

THE AUTO CYCLE UNION LTD COMPANY INFORMATION

JANUARY 2022



All Enquiries Should Be Addressed To:
The Auto-Cycle Union Ltd., ACU House, Wood Street, Rugby, Warwickshire CV21 2YX.
Telephone: 01788 566400;
www.acu.org.uk
admin@acu.org.uk

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The various regulations contained herein become effective as at 1st January 2022. This publication supersedes previous editions.

The Auto-Cycle Union Limited (ACU) is the internationally recognized National Governing Body for motorcycle sport in the British Isles (less Northern Ireland). Formed in 1903, the ACU has a Long tradition in the world of motorcycle sport being a founder member of the World Governing Body, the Federation Internationale Motocyclisme (FIM). The ACU has a major role in furthering the interests of motorcycle sport on a global basis. Domestically, the ACU provides for all forms of motorcycle sport ranging from Road Racing to all disciplines of Off Road activity and has successfully organized world class events such as Moto GP, World Superbikes, The Isle Of Man TT Races and the Motocross of Nations.

The ACU aims to ensure that all people irrespective of their age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation, have a genuine and equal opportunity to participate in motorcycle sport at levels in all roles. The ACU fully supports youth activity in all disciplines and through the ACU Academy, some of our young riders go on to become British, European and World Champions in their chosen sport.

GDPR Statement

This statement explains how the Auto-Cycle Union Limited (ACU) handles and uses information we collect regarding our Members (Competitors/Officials/Associate Members). In broad terms, we use your information to process your ACU competition licence and/or officials' licence and to assist with the process of you entering an ACU permitted event as well as maintaining our own records on each Member individually.

The controller for your personal information is The Auto-Cycle Union Ltd, ACU House, Wood Street, Rugby, Warwickshire, CV21 2YX. The data protection officer for the ACU is located at the address given above and can be contacted by telephoning 01788 566400 or by email to admin@acu.org.uk. The Data Protection Officer should be contacted if you have any concerns about how the ACU is managing your personal information, or if you require advice on how to exercise your rights as outlined in this statement.

The person within the ACU otherwise responsible for data protection at the time of issue, and the person who is responsible for monitoring compliance with relevant legislation in relation to the protection of personal information, is the Data Protection Coordinator.

The legal basis for processing your personal information is that it is necessary in order for you to obtain an ACU competition licence/an Official's licence/an Associate Member's licence and to assist you with an entry to an ACU permitted event. We will retain your information for the time you have a valid licence with the ACU or until you request us to do otherwise.

We will hold your name, address, email address, phone number and other relevant contact details you provide to us and will use this information to maintain contact with you and to process your licence/entry as outlined above. We retain this information in our Licence database whilst you have a licence (as outlined above) with the ACU, providing you with details about future event provision services.

We do not share personal information with third parties. If you have concerns or queries about any of these purposes, or how we communicate with you, please contact us at the address given above.

We operate CCTV at ACU Head Office for security purposes.

You have the right: to ask us for access to, rectification or erasure of your information; to restrict processing (pending correction or deletion); to object to communications or direct marketing; and to ask for the transfer of your information electronically to a third party (data portability). Some of these rights are not automatic, and we reserve the right to discuss with you why we might not comply with a request from you to exercise them.

You retain the right at all times to lodge a complaint about our management of your personal information with the Information Commissioner's Office at <https://ico.org.uk/concerns/>

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The products advertised within this handbook are not necessarily endorsed by the ACU.

ACU and the Auto-Cycle Union are trading names of the Auto-Cycle Union Limited. Registered under company no. 00134679; registered office: ACU House, Wood Street, Rugby, Warwickshire CV21 2YX



PATRON

PRESIDENT EMERITUS

The Rt Hon The Lord Jopling DI

VICE PRESIDENT

C Moram

J. Collins

T. Fairbrother

D Ryder

D. Willoughby

HONORARY VICE PRESIDENT

M. Mellish

CHAIRMAN

R. Humphrey

AUDITORS

Magma Chartered Accountants

GENERAL SECRETARY

N. Doctor

HONORARY MEMBERS OF THE ACU

| | | |
|---------------|----------------|-------------|
| A F E Bellars | T. Fairbrother | D. Ryder |
| F. Carter | M. Francis | R. W. Smith |
| R. Collins | E. Jones | W. A. Smith |
| W. Evans MBE | A.F.G. Noel | K. Sprayson |
| A. Penny | J. Stone | |

THE ACU MISSION

- To pursue the interests of motorcycling while protecting and promoting the needs of members.
- To facilitate British Motorcycle Sport in the most accommodating, de-regulated and user led manner possible.
- To make British Motorcycle Sport happen.

