegate the Official must be nominated by his / her Affiliated Club to act as Steward / Safety Delegate.

It is recommended that all Club Stewards and Safety Delegates attend MI Race, Rally or Hillclimb / Sprint Senior Official Training. Club appointed Stewards and Safety Delegate, must be nominated by their Club to obtain their licence.

3. STEWARDS (RACING, RALLYCROSS AND KARTING).

It is mandatory for all MI Stewards to attend Senior Official Training for their discipline. Club Stewards for Circuit Racing must attend the MI Race Senior Official training. Club Stewards for Karting and Rallycross must be nominated by their Club to obtain their licence. It is recommended that they attend training. MI Race or Rally Senior Official Training is also acceptable for Kart Stewards.

4. CLERK OF THE COURSE (RALLY, RACE, KARTING, HILLCLIMB/SPRINT AND RALLYCROSS).

4.1. First Time: Officials wishing to obtain their first Clerk of the Course licence must attend the MI course for Senior Officials and be nominated by his / her Affiliated Club, for Rally and Hillclimb / Sprint Clerks of the Course he / she must have acted as deputy/assistant clerk of the course once.

4.2. Renewal.

All Clerks of the Course wishing to renew their licence must attend the appropriate training course once every 3 years.

4.3. Rally Senior Officials training is acceptable for Hillclimb CoC's. Race Senior Officials training is acceptable for Hillclimb and Kart CoC's.

4.4 All Race Clerk of the Course licences are subject to Race Commission approval.

5. DEPUTY CLERK OF THE COURSE (ALL DISCIPLINES).

Must be nominated by their Affiliated Club and for rally events must have attended the MI Senior Officials training.

6. STAGE COMMANDERS (RALLY ONLY).

In order to obtain (and maintain) a full Stage Commanders licence you must attend a Stage Commanders Seminar once every 3 years.

First time stage commanders will be issued a deputy licence and must act as deputy/assistant at two events before they will be issued a full stage commanders licence.



7. SCRUTINEERS (ALL DISCIPLINES).

All Scrutineer applications to be approved by the Technical Commission. It is recommended that all Scrutineers attend a seminar each year. All Scrutineers must attend a minimum of 1 seminar in 3 years.

8. NOTES.

8.1. All MI licenced Officials must agree to abide by the MI regulations and policies and not do anything that may damage the reputation of motorsport in Ireland.

8.2. Officials should not exercise the privileges of their licence if they are aware of any medical or other reason that renders them unfit to do so.

8.3. MI may take disciplinary action against any Official who does anything to damage the reputation of motorsport in Ireland.

8.4. No individual who is named as an Official for an event may compete in that event.

8.5. No individual is allowed hold more than one Official position at an event.

8.6. Licences are valid to the 31st of December of the year indicated on the licence.

8.7. A passport photograph must accompany all first time applications.

8.8. Licences without passport photograph are not valid.

8.9. Clubs will be advised of dates and venues for all training courses; they will also be advertised on the Motorsport Ireland website. (www.motorsportireland.com).

Sample Licence Application form on following page

9. CLUB CHILDREN'S OFFICER

All Club Children's officers must be Garda Vetted and licenced. Garda Vetting is valid for **3 years**. Club Children's officers may officiate across all disciplines. Safeguarding courses 1 and 2 are compulsory. These courses are organised through Local Sports Partnerships. Application forms for both Garda Vetting and Official's licences are available on Motorsport Ireland website. Garda Vetting fee €20. Completed application forms must be posted to Motorsport Ireland. (original forms only to be sent, scans or photocopies will not be accepted by the Gardai).

LICENCE(S) YOU NEED

RALLY	
STEWARD	
CLUB STEWARD	
SAFETY DELEGATE	
CLUB SAFETY DELEGATE	
CLERK OF THE COURSE	
DEPUTY CLERK OF THE COURSE	
ASSISTANT CLERK OF THE COURSE	
STGAE COMMANDER	
DEPUTY STAGE COMMANDER	
00 SAFETY CAR DRIVER	
00 SAFETY CAR NAVIGATOR	
RACE / RALLYCROSS	
STEWARD - RACE	
CLERK OF THE COURSE - RACE	
CLERK OF THE COURSE – RALLYCROSS	
DEPUTY CLERK OF THE COURSE - RACE	
DEPUTY CLERK OF THE COURSE RALLYCROSS	

