

NZPBF CODE OF PRACTICE 1 (COP 1)

Revision 1 – 2009

This code of practice is for ensuring the protection of various sporting bodies and their officials when different codes combine events at a common New Zealand venue on the same date.

Definitions:

“affiliate(s)” shall mean any NZ organisation, including their member organisations, that is a member of the New Zealand Power Boat Federation (NZPBF).

“non-affiliate” means a NZ organisation that is not a member organisation of the NZPBF.

“code(s)” shall mean a discipline of competition (e.g., Jet Boat River Racing, Jet Sprinting, Circuit Racing, Offshore Racing, Thundercat Racing, Water Skiing, Jet Ski Racing, etc.

“entrant(s)” means any competitor(s) that is in possession of a valid race licence for a specified code and entering an event.

“un-licensed entrant” means any competitor who is not in possession of a valid race licence for a specified code and wishing to enter an event.

“National Authority” shall mean the recognised NZ authority for any specific group of codes.

“host organisation” shall mean the principal organisation that has effective control of a race venue.

“local authority” shall mean the body that governs the water and/or land where the event is being held.

The key issues for consideration are:

- If/when a non-affiliate code runs an event at the same venue, on the same day as a NZPBF affiliate member, the events must be separated by a suitable time schedule. Such schedule must be made available to each organisation, the local authority and the public.
- If an accident or damage occurs as a result of a non-affiliate organisation code’s activity, the NZPBF joint insurance will not cover any eventual claim.
- The local authority may be expecting the NZPBF joint insurance to cover all of the events which are held during the time which the NZPBF member holds the booking.
- Any non-affiliate code sharing an event location must have their own insurance cover to the satisfaction of the local authority.
- If an NZPBF affiliate member does not take steps to enquire into the adequacy of the safety procedures, insurance cover and content of the non-affiliate members event,

it could be considered negligent for failing to adequately safeguard persons who are attending the NZPBF affiliate member event.

- The definition advised by the NZPBF joint insurer, is that to ensure competitors are included in the NZPBF policy, they must hold a current NZPBF licence issued by an NZPBF affiliate member.
- NZPBF affiliate member rules do not cover the hosting of non–affiliate organisations at their events.

As all NZPBF affiliate members are now applying a common annual Licence Medical Examination, the UIM Anti-Doping Code, and have raised our joint General Liability insurance cover to NZ\$2 M, the following should be applied:

1. Acceptance of un-licensed drivers at an NZPBF affiliate member event.

As provided in each NZPBF members rules, day Licences may be issued. Entrants must complete the appropriate indemnity procedures, pay all applicable fees, and be scrutineered as per the officiating NZPBF affiliate member rules.

2. Acceptance of visiting NZPBF licensed drivers wishing to compete at another NZPBF affiliate member event.

Visiting drivers with a current NZPBF licence may be accepted, providing they comply with the scrutineering requirements of the host, prove to have driving competence in the code and class for which they are entering, their boat can be suitably accommodated into the class that they wish to enter, and they pay all applicable fees and meet any specific additional requirements of the host member organisation. e.g. : immersion test for enclosed cockpits, CPR and First Aid Certification, etc.

3. Acceptance of a Non-Affiliate Code at an NZPBF Affiliate Members Event.

When an NZPBF affiliate member decides to invite a non–affiliate code organisation to stage competition at a common venue, the following procedures and provisions must be made as follows.

The non-affiliate organisation must provide the host organisation NZPBF affiliate member with the following:

- Completion of application form COP1 A.
- Confirmation of an appropriate safety policy.
- Confirmation of affiliation to an appropriate National Authority that governs their sport.

- Confirmation of adequate liability insurance that meets the requirements of the applicable local authority. Particular care should be taken to ensure that the liability cover of the non-affiliate organisation covers liability arising as a result of activities on the water, including “while racing”.
- Provision of an exclusion of liability and indemnity from the non-affiliate organisation to the NZPBF and the host NZPBF affiliate member (COP1 B).
- Provision of personal indemnity forms from all participants of the non-affiliate organisation (COP1 C).
- Confirmation of the contents of the activity to be carried out by the non-affiliate organisation and the safety margins/rules which will apply and any special matters of safety concern. (For example, is there a particular area in which other boats/spectators will need to be cleared as a safety issue before the non-affiliate member’s activity commences which is different from that which would ordinarily be required with the NZPBF affiliate member’s event).

Other considerations to be addressed:

- The Local Authority must be made aware that two different organisations are running their respective events.
- NZPBF affiliate member officials and personnel should not participate in the non-affiliate organisation’s activity.
- The non-affiliate organisation must provide its own race officials, including qualified scrutineers and other safety personnel to ensure that any liability arising in respect of their event can be covered by the appropriate insurance policy.
- The non-affiliate organisation must utilise its own scrutineering forms. Such forms shall bear no reference to the NZPBF affiliate host organisation.
- Control of the venue to the non-affiliate organisation must be formally handed over and formally taken back – these actions must be documented and if possible, publicly announced.
- Any printed programme must clearly show the NZPBF affiliate member event being separate from the non-affiliate organisation’s event.
- The responsibility for the venue, and/or the venue booking application must be jointly made to the local authority listing both the NZPBF affiliate member and non-affiliate organisation names. Alternatively, local authority consent must be obtained for the non-affiliate organisation to take control of the venue for a specified time of the host organisation event.

NOTE: Should a NZPBF affiliate member utilize an alternative insurance supplier to the NZPBF joint insurance and that affiliate member combines to use a common venue, then most of the above (3) shall also apply.

The following forms to cover the above issues will need to be completed:

**Form COP1 A - APPLICATION BY NON AFFILIATED BODY TO STAGE AN EVENT
AT A NZPBF MEMBER ORGANISATION VENUE.**

To be completed by the non-affiliate organisation.

**Form COP1 B – INDEMNITY FROM NON AFFILIATED SPORTING BODY WITH REGARDS
TO COTEMPORANEOUS STAGING OF EVENTS**

To be completed by the non-affiliate organisation.

**Form COP1 C – INDEMNITY FORM TO BE PROVIDED BY INDIVIDUAL PARTICIPANTS IN
NON AFFILIATED EVENTS**

To be completed by each individual participant in the non-affiliate
organisations event.