

ALBERTA MOTORSPORTS ASSOCIATION  
POLICY MANUAL - MOTOCROSS

PREPARED FOR:  
ALBERTA MOTORSPORTS ASSOCIATION

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# 1 INTRODUCTION

The Alberta Motorsports Association (AMSA) was incorporated and registered under the Societies Act of Alberta on January 16 2013. AMSA is envisioned as an umbrella organization for a variety of disciplines of motorsport activity based in Alberta, Canada.

Legal documents of the AMSA include bylaws, policy and rules. Bylaws regulate the legal operation and affairs of the AMSA. Policy, procedures and rules are specific to each discipline of AMSA. Policy and procedures define operations within each discipline, and are intended to provide method, consistency and continuity. Rules govern activities and events of the discipline.

Goals and objectives of the AMSA are defined in statements of vision, mission, objectives and core activities. The vision statement outlines where or what AMSA would like to be in the future, communicating both purpose and values of AMSA. The mission statement outlines how AMSA will get to where or what it would like to be, communicating purpose and current objectives. Objectives and core activities present specific details embodied in the vision and mission statements.

This manual contains policy, procedures and rules for the motocross discipline of AMSA. Policy and procedures have two components, administration of the discipline of Motocross, and operation of events within the discipline of Motocross. For purposes of this manual, rules essentially defer to adoption of rules of the Discipline's adopted sanctioning body, with rule specific policies extending or defining adopted exceptions to rules of the adopted sanctioning body.

## **2 VISION, MISSION, OBJECTIVES AND CORE ACTIVITIES**

### **2.1 VISION**

A safe and fair competitive environment for a thriving Alberta Motorsports community.

### **2.2 MISSION**

Participation of motorsports enthusiasts of all abilities and ages in events and administration, in advancing and exercising skills, and in promoting sportsmanship.

### **2.3 OBJECTIVES**

- Zero tolerance for abuse in any form, including verbal and physical, of the Society, Society Directors, Board Members, event officials, event staff, and individual Members.
- Respectful member interactions.
- To maintain an ongoing active role in progressing the future of motorsports in Alberta
- To utilize relevant modern methods to effectively and efficiently conduct events
- Rider, track, and spectator sustainability.
- Ongoing enhancement of rider safety, integrity and skill.

### **2.4 CORE ACTIVITIES**

- Ensuring a standard to race schedules and race events.
- Delivering appropriate, consistent and timely messages to the general membership, tracks and key stakeholders.
- Open and transparent consultation with the general membership in the form of open meetings in addition to the AGM.
- To develop event safety protocols and rider advancement reviews.
- Maintaining a consistent adherence to policies and procedures
- Adhering to the current sanctioning body's bylaws and competition rules and regulations.

### **3 CODE OF CONDUCT AGREEMENT**

#### Representation

- AMSA board members represent the entire board at AMSA events and elsewhere when associated with motocross, and as such will conduct themselves in a responsible, adult manner that reflects positively on the AMSA.
- AMSA board members will conduct themselves in accordance to requirements outlined in the AMSA Bylaws Articles 4.8 and 5.0

#### Social Media

- AMSA board members will refrain from discussion of AMSA related issues on social media.
- AMSA authorized spokespersons may post on social media for purposes of disseminating information to members.

## **4 ADMINISTRATION POLICY**

### **4.1 OPERATIONS**

Operation Administration Policy of the AMSA is expressed in AMSA Bylaws Article 14.

### **4.2 COMMUNICATION**

AMSA Members are encouraged to bring topics to the AMSA Board in a documented form, preferably by sending an email or in some way that they take responsibility and ownership. Where possible, the communication should include a proposed solution or alternatives for issues associated with the topic.

As social media is a public forum, AMSA members are encouraged disengage from threads which directly or indirectly reflect negatively on the sport of motocross.



