

ASSOCIATION OFFICERS



2011 HANDBOOK

Chairman:	Dave Boylan
Secretary:	Keith Dempsey
Treasurer:	Denis Fox
PR:	Luke Collins

CONSTITUTION

1. TITLE

The Association shall be known as ORCA Ireland (On Road Circuit Association of Ireland).

2. OBJECTIVES

- To promote the construction and racing of radio controlled I.C and Electric cars.
- To facilitate the exchange of information and ideas relating to the sport.
- To set rules and standards for construction and racing.
- To encourage National and International competition within a coordinated calendar.

3. MEMBERSHIPS

Membership shall be open to all who wish to become a member. All members have the right to attend and vote on issues at the AGM.

The membership fee will be decided at the AGM each year and is payable on joining or on the first race day each successive year. All persons who are or become members of the club must agree to abide by the club constitution and rules as part of their membership application. A copy of these will be given to each new member when they join the club and will also be available for download on the club's website (www.orcaireland.ie). The club rules will be constantly displayed on the club notice board throughout the year.

All members are expected to keep the club area tidy for the duration of the event so that there isn't a mess to clean up at the end of each event. Memberships must be paid in full prior to the running of the first round of both National and Club championships, this excludes new members who may drive in one club round before paying a membership fee but can obtain no points from this round.

4. SUBSCRIPTIONS

The subscription period shall be one year running from the 1st January to the 31st December of the same year. Membership subscriptions shall be reviewed and fixed annually at the AGM. Any member who has not paid his/her subscription within THREE months of the renewal date shall be assumed to have terminated his/her membership.

5. RESIGNATIONS

Any member wishing to withdraw from Association membership must notify the secretary in writing.

6. OFFICIALS

To qualify for election to any Association Committee position, the member so elected must first be a Full Individual paid up member of the Association. The following Officers shall be elected annually for a period of two years at the AGM. Nominations for these positions to be sent to the Secretary in writing six weeks before the AGM. The nominee must be a Full paid up member of the Association: -Chairman, Secretary and Treasurer plus such other Officers as may be deemed necessary.

7. COMMITTEE

The general running of the ORCA shall be done by the committee elected from nominations at the AGM each year. All committee members are entitled to vote in person at all meetings. The Chairman will have an additional vote, which can be cast in the event of a tie on any subject under discussion.

The committee shall consist of the following:

- A Chairman who shall conduct the business of the committee.
- A Vice Chairman who shall assist the chairman.
- A Secretary who shall look after the general correspondence of ORCA, maintain the records of membership and call such meetings as are required and record minutes of such meetings.
- A Treasurer who shall be responsible for the banking of such money. The treasurer will submit audited written financial report at the A.G.M. for approval by the meeting.
- A Public Relations Officer (PRO) who shall look after the club and member's relationship.

8. POWERS OF THE COMMITTEE

The Executive Committee shall manage all concerns of the Association upholding the Associations Constitution, and shall have powers to settle all points of interpretation of Association rules, providing such powers shall not overrule a resolution of the AGM. . Any committee may, from time to time, fill any vacancy in its number which may arise for the remaining period of office. In case the conduct of any member, in or out of Association events, shall in the opinion of Executive Committee be injurious to the character or interest of the Association, the Executive Committee shall request such member to attend before them to justify his/her conduct. The committee after hearing such member, in the event of such member or neglecting to attend before them shall have the power to expel such member or call upon them to resign and shall there upon cease to be a member of the Association. In every case of expulsion or required resignation of a member the decision shall be final, and the excluded member shall have no remedy against the Association or committee, or any right of appeal. A minimum of two thirds majority of all members of the Executive Committee shall be necessary to order an expulsion.

9. RULE CHANGES

The Executive committee has the power to delete, amend or change any existing rule(s) or add any new rule(s) to the Constitution or General Rules, to accommodate any changes in legal or fiscal requirements, or changes in recognized or legally required safety procedures. This action can be taken at any time within the association's year without the need for an EGM or AGM. Any action of this nature will be made known to the members and will be included on the official ORCA website (www.orcaireland.ie). Any decision taken must be ratified at the following AGM with a 2/3rds majority.

10. VOTING

Proposals for change of the Association Constitution or Construction rules shall require a two-thirds majority at an AGM. All elections of officers shall be decided by a straight vote of those present.

