



The Trinidad and Tobago Rally Club
RULEBOOK 2014

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FOREWORD

Why do Drivers and Navigators go through the strain of a rally-is it just for the sake of winning or is there something else? Victory of course is a great reward-a feeling that inspires and stimulates, but perhaps more than winning, it is a challenge that keeps the team going even in the face of that lonely drive through the vast unknown land, even when tiredness is unbearable and they still have miles and miles to go before their next check. Then there is the excitement, the intense atmosphere of a challenge and the joy of driving itself! You are competing against time and against yourself. It's all there, but perhaps it's really very simple as some members put it..... "Rallying is simply a way of life."

For a driver to be physically fit and mentally alert; to drive a well maintained vehicle; to be acutely aware of time, speed and distance; to obey the rules of the road; in short, to harness the skills of the driver and the navigator with the best performance of the vehicle to arrive safely at the selected destination at the appointed time, these are among the means and objectives of those trying to win any rally.

The Trinidad and Tobago Rally Club is most interested in fostering a keener interest among motorists and all road users towards making the roads of this nation safe, and with the emphasis on having the motorist show a new interest in the care and maintenance of his or her vehicle, this goal should go some way to reducing the present carnage that currently exists on our roads. As a matter of policy, it is mandatory that all rallyists use seat belts at all times during events, and this has led to all regular realists using seat belts at all times in their normal daily motoring.

As a motor sport, Rallying has a lot to offer, not only to professional competitors, but to everyone. Anyone can join a Rally, and to spectators it is an event that is always exciting to watch. Rallying in fact is a popular sport. It's not just a purely physical sport; it is mentally stimulating as well. It's a test of skill, an ability to think, respond and react quickly, to know exactly what to do when there is only a split second for making a decision. It is a test of stamina just as driving is not just a matter of getting behind the wheel and putting your foot on the accelerator. Rallying is a matter of using ones entire body and mind.

This is what rallying is all about.....The determination to get back in your car on Sunday morning, after driving for the last sixteen hours, all over the countryside, and knowing that ahead of you is another day of more miles to cover before you finally reach the last control point, and can relax your concentration somewhat. Some people cannot really understand what we, who are dedicated to the sport, get out of rallying, but to anyone who asks, simply say that rallying is a virus which when caught can take a lifetime before you get it out of your system!

1.0 About the Trinidad and Tobago Rally Club

Having seen the need to develop the sport of "motor car rallying", a steering Committee held its first meeting in August 1979, which led to the first General Meeting of the Trinidad and Tobago Rally Club. Resulting from this general meeting, Mr. John De Freitas was elected President with Mr. Robert De Verteuil as Secretary/Treasurer. The main objective was and still is today, "to promote and organize competitive events in all forms for the benefit and enjoyment of members and invited guests."

The TTRC proudly acknowledges the assistance given over the years by various organizations and sponsors. Particular mention must be made of the long standing relationship with the Ministry of Sport and many of the Private Sector companies who have forged strong partnerships with the Club and have contributed to our success.

The TTRC held its first Annual General Meeting in December 1980, with successful meetings being held in each successive year. It is noteworthy, that commencing from that first Annual General Meeting, members Ian McDowell and Kenny Rampersad were re-appointed for six consecutive years with the full support of members as the TTRC's Honorary Auditors. In addition, members Rawle Mahabir and Stanley McMillan who were elected to positions on the Governing Committee for the first six consecutive years were again elected to the Governing Committee for the year 1993.

On the submission of an application in 1985, the TTRC was registered with the Ministry of Sport, Culture and Youth Affairs, as a bona-fide organization, on the 29th January, 1986. In 1986, the TTRC also made its first nomination to the Annual Sports Award of the Witco Sports Foundation, Sportsman of the Year Award Ceremony. Our "sportsman of the year" (1985), member Winston Wei Lung Chung, was the nominated member.

With the advent of the decade of the nineties the need for the TTRC to grow beyond the basic Sunday Rally and the two or three multi-stage events became very obvious. Members at the time were making regular overseas trips to Barbados, Jamaica, Suriname, Guadeloupe and Martinique. This in no small way broadened the scope and thinking of these members, not to mention heightened their desires to see Rallying on the local scene come up to par with our Caribbean counterparts.

As the Club moved into the new millennium the call for designated high speed stages became quite apparent. The focus of the TTRC was then evenly split into 2 separate Championships . Navigation and Stages. As the years progressed and International Rallying became known for its all high speed format, so too did the TTRC change its course with a heavy focus being put toward the organization of the Annual Stages Championship with one leg being the annual Rally Trinidad . The TTRC's signature event. The Club in its commitment to being recognized for Trinidad and Tobago, has also in recent years developed a Rally in the sister isle which has grown in popularity despite still being in its formative years.

2.0 Rules of the Trinidad and Tobago Rally Club

2.1 Name

The name of the Club shall be the Trinidad and Tobago Rally Club (hereinafter referred to as the TTRC).

2.2 Address

The head office of the TTRC shall be situated in Trinidad, as decided by the Governing Committee and the members notified accordingly.

2.3 Aims and Objectives

The aims and objectives of the TTRC are:-

(a) - To promote and organise competition and other events in all forms for the benefit and enjoyment of TTRC members.

(b) - To engage in motor sport events both local and foreign to which the TTRC and its members have been invited.

2.4 Patron

There may be a Patron of the TTRC, who need not be a member of the TTRC, who shall be appointed at an Annual General Meeting.