Disclaimer

The Auto-Cycle Union Ltd., its Directors and Officers accept no liability in respect of loss or damage occasioned directly or indirectly as a result of the publication of the ACU Handbook or Web Site. It is a matter for each individual to satisfy themselves as to the suitability of any Course, Facility or Product (including Machinery and Clothing) offered by Clubs, Venues, Landowners, Advertisers or Manufacturers and for such individuals to ensure that adequate insurance and medical arrangements have been made to protect their interest with regard to any activity undertaken.

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COMMITTEES & PANELS

NATIONAL COUNCIL

Chairman – R. Humphrey (2024)

Tel: 07850 598886

roy.humphrey@acu.org.uk

ACU Cheshire & North Wales

C. Berisford,

Tel: 07748 234357

chris.berisford@sky.com

ACU Cornwall

Thomas Newton

Tel: 079508 94966

thomasnewton28@hotmail.co.uk

ACU Eastern

Mrs V. Hearn

Tel/Fax: 01449 721042

jackhverah7@gmail.com

ACU East Midlands

M. Jessup

Tel: 07976-210912

mark.jessup@btinternet.com

ACU East South Wales

Mr Derek Smith

Tel: 01443 556407/07971 153903

derek.acu.eastsouthwales@gmail.com

ACU East Yorks

Ian Morley

Tel: 07808 923364

ianmorley210@hotmail.co.uk

ACU Isle of Man

Mrs B. Crellin

Tel: 01624 801726

fin-bren@manx.net

ACU Midlands

Mr D. Smith

Tel: 01527 592797

dave@globalpump.co.uk

ACU Mid Wales

Miss A Bates

anne.trials@btinternet.com

ACU Northern

R Wilson,

Tel: 01539 728565

mec27@btinternet.com

ACU North Eastern

I Reavley,

ianreavley007@Btinternet.Com

ACU North Western

R. Livesey,

Tel: 01772 753433/07806 627343

hondabobs@btinternet.com

ACU South Eastern

Jamie Clarke,

Tel: 0770969 9092

jamie_clarke28@hotmail.com

ACU Southern

B. New,

Tel: 02392 645114

ACU South Midland

Miss M Bird.

Tel: 07773 064796

mellie.bird@ntlworld.com

ACU South Western

Mrs S Pattison,

Tel: 01963 33001

ACU Wessex

N. Steadman,

Tel: 07505 187071

nick_steadman@msn.com

ACU Western

Miss J. Jones

Tel: 01531 890691/07775 524805

jennie.jones13@btinternet.com

ACU West South Wales

G. Heywood

Tel: 01792 893457

grahamheywood@live.com

ACU Yorkshire

Mike Washington

Tel: 07730 572683

mikewashington@sky.com

ACU Scotland

Sandy Mack

Tel: 01506 858354 Fax: 01506 855792

office@sacu.co.uk

Non-Territorial Board

M. Dommett

Tel: 01708 720305. Mob: 07970 963572.

mikedommett@hotmail.com

www.bemsee.net

Non-Territorial Board

Sally Russell,

Tel: 01789 740866/07710 435086

russell.sally4@gmail.com

Year in brackets indicates expiry of term of office on 31st December.