11. FINANCE

All matter relating to the spending of Association funds shall be referred through the Treasurer to the Executive Committee. The Treasurer shall make an annual financial audit statement to the AGM offering all relevant documents for inspection at the meeting. At each AGM an Auditor shall be appointed to hold office for one year. In the event that an auditor is not satisfied with the financial affairs of the Association he shall require the Secretary to convene an Executive Committee meeting within 21 days.

12. FINANCIAL YEAR

01 October to 30 September.

13. ANNUAL GENERAL MEETING

The AGM shall be held as soon as after the end of the financial year as is practical and in any event not later than the month of February following. The following business shall be transacted at the AGM:

- Reports on the general working of the Association and its sections.
- Representation of the Association accounts.
- Election of Officers and Auditor
- Review and agree the annual membership fee.
- Discussion of any other business of which due notice has been given.
- Arrange a provisional date for the next AGM which shall in any event be held within thirty days of the provisional date.

14. EXTRAORDINARY GENERAL MEETING

An EGM may be called at any time if the Executive Committee so decide. The Secretary shall also call a meeting on receiving written request to that effect, signed by no less than 10% of the membership. Such a general meeting shall take place within 28 days of the written request being received and all members shall receive 14 days' notice of the meeting, but without the necessity for detailing any further particulars. A resolution of an EGM shall not be valid unless 10% of the membership is present and not unless the resolution be passed by at least two thirds of the members voting.

15. MINUTES OF MEETING

Minutes of an AGM, EGM or annual Conference shall be published as soon as convenient thereafter and in any case before the next similar meeting. Minutes of committee meetings shall be available to all committee members before the next similar meeting. Copies of all minutes shall be kept indefinitely by the appropriate officer.

16. MEMBERS ADDRESSES

Each members address shall be recorded in the Associations records and shall be deemed to be correct unless the Membership Secretary be notified in writing of an alteration of change of said member.

17. CONSTITUTION RULES

A copy of the Constitution shall be forwarded to each member on joining and thereafter annually in an Association Handbook. These rules so presented shall be binding on every member. No member shall be absolved from the effect of these rules on allegation of not having received them.

18. INTERPRETATION OF RULES

The Executive committee shall be the sole authority for the interpretation of these rules and the decision of the committee upon any question of interpretation, or upon any other matter affecting the Association not provided for by these rules, shall be final and binding on the members.

GENERAL RULES

1. MEMBERS

It is accepted that all ORCA members have read the rules, contained within this publication, understand them, and agree to be bound by them during the period of their membership.

2. COMPETITORS

All competitors and all marshals at ORCA events and any other event organized by said organization must be ORCA members. It is permitted for potential new members to 'visit' the club, for club events only, on three occasions before ORCA membership is required.

3. MARSHALS

It is an accepted part of Radio Controlled (RC) model vehicle racing that models differ from full size vehicles in that the operator is remote from the vehicle and the operator looks at the RC vehicle and does not see the potential view from it. It is the Marshals responsibility to ensure their own protection before leaving their designated marshals post to assist a RC vehicle. If safety equipment is deemed to be necessary and provided by the race organizer, it is the Marshal's responsibility to ensure they use it. During heats and final drivers must marshal. After each heat put your frequency peg back, your transponder, your car and go straight to your marshal position. Before placing a car back on track look to see if any cars are coming, wait until there is a gap before putting the car down facing the correct direction of travel.

4. SAFETY

Competitors MUST consider the safety of Marshals, Spectators, and other drivers at all times. No car shall be constructed, or used so as to be dangerous to persons. All cars must have a positive means of stopping fitted and working. It is strongly recommended that all competitors follow the instructions on all products (e.g. cleaners, aerosols, additives, etc.). All drivers must register before putting cars on the track. Drivers must take a frequency peg before they switch their transmitter on. Ideally all drivers should have another set of crystals, you may be asked to change your crystals.

5. TRACKS

Tracks must have an outer perimeter sufficient to contain the RC vehicles being operated within it. At all ORCA sanctioned events, the ORCA official is responsible for designating the track area, which may include pit lanes and start/finish areas. The only persons allowed within the aforementioned areas during controlled practice and racing procedures are Marshals and other relevant race officials, mechanics are permitted within a designated area and all of these persons must be ORCA members or a competitor. Track markings must be designed so as to minimize the possibility of R/C vehicles leaving the confines of the track. The track should be inspected and cleaned by club members before any racing starts. (Leaves, general rubbish along pit lane, etc.). All drivers and pit men should also remove all rubbish left at the end of every event.