2.5 TTRC Not For Profit

The income and property of the TTRC shall be applied solely towards the promotion of the objects of the TTRC and any additions or amendments thereto, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the members of the TTRC. Provided that nothing herein shall prevent the payment in good faith or remuneration of any officers or servants of, or persons employed by the TTRC, or other persons in return for any services actually rendered to the TTRC.

2.6 Non-Liability of Members

Membership of the TTRC does not involve any liability beyond the payment of subscription fees.

2.7 Membership

The membership of the TTRC shall comprise of three (3) classes: Honorary; Associate; Ordinary.

(a) *Honorary Membership*

The Governing committee may approve by a three-quarter majority of members present and voting, the selection of an individual who in the opinion of the committee is worthy of this class of membership. If approved, the individual shall be informed in writing of the committee's decision. The appointment will be based on the individual's long service and contribution to the TTRC. Honorary members shall be exempted from payment of any fees, however will not be permitted to hold office or vote at meetings of the TTRC. A list of Honorary

Members shall be included as an appendix to the Rule Book for the benefit of all current and future Executive Committees. There shall be a maximum of one (1) Honorary Member voted in each year (however not required).

(b) ***Associate Membership***

A member's spouse shall be automatically deemed an associate member. Any individual who, in the opinion of the Governing Committee, supports the objectives of the TTRC, may also be deemed an associate member.

Associate members shall be exempt from payment of application and subscription fees and shall not be permitted to hold office or vote at meeting of the TTRC.

(c) ***Ordinary Membership***

Ordinary membership of the TTRC shall be open to ladies and gentlemen subject only to the discretion of the committee. Ordinary members, provided that they are in good financial standing and that their membership is not in a state of suspension, shall be permitted to hold office or vote at meetings of the TTRC.

2.8 Application for Membership

An application for membership to the TTRC shall be in such form and shall require the furnishing of such particulars as the committee shall from time to time prescribe. Final approval will be based on a two thirds majority vote at an official executive meeting and left to the discretion of the executive committee. On approval of the application form the applicant shall be required to pay an annual subscription fee.

2.9 Competition Licences

To be eligible for a TTRC Competition License the following conditions must be met.

1. All drivers must hold a valid Drivers Permit from Trinidad and Tobago or any other recognized country.
2. Co-drivers must be a minimum of 16 years old.
3. Competitor must be a member of the TTRC, or be approved as a guest for a single event. Annual competition licenses will be issued for those competing in the Championship. Single Event competition licenses will be issued for those guests who choose to compete in one off events for the year.
4. Competition licenses from other recognized territories will be acknowledged by the TTRC and will be valid for use in TTRC sanctioned events.
5. A competitor may be asked to produce proof of good medical and physical conditions at the discretion of the Executive based on known medical history or after any incidents that in the opinion of the Executive warrants medical clearance prior to competing.
6. While it is the intent of the TTRC to make the sport of Rallying accessible to everyone, each competitor must meet basic mobility requirements. This is to ensure the safe entry and exit of a vehicle especially in the event of an emergency. Each competitor must be able to extract themselves from their vehicle safely from a seated, and harnessed position. The competitor will be given a maximum of 15 seconds to completely exit the vehicle.

7. **FEES** . The fee for an annual TTRC Competition License is \$1000 (valid ONLY for the year the license was issued), and the Fee for a Single Event License is \$200 (valid for one event).

2.10 Membership FEES

The Governing committee shall impose a Membership Fee for new members which shall be payable on application, and until payment shall is made, no candidate shall be entitled to be enrolled as a member. The Fee is \$500

2.11 Member Subscription Fees

Member subscription fees are \$300 per year. Any member whose subscription is overdue after 31st January of the current year, shall cease to participate in the benefits of membership, but shall be entitled to resume these benefits for the period commencing with the date of payment of the annual subscription to the end of the current year.

Any member whose subscription has not been paid for one Calendar year, shall have his name removed from the Register of Members, but shall have the right to apply for re-enrolment at any future time.

2.12 Officers of the TTRC

The officers of the TTRC, referred to as the GOVERNING COMMITTEE, shall consist of eleven (11) financial members elected at an Annual General Meeting.

These members are:

1. President
2. Vice President-Administration
3. Vice President-Competition
4. Competition Secretary . Stages
5. Competition Secretary - Navigation
6. Treasurer
7. Public Relations Officer
8. Secretary
9. Assistant Secretary
10. MembersqRepresentative I
11. MembersqRepresentative II

The President and the two vice-presidents shall all have been members of the outgoing Governing Committee at the time of elections and shall have served for a minimum period of twelve consecutive months. In the event that these positions cannot be filled by members meeting the above requirements, the vacant positions shall be filled by members who have served on any previous Governing committee. **Effective from the 2011 season, the outgoing Executive shall nominate the 5 (minimum required) returning members. These names shall be circulated to the membership no less than 7 days prior to the AGM. The positions of the returning members are subject to a vote by the membership at the AGM. This process shall continue for all future AGMs unless otherwise voted by the membership at the AGM.**

2.13 Vacancies

Any office made vacant between the holding of one Annual General Meeting and another, may be filled pro-temps by the governing committee for a maximum period of six weeks to allow an Extraordinary General Meeting to be convened for the purpose of electing a replacement.

2.14 Election of Officers

In the event of a tie in any ballot for an office, the election shall be determined by lot in the manner prescribed by the Returning Officer elected for the meeting.