ACU LTD DIRECTORS

Chairman – R Humphrey (2024)

Tel: 07850 598886

roy.humphrey@acu.org.uk

Vice Chairman - A Steele (2022)

Tel: 07889 862077

tandj22@btinternet.com

S. McCauley (2024)

Tel: 07747 864384

steve.6mx@gmail.com

A Summers (2024)

aws.30@icloud.com

B. Higgins (2022)

Tel: 01822 810336/07793 494793

brianhiggins424@gmail.com

Dr P D King (2022)

Tel: 01788 566400

paul.king@acu.org.uk

T. Lightfoot (2023)
Tel: 01788 566400
tim@acu.org.uk

M. Wren (2023)
tel: 01539 531082/07921 214661
mick.trials@gmail.com

G Thompson MBE BEM
tel: 07976 548375
gary@acu.org.uk

PANEL OF ADJUDICATORS

A.F. E. Bellars (2024)
Tel: 0118947 0837
bellars@virginmedia.com

A Foskew (2024)
Tel: 01376 517169
alanfoskew29@btinternet.com

E Jones (2024)
Tel: 01527 893392/07947 319432
eddiejones4@googlemail.com

B. New (2024)
Tel: 02392 645114

A. Penny (2024)
Tel: 01473 658768
apenny@nwsLtd.f9.co.uk

D. Porter (2024)
Tel: 07710 435127/01582 847399
david.porter31@btopenworld.com

M. Rapley (2024)
Tel: 07788 161929
rapley47@outlook.com

D. Ryder (2024)
Tel: 01889 582563

J. Sayer (2024)
Tel: 07816 393894
javessex114537@aol.com

R. Smith (2021)
Tel: 01332 864581

ROAD RACE, DRAG AND SPRINT COMMITTEE

Chairman – Dr. P. D. King (2022) (NTB)
Tel: 01788 566400
paul.king@acu.org.uk

Deputy Chairman – S. Higgs
Tel: 01474 872331

Mrs J Shedden (Appointed By AMRCO)
Tel: 01383 723337
enquiries@knockhill.com

G. Olley (2024)
gilesolley@gmail.com

M. Dommett (2022) (NTB)
Tel: 01708 720305. Mob: 07970 963572
mikedommett@hotmail.com

M Jessup (2022)
Tel: 07976-210912
mark.jessup@btinternet.com

I. McLeod (2023)
Tel: 07860 694548
ian_mcleod2@sky.com

Dr. J. Palmer
Tel: 01474 875202

TRACK RACING COMMITTEE

Chairman – A. Steele (2022)
Tel: 07889 862077
tandj22@btinternet.com

G Bemister (2023)
Tel: 07929 886327
garethbemister@outlook.com

P. Hurry (2024)
paulhurry86@hotmail.com

D. Staff (2024)
Tel: 01264 358345
dickie.staff@outlook.com

S. Harvey (2022)
Tel: 07802 654372
teamharveyhogg@googlemail.com

MOTOCROSS COMMITTEE

Chairman – S. McCauley (2024)
Tel: 07747 864384
steve.6mx@gmail.com

J. Blyth (2023)
Tel: 07971 139010
john.blyth@hotmail.com

D. Edwards (2024)
Tel: 07850117344
davidpedwards@tiscali.co.uk

P Roeton (2022)
Tel:
paul.roeton@gmail.com

C. Warren (2023)
Tel: 01730 894241/07809 443132
wgconsultants@hotmail.co.uk

TRIALS AND ENDURO COMMITTEE

Chairman - M. Wren (2023)
Tel: 01539 531082/07921 214661
mick.trials@gmail.com

M. Bates (2022)
Tel: 01547 550393
malcolm.trials@btinternet.com

M. Seward (2022)
Tel: 07801 256757
mpracing@gmail.com

P. Sparkes (2022)
Tel: 078367 06735
phil@wessexplant.com

J. Hockly (2024)
Tel: 01686626370
jess_hockly@yahoo.co.uk

G. Lawley (2023)
Tel: 01588 672415
gordon.lawley1@btinternet.com

A Rew (2023)
Tel: 01626 365107 Mob: 07734 830021
wolborough@btconnect.com

T Robinson (2024)
Tel: 07817 131821
tristan@tristanrobinson.co.uk

TRIALS WORKING GROUP

Paul Nash
ACU Eastern
nap148@aol.com

Michael Owen
ACU Isle of Man
mostationgarage@gmail.com

Karen Southerood
ACU South Midland
karensouthwood51@gmail.com

Andrew Walker
ACU East Mids
andrewwalker1@sky.com

Paul Wright
ACU East Yorks
paulwrightjoshani@msn.com

BENEVOLENT FUND ADMINISTRATIVE COMMITTEE

Chairman – R. Hanks
royacu97@gmail.com

Mrs M. Carter JP (Treasurer)
Tel: 01943 878666
mcarterhuntersgap@btinternet.com

Mrs W. Evans MBE
Tel: 01624 621296/07624 433540
acubenfundiom@manx.net

Mrs L Francis
Tel: 0151 336 4940
lyn.francis18@gmail.com

Mr Eddie Nelson
Tel: 01246 866537

C. Pattison
Tel: 01963 33001

Mr D. Porter
Tel: 01582 651189
david.porter31@btinternet.com

Trustees: Mrs M. Carter, Mrs W. Evans MBE, Mrs L Francis, R. Hanks, C. Pattison.

TECHNICAL PANEL

TECHNICAL CONSULTANT ROAD RACE –
Dr. P. King

Tel: 01788 566400 Paul.King@ACU.Org.Uk
TECHNICAL CONSULTANT OFF ROAD –

Mr A. Summers
aws.30@icloud.com

TECHNICAL CO-ORDINATOR –
Mr E. Jones
Tel: 01527 893392/07947 319432
Mr S Brace
Tel: 07749 666767
sbrace@hotmail.com

ACU SUSTAINABILITY PANEL

Chairman – P. Gregory
Tel: 01287 625607
pgregory@ntlworld.com

(Members to be appointed by Sport Committees plus Specialist Representatives).

