Class Rules Sub-committee - Terms of Reference

Regulation 6.4.5 and Regulation 10.11

A submission from the Chairman of the Equipment Committee

Purpose or Objective
To create a more efficient and administrative process for Class Rule changes.

Proposal

6.4.5 Class Rules Sub-committee

Terms of Reference

6.4.5.3 The Class Rules Sub-committee shall:

(a) monitor and advise the process for Class Rule changes of ISAF Classes in accordance with Regulation 10.11 establish and maintain the policies for the approval process of proposed class rules changes referred to in Regulation 10.11.4;

(b) approve changes in the Class Rules submitted by a Class / Class Owners Association review class rules change applications referred to it in accordance with Regulation 10.11.5;

(d) monitor and advise the process reviewing the format and content of Class Rules of classes applying for ISAF Status;

(e) keep under review and, where appropriate, recommend changes to Class Rules to Class Associations;

(f) give interpretations of Class Rules of ISAF Classes in accordance with Regulation 10.12; and

(g) liaise with the Equipment Committee, the Equipment Control Sub-committee, the Special Regulations Sub-committee and other Committees on matters affecting Class Rules.

Class Rule Changes

10.11 International and Recognized Class Associations shall change their Class Rules in accordance with the following procedures (unless otherwise approved by ISAF and provided for in the agreement defined in Regulation 10.3):

10.11.1 Before applying to ISAF for approval, the Class/Owners Association is encouraged to consult with the Secretary General who shall respond in a timely manner and shall have approved the changes in accordance with its constitution and its class rules.

10.11.2 Then the Class/Owners Association shall apply for approval of the changes in writing to the Secretary General and the application shall include:

(a) the changes required;
(b) a statement of the reasons for requiring the change;
(c) a certificate that the changes have been duly approved by the Class/Owners Association; and
(d) the date when the changes are to take effect.

10.11.3 When the application is received by the Secretary General, in the case of changes not relating to a modification of the Advertising Code, he shall supply the members of the Class Rules Sub-committee at once with copies of the application, whereupon the sub-committee shall consider the it as soon as practicable either at any meeting duly convened or by discussion carried on by electronic communication. When the application is received by the Secretary General, in the case of changes not relating to a modification of the Advertising Code, he shall consider it as soon as practicable.

10.11.4 The sub-committee Secretary General may approve or reject the changes using policies determined by the Class Rules Sub-committee or return them to the Class/Owners Association with comments for revision. However before rejecting them the Chairman of the Class Rules Sub-committee Secretary General shall report the views of his committee back to the Class/Owners Association, who shall be entitled to comment on such views within thirty days of such report. Any such comments shall be submitted to the members of the Class Rules Sub-committee considered before a final decision is made.

10.11.5 If an application is rejected the Class/Owners Association may request that the application is referred to the Council for review. If an application is rejected the Class/Owners Association may request that the application is referred to the Class Rules Sub-committee for further review. If the Class Rules Sub-committee reject the application the Class/Owners Association may require that the application is referred to Council for review. It's Council's decision shall be final.

10.11.6 Once a change has been approved, ISAF shall notify the Class/Owners Association, all Member National Authorities, all International Measurers and all licensed builders. The Class/Owners Association shall inform its members.

10.11.7 The Secretary General shall present a report of the changes approved each month to the Class Rules Sub-committee and a report to the Equipment Committee on the changes approved since the previous Equipment Committee meeting. The Class Rules Sub-committee shall present a report of the changes approved by it during the previous year to the next meeting of the Equipment Committee.

10.11.8 Class Rules shall not modify the Advertising Code. In the case of an application for prohibited or limiting advertising in accordance with Regulation 20.5.1, the procedure required above shall apply except that the Executive Committee shall take the place of the Secretary General and the Class Rules Sub-committee.

10.11.9 Changes to manufacturing/building specification shall be handled as per Class Rule changes except that for equipment with a confidential building specification the change shall be handled by the ISAF Secretariat after consultation with the Chairman of the Class Rules Sub-committee (or if he is conflicted, another committee member)

Current Position
Current Regulations 6.4.5 and 10.11.
Reasons

1. ISAF have an increasing number of Classes and subsequently number of Class rule changes to process. This submission is to locate the day-to-day administration of the changes to a more staff focussed process, implementing policies from the Class Rules Sub-committee.

2. Through a defined set of guidelines the ISAF Secretariat will process the Class Rules changes. The policy will include that if a guideline is not clear regarding a Class Rule change then the secretariat will consult with the Class Rules Sub-committee.

3. For Classes that use the ISAF Equipment Rules of Sailing and Standard Class Rules structure the guidelines for Class rules are often clear and in line with this documentation.