



## ***ANDRA Rules Submission Procedure***

POLICY TITLE:	ANDRA Rules Submission Procedure
PURPOSE:	Facilitate to the amendment of rules for ANDRA racing
INTRODUCED:	August 2006
REVIEWED:	October 2014
REVIEW FREQUENCY:	Biennially
RESPONSIBLE:	ANDRA Technical

## ***Overview***

General submissions proposing changes to existing ANDRA competition or class regulations, or new regulations, will be received from any party, where the following criteria are met and followed:

- The submission must be received by the ANDRA Office no later than 24<sup>th</sup> June 2015.
- The submission must be complete, and presented in legibly handwritten or typed form using the rule submissions template (Appendix 1), and emailed to [technical@andra.com.au](mailto:technical@andra.com.au)
- A lodgement fee of \$25 (incl. GST) must be received no later than 24<sup>th</sup> June 2015.
- The submission must;

- clearly state the full name of the author;
- details if any, of their involvement in drag racing;
- the proposed new rule or proposed amendments to an existing rule;
- reason why the rule or the amendment should be considered.

When providing reasons and other material supporting a submission the author must directly address the following issues wherever possible:

- Does the rule protect the safety of participants and spectators?
- Is the rule a positive step for the sport?
- Is the impact of the rule on other classes and brackets a positive one?
- Does the rule ensure increased opportunity for even competition?
- Is the rule practical and enforceable?
- Is the cost of complying with the rule reasonable for competitors?
- Will the change increase or decrease costs to competitors?

ANDRA's strategic intent with the rules change process is that it will not cause an unrealistic or unneeded increase in costs to the competitor.

Where a submission is deemed not to meet the criteria, the submission may be returned to the author, with a brief notification of the reason/s.

The schedule for the lodgement and processing of submissions is;

Rule Submissions are separated into two phases;

- Rules Submissions Phase
- Rule Approvals Phase

## ***Rules Submission Phase***

### **Submission Intake**

Rule Submissions lodged prior to June 24th, will be stored by the ANDRA Technical Officer until June 24th. The author will be contacted at this time to confirm that they still wish to submit the rule proposal prior to the June 24th deadline.

Rule Submissions are formally actioned between June 24th and September 30th.

All Rule Submissions are then vetted by the Technical Officer for compliance with the criteria, and content, and assessed for their impact on the operations of ANDRA and on all classes.

Non-compliant submissions are then returned to the author for correction where time permits. Any author not wishing to correct their rule submission to the satisfaction of the National Rules Committee (NRC); will forfeit any payments and the rule submission will be withdrawn from consideration by the NRC, OPS or ANDRA Board.

### **Publishing of Submissions**

All submissions accepted for the rule submission intake will be collated and published on the ANDRA website [www.andra.com.au](http://www.andra.com.au) under the Technical / Rules section and forwarded to all division NRC delegates and Division Directors prior to their November meeting.

### **Feedback on Submissions**

Any parties wishing to provide feedback on any rule submission must do so through their Divisional Council. Any feedback provided directly to ANDRA will be distributed to all NRC & OPS delegates for discussion at the next available divisional council meeting.

Rule submissions will be discussed at divisional councils at the August, September and October meetings. ANDRA Divisional Councils may seek advice from ANDRA members, experts, organisations and Divisional Delegates from within their Division.

Divisional Delegates and the ADRPA are required to provide feedback, via the National Rules Committee or Division Director, to the ANDRA Technical Officer by October 14th. Feedback from divisions will not be accepted after this date.

## Rules Approvals Phase

### NRC

The National Rules Committee (NRC); is made up of one delegate from each Division, and one delegate from the ADRPA, The National Group 2 Classifier (non-voting) and Technical Officer; with the Competition Manager acting as chairperson.

The NRC will meet during the first or second weekend in November to reject, accept or accept after rework, any rules under consideration. All voting on rules is conducted by the NRC delegates with the ANDRA Competition Manager remaining impartial to the vote process. **Outcomes of the NRC Meeting will not be disclosed to anyone other than Division Directors.**

### OPS Group

The National Operations Group (OPS); is made up of Division Directors from each Division; with one of the directors nominated as chairperson. All voting on rules is conducted by the OPS delegates with the chairperson also taking part in the vote process.

The OPS Group will meet during the third or fourth weekend in November to reject, accept or accept after rework, any rules under consideration. **Outcomes of the NRC Meeting will not be disclosed to anyone until formally approved or rejected by the ANDRA Board.**

### ANDRA Board Approval

After the Rules Committee and OPS Group meetings in November; depending on the amount of business to be conducted; ANDRA Technical will prepare a submission document to be tabled at the next available ANDRA Board meeting.

The ANDRA Board, will endorse or reject the recommendations of the Rules Committee and OPS Group by the mid February, unless the rule fails to address or creates safety issues and/or; the rule does not fit within the strategic direction of ANDRA and/ or; the rules creates liability issues.

In the interests of the sport, The ANDRA Board retains the right to alter current rules or introduce new rules at any time.

### Publishing of Approved Rules

When all submissions have been either approved or rejected by the ANDRA Board, they will be published on the ANDRA website [www.andra.com.au](http://www.andra.com.au) under the Technical \ Rules section and forwarded to all division NRC delegates and Division Directors.

**Authors of submissions will be advised of the outcome of their submission only at this time but no later than the 28th February.** Authors and other interested parties are encouraged to wait until the rule approvals have been published late February or to contact their division representative if seeking information on the outcome of a submission sooner.

All approved rules will be incorporated in the rulebook for the following season, or at a later time if so directed by the NRC, OPS or ANDRA Board.

## ***APPENDIX 1 – Rule Submissions Template***

### **SUBMISSION TITLE:**

Submission Author:

Email address:

Rulebook reference:

Rule Submission Intent:

Proposed amendment:

Classes Affected:

Does this rule protect the safety of participants and spectators?

Is this rule a positive step for the sport?

Is the impact of the rule on other classes and brackets a positive one?

Does the rule ensure increased opportunity for even competition?

Is the rule practical and enforceable?

Is the cost of complying with the rule reasonable for competitors?

Please detail how this change will increase or decrease costs to competitors

## APPENDIX 2 – Rule Submissions Payment Form

### Payment Details:

Name:

Address:

Email address:

Rule Submission Title:

**Credit Card Details** \*\* please note all credit card transactions will incur an additional \$2 (incl. GST) surcharge\*\*

Mastercard

Visa

Expiry Date

Card No.

Signature of Cardholder

Electronic Transfer EFT Date

BSB No: 015- 257

Acct. No: 2767 36975

Acct. Name: Australian National Drag Racing Association Ltd

Please use Surname or ANDRA licence/member Number as Description

### Office use only

Name

Submission Received  Yes / No

Payment Received  Yes / No

Date

Member No

Post cheque / money order to: **ANDRA** at 11 McInnes Street Ridleyton SA 5008

Direct inquiries to: **ANDRA** on 08 8271 5355 or at [technical@andra.com.au](mailto:technical@andra.com.au)

**Tax Invoice Required?** Yes / No