MEDICAL PANEL

Chairman: Mr R Hanks
Dr B Winter
Chief Medical Advisor: Dr HRomer

ACU EVENTS LTD DIRECTORS

Chairman – B. Higgins
Tel: 01822 810336/07793 494793
brianhiggins424@gmail.com

J. Collins
Tel: 01639 882241 Fax: 01639 773470
johncollinsemail@yahoo.co.uk

R. Hanks
Tel: 0121 686 3799
royacu97@gmail.com

R. Humphrey
Tel: 07850 598886
roy.humphrey@acu.org.uk

Dr P D King
Tel: 01788 566400
paul.king@acu.org.uk

ACU INSURANCE LTD DIRECTORS

B. Higgins
Tel: 01822 810336/07793 494793
brianhiggins424@gmail.com

I Murphy
Tel: 01624 878394
murf@manx.net
Mrs G. Brough
Mr G. Crease

SPEEDWAY CONTROL BUREAU

J Lawrence (Independent Chairman)
Tel: 0777 8402467
jl15@btinternet.com

K Chapman
M: 07734 248833
B: 01553 771111
kc@norfolkareana.co.uk

P Hurry (ACU)
Tel: 07712 667145
paulhurry86@hotmail.com

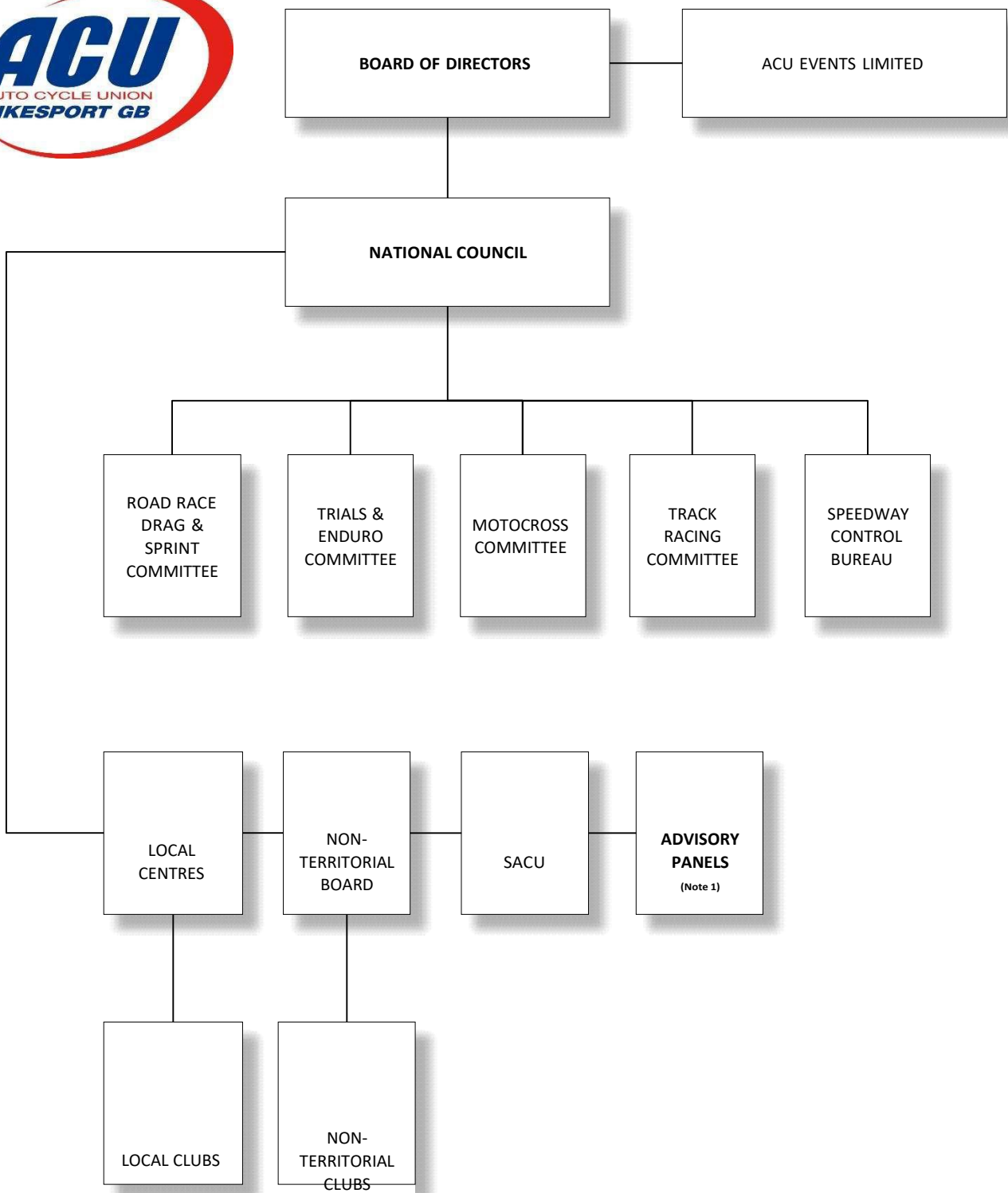
A Steele (ACU)
Tel: 07889 862077
tandj22@btinternet.com

C Van Straaten (BSPA)
Tel: 07802 463339
cvs46@hotmail.com

MCRCB

Dr J Palmer (Chairman/AMRCO)
Mrs G Shedden (MRPC)
Dr P D King
Tel: 01788 566400
paul.king@acu.org.uk

AUTO-CYCLE UNION LIMITED STRUCTURE



NOTE 1
 Technical
 Sustainable Event Management
 Medical
 International
 Adjudicators

ACU CONTACTS

Normal office hours are 09.00–17.00. Monday–Friday.
Outside these hours, please leave an answer phone message.

