



Rules of Racing Review Working Group Terms of Reference

Effective date	September 10, 2020
Date last reviewed	August 2020
Scheduled review date	July 2023
Replaces and/or amends	Terms of Reference - Rules of Racing Review Working Group (10/17/2016)
Approved by and date	September 10, 2020 by RCA Board of Directors
Archived date	-
Appendix(-ces) to these Terms of Reference	-

1. Purpose

The Rules of Racing Review Working Group (the Working Group) shall be a duly constituted working group of the Rowing Canada Aviron (RCA) Board of Directors operating under the CARA By-Laws Section 20.2. The Working Group will provide the RCA Board recommendations for consideration to be presented to the membership for approval at the Semi-Annual Meeting the year after the FISA Extraordinary Congress where changes to the FISA Rules of Racing are adopted.

2. Mandate

The Working Group is responsible for assisting the Board in fulfilling its responsibilities to RCA members to conduct a review and recommend for member approval any changes proposed to the RCA Rules of Racing.

3. Key Duties

The Working Group will:

- Provide advice to RCA on proposed changes to the FISA Rules of Racing in preparation for voting at the FISA Extraordinary Congress;
- Provide recommendations with respect to any FISA rule changes approved at the FISA Congress (normally held every four years following the Olympic and Paralympic Games) that should be incorporated into the RCA Rules of Racing for the purposes of alignment; and
- Consider any other changes to the RCA Rules of Racing, including those proposed by the members and stakeholders such as umpires, officials, coaches, regatta organizers and RCA participants.

4. Composition

The Working Group Chair will be appointed by the RCA Board of Directors. A national call of expressions of interest may be conducted following the appointment of the Chair.

The Working Group shall consist of between seven (7) and nine (9) individuals representative of the Canadian rowing community with the composition being as follows:

- One (1) Chairperson
- At minimum one (1) individual nominated by the RCA Umpires Committee
- At minimum one (1) individual nominated by the RCA Safety and Events Committee
- At minimum one (1) individual nominated by the RCA Coach Education and Development Committee
- At minimum one (1) individual nominated by RCA High Performance
- One (1) RCA President as an ex-officio non-voting member
- Other qualified individuals with relevant experience such as regatta organizing, participation in regattas, etc. as approved by the CEO

Should a vacancy occur on the Working Group, for whatever reason, the Chair may recommend to the CEO a qualified person to fill that vacancy for the remainder of the vacant position's term. The Board may remove any member of the Working Group.

The Working Group will be supported by RCA Staff designated by the CEO.

5. Terms

The Term of the Working Group will generally be for 1.5 years, beginning prior to the FISA Extraordinary Congress typically following the Summer Olympic and Paralympic Games and will conclude at the Semi-Annual Meeting. The term of the Working Group may be extended by the Board if required.

6. Meetings and Resources

The Working Group will meet by video conference or telephone. Meetings will be as called as required by the Chairperson. The Working Group will receive the necessary administrative support and resources from RCA to fulfil its mandate.

7. Reporting

The Working Group will report to the Board through the RCA CEO following each meeting, or as requested by the CEO or RCA Board. The Working Group will make its final recommendations to the Board through the CEO in writing 3 months prior to the Semi-Annual Meeting in the year following the FISA Extraordinary Congress.