



Schedule R – Rallies

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Appendix Three – Schedule R Standing Regulations Applicable to all Rallies

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Note: Text changes from the previous issue of this Schedule are highlighted such. Text changes for grammatical and/or formatting reasons are not highlighted.

Attention Rally Organisers: Please refer to Appendix Two Schedule H and the (separate publication) Rally Organisers Handbook for details on Event planning and organisation which should be read in conjunction with this Appendix.

Note: For ease of use and understanding, Schedule R has been split into two parts; Part One – Competitors, and Part Two – Organisation. Part One contains regulations that **both Competitors and Organisers must be familiar with**. Organisers must also comply with all requirements of Part Two.

Part One – Competitors

Interpretations: The National Sporting Code Article 2(1) details a number of interpretations that apply throughout the Code, its Appendices and Schedules. Additional to that Article, unless the context otherwise requires the following apply;

“Crew” means that a crew is made up of the two(2) persons on board each car nominated as driver and co-driver. Unless otherwise stated, either member of the crew may drive during the rally and each one must hold a competition licence for the current year, which is valid for the rally, and

“Leg” means each part of the Rally, separated by a fixed minimum stopping time, and

“Neutralisation” means the time during which a crew is stopped by the Organisers, for whatever reason and where parc fermé rules apply, and

“New Competitor” means a member of a competing crew who has participated as a competitor in less than three(3) Rallies, and

“Pace Notes” means a set of notes designed to supplement the Road Book and to assist a competitor in traversing a special stage which are not Stage Notes, and

“Reconnaissance” means the travelling over of roads to be used as special stages in an Event by a competitor entering that event at any time between the route details being communicated by any means and the official one(1) pass reconnaissance or in cases where there is no one(1) pass reconnaissance by the first Special Stage commencement, and

“Regroup” means a stop scheduled by the Organisers under Parc Fermé conditions that has a time control at the entrance and exit to enable the schedule to be followed on the one hand, and on the other, to close up the gaps between the cars still in the rally. The stopping time may vary from crew to crew, and

“Road” or **“Designated Road”** means either;

(1) The area from fence to fence which encompasses the carriageway, either sealed or unsealed, or

(2) The formed surface of a road ineated on one(1) or both sides by the use of temporary barriers. (examples: tape, rope, cones, tyre bundles, road barriers, hay bales etc), and

“Road Section” or **“Touring Stage”** means a section of a rally event not closed to other traffic. The main purpose of a

touring stage is to route competitors from one(1) special stage to another, or from or to special stage to or from a service park. All road rules as stated in the NZ Road Code will apply and must be adhered to, and

“Safety Tracking System” means a MotorSport NZ approved in-car electronic vehicle monitoring system, and

“Service Crew” means persons in support of the crew of the competing car who ensure the competing vehicle is maintained in a competitive and road worthy state at the servicing points established throughout the event and gather information as to the times recorded on the event special stages, and

“Special Stage” is a timed speed test on roads closed to other traffic, and

“Stage Notes” means a set or sets of computer generated notes specifically provided for the event by the MotorSport NZ officially recognised note provider. Such notes being designed to provide assistance to the competitor in traversing the special stages with information that supports and is additional to the event Road Book, and

“Time Card” means the card or cards intended for the entry of times recorded at the different control points scheduled on the Rally.

1. Competitor and Competition Licence Requirements:

1.1 Crew of vehicle: Each competing vehicle must carry two(2) persons. The occupants of the vehicle will be collectively referred to as “the crew”.

1.2 Competition Licences: Each crew member must be the holder of the appropriate competition licences. For National Rallies full details of licence requirements are contained in Appendix One Schedule L to the National Sporting Code. For International Rallies crew members shall hold an International Rally Grade (INT R) competition licence. Additionally for International events each crew member shall:

(1) Have a current Medical Card.

(2) If the holder of an International licence issued by an ASN other than MotorSport NZ, present a Visa from the licence issuing ASN.

2. Entries:

2.1 Entries, Dates & Fees: Entries shall be acceptable only if made by the method stipulated by the Organiser before the closing date of entries as detailed in the Supplementary Regulations. All current registered competitors in the NZ Rally Championship are guaranteed entry to each of the rounds that make up the Championship providing a completed entry and payment is submitted before the first closing date for entries for each of those events. Late entries may be received after closing date at the discretion of the Organisers as set out in the Supplementary Regulations.

2.2 Number of Entries: Event Organisers reserve the right to stipulate the maximum and minimum numbers of entries.

2.3 Cancellation of Rally: The Organisers reserve the right to cancel the event should less than the minimum number of entries specified in the Supplementary Regulations be received by the closing date.

2.4 Conditional Acceptance: In the event of the number of entries exceeding the maximum number of starters specified in the Supplementary Regulations, the Organisers reserve the right to accept conditional entries on such conditions as they may, at their sole discretion, determine.

2.5 Refund of Entry Fees: If a withdrawal is made before the Meeting and officially notified to the Rally Secretary, a refund may be paid at the discretion of the Organising Committee. Entry fees will be refunded in full to competitors whose entry has not been accepted or in the case of the event not taking place. All applications for refunds must be in the hands of the Rally Secretary no later than 28 days after the event.

2.6 Refusal of Entry: The Organisers reserve the right to refuse any entry in accordance with the prescribed provisions of the National Sporting Code.

3. Change of Crew or Vehicle:

(1) National Sporting Code Article 37 shall apply with respect to driver and vehicle changes up to thirty(30) minutes prior to the commencement of an Event. Drivers may not be changed after this time.

(2) At the sole discretion of the Clerk of the Course, it is permissible to allow a change of co-driver during an event as long as the following conditions are met:

- (a) The supplementary regulations contain advice of such allowance.
- (b) The substitute co-driver has completed all documentation and entry requirements to the satisfaction of the Clerk of the Course, and if a novice, has attended the novice briefing.
- (c) The supplementary regulations will specify the points where substitutions may occur and the procedures to be followed.
- (d) No entry which has engaged in substitution of the co-driver will be classified as a finisher.
- (e) At no time will the replacement co-driver be permitted to drive the vehicle.

4. Vehicles, Type, Advertising and Identification:

4.1 Vehicles:

- (1) **Type:** Vehicles are to be saloon or sports cars in compliance with the requirements of this Schedule and Appendix Two Schedule A. In addition vehicles contesting Historic or Classic Rally events shall comply with either the relevant Articles of Appendix Six Schedule K, T&C, CR RH or specific regulations appended to the Supplementary Regulations of the event.
- (2) **Mandatory equipment:** Refer to Appendix Two Schedule A.
- (3) **Chassis and Engine Block:** Unless otherwise provided for in the Supplementary Regulations competitors are prohibited from changing either the chassis and/or engine block of a competing vehicle during a Rally. (In the context of this regulation a Rally is deemed to comprise of all Heats and/or Legs).
- (4) **Vehicle Identification marks:** Scrutineers and/or Technical Officers may affix identification marks at any time throughout the rally to the chassis, engine block or any other component. Where identification marks are affixed, it is the responsibility of the crew to see that these are preserved intact until the end of the Event. Should they be missing, damaged or tampered with, the competitor shall be penalised.

4.2 Capacity classes: Capacity classes are at the discretion of the organiser but for MotorSport NZ Championship events, classes as per the Championship Articles must be used. The supplementary regulations for an event may provide for an amalgamation of any classes.