| GENERAL ENQUIRIES | LICENSING ENQUIRIES |
|---|---|
| 01788 566400 admin@acu.org.uk | 01788 566417 licence@acu.org.uk |
| General Secretary | Neil Doctor 01788 566434 neil@acu.org.uk |
| Assistant to the General Secretary ACU Benevolent Fund Secretary Training | Debbie Walmsley 01788 566419 dw@acu.org.uk |
| IOM TT Clerk of the Course/ Event Safety | Gary Thompson MBE BEM 01788 566414 gary@acu.org.uk |
| Business Development and Media | Richard Blyth 01788 566428 pr@acu.org.uk |
| IT Manager | admin@acu.org.uk |
| OFF ROAD DEPARTMENT | |
| Motocross & Competitions Secretary | Sonia Goggin 01788 566404 sonia@acu.org.uk |
| Trials & Enduro Secretary | Mary Kerr 01788 566403 mary@acu.org.uk |
| Trials & Enduro Secretary | Madalena Miguens 01788 566412 madalena@acu.org.uk |
| Off Road Technical Secretary Permit Officer Sustainable Event Management Panel Secretary | Kirsty Telford 01788 566408 kirsty@acu.org.uk |
| ROAD RACE AND TRACK RACE DEPARTMENT | |
| Road Race Secretary | Rowena Perks 01788 566406 rowena@acu.org.uk |
| Road Race Secretary Road Race Technical Secretary | Michelle Haynes 01788 566405 michelle@acu.org.uk |
| Track Racing Secretary | Tracey Cossar 01788 566402 tracey.cossar@acu.org.uk |
| ACU Events Ltd | |
| General Secretary | Sonia Goggin 01788 566404 sonia@acu.org.uk |