2.15 Governing Committee Meetings

The committee shall meet at least once every month at such time and place as shall from time to time be determined by the Committee. The Committee shall meet whenever summoned by the Secretary at the direction of the President, or in his absence a Vice-President, or upon a written request signed by four Committee members in which the reason for the meeting is stated.

2.16 Emergency Decisions

The President may, in emergencies, circulate matters to the Governing Committee for their decision. Any decision so taken shall have the same force and effect as if it had been taken at a Regular Meeting of the Committee.

2.17 Committee Quorum

The Quorum of the Governing Committee shall be six members, and of Sub-Committee three.

2.18 Minutes of Proceedings

The Governing Committee shall cause Minutes of all Meetings Resolutions and Proceedings of the TTRC and of the Committee and of all Sub-Committees to be duly entered in books to be provided for the purpose. Any such Minute as aforesaid shall be accepted as correct if signed by the Chairman of the Meeting at which such Resolutions were passed or Proceedings took place, or (in the case of Meetings Resolutions or Proceedings of the TTRC or of the Committee) by the Chairman of the next succeeding Meeting of the Committee or (in the case of Meetings Resolutions or Proceedings of any Sub-committee) by the Chairman of the next succeeding Meeting of that Sub-committee.

Until the contrary be proved, every Meeting of the TTRC or of the Governing Committee or Sub-Committee shall be deemed to have been duly convened and held, and all Resolutions or Proceedings recorded as having been passed or taken place thereat shall be deemed duly to have been passed or to have taken place. All appointments of the Committee and of other Officers of the TTRC shall be deemed to be valid, and all acts done by such Committee and Officers shall be valid notwithstanding any defect that may subsequently be discovered in their appointments.

All Minutes of any Meetings, Resolutions or Proceedings of the Committee or any Sub-Committee shall be confidential to the Governing Committee, except where a decision is made by the committee to disclose to the members any such matters.

2.19 Attendance of Committee Meetings

Any member of the Governing Committee who shall fail to attend three consecutive Committee Meetings and who shall not furnish to the Committee a satisfactory explanation of his failure to attend may, on a Resolution, passed by a majority of not less than three-quarters of the other members of the Committee present and voting, be deemed to have resigned his membership of the Committee, and shall thereafter cease to be a member of the Committee.

Any member who has been deemed to have resigned from a committee shall not be eligible for election to an ensuing committee for a period of twelve months.

2.20 Casting Vote

The Chairman at any Meeting of the Committee or of a Sub-Committee shall have a right to vote on every motion as a Member, and in case of equality shall in addition have a casting vote.

2.21 Chairman of Meetings

The Chairman of the meeting shall be the President or a Vice-President of the TTRC, but if neither the President nor a Vice-President shall be present within 15 minutes after the time fixed for a meeting of the Governing Committee, the Committee shall elect from among their members then present a Chairman for the meeting.

2.22 Sub-Committees

The Governing Committee may appoint Sub-Committees to consider any special subject, under specific terms of reference. Such Sub-Committees shall submit to the Committee, in due course, reports of their findings and/or recommendations. The Governing Committee shall appoint Chairmen of the various Sub-Committees.

2.23 Privileges

Members shall be entitled to participate in any events, local or foreign, staged by the TTRC or to which the TTRC has been invited to participate.

2.24 Funds

There shall be two Trustees of the TTRC duly appointed at an Annual General Meeting of the TTRC. The Trustees shall be appointed for a period of three years and may be appointed for further periods not exceeding three years, from time to time. Any vacancies will be filled pro tempus by the Committee until the next Annual General Meeting.

The invested funds of the TTRC shall be vested in the Trustees who shall hold such investments upon trust to deal with the same as directed by a resolution of the Governing Committee (of which an entry in the Minute Book shall be conclusive evidence) and in so doing they shall be indemnified against risk and expense out of the property of the TTRC. The Committee shall have the power at all times to direct the transfer of such investments to other investments and to invest any or all of the moneys of the TTRC standing to the credit of accounts current in such manner as they shall deem proper and the Trustees shall stand seized of all such further investments in the manner and for the purposes aforesaid. Provided that until all such investment as aforesaid the moneys of the TTRC shall be dealt with in such manner as shall be directed by the Committee.

All or any of the Funds of the TTRC shall at the discretion of the Governing Committee be invested in securities authorised by law for the investment of Trust Funds.

The Governing Committee shall have absolute discretion in administering and expending or in directing the administration and expenditure of the Funds of the TTRC for the protection and advancement of the interests of the TTRC and its Members, and in carrying out and furthering the aims and objects of the TTRC.

2.25 Financial

Petty cash fund of \$5000.00 for miscellaneous expenses shall be established and managed using standard accounting practices.

All payments from the TTRC's Funds, save petty payments for amounts not exceeding \$50.00, shall be made by cheque and shall be signed by any two (2) of the following four (4) officers of the TTRC: The Treasurer, The President or one of two (2) Vice Presidents.

With the authority of a resolution of the Governing Committee the funds and other property of the TTRC may be pledged as security for any bond or other form of security given by any of the Members of the Committee for any of the purposes for which the TTRC is established, and in particular for the payment of Customs Duty and/or Road Tax in respect of motor vehicles belonging to overseas competitors.

The bankers of the TTRC shall be such banking or financial institution as approved by the executive of the TTRC. No committee member, officer or member may incur an expenditure in excess of \$50.00 without the prior consent and/or approval of the executive. The executive may borrow such funds as may be necessary for the implementation of the aims and objectives of the TTRC and for approved projects.