## 5 ADMINISTRATION PROCEDURES

## 6 EVENT POLICY

### 6.1 COMBING CLASSES

From clubs meeting April 2, 2017

Goals:

- Run motos quickly and efficiently
- In general the referee will be mindful of target time for completion of motos, and will organize and run the day accordingly.

50 cc

- The referee will assess the track with club members and ultimately decide based on riders how 50's will practice and if 50's will ride modified track or full track.

Other classes

- Single gate motos only if there is enough riders.
- The referee will evaluate entries and classes in the morning and determine combined classes.
- The combined classes will be announced at riders meeting.
- Issues with said combined classes should be taken it up with class representatives.
- AMSA will support clubs with final split gate decisions.

### 6.2 SUPPORT VEHICLES WITHIN RACE TRACK AREA

Background

- On June 4, 2017 at Round 5 in Drumheller, a vehicle driven by a medic crossed the track when unsafe which resulted in a close call.
- On June 17, 2017 at Round 6 in Calgary, a vehicle driven by the assistant referee crossed the track when it was unsafe to do so resulting with a collision with a 65cc rider, fortunately no one was seriously injured.

From clubs meeting April 2, 2017

Track staff can use side by sides or golf carts for work purpose and should be visible with a vest or radio. At the same time clubs need to be mindful that track maintenance vehicle is driven around at an appropriate speed and somewhat professional manner. Racing around or having a bunch of people in the vehicle without a support purpose is undesirable.

Policy dated June 21, 2017:

- Designated routes will be established so there are only certain areas where the track can be crossed by vehicles while the moto is on. These crossings will be in areas that have higher visibility of oncoming bikes and a flagger will be at these areas to assist in ensuring that it is safe to cross.
- Slow speeds will be used at all times and vehicles are to yield prior to crossing.

- Vehicles are to only cross if it is a necessity otherwise they are to wait to cross between motos.
- No extra vehicles are to be on the track unless needed.
- A meeting is to take place prior to the start of the event that will include the flaggers involved at the crossings, the medics, referees, track personal that will be on the track and at least one AMSA and one Club representative. After the meeting a trip around the track showing the designated routes and crossings with these people will happen so that everyone is aware of the routes and crossings.

### 6.3 PIT BIKES

#### Background Issues

- Safety
- Policing improper use

Policy dated ...

....

From clubs meeting April 2, 2017

The pits are to be a pedestrian area. Exceptions would be for a medical condition or a senior or disabled person.

#### System to deal with pit riding

- 1<sup>st</sup> offence -Verbal Warning
- 2<sup>nd</sup> offence – start backwards or with bike not started up
- 3<sup>rd</sup> offence – rider will be docked 5 positions
- 4<sup>th</sup> offence – rider done until further review by the AMSA board

## **7 EVENT PROCEDURES**

### **7.1 AMSA EVENT REQUIREMENTS**

### **7.2 CLUB EVENT REQUIREMENTS**

From clubs meeting April 2, 2017

Goals:

To help AMSA promote all clubs

To create a family fun atmosphere after races

- Display AMSA sponsor banners for the season.
- Have areas to display AMSA banners identifying Pro pit, spectator, race office and start gates at the time of the event (may be an issue where promoter is not a regular AMSA entity such as at WRMA on the National weekend).
- Insert provided AMSA sponsor inserts into race programs.
- Ensure announcers have a copy of the AMSA sponsor list and recognize at every event.
- Provide in advance race posters to AMSA as soon as possible for website and social media posting. Provide to AMSA any club updates for posting to social media
- Accept AMSA gate admission passes. AMSA will reimburse clubs as the clubs return them to us. Every card has a \$10 value.
- Assist where possible and feasible the AMSA special events committee with their fun events
- The committee will contact clubs with whatever they may require.
- Have a roll of tickets for draws. AMSA will also carry a roll of tickets.
- Rider meeting to start at 7:30.
- Have an airhorn and blow
  - 10 minutes before riders meeting.
  - 10 minutes before start of afternoon motos.
- Submit all transponder rental receipts to AMSA (AMSA will pay transponder personnel).