NON-TERRITORIAL BOARD

President:
Mrs. M Mellish, 4 Douglas Avenue, Harold Wood, Romford,
Essex RM3 0UT.
Tel: 01708 342684
mmmellish@aol.com

Vice President:
Mr Eddie Bellars, 12 Rosehill Park, Emmer Green, Reading,
Berks RG4 8XE.
Tel: 0118 947 0837. Mob: 07887 990617.
bellars@virginmedia.com

Chairman:
Lt. Col. Mike Tizard, 18 Sherfield, Winterbourne, Dauntsey,
Salisbury, Wiltshire, SP4 6 HF.
Tel: 01980 610425/07767 756167
mike.tizard@btinternet.com

General Secretary:
Mrs Sally Russell, Houndshill Cottage, Banbury Road,
Ettington, Stratford Upon Avon, Warks, CV37 7 NS.
Tel: 01789 740866
russell.sally4@gmail.com

THE SPORTS COUNCILS**UK SPORT**

40 Bernard Street, London WC1N 1ST.
Tel: 0207 211 5100 Fax: 0207 211 5246

SPORT ENGLAND

3rd Floor Victoria House, Bloomsbury Square,
London WC1B 4SE.
Tel: 0207 2731551 Fax: 0207 383 5740

SPORT SCOTLAND

Caledonia House, South Gyle, Edinburgh EH12 9DQ.
Tel: 0131 317 7200 Fax: 0131 317 7202

SPORTSWALES

Sophia Gardens, Cardiff CF11 9SW.
Tel: 0845 0450904 Fax: 0845 8460014

USEFUL ADDRESSES**BRITISH SPEEDWAY PROMOTERS ASSOCIATION (BSPA)**

BSPA Office, ACU House, Wood Street, Rugby,
Warwickshire CV21 2YX.
Tel: 01788 560648 Fax: 01788 546785
office@britishspeedway.plus.com

ISLE OF MAN MOTORSPORT TEAM

Isle Of Man Tourism, Department Of Economic
Development, Isle Of Man Government, St Georges Court,
Upper Church Street, Isle of Man IM1 1EX

ISLE OF MAN TT MARSHALS ASSOCIATION LTD

Isle Of Man TT Marshals Office, Douglas,
Isle of Man IM2 6DA.
Tel/Fax: 01624 618191
Info@lomttma.Com

LOCKTON

Lockton Companies LLP
45 Church Street | Birmingham | B3 2RT
T: +44 (0)121 232 4597 | M: +44 (0)7827 985033
E: alex.braddish@lockton.com

MCUI

Mr Andrew Campbell, 24 Ballyminstragh Road, Killinchy, Co.
Down, Northern Ireland BT23 6RE. Tel: 0044 28975 41716
secmcul@ireland.com

MCRCB

C/O Brands Hatch Circuit, Fawkham, Longfield,
Kent DA3 8NG.
Tel: 01474 875296

MOTORCYCLE INDUSTRY ASSOCIATION LTD

1 Rye Hill Office Park, Birmingham Road, Allesley,
Coventry CV5 9AB

MOTORSPORT UK

Bicester Motion
OX27 8FY
T: +44 (0)1753 765000
F: +44 (0)1753 682938
E: hello@motorsportuk.org

RACESAFE MARSHALS ASSOCIATION

Motorsport Vision Centre, Brands Hatch, Fawkham,
Longfield, Kent DA3 8NG.
Tel: 01474 872331 Fax: 01474 874766
bsb@msvracing.co.uk
www.msvracing.com/bikes/marshalling/

SPEEDWAY CONTROL BUREAU

ACU House, Wood Street, Rugby, Warwickshire CV21 2YX.
Tel: 01788 565603 Fax: 01788 552308
office@scbureau.plus.com

THE TRAIL RIDERS FELLOWSHIP

P.O. Box 196, Derby DE1 9EY.