6. PITLANE AND ROSTRUM

When on the rostrum no bad language is permitted. Each driver is allowed one pit man only. All pit men are to stand behind the red line. When a car comes in pit lane for refuelling, put the car behind the red line and then refuel. If a pit man or driver is deemed by the race director to be conducting themselves in a non-sportsman like fashion they will be given a warning, if the driver or a pit man persist, a 10 second stop & go will be given to that driver, (no work is permitted on the car during the time penalty, i.e. refuelling., in extreme circumstances the driver may be disqualified).

7. DRIVER BRIEFING

All sanctioned meetings (e.g. Internationals, Nationals and Regional etc) must have a drivers briefing before the start of the racing, all drivers are required to attend. The drivers are responsible for communicating all information to anyone else concerned (e.g. mechanics, guests)

The drivers briefing must contain:

- Format of the event
- Designation of the track area
- Location of safety equipment
- Explanation of any local rules marshalling requirements
- Identification of Officials
- Plus any other information the organisers deem necessary.

8. RECORDS

All clubs and national event secretaries are required to keep complete membership and entry details respectively; these details must include full names and addresses, and are recommended to include emergency contact phone numbers. The relevant section official must keep entry details for sanctioned events and clubs keep records of attendance at meetings, (e.g. heat list/entry forms) It is a requirement that all accidents, must be reported to the ORCA officer responsible for Insurance (currently the Treasurer) as soon as possible.

9. RACE CALENDAR

A calendar meeting should be held by ORCA at the earliest possible point of the year in order to set dates for the racing season. Once set will not be subject to change. In exceptional circumstances change may be made only with the agreement of all committee members.

10. RACE OFFICIALS

Race officials should consist of, one race director, a minimum of one race controller, a minimum of one scrutinisher, a minimum of one and maximum of three race referees.

11. DEFINITION OF ROLES

Race Controller – Person responsible for operation of timing equipment and general running of the event with regards to timing, lap counting, etc.

Race Director – Person responsible for the overall organization and control of the event, regarding any timing interruptions, issue of penalties etc. the race director will have the final word on application of penalties and has the power to quash any penalties issue by the referees or scrutinisher.

Scrutinisher – Person responsible for the technical inspection of cars throughout the race day.

Race Referees – Officials responsible for driving standards, interpretation of the rules. Referees are responsible for watching the days racing and issuing warning and penalties when required. The referees are responsible for the control of driver behaviour on and off the track

12. BOOKING IN

Booking in shall take place the morning of the event, pre-booking is allowed a minimum of 72 hours before the event. It is up to the Race Director's discretion whether to allow driver arriving after official registration to register. Registration will close at 10 am on race day. Race fee will be €10 if already booked in on the clubs website or €15 if you haven't.

13. RACE PROCEDURE

All heats and finals shall consist of a maximum of 10 cars. All heats are shall have 5 minutes duration. At the end of each heat cars should be scrutinized at the scrutinisher's discretion. All cars should be scrutinized at least once during heats and all cars should be scrutinized at the end of the final. Cars should not be realised from the scrutiny area until the scrutinisher is satisfied that a car has passed or fail. If at any point the scrutinisher in unsure of the use of illegal equipment he/she should be allowed to remove the part at the end of the round in order to fully inspect the part. If a driver refuses to allow the scrutinisher to do so this car will be deemed to be using illegal equipment and the driver automatically disqualified. At the end of each qualifying round the race controller should post the end of the round position for all drivers. Where possible the timing of each qualifying heat should also be posted.

At the end of round 3 or 4 there will be a 30 minute lunch break. For all qualifying heats a stagger start system will be used, cars leaving the start at a minimum of one second intervals as directed by race control. Each event shall be planned for 4 rounds of heat and 1 leg of final. A minimum of 3 rounds must be completed before result can be declared. In the event that is necessary to abandon the event prior to the end of round 3 the event shall be deemed not to have taken place. The event shall be run again at a later date (if that possible).

In the event of a round been abandoned after the completion of 3 rounds, the result shall be obtained as follows:

If all heats in round 4 in a class are completed, the final result shall be deemed to be final position after round 4.

