



TERMS OF REFERENCE

1. ALL COMMISSIONS

1. All Commissions.

1.1. Specialist commissions are responsible for the development, planning and supervision of their discipline / specialist area.

This includes:

- Oversee and Review Safety Policy in conjunction with the Safety Commission.
- Arranging for the organisation of national championships and the approval of permits for same.
- Proposing the regulations for inclusion in the Yearbook.
- Submitting a list of names nominated as Stewards and Safety Delegates (as appropriate) for events from the relevant panel of licensed officials for approval by the MSC.
- When nominating Stewards the commission chairman should not be nominating for events in his/her own discipline. Nomination of chairmen from other disciplines is permitted.
- Arranging championship awards presentations.
- Addressing the future of the sport.
- Dealing with business that does not require MSC input.
- Reviewing Stewards' reports as a source of information on standards of organisation and on-event problems.
- Ensuring the receipt of all Stewards' reports within a defined period set by commission.
- Submitting an annual report to the Motorsport Department, together with a Statement of Account should income be generated. This report should include details of any difficulties encountered, as well as proposals for any improvements recommended for the future.
- Bring to the attention of the Motorsport Department any matter which may need to be considered.
- To ratify final championship results as presented by the Championship Registrar.
- Put forward proposals to the MSC for approval.
- No Commission has the authority to amend the rules or grant derogations from such rules, any such proposal must be forwarded to the MSC for approval.

The President and Chair of the relevant associated commission, in consultation with the CEO or Vice President, will make decisions concerning minor issues and they will be accountable to the MSC for these decisions.

1.2. Minutes of all meetings must be submitted to the Motorsport Department for circulation to the members of the MSC.

1.3. The associated commissions are permitted to apply to the MSC for approval to set up working groups provided the reason for setting them up is given.

Such working groups:

- To address specific tasks and within a specific period.
- To have a membership of not more than five persons whose names must be submitted to the MSC for approval.
- To meet independently and not become part of the associated commission.
- To submit all reports in writing to the associated commission for approval.

1.4. Commissions need not necessarily meet monthly. It may be more effective to have less frequent formal meetings but to make them properly structured and business like. To help this, all meetings should have an agenda.

1.5. To facilitate members who travel long distances all meetings should end no later than 22.30 hrs.

1.6. It is important that commission members keep in close contact with clubs who do not have a nomination in any particular year and vice versa. Wide soundings to find out general views should be part of the commissions' normal practice.

1.7 Equipment.

1.7.1. The present equipment list is to be kept updated together with a record of the whereabouts of each item.

1.7.2. A replacement policy must be formulated.

1.7.3. The equipment is to be calibrated as required and the original certificates lodged with the Motorsport Department.

2. TECHNICAL COMMISSION

2.1. Eligibility.

Create a clear and concise guide to the procedures to be carried out by scrutineers where components are to be sealed for eligibility inspection.

2.2. Appointments.

2.2.1. The issue of a licence to a scrutineer is the responsibility of the Technical Commission subject to approved training.

2.2.2. The criteria for the Licensing of scrutineers to be set down in writing. It may be appropriate to identify separately safety and eligibility approval.

2.2.3. In support of licensees, training seminars, to cover subjects such as documentation and safety in conjunction with other appropriate



commissions and the Safety and Training Executive should be held.

2.2.4. Scrutineers for events to be appointed by the Technical Commission on behalf of Motorsport Ireland.

2.3. Communication.

2.3.1. The in-charge scrutineer must make a report to the Technical Commission after each event.

2.3.2. The Technical Commission will nominate a specific member to act as the official contact for each major discipline (Race, Rally, Karting, Autocross, Hillclimb/Sprint etc.)

2.3.3. The Technical Commission will advise the Motorsport Department of any proposed changes to National and International technical regulations so that these can be considered by the MSC and published in the Motorsport Bulletin if approved.

2.3.4. A list of appointments to be circulated to all relevant commissions.

3. SAFETY COMMISSION.

3.1. The Members of the Safety Commission are appointed by the MSC. The membership will normally comprise: The Chair plus five other members

3.2 The Safety commission should meet at the discretion of the Chair, but not less than 4 times per year.

3.3 The duties of the Commission will include: (a)the appointment of MI Safety delegates to events in all disciplines. This responsibility can be delegated to the stewards of the event, for events taking place at Mondello Park only, (b)and keep a register of trained Safety Officials. In this respect they will liaise with the Volunteer and Officials Commission.

3.4 The Commission will monitor Safety Delegate reports as sent to the Discipline Commissions and such other incidents relevant to them.

3.5 The Commission will keep informed of Safety developments in the FIA and in the wider motorsport community.

3.6 The Commission may form Sub-Commissions which for the moment will be Medical, Rescue, Rally, Circuit/ Hillclimb & Research, any changes to this list will require MSC approval.

4. VOLUNTEER AND OFFICIALS COMMISSION

4.1 The members of the Volunteers and Officials Commission are appointed by the MSC. The membership will normally comprise: The Chair plus five other members.

4.2 The Volunteer and Officials Commission should meet at the discretion of the Chair.

4.3 The duties of the Commission will include liaison with MI for the organisation of Training. The compilation of a guide to the necessary requirements to be met for the grading officials for the various roles.

4.4 The Commission will arrange approaches to encourage a wider range of participants by Volunteers in events.

This should include efforts to build a range of younger people to take up official roles.

4.5 The Commission should keep informed of Volunteer and Official developments at FIA and other ASN level.

5.RULES COMMISSION

Remit of Rules Commission.

5.1. All proposed changes to following must be submitted to the Rules Commission for approval.

5.1.1. General Competition Rules (GCR's).

5.1.2. Appendices to the GCR's.

5.1.3. Technical Regulations and Information (published on website only).

5.2. Such proposals may be made only by

5.2.1. the MSC;

5.2.2. the Specialist Commissions;

5.2.3. the Motor Sport Department;

5.2.4. the Rules Commission itself.

5.2.5. Deleted

5.3. Alterations to the GCRs and Appendices when approved by the Rules Commission must be submitted for approval to the MSC.

5.4. The role of the Rules Commission is to ensure that there is no conflict in rules between the GCRs and the Appendices. While it is not the brief of the Rules Commission to say whether a proposed rule is right or wrong, they should ensure, as far as possible, that the wording of the rule is clear in its intention and not open to alternative interpretation.

6. MONITORING BY THE MOTORSPORT COUNCIL

6.1. The Motorsport Council will monitor the operation of the various commissions to ensure that they are meeting the objectives for which they were formed.

6.2. Attendance of individual members at Commission meetings is to be recording in the Minutes. Any member who is unable or unwilling to attend meetings on a reasonably regular basis may have his/her appointment to a commission reviewed by the MSC.

6.3. All matters pertaining to the organisation and control of Motorsport within the jurisdiction of MI are at all times subject to the approval of the MSC, within the terms of the constitution of Irish Motorsport Federation Ltd.