4.3 Vehicle Advertising / Rally Identification:

- (1) Competitors will display the allocated competition number provided by the Organisers. This shall constitute the vehicle identification. At all times during the event this identification must be displayed on each side of the vehicle as stipulated in these Regulations (*refer Addendum Schedule R 2*). All identification must be kept clean and legible during all touring stages and at the start of all Special Stages. Should they be lost or damaged they must be replaced at the first available opportunity. Failure to correctly display these numbers throughout the event shall incur a penalty unless it can be shown that such failure resulted from circumstances beyond the control of the Competitor.
- (2) The areas indicated on the diagram at Addendum Schedule R 2 are reserved exclusively for use by MotorSport NZ or event organisers.

5. Itineraries / Road Book: The organisers must provide a road book to all of the crews containing a detailed description of the compulsory itinerary, which is to be followed. Crews shall keep exactly to the itinerary set out in the road book, without leaving the designated road, or designated service area or park unless the organisers advise otherwise. Failure to comply may result in a penalty. In special stages it is absolutely forbidden to proceed in the wrong or opposite direction to the one prescribed in the Road Book under pain of exclusion.

The Road Book will be in conformity with the standard road book (*Refer to Addendum Schedule R 1*) containing:

- Accident procedure in the front of the book.
- Route details.
- Time schedule.
- An "Incident report" sheet.
- An "Inquiry" sheet.
- A competitor "Notification of withdrawal from event" form.

- A red SOS to the sizes and in the layout shown in Addendum Schedule R6 must be on the inside of the back cover.
- A green "OK" to the sizes and in the layout shown in Addendum Schedule R7 must be on the outside of the back cover.
- For Rallies where the majority of special stages comprise tarmac surface, located on the page immediately preceding the inside back cover, a red and yellow "Oil warning" sheet to the sizes and in the layout shown in Addendum Schedule R8.

Note: For Road Books smaller than A4 size, a fold out or additional A4 sign must be included for the red SOS and green OK signs (and where applicable the Oil Warning sign).

6. Signs and Marker Tape:

6.1 All rallies must use signs as detailed in the addenda to this Schedule.

6.2 **"Directional arrows"** shall only be used to clarify specific Road Book directional instructions on special stages. They shall be erected at all intersections indicated in the Road Book except in Super Special Stages.

(1) All directional arrows and caution signs shall be preceded by a warning sign at an approximate but consistent distance before instructions (e.g. 100metres).

(2) All directional arrows must be positioned where they may be easily seen.

Note: If the same piece of road is to be used in different directions at different times during the event, this piece of road must be arrowed only for the direction of travel to be used for the stage in progress.

(3) The reverse sides of directional arrow boards shall be painted sky blue in order to clarify direction of travel.

6.3 **"Additional Arrows"** may be erected by the organiser in the event of "force majeure" to supplement the Road Book. These are to be followed as if they were additional Road Book instructions. These additional arrows must be white, reflectorised arrows, the same shape and size as directional arrows.

6.4 A sample of all signs and arrows must be displayed for novice competitor briefing.

6.5 **"Caution signs"** are to be erected to warn competitors of hazards. The first sign being a white reflective sign on black background to be placed about 100metres before the hazard with a red reflective sign on white background at the hazard, the sign to be an exclamation mark or a number of exclamation marks to signify the extent or intensity of the hazard.

6.6 All intersecting roads and entrances must be secured by plastic tape or barriers regardless of whether the road has a block marshal. All tape or barriers must be removed after the event. Further, in order to provide additional security in a forest it is strongly recommended that all external access gates to the forest be secured for the duration of the event.

7. Traffic Laws and Servicing:

7.1 Traffic:

(1) Throughout the entire rally (with the exception of special stages), the crews must strictly observe the traffic laws of New Zealand. In particular;

(a) Competitors and their service crews must always drive and conduct themselves in a manner which does not discredit the event or arouse adverse public opinion.

(b) All traffic regulations and particularly speed limits must be rigidly complied with on all touring stages.

(2) It is mandatory for any competitor or service crew who have been issued with a traffic offence or warning notice during a rally to fully report the incident in writing with details to the Clerk of the Course, or his assistant not later than thirty(30) minutes after their actual reporting time at the end of the leg in which the incident occurred.

(3) Should a police officer decide against stopping the driver or vehicle, they may request that the Organisers apply an appropriate penalty, subject to the following:

- (a) That the notification of the infringement is made through official channels in writing, before the posting of the current classification; and
- (b) That the statements are sufficiently detailed for the identity of the offending vehicle driver to be established beyond all doubt, as well as the place and time of the offence; and
- (c) That the facts are not open to various interpretations.

Note: *The New Zealand Traffic Regulations are contained in the NZTA Booklet "The Road Code" which all competitors must be familiar with.*

- (4) Any crew, which does not comply with the traffic laws, upon being issued with an Infringement Notice, shall be subject to the penalties as prescribed in the National Sporting Code.
- (5) At any time during the rally it is forbidden to tow, transport the cars, or to have them pushed, except to bring them back onto the road, or to clear the road.
- (6) Competitors and crew shall be held entirely responsible for any accident or breach of the laws in which they may be involved and shall declare to the organisers particulars of any accident involving damage to property or injury from which liability may arise and shall indemnify the organisers in regard to any liability.

7.2 Servicing:

- (1) In MotorSport NZ Championship events the servicing of competing cars is limited to designated Service Parks.
- (2) Other events may also use Service Parks if so stated in the Supplementary Regulations. If no Service Parks are being used servicing is not limited except for areas designated by the organisers as "no servicing" or "no access" areas.
- (3) Servicing of competing vehicles on public roads or access-ways must be carried out off the carriageway. If servicing on private property, competitors shall ensure land owner/tenant has granted permission.
- (4) Service crews are not permitted to use flashing lights as means of identification, nor have bright lights unshielded to the extent they may dazzle or inconvenience other road users.
- (5) It is permitted to park an identified service vehicle to enable the crew to spectate provided that the service vehicle is not parked on the route of the rally.

7.3 Prohibited Assistance: Acceptance of assistance in areas where servicing is not permitted is prohibited. This Prohibited Assistance is defined as any of the following:

- (1) Any person other than the Crew performing any action on their car except as provided for;
- (2) The receipt by the Crew, in any area other than a designated service area, of any materials (solid or liquid), spare parts, tools or equipment other than that carried in their car, except for food and drink;
- (3) The parking of an identified Service Vehicle or the positioning or setting up of any materials, spare parts, tools or equipment elsewhere than in a designated service area:

The penalties prescribed in the National Sporting Code shall apply for servicing carried out in other than the permitted servicing areas and for acceptance of prohibited assistance.

7.4 Service Crew Information: The organisers must provide service crews with maps and route information, including estimated travel times, estimated service time and first car's arrival time, to enable them to follow the rally, locate all designated service areas. Where necessary, a sketch plan of the servicing area must be provided. Such information must be sent to competitors with acceptance of entry details.

7.5 Service Parks and/or Tyre Fitting Zones: Except in exceptional circumstances, there shall be no more than 90km of special stages between visits to tyre fitting zones. Service Parks must be indicated in the rally itinerary. The maximum speed of cars in a Service Park shall not exceed 30kph. Event organisers may impose a lower maximum speed; in such cases the lower maximum will be specified in the Event Supplementary Regulations. Cars exceeding the maximum speed limit may be penalised.

7.6 Refuelling: The greatest distance between refuelling points must not be more than 200km total of which the maximum Special Stage distance does not exceed 90km. The responsibility for the provision of sufficient fuel and other supplies considered necessary lies solely with the competitor.