HILLCLIMB / SPRINT	
STEWARD	
CLUB STEWARD	
SAFETY DELEGATE	
CLUB SAFETY DELEGATE	
CLERK OF THE COURSE	
DEPUTY CLERK OF THE COURSE	

KART	
STEWARD	
CLUB STEWARD	
CLERK OF THE COURSE	
DEPUTY CLERK OF THE COURSE	

SCRUTINEER	
OPEN	
RALLY	
RACE	
KART	
TRAINEE	
OTHER (PLEASE SPECIFY)	

TIMEKEEPER	
INTERNATIONAL	
NATIONAL RALLY	
NATIONAL RACE	
ASSISTANT	

MARSHAL	
MARSHAL	
SECTOR MARSHAL	
FIRE MARSHAL	

CLUB CHILDREN'S/YOUTH OFFICER	
ALL DISCIPLINES	

TRAINING ATTENDED – DATE / VENUE	COC / STEWARD EXPERIENCE (IF APPLICABLE)

- ALL MI LICENSED OFFICIALS MUST AGREE TO ABIDE BY THE MI REGULATIONS, IN PARTICULAR, CHAPTER 9 OF THE GCRS AND APPENDIX 100 AND MUST NOT DO ANYTHING THAT MAY DAMAGE THE REPUTATION OF MOTORSPORT IN IRELAND.
- **All MI Senior Officials must be Garda vetted for all positions for 2024. This must be done through MI by filling in the appropriate Garda Vetting form. Garda Vetting is valid for 3 years.**
- MI MAY TAKE DISCIPLINARY ACTION AGAINST ANY OFFICIAL WHO DOES SOMETHING TO DAMAGE THE REPUTATION OF MOTORSPORT IN IRELAND.
- NO INDIVIDUAL WHO IS NAMED AS AN OFFICIAL FOR AN EVENT MAY COMPETE IN THAT EVENT.
- NO INDIVIDUAL IS ALLOWED HOLD MORE THAN ONE OFFICIAL POSITION AT AN EVENT.
- EXPIRY DATE OF THE LICENCE IS STATED ON THAT LICENCE.
- A NEW PHOTOGRAPH MAY BE REQUESTED BY MI AT ANY TIME.



2024 MOTORSPORT IRELAND OFFICIAL'S & MARSHAL'S LICENCE NOTES & REQUIREMENTS

- All MI licensed officials must agree to abide by the MI regulations, in particular, Chapter 9 of the GCRs and Appendix 100 and must not do anything that may damage the reputation of motorsport in Ireland.
- MI may take disciplinary action against any official who does something to damage the reputation of motorsport in Ireland.
- No individual who is named as an official for an event may compete in that event.
- No individual is allowed hold more than one official position at an event.
- Expiry date of the licence is stated on that licence.
- A new photograph may be requested by MI at any time.

RALLY LICENCE NOTES			
	TRAINING ^[1]	EVENT EXPERIENCE	CLUB NOMINATION
STEWARD	MANDATORY	NO	NO
CLUB STEWARD	RECOMMENDED	NO	YES
SAFETY DELEGATE	MANDATORY	NO	NO
CLUB SAFETY DELEGATE	RECOMMENDED	NO	YES
CLERK OF THE COURSE	MANDATORY	YES ^[2]	YES ^[4]
DEPUTY CLERK OF THE COURSE	MANDATORY	NO	YES
00 SAFETY CAR	MANDATORY	YES	YES
STAGE COMMANDER	MANDATORY	YES ^[3]	NO
DEPUTY STAGE COMMANDER	RECOMMENDED	NO	YES

1. All training is valid for 2 years for renewals and 1 year for first timers.
2. For first time licences only. One event as Deputy Clerk of the Course. Upgrade card to be signed.
3. Two events as Deputy or Assistant Stage Commander. Upgrade card to be signed.
4. First time only.

HILLCLIMB & SPRINT LICENCE NOTES			
	TRAINING ^[1]	EVENT EXPERIENCE	CLUB NOMINATION
STEWARD	MANDATORY	NO	NO
CLUB STEWARD	RECOMMENDED	NO	YES
SAFETY DELEGATE	MANDATORY	NO	NO
CLUB SAFETY DELEGATE	RECOMMENDED	NO	YES
CLERK OF THE COURSE	MANDATORY	YES ^[2]	YES ^[3]
DEPUTY CLERK OF THE COURSE	RECOMMENDED	NO	YES

1. Training is valid for 2 years for renewal & 1 year for first timers. Rally and Race Senior Official training can be accepted for this grade of licence.
2. For first time licences only. One event as Deputy Clerk of the Course. Upgrade card to be signed.
3. First time application only.