Any surplus funds of the TTRC not immediately required for use may be invested as the executive may approve from time to time.

The executive may authorize the opening and maintenance of subsidiary accounts and such accounts shall be supervised by the treasurer.

2.26 Accounts and Audit

The Accounts of the TTRC shall be made up at least once in every year to the 31st day of December last. Such Accounts shall be examined and the correctness of the Revenue and Expenditure Account and Balance Sheet certified by one or more Honorary Auditors. Such Auditor or Auditors shall be appointed by the Members present at the Annual General Meeting, and shall hold office until the next Annual General Meeting. The Committee shall fill any casual vacancy in the office of Auditor.

2.27 Solicitor

The Committee shall have power to appoint a Solicitor or Solicitors to act on behalf of the TTRC and/or its Members and to make such arrangements as to remuneration and duties as they shall think fit.

2.28 Expulsion and Disciplinary Action

- (a) In case the conduct or behaviour of any Member shall in the opinion of the Governing Committee be injurious or likely to be injurious to the character, aims and objects or well being of the TTRC, the Member shall be liable to expulsion by a resolution of the Committee, provided that at least 14 days before the Meeting at which such resolution is to be proposed the Member shall have been sent notice of the Meeting and of the intended resolution for expulsion and shall have been afforded an opportunity of giving an explanation in writing. A resolution for expulsion to be effective shall require a three-quarter majority of the members of the Committee present and voting at a Meeting.
- (b) The Governing Committee shall take disciplinary action, when the conduct or behaviour of a member shall in the opinion of the Committee be injurious or likely to be injurious to the character, objects or well being of the TTRC.

2.29 Annual General Meeting

The Annual General Meeting shall be held on the 3rd Thursday of January in every year. Notice convening the meeting shall be given in writing to each member by the Secretary and/or a notice shall be published by advertisement on two consecutive days in at least one of the newspapers in daily circulation in the Country at least twenty eight days before the date fixed for the Meeting.

2.30 AGM Quorum

The Quorum of an Annual General Meeting shall be fifteen financial Members.

2.31 Chairman of AGM

At the Annual General Meeting the President of the TTRC or failing him a Vice President shall preside, and shall have a casting vote. In the absence of the President and Vice Presidents, the Meeting shall elect some other Member of the Governing Committee to preside.

2.32 Business

At the Annual General Meeting the Governing Committee shall submit:-

- (a) A Report of the work done by the TTRC during the past year.
- (b) A Statement of Accounts and Balance Sheet certified by the Auditor or Auditors for the period ending the 31st day of December last.

2.33 Order Of Business

The following business shall be transacted at the Annual General Meeting:-

- (a) The Adoption of the previous minutes.
- (b) Matters arising from the minutes of previous annual general meeting.
- (c) The presentation of the President's Annual Report.
- (d) The presentation of the Treasurer's Annual Report.
- (e) The presentation and adoption of the Accounts and Balance Sheet as at 31st December last.
- (f) The determination of Resolutions.
- (g) The election of Officers of the TTRC in accordance with Rule 2.12 above for the ensuing year.
- (h) The appointment of an Auditor or Auditors in accordance with Rule 26 above for the ensuing year.
- (i) Any other General Business.

2.34 Voting

At General Meetings motions shall be decided by a majority of those present and voting. Those present and voting must be ordinary financial members of the TTRC.

2.35 Members' Resolutions

A Member may at any Annual General Meeting, with the consent of the Chairman of the Meeting, raise any matter which the Chairman of the Meeting rules to be appropriate for the Meeting and a Member shall be entitled to move any resolution to be dealt with under paragraph (f) of Rule 2.33, if at least 14 days prior to the date of the Meeting the form of his proposed resolution shall have been sent to the Secretary and if prior to the date of the Meeting the said resolution shall have been approved by the Governing Committee as being suitable for consideration at the Meeting.

2.36 Extraordinary General Meeting

An Extraordinary General Meeting of the TTRC may be convened at any time by direction of the Governing Committee. The provisions relating to notice of and proceedings at the Annual General Meeting shall apply to Extraordinary General Meetings, so far as applicable. Within thirty days after the receipt of a requisition signed by not fewer than fifteen Members the Secretary shall convene an Extraordinary General Meeting to consider the business specified in the requisition.

The business of every Extraordinary General Meeting shall be strictly confined to the business for which the Meeting has been summoned. No resolution shall be carried at

an Extraordinary General Meeting except by a majority of at least two thirds of the Members present and entitled to vote and voting. The quorum shall be the same as for an Annual General Meeting.

2.37 Notices How Effected

A notice shall be served by the TTRC upon any Member either personally or by sending it via electronic mail, or through the post in a prepaid letter, envelope, card, or wrapper, addressed to such Member at his registered address as appearing in the Register of Members.

2.38 Alteration of Rules

All or any of the Rules may be repealed or altered, and any new Rule may be made at an Annual General Meeting or Extraordinary General Meeting of the TTRC.

2.39 Dissolution

If at any General Meeting a resolution for the dissolution of the TTRC shall be passed by a majority of the Members present and such resolution shall at an Extraordinary General Meeting held not less than one month thereafter be confirmed by a resolution passed by a majority of by two thirds of the Members present and voting thereon, the Governing Committee shall thereupon, or at such future date as shall be specified in such resolution, proceed to realise the property of the TTRC and after the discharge of the liabilities shall bestow the same upon such charitable institution as the Committee shall decide.