7.7 Remote Refuel Zones: Where remote refuel zones are included in the itinerary the following shall apply:

- (1) Only actions directly associated with refuelling the car may be carried out in the refuel zone;
- (2) all relevant safety precautions must be adhered to;
- (3) It is recommended that the crew remain outside the car during refuelling however, should they remain in the car the safety harnesses must be unfastened;

Note: *Competitors should be familiar with and adhere to the MotorSport NZ Code of Practice – Fuel, which is available on the MotorSport NZ website.*

8. Stage Notes, Pace Notes and Reconnaissance:

- (1) Reconnaissance of special stages is absolutely prohibited and shall incur a penalty, unless the event regulations permit reconnaissance for the use of stage notes. In this instance reconnaissance will only be permitted according to the reconnaissance schedule specified in the event regulations.
- (2) Where no reconnaissance is permitted, the Stage Notes may only be embellished with information transferred from the Road Book or otherwise supplied by the Organisers.
- (3) Unless the Event Supplementary Regulations state otherwise the use or possession of pace notes, stage notes or any other means of giving a competitor advice relating to the traversing of a Special Stage that has not been provided by the event organisers is forbidden.
- (4) Where provided for in the Event Supplementary Regulations a competitor may purchase from the authorised MotorSport NZ stage note provider a set of computer generated stage notes generated specifically for that event which may be used to assist in the traversing of a Special Stage.

Where scheduled reconnaissance is held as part of the event (permissible only in New Zealand Rally Championship or International Events) it will be run in accordance with the regulations issued by the organisers, and the Stage Notes purchased may, for that competitor's sole use only, be re-created or embellished with information obtained from such reconnaissance and/or with other information.

- (5) The placing of signs or the making of marks by competitors, entrants, drivers, crew or their agents, on or beside roads to be used for special stages is forbidden and shall incur a penalty.
- (6) All competitors and entrants in all rallies agree without reservation to submit themselves, their competing cars and any service vehicles, to a search at any time for pace notes, stage notes, written interpretations, etc, deemed to be contrary to these regulations, by any official or officials of the Event organisers or MotorSport NZ.
- (7) If roads proposed to be used as special stages conflict with an intending competitor's normal lifestyle or business activities, then the competitor must advise the organisers in writing of such when submitting an entry for the rally. The organisers will confirm in writing acknowledging the exact roads of dispensation to the competitor and may also grant written dispensations for other purposes related to the organisation of the event.

9. Scrutineering:

9.1 Scrutineering Audits: Entrants are required to sign or provide electronic acknowledgement of the declaration on the entry stating that their vehicle(s) comply with the requirements of Appendix Two Schedule A and the applicable Vehicle Specification Schedule.

- (1) Appointed Scrutineers or Technical Officers may require any vehicle to be presented for an audit to check for compliance with the requirements of Appendix Two Schedule A and the Vehicle Specification Schedule appropriate for the vehicle.
- (2) Drivers are responsible to ensure that the vehicle is presented at the audit in a "ready to start competition" condition and that all relevant documentation is available.
- (3) Breaches of Appendix Two Schedule A and/or the Vehicle Specification Schedule shall be reported to the Clerk of the Course who may impose penalties under the provisions of the National Sporting Code.

10. Documentation:

- (1) Competitors or their representative must present themselves at documentation for the checking of valid competition and civil drivers licences, club membership and vehicle logbook.
- (2) Logbooks shall be presented to and signed off by the Chief Scrutineer or the nominated deputy.
- (3) The logbooks of those vehicles selected for Scrutineering Audit may be retained until the audit inspection has been completed.

11. Briefings and Bulletins:

11.1

- (1) Any written briefing must be in the hands of the competitors not less than two(2) hours prior to the start of the event.
- (2) All competitors must familiarise themselves with the written briefing, if any, prior to the start of the event.
- (3) Special instructions relevant to route details, officials, etc., must be contained in bulletins which must be issued to competitors as required and in accordance with National Sporting Code.

11.2 New Competitor's Briefing: At all rallies the organisers must provide facilities for new competitors to attend a briefing conducted by a senior and experienced rally organiser or competitor. Such briefing shall cover aspects of competitor safety procedures and actions and attendance by new competitors is compulsory. The briefing is to include the presentation provided by MotorSport NZ on their website (www.motorsport.org.nz). This presentation includes the use of the Safety Tracking System. Competitors shall be required to sign in to indicate their attendance at this briefing.

12. Safety Tracking System: Where the Event Supplementary Regulations state "All cars must be fitted with an MotorSport NZ recognised safety tracking system", the following applies:

- (1) Instructions regarding the collection, return and fitment will be issued by each organiser in the Event Supplementary Regulations. Penalty fees may apply for a late or non-return.
- (2) The installation of the tracking unit will be checked at Scrutineering or at a time and location as advised by the organiser.
- (3) It is the responsibility of the competitor to obtain and install these devices and to check that they are functioning correctly throughout the rally.
- (4) The competitor should report an ill-functioning tracking unit to the Clerk of the Course, via the Post Chief / Assistant Clerk of the Course, or Safety Tracking System Representative at the next time control using the Fault Reporting form as published in the Road Book.
- (5) With the approval of the Clerk of the Course the repair or replacement of the tracking unit can be carried out by the official designated in the Event Supplementary Regulations and may be carried out at any time (including Parc Fermé) during the event.

13. Time Cards:

- (1) Before the start of each rally, time cards will be issued to every competitor.
- (2) At any Control, crews may be required to give the completed cards to officials.
- (3) Each crew is responsible for their time card which must be carried in the competing vehicle throughout the rally and must be presented to all Controls by a member of the crew for time recording or endorsing.
- (4) Any divergence between the times entered on the crew's time card and those entered on the official documents of the rally may form the subject of an Inquiry.

14. Start Order and Intervals:

14.1 Starting order: The starting order will be determined by the organiser. The organiser's decision will be final and not subject to protest.

14.2 Starting Intervals:

- (1) All stages run on loose (gravel) surfaces shall have starting intervals of one(1) minute between each competing car. The Clerk of the Course may, at his/her sole discretion, increase the starting interval between competitors in unusual circumstances (e.g. excessive dust) however; under no circumstances shall the starting interval between cars be less than one(1) minute unless the provisions of Part One Article 3 (Super Special Stages) apply.
- (2) For tarmac stages the Clerk of the Course may elect to start cars at intervals of less than one(1) minute provided that in no circumstances shall the starting interval between cars be less than 30seconds unless the provisions of Part One Article 22.3 (Super Special Stages) apply.
- (3) NZ Rally Championship Articles may specify alternative starting intervals.

15. Time Controls and Timing:

15.1 General Provisions:

- (1) Timing target sections must be established by the organisers. A target section can be a touring stage, a service park, or from the start of one special stage to the start of the next special stage. In the latter case the target includes a special stage and the next touring stage. Controls will be set up at the start and finish of all target sections.
- (2) All controls, i.e., passage and time controls, start and finish of special stages, regrouping and neutralisation zone controls, will be indicated by means of MotorSport NZ approved standardised signs.
- (3) The beginning of the control area is marked by a warning sign on a yellow background. At a distance of about 25m, an identical sign on a red background indicates the position of the control post. The end of the control area, approximately 50m further on, is indicated by a final sign on a beige background with three(3) black transversal stripes (*Refer to Addendum Schedule R 4*).
- (4) All control areas (i.e. all the areas between the first yellow warning signal and the final beige one with three(3) transversal stripes), are considered as "Parc Fermé".
- (5) The stopping time within any control area must not exceed the time necessary for carrying out control operations.
- (6) Crews are obliged to follow the instructions of the marshal in charge of any control post. Failure to observe this may lead to exclusion at the discretion of the Clerk of the Course.

