



# **Procedures of the Rules Committee**

## of the International Mounted Games Association

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## **Procedures of the Rules Committee** of the International Mounted Games Association

### ***Procedure 1*** ***Election of members to the IMGA Rules Committee***

The Following procedure outlines how members are elected to the IMGA Rules Committee

- 1.1. The IMGA Rules Committee is made up of 7 individuals. Each individual sits on the committee for a two year term of office after which he/she may stand for re-election.
- 1.2. Election of the members of the Rules Committee is conducted by the International Representatives on the occasion of the IMGA Annual General Meeting in each election year (even years). Their term of office begins immediately.
- 1.3. An individual wishing to stand for election to the Rules Committee should submit their candidature to the Chairman of IMGA no less than 4 weeks prior to the agreed date of the meeting where the election will be held. This submission should be in writing and be seconded by an IMGA Executive Committee member. Both should sign the submission.
- 1.4. The IMGA Chairman informs the IMGA Executive Committee of the full list of candidates for the Rules Committee no less than 4 weeks prior to the agreed election date.
- 1.5. The election is by secret ballot (members attending the election remotely via video conferencing may send their votes by e-mail and thereby waive their right to absolute anonymity). Each member selects seven names from the candidates list. The seven individuals to have polled the most votes are elected to the Rules Committee. In the event of a tied vote for seventh place, the vote is repeated for only those tied individuals with each member casting only one vote. If the result is still a tie, the IMGA chairman has the casting vote. Note that one of the seven elected members needs to be an active rider (defined as being a rider over 18 years of age who has competed in at least three IMGA sanctioned competitions in the previous three years). If none of the top seven is classified as an active rider then the active rider with the most votes takes the 7<sup>th</sup> spot ahead of the individual who actually polled the 7<sup>th</sup> most votes.
- 1.6. If a committee member resigns their position or becomes unable to continue their duties in their role during their term of office, a replacement is appointed by the same election procedure at the earliest possible occasion. Such an interim election is only valid until the next scheduled election.
- 1.7. If a committee member does not actively participate in discussions and thereby slows down proceedings, they can, by unanimous agreement of the other six members, be removed and replaced by a member of the others members choosing.



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### ***Procedure 2*** ***Election of IMGA Rules Committee Chairman***

The following procedure outlines how to appoint the Chairman of the IMGA Rules Committee and the responsibilities associated with the role.

- 2.1. Each newly elected Rules Committee must appoint a Chairman who will be responsible for coordinating the efforts of the committee and acting as its central point of contact.
- 2.2. The Chairman is elected by a simple majority vote of the members of the IMGA Rules Committee. The IMGA chairman collects the votes of each member individually and announces the result to all committee members. In the event of a tie, the IMGA chairman has the casting vote. This process must take place as soon as possible after the IMGA Annual General Meeting where the committee is elected/appointed and will be conducted by e-mail.



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### ***Procedure 3*** ***Submitting Rule Change Requests to the IMGA Rules Committee***

The following procedure explains how rule change requests should be submitted to the IMGA Rules Committee for consideration.

- 3.1. Rule change requests can only be made by
  - International Representatives
  - Members of the IMGA Rules Committee
  - The Chief Referee
  - IMGA Certified RefereesRequests should be made in writing and submitted to the IMGA Rules Committee Chairman in the form of a Rule Change Request Form (RCRD).
- 3.2. RCRDs should quote the existing rule book wording and the suggested new wording as well as a reason for why such a change is required.
- 3.3. The IMGA Rules Committee Chairman has the right to reject any rule change requests that does not conform to this standard. Should this be the case, the IMGA Rules Committee Chairman informs the individual submitting the request as to the reasons for doing so.
- 3.4. A template for an RCRD can be found on the IMGA website (<http://www.mounted-games.org/imga/games/committee/docs/IMGA%20Rule%20Change%20Request%20Document.doc>).



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### ***Procedure 4*** ***Decision Process on Rule Change Requests***

The following procedure explains how the IMGA Rules Committee determine whether a rules change request is approved.

- 4.1. The IMGA Rules Committee Chairman ensures that all received RCRDs are assigned a reference number and logged on the IMGA Website.
- 4.2. RCRDs are circulated to all IMGA Rules Committee members by the Chairman requesting either approval or rejection of the request. It is the Chairman's responsibility to actively chase any member who has not responded within one week.
- 4.3. In order for an RCRD to be passed it must be approved by at least five of the seven committee members.
- 4.4. Only one rule change request should be in circulation to the committee at any one time.
- 4.5. RCRDs are usually circulated to the committee by the Chairman in the order in which they are received. However, at times, urgent RCRDs may be circulated in a different order at the discretion of the IMGA Rules Committee Chairman.



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### ***Procedure 5*** ***Reporting of Rule Change Request Results***

The following procedure explains how the decisions of the IMGA Rules Committee are reported to a wider audience.

- 5.1. Once all committee members have voted on an RCRD, the result of the vote together with any comments or reasoning given is summarised on the RCRD by the IMGA Rules Committee Chairman.
- 5.2. The IMGA Rules Committee Chairman circulates the completed the document to all members of the committee as well as the individual who initially submitted the rule change request (if different).
- 5.3. The IMGA Rules Committee Chairman further ensures that the completed document is published on the IMGA web site together with the date upon which the rule change will become effective (see procedure 6) if the change has been approved (see procedure 4.3.) as well as the details of how each member of the Rules Committee voted.



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### ***Procedure 6*** ***Bringing Rule Changes into Force and Reprinting Rule Books***

The following procedure explains how and when agreed rule changes come into force and how these changes are reflected in the official Rule Book.

- 6.1. Any rule change request that is approved by the IMGA Rules Committee will come into force on the 1<sup>st</sup> January of the year following the next IMGA Annual General Meeting.
- 6.2. Following the IMGA Annual General Meeting each year, the IMGA Rules Committee decides whether the number of rule changes to come into force for the following year warrants a full reprint of the official Rule Book or simply the print of an information sheet to be circulated to all members highlighting the new rule changes.
- 6.3. In the event that a full Rule Book reprint is needed, it is the responsibility of the IMGA Rules Committee Chairman to coordinate the print run and to then liaise with the IMGA Officer for Finance and Administration to distribute new copies of the Rule Book to the member countries. This process should be completed before the 1<sup>st</sup> January.



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### ***Procedure 7*** ***Restrictions on submission of Rule Change Requests***

In order to prevent rejected rule changes from continuously being re-submitted until such time as they are passed, certain restrictions need to be imposed.

- 7.1. If an RCRD has been rejected by the IMGA Rules Committee, the same rule change may not be submitted for a period of two years from the date of the original submission.
- 7.2. If an RCRD is deemed by the IMGA Rules Committee Chairman not to be significantly different from an already rejected request from within the previous two years, it may be rejected (see 3.3.).
- 7.3. The resubmission restrictions in 7.1 and 7.2 apply only to International Representatives and IMGA certified referees. The restrictions do not apply to members of the IMGA Rules Committee or the IMGA Chief Referee. However, if a member of the committee or the IMGA Chief Referee wishes to make such a resubmission, they should be able to present sufficient reason for doing so.