3.0 Standing Supplementary Regulations

The following rules and regulations apply to all TTRC Competitions except as otherwise stated in the Additional Supplementary Regulations (A.S.R's) for any particular event:

3.1 Competitor Entry Forms

Competitors must submit completed entry forms for a championship event within one (1) hour after the scheduled start of the briefing meeting. Competitors not submitting completed entry forms within this time frame may do so up to one hour before the scheduled start of the rally, and will also be subjected to a late registration fee at the discretion of the Executive Committee.

The most recent version of the Event Entry Form shall accompany this Rule Book as an attachment.

3.2 Late Entries

Late entries may be accepted subject to the approval of the governing committee. The penalty for Late Entry is \$500 in addition to the Event Entry Fee. The Late Entry and Penalty Fee must be received NO later than 1 hour prior to the start of the Event. Late Entry also refers to all entries received after the Briefing Meeting.

3.3 Reporting to the START – ASR's?

Competitors are required to report to the start location at least one hour before their due start time with competition numbers affixed on each front door and sponsor decals affixed to their vehicles. Advertising materials must not be positioned so as to obstruct the all around vision of the driver. Any Competitor not reporting as instructed may be penalised or excluded and may also forfeit his starting position. **Competitors are required to obey the decal requirements of the TTRC (Shown in Appendix ___)**

After reporting to the start, competitors shall proceed to the scrutineering area. All outstanding matters relating to entries shall be dealt with at this location.

3.4 Rally Time

Rally time shall be visibly displayed by the Time Control Official. Rally Time is available on the TTRC Website. Unless otherwise stated, all official clocks or watches will be set in accordance with Master Control if time-pieces are not set to actual time of day. Competitors and Marshals must synchronize their timepieces accordingly unless otherwise stated in the A.S.R's or at the briefing.

3.5 Target Time

Target Time is the period of time allowed to each competitor to traverse the distance between any two points. Timing shall be of the accumulated time system, in accordance with Target timing. All time allowances shall be indicated on the route sheets. Where arrival times at control points are given these will be for competitor '0'.

3.6 Time Recording

Times will be recorded to hundredths of a second for high speed stages rallies.

3.7 Change of Competitor

Except in accordance with official approval or instructions, the persons carried at the start shall not be varied during the event.

3.8 Eligibility Requirements

Each driver shall:

- (a) Hold a valid drivers license (a learners permit does not constitute a valid license)
- (b) Hold a valid TTRC competition license (or other approved competition license). Licenses are valid for a period of 1 year from the date of issue or renewal. A single event License will be issued to those competitors who are knowingly competing in only one event.
- (c) Submit willingly to a scrutineering check in accordance with the TTRC Vehicle and Safety Regulations prior to the start of any Event.
- (d) Medical/Physical Competence - All competitors will submit willingly (subject to the discretion of the TTRC) to a medical check and/or a physical examination. Any known medical conditions which could affect the competitor's medical competence to compete MUST be reported to the Event organizers.

3.9 Starting Order

Competitors will be started in accordance with the ASR or as instructed by the Clerk of the Course on the day of the event. Competitors will be started according to Group/Class and or previous seeding order based on past performance. Competitors may be moved further up or down the order at the discretion of the Clerk of the Course in the interest of safety.

3.10 Vehicle Identification

The method of identifying vehicles will be by competition numbers unless otherwise stated at the briefing. When a vehicle retires (or is removed) from an Event, their competition numbers must be removed immediately.

3.11 Vehicle Decals

Competitors vehicles shall carry the official stickers/signs/decals of the sponsors and such other decals as may be prescribed by the organisers. All other stickers/signs/decals are subject to approval of the organisers.

3.12 Vehicle Appearance

Special emphasis should be placed on clean and neat appearance of vehicles. A competitor's vehicle having old damaged, primer or un-workmanlike finish is liable to be debarred from the start without a refund of fees.

3.13 Minimum number of Entries

The minimum number of entrants must be met (competitors registered) at the briefing meeting and/or the morning of the event, and must meet criteria outlined in **3.1** above. The

maximum number of entrants must be stated at the briefing, and must be declared not later than one (1) hour before the scheduled start of the rally.

3.14 Competition Documents

Each entrant will be supplied with some or all of the following:

- A road book(s),
- Route card(s)
- Time card(s).

At a briefing meeting, it will be stated when, how and/or which of these will be issued and when details of any test and/or special stage will be issued if these details are not included in the Road Book or Route Card. Furthermore it shall be an offence for any competitor to proceed in the event until such information is available to him.

3.15 Event Information / Records

The Road Book and/or Route Card and/or Time Card shall clearly indicate what information the organisers required to be recorded and the places at which these records will be made. The onus of ensuring that all information required is correctly and legibly recorded rests with the competitor.

3.16 Method of Navigation

Competitors shall be notified at a briefing meeting of the methods of navigation applicable to the event, and of any maps required. Information shall also be given of the location and approximate times of Time Controls and Service Intervals, if applicable to the event.

Tulip navigation (ball & arrow) will show all junctions of the same type of road surface being used, except when in the following diagram there is a mileage given to the junction indicated. Mileage shown with a diagram, is measured from the preceding diagram. Diagrams may not be geographically oriented but should have a definite resemblance to the actual junction.

