

## Manual Amendment

*These amendments have been authorised to the text of MotorSport Manual Edition 35. It is recommended that in addition to retaining a copy of this amendment that all parties modify the actual text in their Manual according to the following:*

---

### Appendix One, Schedule L – Licences

#### Amendments to Schedule L in Manual 35:

1. Amend Part 1, Article 2 of Schedule L as stated in the schedule below.
  2. Amend Part 1, Article 4 of Schedule L as stated in the schedule below.
  3. Amend Part 1, Article 5 of Schedule L as stated in the schedule below.
  4. Amend Part 2, Article 2 of Schedule L as stated in the schedule below.
- 

#### 1. Item One:

##### Part One – Competition Licences

#### 2. Medical Aptitude:

##### 2.2 Annual Medical Aptitude Declaration for C Grade and/or R Grade Licences:

- (1) Its purpose is to enable the MotorSport NZ Medical Assessor annually to determine whether the competitor has the level of physiological and physical condition required to control an automobile in either a Race or Rally Event.
- (2) This is obtained by submission of the Medical Aptitude Declaration through the MotorSport NZ online system and, in the case of initial application, a clearance from a MotorSport NZ licence examiner that the applicant has no abnormalities with colour vision.

**Note:** *The colour vision clearance is not required on subsequent Declarations/Licence renewals.*

- (3) In submitting a Medical Aptitude declaration a competitor may submit a signed clearance from the competitors General Practitioner to be referred to MotorSport NZ's medical assessor for consideration and for further investigation or consultation if required.
- (4) Should MotorSport NZ on the advice of its Medical Adviser determine that the Medical Aptitude Declaration submitted by the applicant indicates a level of physiological and/or physical fitness below that deemed acceptable; MotorSport NZ may seek further information from the applicant or decline to issue a Medical Aptitude Clearance.
- (5) MotorSport NZ shall in Appendix One Schedule B list the prescribed fee for the issue of a Medical Aptitude Clearance Card.

### 2.3 Annual Medical Aptitude examinations for all International Grade Licences:

(...)

- (3) The completed form is submitted as part of the licence application for evaluation by the MotorSport NZ Medical Assessor.
- (4) After evaluation, the Medical Assessor shall either approve the issue of the Medical Clearance Card or advise the applicant of the reasons for refusal.

### 2.4 Aptitude Requirements:

- (1) Physiological and Physical. The Medical Aptitude Declaration and Medical Examination form issued by MotorSport NZ specify items to be satisfied.

(...)

#### Reason:

*To amend the process of medical application to incorporate the MotorSport NZ online system.*

---

## 2. Item Two:

### 4. Licence Types:

#### 4.2 M Grade:

(...)

- (2) **M Grade:** Valid for all ClubSport Events including Championship and Sanctioned Series of either Advanced or Basic Status. (For details on what Events comprise Advanced or Basic status, refer to Appendix Five Schedule C.). For those persons aged from the date of their 12<sup>th</sup> birthday up until their 16<sup>th</sup> birthday, Article 3 of this Schedule details specific requirements for the issue of a Junior M Grade Licence.
  - (a) Obtained from MotorSport NZ by;
    - (i) making application through the MotorSport NZ online system including payment of the prescribed fee, (refer Appendix One Schedule B for details), and
    - (ii) Gaining a pass result, in a simple examination based on information contained in the "Drivers Guide", or by providing evidence of a pass result within the preceding three(3) months.

#### 4.3 C Grade, R Grade and Temporary HC Grades:

**Note:** For those persons aged from the date of their 12<sup>th</sup> birthday up until their 16<sup>th</sup> birthday, Article 3 of this Schedule details specific requirements for the issue of a Junior Licence appropriate for C Grade or R Grade competition.

- (1) Save for the Temporary HC Grade licence, a prerequisite to the issue of any C Grade and/or R Grade Licence is the submission and acceptance of a Medical Declaration (refer Article 2.2).

(2) **C Grade:** C Grade licences are issued in two(2) categories, C1 Grade and C2 Grade. A C Grade licence will initially be issued as a C1 Grade.

(a) **C1 Grade:** Valid for all ClubSport Events and National Race Events, but excludes all Rallies, Events run under International Permits, and Race Events where MotorSport NZ deem it a requirement for either a C2 Grade or an International Licence in accordance with Article 4.4 of this Schedule. A C1 Grade licence shall be obtained from MotorSport NZ by;

- (i) making application through the MotorSport NZ online system including payment of the prescribed fee, (refer Appendix One Schedule B for details), and
- (ii) By gaining a pass result in a C Grade licence examination.