15.2 Time Control Operation:

- (1) At these controls, the marshals shall mark on the time card the time at which the card was handed in.
- (2) Timing will be recorded to the complete minute.
- (3) The check-in procedure begins the moment the vehicle passes the time control area entry board.
- (4) Between the area entry board and the control post, the crew is forbidden to observe a halt of any kind or to drive at any abnormally slow speed.
- (5) The actual timing and entry of the time on the time card may only be carried out if the two(2) crew members and the car are in the control area and within the immediate vicinity of the time control.
- (6) The check-in time shall correspond to the exact moment at which one of the crew hands the time card to the appropriate marshal.
- (7) Then, either by hand or by means of a print out device the appropriate marshal shall mark on the card the actual time at which the card was handed in. On events where an in-car safety tracking system is utilised, once the card has been handed to the official the competitor should activate the in-car check in process.
- (8) The target check-in time is the time obtained by adding the allowed time to the special stage start time or to the previous time control time, these times being expressed to the minute.
- (9) The target check in time is the responsibility of the crews alone.
- (10) The crew will not incur any penalty for checking in before time if the vehicle enters the control area during the target check-in minute or the minute preceding it.
- (11) The crew will not incur any penalty for lateness if the act of handing the card to the appropriate marshal takes place during the target check in minute.

(12) Any difference between the actual check in time and the target check in time shall be penalised as follows:

(a) For early arrival: one(1) minute per minute or fraction of a minute.

(b) For late arrival: ten(10) seconds per minute or fraction of a minute.

(13) The organisers may authorise crews to check in before their due time without incurring any penalty provided that it has been stated in the Supplementary Regulations of the rally, or is indicated in a later bulletin, or by instruction of the marshal in charge of the time control post.

(14) If it is found that a crew has not observed the rules for the check in procedure, the Post Chief at the control must make this the subject of a written report to be sent immediately to the Clerk of the Course.

(15) At the discretion of the Clerk of the Course, a crew which has been penalised for early arrival may be neutralised for the amount of time necessary for it to leave at the original or relevant start order originally envisaged.

16. Time Control followed by a Special Stage: Where a time control is followed by a start control for a special stage the following procedure shall be applied:

(1) At the time control at the finish of a road section the check in time will be recorded on the time card. There must be a minimum of a three(3) minute gap from this time to allow the crew to prepare for the stage start and come to the start line.

(2) Having checked in at the time control, the competing car shall be driven to the start control of the special stage from where the crew shall start according to the procedure laid down in Article 17.

(3) If there is a difference between the provisional and actual start times, the time entered by the marshal at the start of the special stage shall be binding, unless the Clerk of the Course decides otherwise. The Post Chief may allow for a change of start order by mutual agreement between competitors providing no gap occurs in the start process.

Note: *this will negate the three(3) minute control time.*

(4) The stage start time shall then be the start time for calculating the check in time at the next time control.

17. Special Stage Start:

17.1 During the special stages, the crew shall wear approved protective helmets, protective clothing and safety harnesses as specified in Appendix Two Schedule A.

17.2 Start Point: Special stages commence from a standing start, with the car placed on the starting line. There must be a definitively marked start point.

17.3 Electronic Start Procedure: The electronic start procedure shall be clearly visible to the crew. A countdown clock, sequential light system and/or in car display is to be used.

17.4 Manual Start Procedure: In the event of having to use a manual start procedure after handing the time card back to the crew, the marshal will count aloud: 30" – 15" – 10" and the last five(5) seconds one by one. When the last five(5) seconds have elapsed, a starting signal shall be given.

17.5 Delayed Start:

(1) Any crew refusing to start a special stage at the time allocated to it will be reported to the Clerk of the Course, whether the special stage is run or not.

(2) Any competitor who fails to leave the start within 15 seconds of their allocated start will not be given a new start time, but pushed off the start line into the special stage.

(3) The organisers will note any delay to the start of a special stage due to reasons of "force majeure". Any such delay will be taken into consideration by the organisers establishing the results.

17.6 False Start:

(1) A false start, particularly one made before the signal has been given shall be penalised.

(2) These penalties do not prevent the Clerk of the Course or the Stewards from imposing heavier penalties if they judge it necessary.

(3) For the time calculation the actual start time must be used.

18. Special Stage Finish:

18.1 Finish Line: Special stages must end in a flying finish and be at least 250m before the stop point.

(1) The area between the flying finish and the stop point ideally should be free from bends, sharp or deceptive corners, or hazards such as gates or any dangerous obstacles.

(2) Stopping between the yellow warning sign and the "STOP" sign is forbidden and will be reported to the Clerk of the Course.

18.2 Stop Point:

(1) The crew must report to the stop point, indicated by a red "STOP" sign, to have their stage time entered on the time card (hour, minute, second, and tenth of a second).

(2) If it is not possible to record the stage time, a marshal may sign or stamp the crew's time card and the time(s) will be entered at the next available opportunity.

19. Exclusion: Crews are bound, under the pain of exclusion, to check in at all control points in the correct sequence and in the direction of the rally route. It is also prohibited to re-enter the control area.

(1) Any lateness exceeding thirty(30) minutes on the target time between time controls, or a total lateness exceeding thirty(30) minutes at the end of the leg or the rally, will result in the exclusion of the crew.

(2) In no case can early arrivals be used as a means of reducing the lateness resulting in exclusion.

(3) The exclusion time may be increased at any point by the Stewards, upon the proposal of the Clerk of the Course. The crews concerned shall be informed of this decision as soon as possible.

(4) Exclusion for exceeding the maximum permitted lateness may only be announced at the end of a section or at the end of a leg. Any competitor arriving at a control after it has closed will not be permitted a start.

20. Regrouping Controls:

20.1 Regrouping controls or a method of closing gaps in the field may be set up along the route. Their entry and exit controls shall be subject to the general rules governing the control posts.

(1) The purpose of these regroupings is to reduce the intervals, which will occur between crews as a result of late arrivals and/or retirements. Thus, the starting time from the regrouping control and not its duration must be taken into account.

(2) On their arrival at these regrouping controls the crews will hand the appropriate marshal their time card. They will receive instructions on their starting time. They then must drive their car immediately and directly to the Parc Fermé if provided. The starting order shall be that of the due arrival. The Organisers may give them a new time card either at the entrance or at the exit of the Parc Fermé if provided.

(3) Regroups are mandatory for MotorSport NZ Championship rallies.

21. Passage Controls:

21.1 A passage Control for the purpose of endorsing time cards only (not time recording) may be placed at the discretion of the organisers. At these controls, the Post Marshals will simply stamp the time card as soon as the crew hands this in, without mentioning the time of passage. Passage controls will only be used on touring stages.

22. Special Stages:

22.1 Driving Behaviour: Crews may be penalised for;

(1) Deliberately blocking the passage of competing cars, or

- (2) Preventing competition cars from overtaking.

22.2 Stopping or Interrupting a Special Stage:

- (1) If the route is completely blocked by an accident or breakdown, it is the responsibility of following competitors to move the obstructing vehicle and proceed. This is to be considered a rally incident and no time allowance automatically given to following crews. However the Clerk of the Course may establish times for each crew which has stopped to assist and/or unblock the route. Application for a time allowance must be made using the Inquiry Form.
- (2) The Clerk of the Course may delete or alter a special stage from the results of an event. However, when a special stage has to be stopped or has been interrupted for any reason before the last crew has covered it, a classification for the stage may be established by allocating a time to each crew which has been unable to complete the stage because of the interruption.
- (3) Notwithstanding the above, no crew that is totally or partially responsible for stopping a stage, or records a slow time through their own misadventure may benefit from this measure. Such competitors will be given the time, which it might have eventually set if this is greater than the allocated time awarded to the other competitors. Should a competitor through their own misadventure not complete the stage prior to it being stopped by the organisers they may be given an allocated time not less than the slowest time allocated to or achieved by any other competitor.