3.17 Control Points

Control points shall be identified by Control Boards which shall be displayed not more than 50 metres from the actual point at which officials are making their records. **Include sample pictures of all Control Boards.**

Controls, checks and test sites will open at least 15 minutes before the due time of arrival of the first vehicle and shall close at **least half an hour** after the due time of arrival of the last vehicle (highest missing competitor) unless otherwise stated in the A.S.R's.

3.18 Arrival at Control

The time of arrival at a control is the time at which the vehicle arrives at the marshal. The time of arrival will be recorded on the Road Book, Route or Time Card and the onus of presenting these rests with the Competitor.

In the event of a competing vehicle obstructing other competitors within 50 metres of a control or check point, the officials may instruct the driver to proceed and will then record the time of arrival as the time when this instruction is given.

3.19 Time recording at control points

The time of reporting at controls or checks will be recorded to the preceding whole minute, for example: 10:09:59 (hh:mm:ss) will be recorded at 10:09:00 (hh:mm:ss), or fractions of a minute when a penalty is imposed for time-keeping errors of less than one (1) minute.

3.20 Outside Assistance

No regular assistance organised in advance may be utilised by competitors in events of Closed and Restricted Status, and in no event may a vehicle be moved other than by its own power, except:

- (a) By a ferry.
- (b) By outside means for the minimum distance necessary to extricate it from difficulty.
- (c) By gravity.
- (d) By its crew.

3.21 Assistance by the Organizers

NO assistance may be expected from the organisers. Competitors are responsible for ensuring that they are supplied with fuel, oil, water, etc., even though the organisers may give advice as to where such supplies may be obtained.

3.22 Force Majeure

While rally organizers have an obligation, as far as is reasonable, to ensure every competitor shall encounter equal course conditions and equal likelihood of hazard, incidents often occur which are beyond the organizer's control. When a competitor encounters such a hazard and receives additional penalty time, it is bad luck. This type of obstruction is called "Force Majeure".

Unexpected obstructions are generally the result of three conditions:

1. Conditions of Force Majeure
2. Conditions created by competitor error
3. Conditions created by organizer error.

Claims arising from conditions created by organizer error (3 above), may be allowed and may be subject to unilateral action by the organizer, stewards, the Competition Director or his delegate. Claims arising from conditions of Force Majeure (1 above) or competitor error (2 above) are not to be allowed and are not subject to unilateral action by the organizer.

This Rule is intended as a general guideline and does not deny the competitor's rights to submit claims per these Rules, or deny the organizer's rights to extend the event's Maximum Permitted Lateness in an effort to ensure a qualified finishing field. The stewards have the authority to adjust a competitor's time on a stage or transit if they feel that the safety of another competitor was at stake.

3.23 Information Discrepancies

Should any entry in a Time Card not be legible then the Marshall's Record Sheet shall be used to determine the correct entry. If there is any discrepancy between the time card and the Marshall's Record Sheet, the Time Card shall be used to determine the correct entry. Any alteration made by a Marshall to his entry on the Time Card must be initialled.

3.24 Placement of Officials

Officials will be on duty at all control points and test sites, unless advised otherwise at a briefing. If officials are not in fact present during the whole period when competitors may report at any control point due to be manned, then that control shall be cancelled without the need for a protest. All performances will also be ignored if a control or check is re-located during its functioning time.

3.25 Event Observation

The organisers may establish a check manned by Judges of Fact at any point without giving the competitor prior notices for the purpose of observing part or all of the following:

- (a) Driving manners and/or compliance with the Statutory Requirements concerning the driver of a motor vehicle.
- (b) Vehicle noise.
- (c) Average speed during a transit

3.26 Delays caused by Officials

Competitors delayed under the instructions of a bona fide official of the event may claim an official delay allowance free of penalty.

3.27 Competitor Claims

Responsibility for making a claim for delay allowances rests solely with competitor. In compiling the results, no claim will be considered valid unless notice of such claim is recorded on the appropriate Road Book, Route or Time Card and certified as correct by the signature of the official in charge nearest to the point where the delay occurred. Further, no claim for delay will be valid unless explained in writing and so certified by the said official.

3.28 Protests

Every protest shall be in writing on the official protest form signed by the competitor and accompanied by the protest fee. Such fee shall only be returned if the protest is deemed to be well-founded if so directed by the Protest Committee or the Governing Committee of the TTRC. A protest arising out of any event shall be addressed to the Officials of the Meeting.

- (a) A protest as to the validity of entry, qualification of competitor, driver or automobile shall be lodged at least 30 minutes before the start of the competition.
- (b) A protest as to the qualification of a competitor and/ or classification of a vehicle shall be lodged at least 30 minutes before the start of the competition.
- (c) All protests related to provisional results calculations, must be made within thirty (30) minutes after the posting or display of these results in a prominent place as indicated at the briefing meeting for the event, unless advised otherwise by an official of the event. At

the end of this time results will be deemed official, pending any decisions made by the protest committee.

- (d) If a protest is adjudged not to be well-founded, the whole or part of the protest fee may be forfeited. If a protest is adjudged to be well founded the Protest Committee shall refund the protest fee.
- (e) If it is proved to the satisfaction of the adjudicators that the author of a protest has acted in bad faith, he shall be deemed guilty of a breach of the Regulations and may be penalised accordingly.
- (f) The protest committee shall comprise at least three non-competing members of the TTRC. Under no circumstances might a competitor form part of a protest committee.
- (g) All parties concerned in the judgement of a protest shall be bound by the decision given.

