

Rover Scout Motorsport

Event Policy

TEST & TUNE

This policy addresses the processes and requirements in applying and operating a Test & Tune through Rover Scout Motorsport.

Rationale:

Test & Tunes provide members of Rover Scout Motorsport with opportunities to test competitive vehicles and train competitors in a non-competitive environment.

Process:

The process for applying and operating a Test & Tune is outlined as below:

- The Event Organiser/Crew Leader that wishes to run a Test & Tune needs to download and complete the Test & Tune Application (Located on the RSM Website).
- Once complete forward on to the Junior Development Program Coordinator or **Secretary**.
- **RSM Representative** will assist the Organiser in arranging for required CAMS Personnel (Clerk of Course) and will complete the Test & Tune Supplementary Regulations, Disclaimer Form and CAMS Event Permit Form.
- Copies of all paperwork will be forwarded to the Organiser to confirm all times and details.
- **The RSM Representative** will present all paperwork to the RSM Committee and following approval, will submit all paperwork to the CAMS Permit Administrator.
- The Clerk of Course of the Test & Tune is officially in charge and responsible for the safe and efficient operation of the day and the conduct of the Drivers and Passengers.
- Following the Test & Tune, the Clerk of Course completes the CAMS CoC Report and forwards it on to the **RSM Representative**.
- All paperwork is submitted to RSM by the JDP Coordinator or Secretary and the CoC Report is submitted to CAMS.

Policies:

- Any applications for a Test & Tune need to be made no less than two months prior to the event for the ease of administration.
- Organisers are responsible for locating and securing a venue. Private Properties are acceptable for use with the blessing of the property owner.
- The Clerk of Course can remove Drivers from vehicles if they believe they are not driving in a safe and sensible manner.
- It is advised that Organisers have a suitable recovery vehicle available in case it is required.
- All inquiries regarding Test & Tunes must be referred to the **RSM Representative**.
- Test & Tunes can be run by invitation only or can be opened to all crews.
- CAMS require that the following paperwork be submitted for an Event Permit:
 - Supplementary Regulations
 - Medical Response Plan
 - Disclaimer Form
- All drivers and passengers participating in the Test & Tune must sign the Disclaimer Form prior to the beginning of the Test & Tune.