**Note:** *Prior to sitting the examination candidates must in particular have gained a good level of knowledge of the National Sporting Code, Appendix Two Schedule A and Appendix Four Schedule Z.*

(...)

(3) **R Grade:** R Grade licences are issued in two(2) categories, R1 Grade and R2 Grade. An R Grade licence will initially be issued as an R1 Grade.

(a) **R1 Grade:** Valid for all ClubSport Events and National Rallies but excludes all Races, Events run under International Permits and Rally Events where MotorSport NZ deem it a requirement for either an R2 Grade or an International Licence in accordance with Article 4.4 of this Schedule. An R1 Grade licence shall be obtained from MotorSport NZ by;

- (i) making application through the MotorSport NZ online system including payment of prescribed fee, (refer Appendix One Schedule B for details), and
- (ii) By gaining a pass result in an R Grade licence examination.

**Note:** *Prior to sitting the examination candidates must in particular have gained a good level of knowledge of the National Sporting Code, Appendix Two Schedule A and Appendix Three Schedule R.*

(...)

#### 4.5 International Grades:

(...)

(4) **INT C Grade Licence:** Valid for all International Race Events that have been entered on the FIA Sporting Calendar as able to be contested by holders of INT C Grade Licences and all National Race Events and ClubSport Events held in accordance with the National Sporting Code of MotorSport NZ.

(a) Obtained from MotorSport NZ by;

- (i) making application through the MotorSport NZ online system including payment of the prescribed fee, (refer Appendix One Schedule B for details), and
- (ii) Gaining a pass result in an INT C Grade licence examination.

(...)

(5) **INT R Grade Licence:** Valid for all International Rally Events that have been entered on the FIA Sporting Calendar as able to be contested by holders of INT R Grade Licences and all National Rally Events and ClubSport Events held in accordance with the National Sporting Code of MotorSport NZ.

(a) Obtained from MotorSport NZ by;

- (i) making application through the MotorSport NZ online system including payment of the prescribed fee, (refer Appendix One Schedule B for details), and

(ii) By gaining a pass result in an INT R Grade licence examination.  
(...)

**(6) INT H Grade Licences:** Valid, within the category of cars for which it is issued, for all FIA sanctioned speed events for historic cars and is compulsory for such events unless the driver is the holder of any grade of the normal International competition licences (refer clauses (3), (4) and (5) of this Article). Save for H4 Grade this licence is also valid for all National Race and ClubSport events held in accordance with the National Sporting Code of MotorSport NZ. H4 Grade licence is valid for all ClubSport events held in accordance with the National Sporting Code of MotorSport NZ.

(...)

**(b)** On consideration of the information supplied MotorSport NZ shall then require the applicant to;

- (i)** making application through the MotorSport NZ online system including payment of the prescribed fee, (refer Appendix One Schedule B for details), and
- (ii)** Gain a pass result for a race event in an INT C Grade examination, or for a rally event in an INT R Grade examination, and

(...)

**Reason:**

*To amend the process of licence application to incorporate the MotorSport NZ online system.*

---

**3. Item Three:**

**5. Use of another ASN's Competition Licence in New Zealand:**

**5.1 Internal Visa:**

- (1)** The FIA International Sporting Code under Article 111 states: "*A person having a licence of a different ASN from that of his parent ASN will be able to take part with this licence in national events taking place on the territory of his parent ASN, according to the conditions set by the parent ASN.*"
- (2)** In accordance with this Article, MotorSport NZ will issue an Internal Visa that allows the bearer the same privileges and conditions as that of a person holding a similar grade licence issued by MotorSport NZ.
- (3)** Obtain an Internal Visa by making application through the MotorSport NZ online system including payment of the appropriate fee. (Refer Appendix One Schedule B for details).

**5.2 Tasman Visa:** The World MotorSport Council of the FIA has approved a request made jointly by MotorSport NZ and CAMS (being the FIA recognised ASN of Australia) for mutual recognition of competition licences in accordance with Article 18 of the FIA Sporting Code as defined for European Union Countries and comparable countries. This mutual recognition between the territories of New Zealand and Australia being subject to the following terms and conditions:

(...)

- (3)** The competitor shall first obtain a Tasman Visa by making application through the MotorSport NZ online system including payment of the appropriate fee, (refer Appendix One Schedule B for details) and submission of the application no later than fourteen(14) days prior to the Event.