3.29 Error in the Route

In the event that there is an error in the route the following shall apply:

- (a) A protest to this effect must be submitted informing the Protest Committee of the page, box and possible location of the error.
- (b) The Protest Committee will seek to establish the validity of the protest after the consultation with the plotters, checkers having heard the views of the protester.

Any transit speed which requires competitors, whilst using a roadway open to the public, to achieve an average speed between any two points which exceeds the legal limit set for that road or section of road shall be deemed as an error in the route.

3.30 Change in route

Instructions to vary the route must be received in writing from an official of the event and any one competitor of a vehicle may take responsibility for accepting such instructions. Any competitor who refuses to abide by or accept the foregoing would be deemed to have forfeited the event.

3.31 START

The starting signal for a test or special stage will be audible and visual, and the signal to be used will be defined in the instructions for the test or special stage.

3.32 FINISH

The finish will be a "flying finish" and shall be indicated by signs/flags.

3.33 Judges of Fact

Judges of Fact will be appointed to determine whether or not competitors carry out tests correctly.

3.34 Competitor Negligence

Any competitor driving at an excessive speed or in a negligent manner or convicted of any driving offence committed during the event may be excluded from the event.

3.35 Accidents

Competitors shall declare to the organisers at the finish whether during the competition they have been involved in any incident involving any other person or property and shall submit a written report to the committee within 48 hours thereafter.

3.36 Rally Teams

Rally Teams shall consist of two (2) competition vehicles. These vehicles must be nominated on the individual entry forms before the draw for numbers. The teams are not required to be competing in the same category.

3.37 Time Allowances

Any time allowance/bonus given shall be written on the route sheet at location applicable, or included in Competitor's Instructions/notes in writing.

3.38 Committee Rights

The Governing Committee reserves the right, at their discretion and without giving a reason, to:

- (a) Refuse an entry.
- (b) Offer any competitor whose entry is refused a reserve entry.
- (c) Refund any entry fee or excuse a competitor payment, of an entry fee.
- (d) Debar any competitor from participating in an event, notwithstanding acceptance of an entry.
- (e) Postpone, cancel or abandon an event. In the event of cancellation entry fees shall be refunded.

3.39 Competitor Obligations

- (a) Both the driver and navigator shall be members of the TTRC in good standing except in the case of invited guests and novices.
- (b) No suspended or expelled members of the TTRC shall be allowed to take part in an event and/or any persons whose licence has been suspended or cancelled by a court empowered by the Law to do so.

3.40 Vehicle Registration / Insurance

All competing cars must be officially licensed and insured (as applicable) for the road and must comply with all statutory regulations as to construction, use and lighting of vehicles.

Insurance is the sole responsibility of each competitor and shall cover at least the navigator and all third party risks for all rallies and other competition events. The original rally insurance and a copy shall be submitted by each competitor with their entry form. Visiting competitors must consult the TTRC regarding insurance for vehicles competing using Visitor (V) Plates.

3.41 Penalties – REFER TO EVENT ASR's

3.42 Alcohol / Banned Substances

Competitors are not permitted to consume alcoholic beverages and/or use illicit drugs during the period of twelve (12) hours before the start of the event or during the event. The governing committee and/or organizers may require competitors of High Speed Events to take a ~~B~~reathalyzer Test+ conducted by an independent third party qualified to conduct such tests. Competitors refusing to take such tests may be excluded from the event without refund of entries paid. No alcoholic beverages are permitted to be stored in the competition vehicle.

3.43 Obscene Language / Gestures

The use of obscene language directed to sponsors or their representatives/ Marshals/ Stewards/ Officials or other Competitors, will result in EXPULSION from the event in addition to being disciplined by the Committee.

3.44 Group Merging

- a) Any lower Grouped car may enter the next highest group.
- b) Three cars shall constitute a Group/Class. When a Group/Class is still not subscribed even after merging upwards the competitor(s) will be allowed to merge into the next Group above. When the competitor(s) merges into the Group above the vehicle(s) will then be classified under the cubic capacity (Cc) regulations for that Group. Competitors will only be allowed to merge up to Group SM4 in the case of 2WD, and WRC in the case of 4WD. Any vehicle merging upwards must still comply with their original trim.
- c) For a Group to be subscribed, the competitors are only required to start the first special stage. To be classified as finishers the competitors must complete all stages (with the exception of those cancelled by the organizers) under their own power.

3.45 TTRC Disclaimer

By the submission of a signed entry form, competitors grant permission for the TTRC, organisers, sponsors, promoters and other parties associated with the event, to use the names of competitors, their photos and photos of their competition vehicles in advertising and promotional material associated with the sport.

An entry form may be withdrawn any time before the start of the briefing meeting for the event and any entry fee paid will be returned.