KART LICENCE NOTES ^[5]			
	TRAINING ^[1]	CLUB NOMINATION	GARDA VETTING
STEWARD	MANDATORY ^[2]	NO	MANDATORY
CLUB STEWARD	RECOMMENDED ^[3]	YES	MANDATORY
CLERK OF THE COURSE	MANDATORY	YES ^[4]	MANDATORY
DEPUTY CLERK OF THE COURSE	RECOMMENDED	YES	MANDATORY

1. Training is valid for 2 years for renewals and 1 year for first timers.
2. Rally and Race Senior Official training can be accepted for this grade of licence.
3. Race Senior Official training can be accepted for this grade of licence.
4. First time application only.

RACE & RALLYCROSS LICENCE NOTES			
STEWARD – RACE ^[7]	TRAINING ^[1]	EVENT EXPERIENCE	CLUB NOMINATION
STEWARD – RALLYCROSS	MANDATORY	YES ^[6]	NO
CLUB STEWARD – RALLYCROSS ONLY	RECOMMENDED	NO	YES
CLERK OF THE COURSE – RACE ^[7]	MANDATORY	YES ^[5] ^[6]	YES ^[3] ^[4]
CLERK OF THE COURSE – RALLYCROSS	MANDATORY	NO	YES ^[2]
DEPUTY CLERK OF THE COURSE – RACE ^[7]	MANDATORY	NO	YES ^[4]
DEPUTY CLERK OF THE COURSE - RALLYCROSS	RECOMMENDED	NO	YES
<p>1. Training valid for 2 years for renewal & 1 year for first timers</p> <p>2. First time application only.</p> <p>3. All Race Clerk of the Course Licences (first time and renewal) are subject to Race Committee approval.</p> <p>4. First time and Renewal Applications.</p> <p>5. First time application only.</p> <p>6. Renewal: Details must be provided on application of all events officiated at as Steward or Clerk of the Course.</p> <p>7. Garda Vetting Mandatory</p>			
SCRUTINEER LICENCE NOTES			
	TRAINING ^[1]	TAG APPROVAL	
ALL GRADES	MANDATORY	YES	
TECHNICAL ASSISTANT	SEE NOTE 2	YES	
<p>1. Training is valid for 2 years.</p> <p>2. Training is recommended for a First Time Technical Assistant licence (valid for 1 year) and mandatory for all licences issued thereafter.</p>			
TIMEKEEPER LICENCE NOTES			
	TRAINING ^[1]	APPROVAL	NOMINATION ^[2]
INTERNATIONAL	RECOMMENDED	YES	NO
NATIONAL RALLY	RECOMMENDED	YES	FIRST TIME ONLY ^[4]
NATIONAL RACE	RECOMMENDED	YES	FIRST TIME ONLY ^[4]
ASSISTANT	RECOMMENDED ^[3]	NO	YES ^[3]
<p>1. Training is valid for 3 years.</p> <p>2. Nomination must be from a currently licensed International or National Timekeeper licence holder.</p> <p>3. Nomination is not mandatory where training has been attended.</p> <p>4. Nomination must be in the form of a letter providing details of the training carried out by the licensed Timekeeper and confirming the suitability of the Assistant to become a National Licence holder.</p>			
MARSHAL LICENCE NOTES			
	TRAINING		
MARSHAL	YES ^[1]		
SECTOR MARSHAL	YES ^[3]		
FIRE MARSHAL	YES ^[2]		
<p>1. Training is valid for 3 years.</p> <p>2. Training is valid for 2 years.</p> <p>3. Training is valid for 3 years.</p>			
CLUB CHILDREN'S OFFICER'S NOTES.			
	TRAINING	GARDA VETTING	
ALL DISCIPLINES	MANDATORY	MANDATORY	
<p>1. Training required, Safeguarding 1 + 2, valid for 3 years.</p> <p>2. Garda vetting valid for 3 years.</p>			

Official's & Marshal's application form and Garda Vetting Form available at:
Motorsportireland.com/Standard Forms/Officials.aspx