22.3 Super Special Stages:

- (1) A Super Special Stage is a special stage designed for spectator viewing with the possibility of having more than one(1) car starting at the same time. The organisation of a Super Special Stage is optional. An organiser must clearly identify in the event regulations which stages, if any, are to be run as Super Special Stages.
- (2) The starting order of a super special stage is entirely at the discretion of the Organisers. However, the organisers must detail the procedure in the Event Supplementary Regulations.
- (3) The use of red flag signals is applicable in a super special stage and these flags may be displayed at any location in the stage. If a red flag is displayed, the driver(s) must immediately make a significant reduction in speed. The Clerk of the Course may allow a crew affected by the showing of a red flag to contest the super special stage again. If circumstances do not permit this, the Clerk of the Course will propose to the Stewards an allocated time. However, no crew, which is totally or partially responsible for the displaying of the red flag, may benefit from this concession.
- (4) If a car fails to correctly complete a super special stage, it may be removed by the Organisers to an adjacent service park, where it may be repaired according to the Supplementary Regulations and itinerary. In either case the crew will be allotted a stage time of seven(7) minutes plus the fastest time. Any such car will be deemed to have reported to the respective time control(s) immediately following the super special stage at its due time. In either case the crew will be subject to all normal rules, regulations, service restrictions and time penalties applying to the rally. Any crew recording an actual time in excess of seven(7) minutes plus the fastest time will also be allotted a maximum time of seven(7) minutes plus the fastest time.

23. Parc Fermé Rules:

23.1 General Conditions: The cars shall be subject to the "Parc Fermé" rules from:

- (1) The moment they enter a starting area, or an end of leg, until they leave one of these,
- (2) The moment they enter a control area until they leave it,
- (3) As soon as they reach the end of the rally until the time for technical inspections is completed.

23.2 Parc Fermé Operation:

- (1) No servicing may take place in areas designated as 'Parc Fermé'. The provisions of Part One Article 7.3 shall apply however in events where there is an overnight Parc Fermé, the provisions of Part One Article 7.3(2) are suspended from the time that the drivers leave the Parc Fermé until the time that they re-enter.
- (2) By the way of exception and under the supervision of the marshal the crew may, while in the Parc Fermé, at the rally start, regrouping zone or end of leg:

- (a) Change a punctured or damaged tyre using the equipment on board; and or
- (b) Have a new windscreen fitted with the possibility of having outside help; and or
- (c) Repair a safety device (i.e. seat belt) subject to an instruction from either the Event Technical Officer or Chief Scrutineer.

These repairs must be completed before the starting time; otherwise a penalty shall be imposed in accordance with the provisions laid out.

- (3) As soon as they have parked their car in Parc Fermé, the drivers will leave the Parc Fermé and no member of the crew will be allowed to re-enter it.
- (4) To leave a Parc Fermé for the start, regrouping halt or end of leg, the crew shall be allowed to enter the Parc Fermé ten(10) minutes before its starting time.
- (5) If a vehicle is unable to move under its own power to the entrance or exit of a Parc Fermé for the start, regrouping halt or end of leg, a 30second penalty shall be imposed. This penalty shall not count towards exclusion but will be added to special stage time.
- (6) Any infringements of the Parc Fermé regulations shall incur a penalty.
- (7) If the Technical Officers or Scrutineers note that a vehicle seems to be in a condition, which is not compatible with normal road use, they must immediately inform the Clerk of the Course thereof, who may request that the car be repaired. In this case, the minutes used to carry out the repairs will be considered as the same number of minutes of lateness recorded in a road section. They will therefore be taken into consideration for the calculation of the exclusion.

Note: *This is why the time spent on repairs may not exceed the allowed time before a car is penalised. If this time is exceeded, exclusion shall be announced.*

- (8) In order to prevent a crew from trying to make up lost time after the repair, the crew may be issued with a new starting time.
- (9) Safety tracking system devices and on board cameras may be removed in the Parc Fermé only with the agreement of the Clerk of the Course or an authorised technical delegate and under the control of the marshals.

24. Competitor Emergency Procedures – Stopped in Stage:

24.1 General Principles:

- It is the competitor's responsibility to ensure that following cars are alerted to the fact that a hazardous situation may exist.
- If it is possible to do so, the competitor must pull clear of the road.
- The road book shall contain a page giving this procedure.

24.2 Procedure:

- (1) Any competitor who stops on a special stage for any reason whatsoever (accident, mechanical breakdown or to change a wheel) must display a red safety triangle.
- (2) The red safety triangle must be placed in a conspicuous position by a member of the crew at least fifty(50) metres before the car's position, in order to warn following drivers, even if the car is off the road.
- (3) Failure to display a red safety triangle in such a manner will invoke a penalty.
- (4) Before recommencing competition it is the crew's responsibility to retrieve the red safety triangle.
- (5) In a situation where assistance is not required then the competitor must display the green "OK" sign (e.g. show the sign to a rescue helicopter and / or place the sign where it can be clearly seen by competing cars). Failure to do so will invoke a penalty.
If the event is using an in-car safety tracking system the competitor may select "OK" on their display unit only if the car is completely clear of the road (eg. up a driveway). In other circumstances "Hazard" must be selected.

- (6) **Oil Spillage:** On tarmac rallies where the competitor is aware that oil has been spilled on the stage surface, the "Oil Warning" sign (*refer addendum R 8*) shall be displayed in addition to the red safety triangle in such a position so as to give adequate warning of the danger to following competitors. Failure to do so will invoke a penalty.
- (7) Any competitor reaching an erected red safety triangle or an "Oil Warning" sign (on tarmac rallies), or receiving a hazard warning via the in-car safety tracking system MUST IMMEDIATELY SLOW DOWN to a speed that will allow driver reaction to cope with an unseen incident or stoppage ahead.

25. Competitor Emergency Procedures – Injury Accidents or Fire:

25.1 General Principles:

- It is MANDATORY to stop and render assistance when another competitor may be injured, trapped or when a car is on fire.
- The first responsibility of any competitor that stops at an accident is to secure the scene by warning following competitors that a hazard exists and assistance may be required.

25.2 Procedure for Events NOT Using In-Car Safety Tracking System: The following procedures cover the requirements for any competitor involved in an accident who requires assistance for a trapped or injured crew member or for assistance in containment of a fire. Failure to comply with the following procedures will involve a penalty.

- (1) Any competitor involved in an accident who requires assistance for a trapped or injured crewmember or for assistance in containment of a fire will if possible move back along the course; displaying clearly the red "SOS" to the following competitors. The red safety triangle shall also be displayed as per Article 24.2(2).
- (2) When a red "SOS" is displayed to a competitor it is MANDATORY that they stop and assist the crew requiring help. Their responsibilities are to help any injured persons, help contain any fire and ensure that the event safety services are mobilised as quickly as possible. If telephone or radio communication is available then Rally Headquarters should be informed immediately.
- (3) The red "SOS" will cease to be displayed, and the green "OK" displayed, when sufficient vehicles have been stopped to provide the necessary assistance. Subsequent cars shall make their way to the finish to leave a clear route for emergency vehicles. If any competitor stops after the green "OK" has been displayed, they will not be entitled to any delay allowance.
- (4) Should a competitor arrive at the scene of an accident where both crewmembers are incapacitated they will remain with the accident and stop a sufficient number of the following competitors to provide necessary assistance, using the red "SOS".
- (5) In the event of serious injury being discovered, if telephone or radio communication is available then Rally Headquarters should be informed immediately, or the first competitor will then arrange for an appropriate car (usually the next following car) to proceed immediately in the direction of normal rally traffic to the end of stage or next radio point en route and advise the official in charge of details of the accident and actions taken.
- (6) **Stopping to investigate an accident:** When stopping to investigate any accident, one(1) competitor should always stay with their vehicle while the other finds out the facts from the crew of the vehicle involved in an accident. If telephone or radio communication is available then Rally Headquarters should be informed immediately.