4.0 Regulations for Event Organization and Management

4.1 General Rules for Rally Setting

- a) All Rallies are to be set using Tulip, International Tulip, Herringbone or Written Instructions as the basis for Route directions and the ASRs for each event shall specify the types of instruction which will be provided.
- b) All roads of the type being used (paved or unpaved) in current instructions must be indicated, if no distance is given in the instructions. Distances given must be measured from the preceding diagram unless otherwise stated.
- c) Distances are to be shown primarily in kilometres, but miles may also be shown. Distances shown as a decimal fraction of a km/mile must be written with a zero (0) before the decimal point (Example 0.13).
- d) Use of residential areas should be minimised. In the event these areas are used, special time allowances are to be built in to prevent excessive speeding and irrational driving. Also an adequate time/distance period should be built in after these sections before the next time check. Where Private Roads/Property are used, permission must be sought and obtained (preferably in writing) before the day of the event.
- e) Give thought to convenient Start locations to provide adequate space for scrutineering, parking and starting of vehicles--same to be done for finish to give sponsor best exposure.
- f) Rally to be checked by independent team preferably using a different car and instruments, checking over sections, and location of control points. The checker will be held ultimately responsible for any route errors discovered during the event. In the event of disagreement between Plotter(s) and Checker(s), the matter will be referred to the Competition Secretary who may at his discretion refer the matter to a suitable non-competitor for arbitration.
- g) Briefing should cover all different systems that will be used during the rally, and especially to give competitors information that will enable them to compete equally.
- h) The Clerk of the Course in charge of a special stage reserves the right to pull a competitor out of line to start a faster car first. This is only a safety precaution and would be determined by the types of cars / drivers involved and the stage length and type.
- i) Organisers should avoid the use of loops in the route for special stages to allow competitors to start at regular intervals and to reduce the chance of directional errors by competing cars.
- j) Marshals should be provided if possible at every junction to ensure competitors follow the correct route.
- k) Special stage time allowances may vary but should be kept within reason so as to ensure safe operation of the Stage without unnecessary delays.

5.0 Point System – High Speed STAGES – EVENT results

There will be three (3) independent totals recorded for each competitor for the rally calendar year:

- Overall Driver
- Class Winners
- Best Team

5.1 TTRC Awards for a Rally

The awards for a High Speed Stages Event are as follows:

Overall Winner . The overall winner is the competitor obtaining the lowest accumulated elapsed time overall for the completed stages. The competitor must Start and Finish all stages run for the event (excepting those cancelled by the event officials) under their own power.

Class Winner . The Class Winner is the competitor obtaining the lowest accumulated elapsed time per their constituted class for the completed stages. The competitor must Start and Finish a minimum of 2/3 of the number of stages run for the event (excepting those cancelled by the event officials) under their own power.

2WD Winner . The 2WD winner is the competitor obtaining the lowest accumulated elapsed time among the overall constituted 2WD competitors. The competitor must Start and Finish all stages run for the event (excepting those cancelled by the event officials) under their own power. The competitor must be a 2WD car in a constituted class.

TEAM Prize . Both members of the Team must Start and Finish all stages run for the event (excepting those cancelled by the event officials) under their own power. The overall points system will be used to calculate team. For the purpose of the Team Prize the 2WD and 4WD cars will earn points separately, i.e. 1st place 4WD . 20, 1st place 2WD . 20, etc.

There may be special prizes and awards given out at events, for example Rally Trinidad, at the discretion of the TTRC executive or planning committee.

5.2 OVERALL POINTS

The following points will be awarded to Drivers who finish every stage that is run for the event under their own power, excepting those cancelled by the event officials. The Point system below will also be used to calculate the overall 2WD winner at the end of the year.

1st Position	20	7th	8
2nd	17	8th	7
3rd	15	9th	6
4th	13	10th	5
5th	11	Starter/Finisher.....		1
6th	9			

5.3 CLASS POINTS

The following points will be awarded to Drivers who finish a minimum of 2/3 of the stages that are run for the event under their own power, excepting those cancelled by the event officials.

1st Position	15
2nd	12
3rd	10
4th	8
5th	7
Starter/Finisher....		1

5.4 Tied Events

In the event that there are two or more competitors with the same overall time in a High Speed Stages Event, the following will be used to determine the winner in order of:

1. The lower grouped competitor
2. If both competitors are in the same group then the competitor with the most stage wins will be declared the winner.

If a tie still exists then there will be joint winners and next place for points will be sequentially placed. (i.e. Tie for first place - 20 points to each competitor, then next placing will be 3rd - 15 points)

6.0 Club Championship

6.1 Overall Champion Stages Driver

The competitor obtaining the highest aggregate of overall stage points during the calendar year.

6.2 Class Champion Driver and Co-Driver

The competitors obtaining the highest aggregate of class stage points during the calendar year. Class Winners . At the end of the annual Championship Series, the TTRC will recognize the winners of each constituted class. For a class to be constituted at year end, the class must have been subscribed (minimum of 3 entrants having started the first stage) for a minimum of 5 events in the Championship Season.

6.3 TTRC Sports Person of the Year

The competitor obtaining the highest aggregate of championship points during the calendar year.

6.4 Champion Rally Team

The team of two cars obtaining the highest number of team points in high speed stages rallies only during the calendar year.

6.5 Rookie of the Year

The Rookie of the year will be the novice competitor scoring the highest aggregate of points during the year. To be eligible for this, the competitor must not have rallied for a period in excess of eighteen (18) months.

6.6 Points Eligibility

In order to be eligible for the Driver of the Year Title (i.e. earn points toward the Club Championship), competitor(s) must be member(s) in good standing with the club and must have entered and be deemed a finisher of at least 3 Championship events (in a single Championship Season). A competitor may enter any event based on the prior approval of the TTRC, but will ONLY be eligible for the event prizes (trophies or otherwise) for that specific event, unless the criteria for earning championship points is met. Examples (not limited to) of competitors who are unable to earn Championship points are non-members, and those who fail to finish at least 3 Championship events in a season.