



United Kingdom Rocketry Association

Rules and Regulations

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This document is published by the Council of the United Kingdom Rocketry Association and is valid with amendment slips provided as appropriate.

Amendment Status

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1.0	16 th January 2001	All	Split off from the constitution
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1.3	28 th October 2001	5	Reference number changes
1.4	31 st October 2001	4	Change to membership package definition
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1.6	25 th February 2004	4,5,6	Added sections 2, 3, 5.3, 5.4, and, 5.5 Changes to sections 5.2, and, 6

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1. Safety Code

- i) The UKRA Safety Code is published as a separate document.
- ii) Any revisions to the Safety Code become current as soon as they are published.
- iii) All members flying activities MUST adhere to the Safety Code

2. Insurance

2.1. General.

- i) UKRA cover / insurance is third party only. Members launch rockets entirely at their own risk, and are not covered for accidents to themselves.

2.2. Provision of Cover.

- i) UKRA insurance only provides cover for Rocket Flying activities, when:
 - (1) The UKRA Safety Code is followed.
 - (2) For flights up to and including G-class (160 NS) combined impulse:
 - (a) The flyer is one of the following:
 - (i) A Full or Temporary Member of UKRA.
 - (ii) A School / Youth Group Member of UKRA flying under the supervision of their Group Leader
 - (iii) Covered by one of the Insurance Extensions listed in item 2.3..
 - (3) For flights greater than G-class (160 NS) combined impulse:
 - (a) A UKRA certified Range Safety Officer (who is certified at a level to oversee the flight) supervises the launch.
 - (b) The flyer is one of the following:
 - (i) A Full Member of UKRA and certified for the level of the motor which they intend to use.
 - (ii) A Temporary Member of UKRA and holds valid high power certification from a UKRA recognised rocketry organisation for the level of the motor which they intend to use.
 - (iii) A School / Youth Group Member of UKRA whose supervising Group Leader is certified for the level of the motor which they intend to use.
 - (iv) Covered by one of the Insurance Extensions listed in item 2.3., and holds valid high power certification from a UKRA recognised rocketry organisation for the level of the motor which they intend to use.
 - (4) The launch site meets the UKRA recommended guidelines for the flight.

2.3. Extensions.

- i) **First Time Inexperienced Flyers.** This extension allows cover for first time visitors to a UKRA or Affiliated Club's flying event who have no previous experience but are seeking to try out rocket flying prior to joining UKRA (and the Club). Insurance cover will only be in place when flights are being totally organised and supervised by a UKRA Certified Range Safety Officer, and for flights up to and including G-class (160 NS) combined impulse. Cover is limited to 3 days for any single inexperienced flyer.

3. Certification

- i) Flight Certification is required to fly any rocket with a combined impulse of more than 160 Newton Seconds.
- ii) The rules and procedures for Flight Certification can be found in the Certification Guide, which published as part of the UKRA Information Pack.

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4. Requirements for Safety Officers

- i) Only Full Senior Members can apply to become a safety officer.

5. Membership Packages

UKRA currently offers the following additional membership packages:

5.1. Family membership

- i) This is a reduced membership package for families with at least one full adult member, and any number of junior members.
- ii) The lead family member must be a full UKRA member, partners and juniors may be full or associate members.

5.2. Temporary membership

- i) This package is normally provided for non UKRA members who wish to fly at a UKRA or a UKRA affiliated club's flying event, and is valid for one month.
- ii) The member will be insured for all flights up to a combined impulse of G-class.
- iii) If the member holds valid high power certification from a UKRA recognised rocketry organisation, then they will also be insured for all flights within their certification level.
- iv) The cost of temporary membership may be subtracted from the cost of full UKRA membership provided the application to join is made within one month of the end of the flying event.
- v) The cost of temporary membership will be reduced if the flyer is an existing BMFA member

5.3. School and Youth Group Membership

- i) This is a discounted membership scheme to allow recognised Schools and Youth Groups to take part in flying activities.
- ii) Groups consist of a Group Leader, and a minimum of 4 (four) Junior Members. The junior members do not need to be named - the scheme allows for any number of individuals so long as the total number does not exceed that which the group has registered.
- iii) The Group Leader will have Full UKRA Membership and insurance for his/her flying pursuits both within the group and individually.
- iv) Junior Members are only insured whilst flying with the group, under the direct supervision of the Group Leader.
- v) The Group Leader may only supervise launches that fall within the combined impulse of their own personal certification. If they have no certification then only launches of up to 'G' class may be supervised.
- vi) It is recommended that the Group Leader applies for UKRA RSO Certification. This is a requirement if they are going to supervise any flights with greater than 160NS total impulse.
- vii) The Group Leader will be charged the current Full Senior UKRA fees at the time of joining. The junior members will be charged one third of the Junior Membership fee (rounded to the nearest whole £)

5.4. Early Members.

- i) Any prospective or lapsed member, who applies for membership for the following year in the period between renewal notices being issued and the end of December, will be granted UKRA membership for the remainder of the current year.