25.3 Procedure for Events That Use an In-Car Safety Tracking System: The following procedures cover the requirements for any competitor involved in an accident who requires assistance for a trapped or injured crewmember or for assistance in containment of a fire. The procedures include the requirements for the use of the in-car safety tracking system. Failure to comply with the following procedures will involve a penalty.

- (1) If a crew is involved in an injury accident or requires assistance for the containment of fire, they must select the appropriate buttons on the SOS screen of the in-car safety tracking system (eg. Medical or Fire), and then, if possible move back along the course and display the red safety triangle and the red "SOS" sign clearly to the following competitors and to any helicopter attempting to assist. One(1) crew member should if possible stay with the vehicle to monitor the in-car safety tracking unit as Rally Control is able to send message that may require an answer.
- (2) When a red "SOS" is displayed to a competitor, or when the in-car safety tracking system transmits an SOS to the competitor, it is MANDATORY that they stop and assist the crew requiring help. Their responsibilities are to help

any injured persons, help contain any fire and ensure that the event safety services are mobilised as quickly as possible. If further intervention from Rally Control is required, the assisting crew must select "SOS" on their in-car safety tracking unit and select the appropriate assistance required (either Medical or Fire). One(1) crew member should always stay with their car to monitor the in-car safety tracking unit.

- (3) Should a competitor arrive at the scene of an accident where both crewmembers are incapacitated or they can clearly see the signs of an accident, but are not able to see the vehicle involved it is MANDATORY that they stop to investigate and remain with the accident and stop as many competitors as required for necessary assistance using the procedures above. When stopping to investigate an accident, one(1) crew member should always stay with their car while the other investigates the accident.
- (4) The red "SOS" will cease to be displayed, and the green "OK" displayed, when sufficient vehicles have been stopped to provide the necessary assistance. Subsequent cars shall make their way to the finish to leave a clear route for emergency vehicles. If any competitor stops after the green "OK" has been displayed, they will not be entitled to any delay allowance.
- (5) In all cases, in addition to the procedures outlined above, if telephone or radio communication is available then Rally Headquarters should be informed immediately, or an appropriate car (usually the next following car) should proceed immediately in the direction of normal rally traffic to the end of stage or next radio point en route and advise the official in charge of details of the accident and actions taken.

25.4 For Events Using a Safety Tracking System where Intervention is Not Required: In the case of an accident where immediate medical intervention is not required, or of a car stopping for any other reason on or beside a special stage, the following applies:

- (1) The "Hazard" button must be selected on the safety tracking unit.
- (2) The green "OK" sign must immediately be displayed to the following cars and to any helicopter attempting to assist. If the crew leaves the vehicle, the "OK" sign must be displayed so that it is clearly visible to other competitors.
- (3) The red safety triangle must be placed in a conspicuous position by a member of the crew at least fifty(50) metres before the car's position, in order to warn following drivers, even if the car is off the road.

When "Hazard" is seen on the safety tracking unit it is not necessary to stop, but caution must be exercised so as to establish the nature of the hazard.

25.5 Safety Tracking System: The crew are responsible for activating the correct status on the in-car safety tracking system.

25.6 Compliance: Any crew which is able to, but fails to comply with any of this Article 25 shall be reported to the Clerk of the Course.

26. Use of red flag: Where a red flag is displayed at a radio safety point competitors must slow to a safe pace and tour to the end of the stage. Be aware a serious incident has occurred and you may come upon this incident or an FIV travelling in the direction of the competition. An assessed time will be given for that Stage.

27. Withdrawal From and/or Rejoining Events:

27.1 Withdrawal from Event:

- (1) A competitor withdrawing from an event must complete the "Notification of Withdrawal" form in the Road Book and hand this to an official of the rally for urgent onwards transmission to the Clerk of the Course as directed on the form.
- (2) Unless specifically catered for in the Supplementary Regulations crews are forbidden to rejoin an event after withdrawing.
- (3) Where a competitor decides to withdraw from the event, prior to leaving the rally route the competitor shall ensure that the Rally Headquarters have been advised either through telephone or radio contact.
- (4) In situations where it is not possible to advise Rally Headquarters by either of these methods then the crew are bound to remain on the route until advising the sweeper car of their withdrawal.
- (5) Competitors who withdraw must ensure that the in-car safety tracking unit is returned to Rally Headquarters.
- (6) Failure to comply with these requirements will incur a penalty.

27.2 Rejoining Events:

- (1) Organisers who decide to allow rejoining shall specify such in the Supplementary Regulations advising the procedures to be followed, the locations at which this may occur and how the start order will be managed.
- (2) Unless covered as a specific item in the Event Supplementary Regulations any crews rejoining an event will not feature in the final classification as finishers.

28. Inquiries:

28.1 Lodging an Inquiry: Any competitor desiring to query any aspect of the event may do so by means of an "inquiry form" contained at the back of the Road Book.

- (1) The competitor must make any request for information of this nature within thirty(30) minutes of the competitor's actual time of arrival at final control.
- (2) It will be the responsibility of the Clerk of the Course or their assistant to give a written reply to the bona fide inquiry form as soon as practicable.
- (3) A competitor will have the right to formally protest on the subject of the inquiry.

28.2 Inquiry into results: Any inquiries on competitor's special stage or overall times must be made within thirty(30) minutes of provisional results being published.

29. Results:

29.1 Assessment of Performance:

- (1) The method of assessment of a competitor's performance will be on a cumulative time basis plus appropriate penalties.
- (2) The competitor's actual time taken to complete a special stage will be recorded at least to the nearest tenth of a second together with any target lateness penalties.
- (3) To be classed as a finisher, a car and its original crew must have completed the entire route and arrived at the finish not later than the maximum lateness designated for the event after their scheduled arrival time.

29.2 Final Classification: Penalties are expressed in hours, minutes and seconds. For the final results, the elapsed times on all special stages and penalties will be totalled. The competitor who has the lowest total is the overall winner of the rally. The one having the next lowest total is second, etc.

Part Two – Organisation

1. Administration:

1.1 Jurisdiction:

- (1) International Rallies, with the exception of FIA Championship events, are held under the provisions of the National Sporting Code of MotorSport NZ Inc and its Appendices and Schedules (incorporating where not already provided for the provisions of the FIA International Sporting Code and including where appropriate any relevant Championship and or Series Articles).
- (2) FIA Championship events are held under the provisions of the FIA International Sporting Code (incorporating where not already provided for the National Sporting Code its Appendices and Schedules of MotorSport NZ and including where appropriate any relevant Championship and or Series Articles).
- (3) Championship or Series Rallies are held under the provisions of the National Sporting Code of MotorSport NZ Inc, and its Appendices and Schedules (including the relevant Championship and or Series Articles).
- (4) All Clubmans or Other Rallies are held under the provisions of the National Sporting Code of MotorSport NZ Inc, and its Appendices and Schedules.

1.2 Event Status and Duration: MotorSport NZ in keeping with the policy of a natural progression in the status of events and ensuring that some form of control is exercised over the use of venues has established the following rally descriptions and restrictions.