TT RIDERS ASSOCIATION

Frances Thorp, Mountain View, Glen Maye,
Isle of Man IM5 3BJ.
Tel/Fax: 01624 843695

TIMEKEEPERS & TIMING EQUIPMENT

AUTHORITY

The ACU appoints all grades of timekeeper. Persons operating timing equipment to an accuracy of greater than 1 second must be licensed.

DUTIES

Each timekeeper is responsible for the authenticity of the times taken and the results issued, substantiated by having the correct licence for the grade of event and by using the appropriate correct identifiable equipment for the type and grade of the event.

Timekeepers are categorised as follows:

FIM Timekeepers. Who may take charge of the timing of any event as licensed by the FIM.

They are particularly appointed to take charge of the timing at events counting towards a world championship or FIM title and at world record attempts.

Group 1 Timekeepers. Chief timekeeper for national or international meetings.

DUTIES AND RESPONSIBILITIES OF A GROUP 1 TIMEKEEPER

In order to achieve the grade of group 1 timekeeper, the applicant must have served at and taken charge of at least ten events over two consecutive seasons under the supervision of senior timekeepers. At least two of those events will be subject to the appraisal of an approved mentor, at one venue known to the applicant and one nominated venue.

Individually, all grade 1 timekeepers may be subject to appraisal and interview by at least one senior timekeeper nominated by the ACU.

Appointments to international grade remain the sole responsibility of the ACU.

In exceptional circumstances the timescales quoted above may be altered after reference to the respective organisers, chief timekeepers and/or the ACU.

The ACU reserves the right to amend and change the grades of all timekeepers.

The applicant will be appraised in accordance with the following criteria:

PLANNING

The timekeeper will demonstrate an ability to plan the equipment requirement for the event. He/she will ensure that the needs of the organisers are met as follows:

- The timing equipment selected for the event is appropriate and matches the requirements of the organisers.
- The timing equipment selected has the correct and valid certificate of accuracy.
- The beams, cabling and associated equipment are compatible with the timers.
- The results equipment is appropriate for the service required, and if electronically linked to the timing equipment, the two are compatible.
- The backup equipment is appropriate for the event.
- The timer and associated equipment is checked for readiness for use.

PLANNING THE PERSONNEL

- The licence grades and competencies of the personnel are appropriate for the event.
- The number of personnel is adequate for the event.
- All personnel are informed of their duties in adequate time.
- Transport arrangements, accommodation and arrival times are clear and appropriate.

The timekeeper will be able to identify risks in the planning and deal with any contingencies.

ORGANISATION AND MANAGEMENT

- The range of duties needed for the event is identified
- All timing service personnel sign the ACU disclaimer.
- Duties are allocated according to the competencies of individuals.
- Duties and requirements are explained and understood by all team members.
- Appropriate lines of communication between the timing team and the organisers are identified, agreed and established.
- Prior to and throughout the event risks are identified and dealt with efficiently and effectively.
- All team members are treated in a courteous manner.
- Identify risks in the above and deal with any contingencies.

COMMUNICATION WITH OFFICIALS, COMPETITORS, COORDINATORS AND OTHER RELEVANT PERSONS

- The roles, responsibilities and identities of the officials and other event personnel are understood by the timing team.
- All persons are dealt with in a courteous and polite manner.
- All requests for information or services required from the team are assigned to the appropriate personnel to answer or provide.
- Such requests are dealt with in a clear and concise manner without undue delay.
- Identify risks in the above and deal with any contingencies.

IDENTIFICATION AND DEVELOPMENT OF TIMING PERSONNEL NEEDS

- The competencies and abilities of the timekeepers are identified.
- Appropriate training programmes are identified to match individual requirements.

Group 2 Timekeepers. Take charge of events up to club level.

Group 3 Timekeepers. Assistant to the chief timekeeper at events.

Group 4 Timekeepers. Trainee, they are encouraged to assist more senior timekeepers.