(...)

**Reason:**

*To amend the process of medical application to incorporate the MotorSport NZ online system.*

---

**4. Item Four:**

**Part Two – Officials’ Licences**

**2. Types of licence:**

**2.1** MotorSport NZ shall issue licences of the following types:

- Steward
- Event Director (and Assistant Event Director)
- Race Director
- Technical Officer
- Clerk of the Course (Gold, Silver and Bronze Grades)
- Competitor Relations Officer
- Scrutineer ('A' and Standard Categories)

(...)

**2.4 Technical Officer:** MotorSport NZ in accordance with its Constitution and By-Laws shall appoint annually persons with sound knowledge of both mechanical engineering and the National Sporting Code.

**(1)** MotorSport NZ in accordance with the National Sporting Code has established a Technical Officer licence.

**(2) Entry Criteria:** The criteria for initially obtaining a licence are:

**(a)** By making application through the MotorSport NZ online system. MotorSport NZ is not bound to accept any application.

**(b)** The applicant shall have:

- (i)** Provided details that demonstrate to the Technical Manager's satisfaction an extensive knowledge of automotive and mechanical engineering, and
- (ii)** completed the first three(3) training modules, and
- (iii)** have attended and qualified on a Scrutineer Seminar

**(c)** Successful applicants shall:

- (i)** Maintain current membership of a member club, and
- (ii)** Act at all times while officiating in strict accordance with the National Sporting Code.

**(d)** Initial licences will have a one(1) year validity, issued to an appropriate 30 June date subject to the provisions of Part IV of the National Sporting Code.

**(3) Reissue criteria:** The applicant must have attended a Scrutineer Seminar within the previous two(2) years.

**(4)** Technical Officers licences shall be issued annually with a 30 June expiry. Initial licences shall be issued to an appropriate 30 June date. Technical Officers licences may, at the absolute discretion of MotorSport NZ be renewed for a further term.

**2.5 Clerk of the Course:** MotorSport NZ in accordance with its Constitution and By-Laws shall appoint biennially persons with sound knowledge of the National Sporting Code and its Appendices and Schedules.

- (1) **Grades:** MotorSport NZ in accordance with the National Sporting Code has established three(3) grades of Clerk of the Course licences:
- (a) **Bronze Grade:** is the minimum grade required for all ClubSport Advanced events except Rallysprints.
  - (b) **Silver Grade:**
    - (i) **Race**, is the minimum grade required for all other National permit Race Meetings or Events.
    - (ii) **Rally**, is the minimum grade required for all Rallysprint events and Clubmans status rally events.
  - (c) **Gold Grade:**
    - (i) **Race**, is required for all National permit MotorSport NZ Championship and/or Sanctioned Series Race Meetings or Events plus all Race Meetings or Events held on temporary street circuits.
    - (ii) **Rally**, is required for all Rallies.
- (2) **Entry Criteria:** The criteria for initially obtaining a licence are:
- (a) By making application through the MotorSport NZ online system. MotorSport NZ is not bound to accept any application.
  - (b) **Bronze Grade:** The applicant shall have;
    - (i) completed the first three(3) training modules, and
    - (ii) have attended and qualified on a Bronze Grade Clerk of the Course Seminar.
  - (c) **Silver Grade:** The applicant shall have;
    - (i) completed the first three(3) training modules, and
    - (ii) have completed the requisite (Race or Rally) management tasks, and
    - (iii) have attended and qualified on a Silver Grade Clerk of the Course Seminar.
  - (d) **Gold Grade:** The applicant shall have previously held a Silver Grade licence and acted as;
    - (i) Clerk of the Course; or,
    - (ii) Assistant Clerk of the Course at any two(2) Race Meetings or Events or one(1) Rally within a two(2) year period, and
    - (iii) Have attended a Gold Grade Clerk of the Course Seminar, and
    - (iv) Be endorsed by the Chief Clerk of the Course.
  - (e) Successful applicants shall:
    - (i) Maintain current membership of a member club, and
    - (ii) Act at all times while officiating in strict accordance with the National Sporting Code.
  - (f) Initial licences will have two(2) year validity, except for Clerk of the Course Bronze which will have three(3) year validity, subject to the provisions of Part IV of the National Sporting Code.
- (3) **Reissue criteria:** Criteria for maintaining grades of licences are to:
- (a) Act as either Clerk of the Course or Assistant Clerk of the Course at any two(2) Race Meetings or Events or one(1) Rally within a two(2) year period, or as a Clerk of the Course for at least three(3) ClubSport Advanced status Events within a three(3) year period, and
  - (b) Attend the appropriate level Clerk of the Course Seminar every two(2) years or a Clerk of the Course Bronze Training Seminar every three(3) years.