- (1) National events are described in six(6) classifications these being;
- (a) **Championship Rally:** A rally being a round of a MotorSport NZ Championship.
 - (b) **Series Rally:** A rally being a round of a Sanctioned Series or a rally where titles or awards are gained from more than one(1) event.
 - (c) **Clubmans Rally:** A rally (single Event) primarily aimed at providing a low budget competition with no requirement to participate in further events for titles or awards. A Clubmans Rally shall have a maximum time limit of 24 hours (from documentation to event finish) with a total stage distance of no more than 80km, with no single Special Stage exceeding 20km in length. Entries shall be limited to a maximum of fifty(50) competitors and the use of stage or pace notes is forbidden. No Clubmans Rally may be held within two(2) weeks of a rally event in the same island. This type of event being a desirable entry-level event for new competitors and officials to gain experience prior to participating in other classification rallies, consequently a Clubmans Rally may not be a round of any Sanctioned Series. All Permit fees and Competitor Levies shall be limited to 50% of the National status event fees and levies.
 - (d) **Promotion Rally:** MotorSport NZ may issue a permit for a Rally Publicity Day, provided it forms part of the promotion of a forthcoming rally and has no declared results.
 - (e) **Tarmac Rally:** A rally run entirely on sealed roads. The organiser of a tarmac rally may elect to either;
 - (i) Run the entire rally in accordance with the rules contained elsewhere in Appendix Three Schedule R;
 - OR
 - (ii) On application to MotorSport NZ run the rally in accordance with the following provisions;
Note: *Unless identified below, provisions contained elsewhere in this Schedule will apply (e.g. Control procedures etc).*
 - (1) The maximum average speed as described in Part Two, Article 3.1(1) shall be increased to 145kph.
 - (2) A maximum speed of 200kph shall apply to all vehicles in all Special Stages. The permit holder shall ensure that a tracking and monitoring system is established that ensures that any breach of the maximum speed is reported to the Clerk of the Course who may impose a penalty.

The permit holder shall provide details of the proposed monitoring system to MotorSport NZ for approval with the permit application.

Note: *If the tracking and monitoring system is not approved then the rally shall be run as per Part Two Article 1.2(1)(e)(i) above.*
 - (f) **Other Rally:** A rally with a distinct nature that generally has an overlying theme or style and may or may not be part of a series.

Note: *MotorSport NZ in issuing permits for such events reserves the right to impose specific conditions on such events for grounds of safety or fairness.*
- (2) National Events with the exception of Other Rallies and New Zealand Rally Championship rallies shall not exceed 200km of special stage distance plus a tolerance of 10%. MotorSport NZ may grant dispensation from this rule in exceptional circumstances.
- (3) Any organisation that wishes to run a rally must, in the first instance, liaise with local MotorSport NZ Member Clubs in the regions traversed by the rally with respect to the roads that they wish to use. Agreement must be reached with the Member Clubs in affected areas before any road closure or permit application is made. Any dispute is to be referred to and resolved by the Rally Advisory Commission in their role as rally coordinators (*refer Part Two Article 2.4*).

1.3 Supplementary Regulations:

- (1) These Regulations apply to all Rallies. Drafts of such regulations shall be submitted to the Permit Issuing Authority for approval at least two(2) weeks prior to their intended publication date. These regulations should be submitted using the appropriate standard template as issued by MotorSport NZ from time to time.

Notes:

1. *For International Events the Supplementary Regulations may require FIA approval. Organisers should contact MotorSport NZ at least four(4) months prior to the Rally for details.*
2. *After approval of the Supplementary Regulations the Permit Issuing Authority shall issue the event organising permit, which will be provisional until, the event safety plan has been submitted and approved (refer Part Two Article 6.1).*

Supplementary Regulations Part One will be those Regulations issued by individual Organisers, which contain:

- Entry fee and closing date of entries
- Details of the event.
- Other relevant information

Supplementary Regulations Part Two is the 'Acceptance of Entry', and will contain the following information:

- Any changes to the information contained in Supplementary Regulations Part One
- Officials of the Meeting including method of identification
- Time and venue of Scrutineering and Documentation
- Stage descriptions
- Route and speed schedule and general route map highlighting service areas
- Seeding order
- Location and time of Drivers Briefing (specifically with reference to new competitors)

Notes:

1. *Organisers have the option of merging as appropriate the information to be contained in Part One and Part Two.*
2. *Templates for Supplementary Regulations may be found on the MotorSport NZ website - www.motorsport.org.nz.*

- (2) Supplementary Regulations are compulsory for all rallies and must be available as follows:

- **MotorSport NZ Championship events:** Two(2) months prior to the event.
- **All other events:** One(1) month prior to the event.

- 1.4 **Officials of the Meeting:** Part One or Part Two Supplementary Regulations shall contain the names of Stewards, Event Director (when appointed), Clerk of the Course, and Assistant Clerks of the Course, Judges, Competitor Relation Officer(s), Chief Scrutineer and other Officials, as relevant.

2. **Officials:**

- 2.1 **Stewards:** MotorSport NZ shall appoint the number of Stewards appropriate to the Event status in accordance with the National Sporting Code.

- 2.2 **Observers:** For all rallies MotorSport NZ reserves the right to appoint one(1) or more observers.

- 2.3 **Technical Officer:** For all MotorSport NZ Championship rallies MotorSport NZ shall appoint at least one(1) Technical Officer.

- 2.4 **Rally Coordinators:** MotorSport NZ through its Rally Advisory Commission may from time to time appoint Area Rally Coordinator/s. The appointed coordinator/s shall co-ordinate the use of roads with the clubs in the area. The chairman of the Rally Advisory Commission will be the National Rally coordinator.

Note: For specific duties of coordinators, refer to Rally Organisers Handbook.

2.5 Identification of Officials: Officials and marshals must be identified, a description of which must be advised in the Supplementary Regulations. Official vehicles must be identified.

2.6 Checking of the route and special stages by officials: As part of their duties, the MotorSport NZ Observer and Stewards have the discretion to check all technical and/or safety measures installed on the route and the special stages. In exercising this discretion they shall comply with the following;

- (1) They shall display a distinctive emblem or sign on the windscreen of their vehicle, provided by the event organiser that denotes to all special stage officials that the vehicle is permitted access.
- (2) Entry onto the route of special stages shall take place at the latest thirty(30) minutes before the start time of the final road-closing car (Zero Car).
- (3) Should the Zero car catch up to their vehicle while in a special stage they shall stop, park their vehicle in such a place that will not impede the competing cars and remain there until the arrival of the sweeper car.

2.7 Availability of Documents: The originals or clear photocopies of all competitor entry details and indemnities must be available to officials at all times at all Rally Headquarters.

3. Itineraries, Road Book and Standard Documents:

3.1 Itineraries:

- (1) **Road and Road Closures:** All rallies must be conducted over routes, which are negotiable, on the day, by two-wheel drive automobiles. The maximum achievable average speed over any special stage shall not exceed 132kph. At the end of each Event the Clerk of the Course shall provide the MotorSport NZ Stewards and Observer (if appointed) with a schedule of average speeds actually achieved by the fastest 5% of cars in each stage. If the maximum average speed is exceeded by more than 5% of the vehicles for any stage then that stage may not be used in that configuration in subsequent years. Public roads to be used as special stages must be legally closed for the purpose.
- (2) **Target Timing:** When determining the time allowance for each target section, organisers are to add special stage allowance; three(3) minutes for special stage finish Control procedures, touring stage allowance and any service time, e.g;

Special stage 5	20minutes
Finish control	3minutes
Touring to Stage 6	20minutes
Service time	7minutes
Total target	50minutes

So competitors should arrive at the start of special stage 6, 50minutes after starting special stage 5.

- (3) **Standard Measurement:** All distances and speeds must be expressed in standard kilometres and decimals thereof.
- (4) **Legs and Sections:** Events may be divided into legs, subdivided into sections and may contain as many legs and sections as the organiser may decide, provided however, that the total special stage distance does not exceed that laid down in this Schedule except where prior approval has been obtained from MotorSport NZ.