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5.5. Overseas Members.

- i) Insurance cover cannot be extended to non UK residents, only Associate Membership is available to them.
- ii) To cover extra postage costs, these members will be charged a small premium based on their Postal Zone.

6. Club Affiliation

All Clubs flying Rockets in accordance with all UKRA rules, being based in the United Kingdom may be eligible for Affiliate status to the Association.

6.1. Requirements.

- i) The club must have at least two full UKRA members of which one member must be a UKRA Certified Safety Officer. All applications for affiliation are subject to the approval of Council.
- ii) All flying activity at an affiliated club site must be third party insured, and operate in accordance with the UKRA Safety Code and Certification scheme.
- iii) All Clubs, before being admitted to Affiliate status and at any time thereafter when so required, shall satisfy the Council that they are properly constituted.
- iv) Affiliated UKRA clubs are encouraged to register their flying site(s).
- v) Affiliated Clubs may change their name as and when they see fit, but should inform the Secretary within One month of any change.

6.2. Benefits.

- i) The Secretary of a UKRA Affiliated Club can collect UKRA Membership Fees from their members. Any club member joining (or renewing) in this way will have insurance cover from the moment they pay their club and UKRA fees. The Club Secretary must forward any UKRA Membership Forms and fees to the UKRA Membership Secretary within fourteen days.
- ii) Affiliated clubs can offer insured flying sessions for First Time Inexperienced Flyers at their launch events.
- iii) When borrowing or renting (as appropriate) any UKRA owned equipment for use at their launch events, Affiliated clubs will have precedence over other members.
- iv) Space will be reserved in UKRA's publications for Affiliated clubs to inform the readership about their activities and recruit new members.

7. Announcement of AGM

In order to comply with Constitution items 5.3 i), 5.3 ii), 5.4, and 5.5 and still keep the membership fully informed, the following procedure will be used to announce the AGM:

- i) In the issue of the UKRA publication prior to the AGM, an announcement will be posted informing the membership of the AGM.
- ii) This announcement will contain the following items:
 - (1) The proposed date of the meeting.
 - (2) A request for Council Election nominations.
 - (3) A request for any Constitutional Changes.
 - (4) A request for any items of General Business.
 - (5) The 'cut-off' dates for items 2, 3, and 4.
- iii) One month prior to the AGM the secretary will issue the agenda as it stands at that point.

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- iv) Two weeks prior to the AGM the secretary will issue any additions to the agenda arising from any received items for Constitutional Change or General Business.

8. Infringements Of The UKRA Safety Code

- i) **Minor Infringements of the UKRA Safety Code.** The Safety Officer on duty should deal with minor infringements of the UKRA Safety Code at the time of the alleged incident. The Safety Officer should inform the offender(s) as to the nature of the infringement and offer guidance on how not to repeat the offence.
- ii) **Serious Infringements of the UKRA Safety Code.** In the event of a serious breach of the Safety Code, initially, Item 8(i) will be followed. In addition the Safety Officer on duty at the time of the alleged incident should produce a written report on the incident. UKRA Document "Safety Officer Incident Report UKRA 0030" should be used as a template for this purpose. The report should then be sent to the Chairman of the UKRA Safety and Technical Commission who in conjunction with the rest of the Commission will then decide what action should be taken. A duplicate copy should also be sent to the offender(s)
- iii) **Actions to be Taken, Admonishment Letters.** In the event of an infringement of the UKRA Safety Code as reported in Item 8(ii) which is judged by the Safety and Technical Commission to be not serious enough for referral to a Disciplinary Committee a letter of admonishment should be sent to the offender(s).
- iv) **Actions to be Taken, Referral to a Disciplinary Committee.** In the event of an infringement of the UKRA Safety Code as reported at Item 8(ii) which is judged by the Safety and Technical Commission to be serious, the matter will be referred to a Disciplinary Committee (See Constitution Item 13)
- v) **Actions by Members on Receipt of Safety Officers Reports.** On receipt of the Safety Officers report the persons concerned, if in disagreement with said report, should reply, in writing within Fourteen days, stating either areas of disagreement or the full incident from their point of view. The subjects of the report may have their case heard before a commission

9. Complaints against Safety Officers.

- i) Complaints against Safety Officers should be made in writing to the Chairman of the Safety and Technical Commission. The written complaint should comprise the date time and full nature of the problem. Complaints will be dealt with in the same manner as Safety Officer Reports

10. Assaults Upon Safety Officers

- i) **Statement of Intent.** Assaults upon Safety Officers are a criminal act. This Association is determined not only to assist in the prosecution of offender(s) in Court, but also to take disciplinary action against the offender(s).
- ii) **Action to be Taken.** The actions outlined in the Constitution Item 13 shall be followed.