- (4) Licences shall expire biennially on the last day of June or triennially for Clerk of the Course **Bronze** and may at the absolute discretion of MotorSport NZ be renewed for a further term.

**2.6 Competitor Relations Officer:** MotorSport NZ in accordance with the National Sporting Code may from time to time appoint such persons with sound knowledge of the National Sporting Code and its Appendices and Schedules.

- (1) MotorSport NZ in accordance with the National Sporting Code has established a Competitor Relations Officer licence.
- (2) **Entry Criteria:** The criteria for initially obtaining a licence are:
  - (a) By making application through the MotorSport NZ online system. MotorSport NZ is not bound to accept any application.
  - (b) The applicant shall have:
    - (i) completed the first three(3) training modules, and
    - (ii) have attended and qualified on a Competitor Relations Officer Seminar.
  - (c) Successful applicants shall:
    - (i) Maintain current membership of a member club, and
    - (ii) Act at all times while officiating in strict accordance with the National Sporting Code.
  - (d) Initial licences will have three(3) year validity issued to an appropriate 30 June date subject to the provisions of Part IV of the National Sporting Code.
- (3) **Reissue criteria:** The Criteria for maintaining a licence are to:
  - (a) Act as Competitor Relations Officer at a MotorSport NZ Championship or Sanctioned Series Meeting Or Event at least on three(3) occasions within a three(3) year period, and
  - (b) Attend a Competitor Relations Officer Seminar every three(3) years.
- (4) Licences shall expire triennially on the last day of **June** and may at the absolute discretion of MotorSport NZ be renewed for a further term.

**2.7 Scrutineer:** MotorSport NZ in accordance with the National Sporting Code may from time to time appoint such persons with sound knowledge of the National Sporting Code and Appendix Two Schedule A and where appropriate Appendix Six Schedule AA.

- (1) MotorSport NZ in accordance with the National Sporting Code has established a Scrutineers licence in two(2) categories, 'A' and Standard.
  - (a) **Standard category licence:** Entitles the holder to undertake all of the duties prescribed for a Scrutineer in Part VII of the National Sporting Code.
  - (b) **'A' category licence:** Entitles the holder to undertake all of the duties prescribed for a Scrutineer in Part VII of the National Sporting Code and to inspect vehicles for the issue and reissue of a MotorSport /LVVTA Authority Card.
- (2) **Entry Criteria:** The criteria for initially obtaining a licence are:
  - (a) By making application through the MotorSport NZ online system. MotorSport NZ is not bound to accept any application.
  - (b) **Standard Category:** The applicant shall have;
    - (i) Provided details that demonstrate to the Technical Manager's satisfaction of a mechanical aptitude and a sound knowledge of Appendix Two, Schedule A, and
    - (ii) completed the first three(3) training modules, and

- (iii) have attended and qualified on a Scrutineers Seminar.
  - (c) **'A' Category:** The applicant shall have;
    - (i) Provided details that demonstrate to the Technical Manager's satisfaction of an extensive knowledge of automotive and mechanical engineering and a sound knowledge of Appendix Two, Schedule A, plus an understanding of the current NZTA Warrant of Fitness requirements, and
    - (ii) completed the first three(3) training modules, and
    - (iii) have attended and qualified on a Scrutineers Seminar.
  - (d) Successful applicants shall:
    - (i) Maintain current membership of a member club, and
    - (ii) Act at all times while officiating in strict accordance with the National Sporting Code.
  - (e) Initial licences will have two(2) year validity issued to an appropriate 30 June date subject to the provisions of Part IV of the National Sporting Code.
- (3) **Reissue criteria:** The Criteria for maintaining a licence are to:
  - (a) Act as Scrutineer at least on four(4) occasions within a two(2) year period, and
  - (b) Attend a Scrutineers Seminar every two(2) years.
- (4) Licences shall expire biennially on the last day of June and may at the absolute discretion of MotorSport NZ be renewed for a further term.

**Reason:**

*To advise the training requirements for officials, and to amend the process of licence application to incorporate the MotorSport NZ online system.*

---

*This amendment is issued for MotorSport New Zealand Inc by the Administration.*



B. Budd  
General Manager