#### **7.2.1 Transponder system**

- Club should have PVC pipe in ground with a pull string to pull the transponder loop through and make things run more efficiently. Conduit needs to be 12" in the ground and must be on the take-off of the jump not the landing side.
- Conduit must be sealed at both ends.
- Transponder wire should connections must be soldered, twisting wires together causes problems.
- Test drive transponder system on practice days to be sure everything is working and prepared for race day.

### 7.3 RACER EVENT REQUIREMENTS

From clubs meeting April 2, 2017

Transponder – have fully charged and subscription up to date (if applicable).

### 7.4 RACE BINDER

All events in the Motocross Discipline shall utilize forms, guides and policies provided by AMSA in the current Race Binder, a separately maintained document. Contents are available from the AMSA Office Administrator. For 2017 contents include the following documents:

2016-Amateur-Rulebook.pdf  
2017 AMSA Gate Admission.docx  
2017 Race order Practice Order.docx  
2017-Amateur-Rulebook-1.pdf  
Accident report.pdf  
AMSA Amateur Payback Schedule #2.docx  
AMSA Licence App Receipt.pdf  
AMSA Pro Payback Schedule #1.docx  
AMSA Race Entry Form.docx  
AMSA Times and Fees.docx  
Background and Colour combinations.docx  
CMRC Points For Finishing.docx  
CMRC Safety and Incident Reporting Manual[1].docx  
CMRC-2017-AB-license-app-1.pdf  
Cover Letter.docx  
Event Evaluation.docx  
Guidelines for completing the CMRC License.docx  
Lap scorer Sheets.jpeg  
Minor stickers.avery  
Minor-Participant-Waiver.pdf  
Parental-Waiver-Form.pdf  
Pro Payout Form.docx  
Procedure for protests.jpeg  
Procedure for Running qualifiers.jpeg  
Race cancellation and refund policy pg 1.jpeg  
Race cancellation and refund policy pg 2.jpeg.jpeg  
Race Entry Form Waiver.pdf  
Race Office Supply List.docx  
RIDER LEVY INVOICE.docx  
Rider-Class Checklist.docx  
Scoring & Tallying Discrepancies.jpeg  
STARS Emergency Link Centre.docx  
StoneRidgeWaiver.pdf  
There are two license purchase options.docx

Track incident report.jpeg  
Track Requirements for 2017.docx  
Transponder Placement.jpeg  
Transponder Rental Form.docx  
TRANSPONDER RENTAL PROCEDURE.docx  
Trophy and Cash Payout Classes.docx  
Zero Tolerance.docx

## **8 RULES**

### **8.1 SANCTIONING BODY**

January 16, 2013

The adopted sanctioning body for the Motocross Discipline of AMSA is the Canadian Motosport Racing Corp. (CMRC).

Motocross events of AMSA will be conducted according to rules of the CMRC  
<http://www.cmrcracing.com/>

### **8.2 AMSA RULES**

#### **8.2.1 Assistance to 50cc Pee Wee 7 to 8 year old competitors**

August 26, 2017.

Race rule B-12 as per CMRC rule book amended to allow outside assistance for 50cc Pee Wee 7 to 8 year old competitors in addition to 50cc Pee Wee – 4 to 6 year old competitors. Those allowed trackside in anticipation of providing assistance are permitted to do so for the only purpose of assisting any downed rider, and not for coaching.

#### **8.2.2 Grooming in front of start gate on concrete start pads**

August 26, 2017.

Race rule F-6 and F-7 amended to allow grooming in front of start gate on concrete portion of concrete pads by riders or mechanics at AMSA events, and the allowance of hand brooms in grooming.

## 9 REFERENCES

Lawrie, Kevin. 2016. Governing documents: separating constitution, bylaws, policies and rules. <http://www.sportlaw.ca/2016/03/governing-documents-separating-constitution-bylaws-policies-and-rules/>, Sport Law & Strategy Group.