Any class not completing a full round of heats in round 4, then the result shall be deemed to be the final position after round 3.

If all finals in a class are completed the results will stand as normal. Any class not completing all finals i.e. A, B, C, etc., results for that class shall be taken from qualifying position at the end of round 4.

The score will be as follows:

1st place 100pts, 2nd place 99pts, 3rd place 98pts...etc.

Best 4 rounds from 6 to count, the championship winner will be the person with the highest number of points. In the event of a tie for any position then the best placing shall be used i.e. most 1st places, 2nd places, etc.

If in the event of a round being cancelled and not re-run, the best 4 from 5 shall count for the purpose of calculating results. If in the event of 2 rounds being cancelled then the best 4 rounds shall count. If less than 4 rounds have been completed then they shall be deemed null and void for that class. Finals will be run in a bump up system if numbers permit.

14. CONDUCT OF COMPETITORS & RACE OFFICIALS

Drivers shall at all times practice good manners and sportsmanship. It is understood that on occasion a marshal's attention may need to be drawn to an incident and that also a mechanic may need to be advised as to a problem. If in the opinion of the race officials a driver(s) talking or calling out is interfering with other drivers on the rostrum, then penalties may be issued. The use of abusive language or aggressive behaviour will not be tolerated. Consistent abuse of this rule will result in penalties. It is the drivers' responsibility to ensure that his / her car has the correct numbers properly displayed. No delays will be allowed because of incorrect crystals or numbers and a car with incorrect numbers displayed will not be permitted to start.

A driver may nominate a competent person to marshal on his behalf, race control should be informed of this prior to the thirty second mark and that driver will be penalized in the event that the stand in marshal incurs penalties for bad marshalling.

If it is felt that a race official has conducted themselves in an unfair manner, a report must be submitted within 24 hours to ORCA with signatures from at least 50% of the racers. Any driver who ignores directions from any of the race officials can be asked to leave the event.

15. PENALTIES

Failure of scrutiny, this will be represented by use of equipment contrary to any of the specification rules for the given class or failure to comply with any request of the scrutiner regarding the technical inspection of the car, will result in the loss of time for that race, if scrutiny is failed in a final, automatic last place in the relevant final.

Approaching race control before the posting of results, inquiring or complaining about positions and times, driver may be penalized. Approaching race control on behalf of a driver inquiring or complaining about positions and times, driver may be penalized.

Leaving the rostrum while the race is still in progress.

Corner cutting, will be deemed when all 4 wheels of the car leave the track area. It is expected that drivers WILL return to retake the corner. If this is not done and an unfair advantage is gained then penalties will be applied.

Deliberately impeding faster cars (during heats), and failure to allow lapping cars past.

Reckless/careless driving.

Reckless, implies a deliberate action with lack of regard to the consequences.

Careless, implies a lack of action which might have prevented a situation, i.e. impeding other cars as you re-enter the race after a crash.

Collisions, a car hitting the car in front. Slippery condition, no brakes, wrong line, or whatever excuse, shall be deemed in breach of this rule.

A jump start will be deemed to have taken place if the front wheels cross the line before the car should start. In the event of a car jump-start occurring, a 10-second penalty will apply. If in the event that the car crosses the 1M lines during a jumpstart. 1 lap will be deducted from that car's time for the race.

Not leaving the start line when instructed. If a car fails to leave the start line in sequence in accordance with the stagger start system 1 lap will be deducted from that car's time for the race.

Unfair or careless marshalling may be penalized.

All penalties should be issued via the race controller and after the race has finished, with the exception jump start penalties which should be issued immediately.

Any complaints or appeals should be made to the race controller by the driver only; these complaints will then be passed on and dealt with accordingly. Any complaints from mechanics or other persons on their behalf may result in penalties issued against that driver.

Drivers will be held responsible for any unpartisan like behaviour on the part of their representatives and may be penalized accordingly.

For all above offences, unless otherwise stated the following penalties will apply:

1st Offence: Warning.

2nd Offence: 10 Second penalties.

3rd Offence: Loss of FTD

4th Offence: Disqualification

Warning: Official warning given by race directors of unsatisfactory behaviour.

10 Second Penalty: 10 Seconds added to the first lap time of your race and recalculated from that point.

Loss of FTD: Loss of your fastest qualifying time of the day for that class.

Disqualification: disqualification from that class for the remaining duration of the event, no points shall be awarded.