Race Recorders. Assist the timekeeper by recording the number of laps and finishing order including retirements of competitors at a race event. The differing type of events licensed by the ACU means that the organising club must identify an event's timing needs, with the chief timekeeper.

TIMEKEEPER'S EXPENSES

Expenses are subject to agreement between the organising club and the chief timekeeper prior to the event.

TIMEKEEPING SUB PANEL

Chairman - Mr M. Corfe
Mr. R. Humphrey
Mr G. Lond
Mr A. Smith

Mr S. Taylor
Mr J. A. Ward

TIMEKEEPING EQUIPMENT TESTERS

Certification of equipment may be carried out by the following. A fee will be charged, for details please contact those listed direct:

T. Saunders, 48 Broadlands Drive, Malvern, Worcester WR14 1PW.

Tel: 01684 894884/01684 561966.

FIM TIMEKEEPERS

For a list of current FIM timekeepers please contact the ACU head office on 01788 566405.

TECHNICAL OFFICIALS

TECHNICAL OFFICIAL GRADING

1. International Technical Steward
2. Senior Technical Official
3. Technical Official

Also: **Technical Assistant(S)** acts in a supportive capacity to the technical team. May be appointed by the senior technical official

For the duration of an event, at any level of competition. Working under strict supervision.

TECHNICAL OFFICIAL

Authorised by the permit issuing authority to form part of a technical control team, Applicants should have knowledge of motorcycle engineering practice, be familiar with the technical rules in the current ACU handbook and the national sporting code and have attended a suitable training seminar. They may officiate at any discipline. They may take charge of a closed to club or restricted meeting at disciplines for which they are trained, other than road racing related events. They must attend a training course every 3 years, which may be held on a regional basis. Minimum age 18 years.

UPGRADING TO SENIOR TECHNICAL OFFICIAL

The applicant must be able to demonstrate a need to upgrade (i.e., will be taking charge of a meeting within the following 12 months). The applicant should have assisted at a minimum of ten meetings in two years and attended A national technical official's seminar as a technical official at ACU house, rugby.

Questions on relevant ACU and FIM rules will be asked. Reference to handbooks will be permitted. An application for upgrading must be supported by the applicant's service record

And recommendations as to suitability from two senior technical officials. Due account will be taken of any discipline specialisation.

The technical panel will consider fast track upgrade to senior technical official status for candidates who are chartered engineers or have equal experience.

SENIOR TECHNICAL OFFICIAL

Authorised by the permit issuing authority to Take charge of the technical control team at events of national status and below, may also assist at higher status and take charge at lower status events. They are able to officiate at all disciplines or at disciplines as licensed. Persons holding this licence must attend a training course/seminar at ACU house, rugby every 3 years.

This is the minimum qualification required to take charge at a road race related event.

UPGRADING TO INTERNATIONAL TECHNICAL STEWARD (FIM)

The applicant must have attended technical steward seminars, passed the FIM examination and have attained a three year qualification.

Must be an authorised ACU measurer and sound inspector, and have demonstrated an ability to organise and control the technical control team as an effective manager, be able to report fully to an international jury or Clerk of the course and have an above average knowledge of general and technical regulations and of motorcycle engineering practice.

Must have been recommended by the clerk of the course at ten national meetings while acting as senior technical official and by the international technical steward at five International meetings while acting as deputy to the chief technical official.

INTERNATIONAL TECHNICAL STEWARD (FIM)

May take charge of the technical control team at all international events and may also take charge or be a team

member at any status event. They are by definition capable of officiating at all disciplines and at all levels.

Applications for renewal or upgrading Shall be made to the secretary of the ACU technical panel by 1st October each year. Applications must be accompanied by a recent passport photograph and the applicants service record. Downgrading or withholding of a technical official's licence may occur due to adverse reports, lack of technical duties in any

One season or non-attendances at a national technical officials seminar within the last 3 years. All regrading will be at the absolute discretion of the technical panel.

SOUND LEVEL TESTING

Sound inspectors are licensed by the ACU.

SOUND INSPECTORS

Will be considered "judges of fact" with regard to sound level test results and will report to the clerk of the course accordingly. Clerks of the course should take all necessary action on being notified of excessive noise by a sound inspector.