3.2 Standard Documents: For all rallies standard documentation as detailed in the Addenda to this Schedule shall be used except as otherwise approved by MotorSport NZ. The latest versions of all the Addenda documentation may be found on the Official MotorSport NZ website (www.motorsport.org.nz).

4. Control Opening and Closing Times:

4.1 General Provisions:

- (1) Control posts must be ready to function thirty(30) minutes before the target time for the passage of the first crew.

- (2) Unless the Clerk of the Course decides otherwise, they will cease to operate immediately after the target time for the last car on the road. Cars arriving outside this time but within their exclusion time will be given an assessed time and shall tour through the stage.

5. Special Stages:

5.1 Special Stages Timing:

- (1) Events shall have special stages timed to 1/10th of a second.
- (2) Timing will be recorded at the finish line, and be backed up by a second system.
- (3) The timekeepers must be positioned level with the finish line, indicated by the sign bearing the chequered flag on a red background.

5.2 Interruption to a Time Stage:

- (1) The Clerk of the Course may delete or alter a special stage from the results of an event. However, when a special stage has to be stopped or has been interrupted for any reason before the last crew has covered it, a classification for the stage may be established by allocating to each crew, which has been unable to complete the stage because of the interruption, the slowest time set before the interruption.
- (2) This classification may be drawn up even if only one(1) crew has been able to cover the stage in normal rally conditions.
- (3) Should the Clerk of the Course consider the slowest time set as inappropriate, they may select a time or times they feel is the most fair. (*Refer also Part One Article 22.2*).

5.3 Delay of a Special Stage: When the running of a special stage has been delayed for more than twenty(20) minutes, the spectators must be advised that the stage is about to recommence before the passage of the next competing car. Alternatively the stage shall be stopped.

5.4 Super Special Stage:

- (1) A separate safety plan must be submitted to the Permit Issuing Authority at least eight(8) weeks before the rally for approval. MotorSport NZ reserves the right to appoint a member of the Circuit Safety Department to inspect the stage venue either before or immediately prior to the proposed running of the event.
- (2) When starting more than one(1) car at the same time, the roads, at the starting points, must be adjacent to one another. The same starting procedure must apply to each car. It is further permitted to stagger the starting line for the cars to equalise the length of the stage from the different starting positions.
- (3) The length of a Super Special Stage should be between 1.5km and 5km except when a permanent circuit is utilised in which case the maximum stage length shall be four(4) laps of the circuit.
- (4) It is preferable that the road surface of a Super Special Stage should be of the same type as that of the rest of the rally. If the road surface of a Super Special Stage does differ from the rest of the rally, then the service schedule must be organised such that it will not be practical for vehicles to have set up changes other than to change the tyres.

6. Safety:

6.1 Safety Plan: Organisers shall prepare a safety plan in accordance with the Appendix Two, Schedule H Chapter Three, a draft of which shall be submitted to the Permit Issuing Authority for approval at least eight(8) weeks prior to the planned start date of the event.

Notes:

1. *The Safety Plan template is available on the MotorSport NZ website (www.motorsport.org.nz).*
2. *The Organising permit will remain provisional only until such time as the event safety plan receives Permit Issuing Authority approval.*

The Safety Plan shall include:

- The location of the Rally Headquarters (Rally Control).
- The names of the various people in charge, Clerk of the Course including assistants or deputies, Chief Safety Officer

and other key officials.

- The contact details for safety services, fire, police, hospitals, emergency medical services and breakdown services.
- The full itinerary with detailed road sections.
- A safety plan breakdown for all special stages.

The safety plan shall specifically address issues of spectator, competing crews and officials' safety.

6.2 Plotting/Checking the event:

- (1) It is the organiser's responsibility, prior to the event, to ensure that the event is plotted and checked by a competent crew(s), ideally comprising a crew who are both experienced and either current or very recent competitors.
- (2) The checking crew is appointed to act on behalf of the Clerk of the Course and it is the job of the checking crew to ensure that the Road Book complies with Appendix Three Schedule R.
- (3) Organisers must comply with any amendments required by the checkers.
- (4) The contents of the Road Book must be physically checked with the route to be used. Particular attention must be paid to the identification of potential hazards and to the consistency and accuracy of tulip diagrams in the road book.
- (5) Checking crews must be careful to ensure all timing allowances are reasonable and take into account the traffic and road conditions during the time the event is being held.
- (6) Upon completion of checking the rally, the Checkers Clearance Certificate shall be signed by the checking crew and attached to the Road Book used in checking the event.

Note: *The Clerk of the Course shall retain this Certificate and Road Book for inspection by the event Stewards as and when required.*

6.3 Road Closing and Road Opening Cars:

(1) Safety Car:

- (a) Each stage of a rally must be preceded by a safety car provided by the organisers unless a stage is a repeat of a previous stage and follows it immediately in which case with the approval of the Stewards of the Meeting the safety car need not clear the stage a second time. The safety car must proceed no earlier than one(1) hour before the first competitor to establish that:
 - (i) The entire route to be followed by the competitors is negotiable, and
 - (ii) All controls, block marshals and signs are in their correct positions, and
 - (iii) All gates are shut, all side roads and tracks taped. Special attention should be given to unattended vehicles encountered along the route.
- (b) In the event that any variations of the route as laid down in the Route Book are necessary due to road blockages or for any other reason, the officials in charge of the safety car must:
 - (i) Make arrangements for written instructions such as variations of route and/or speed to be used by competitors, to be brought to the notice of all competitors at a previous Control. These written instructions must be signed for by a member of the competing crew; and/or
 - (ii) Erect an additional arrow as defined at all points necessary to bring the competitors back onto the original route after such road blockage, together with the details of any necessary change of speed and/or route instructions.
- (c) The safety car must be clearly identified with signs (Safety) on both doors and have an amber flashing light mounted on the roof and also an audible alarm.
- (d) **Once the Safety Car has cleared the stage, they shall provide Rally Headquarters with stage clearance, if appropriate.**

- (2) **Warning (Zero) Car(s):** For all MotorSport NZ Championship Rallies the use of a Warning (Zero) car is compulsory. All other status rallies where a number of spectators are anticipated and/or where conditions may change
- (a) Such car(s) shall be clearly identified with 00 (double zero) or 0 (zero) and be equipped with an audible alarm and roof warning lights, and must be in compliance with Appendix Two Schedule A (this includes roll protection).
 - (b) The occupants shall wear helmets and protective clothing as detailed in Appendix Two Schedule A.
 - (c) Should a competing vehicle catch up to the Warning (Zero) car while in a special stage the Warning (Zero) car shall stop, park the vehicle in such a place that will not impede the competing cars and remain there until the arrival of the sweeper car.

(3) **Sweeper Car:**

- (a) The sweeper car shall follow the last competing car and is to account for every competitor in each and every special stage.

Note: *To establish this, the sweeper car shall be provided with a list of cars starting each stage by the stage official. This list shall be cross-referenced with the list of finishers at the end of the stage.*
- (b) The vehicle must be clearly identified with signs on both doors and have an amber flashing light mounted on the roof, an audible alarm is advisable.

6.4 Medical and First Aid: At least one(1) qualified First Aid person along with appropriate equipment and first aid kit shall be at the start of every special stage during the period the stage is operational. Included with this equipment shall be some form of mobile shelter capable of protecting a patient from the elements. The use of ambulances, if available, is recommended but not mandatory.

6.5 Clearance of Special stages: Once stage clearance has been received from the Safety Car the Clerk of the Course or his their appointee shall give the final clearance for each special stage to start.