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National Association of Falcon GT Clubs Incorporated

By-Laws

Ver. 1.3



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General By-Laws

1. Joining the NAFGTC Inc.

- 1.1. Clubs wishing to join the NAFGTC Inc. need to do so in writing using the Application Form provided and must attend an NAFGTC Inc. meeting in person to present their case.
- 1.2. A \$200.00 joining fee is payable.
- 1.3. Clubs will be required to submit a list of their membership including the following details: Name, Email Address, Membership Number and Financial Status.
- 1.4. Once accepted all clubs will be required to submit an update on their membership list and submit a copy of their PLI Certificate of Currency.

2. Delegate Roles and Responsibilities

- 2.1. To be developed.

3. Parking Marshal

- 3.1. A Parking Marshal will be elected by the NAFGTC Inc. members at each AGM.
- 3.2. This person will take responsibility for the overall layout of a GT Nationals display. In addition they will control the flow of vehicle movements at scrutineering and display areas.



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National Association of Falcon GT Clubs Incorporated

Code of Conduct



CODE OF CONDUCT

1. Objective

The NAFGTC Inc. code of conduct applies to all Member Clubs and sets out the standards within which Member Clubs, invited clubs, and their members including their family members, representatives or agents, friends or acquaintances are expected to act when attending any NAFGTC Inc. sanctioned event or meeting, their own Club event or meeting and any other associated club event or meeting. In summary members are expected to act in a manner that will not bring their Club or the GT Movement as a whole into disrepute. Members are also to ensure that family members, representatives or agents or friends act in an appropriate manner.

Unacceptable behaviour will not be tolerated during any GT Club meeting, GT Club event, GT Nationals event, GT Nationals meeting or an associated club event or meeting. The NAFGTC Inc. intends that the spirit of the Code of Conduct is adopted as well as the letter of the standards within. The NAFGTC Inc. expects member Clubs to insist on a high standard of behaviour at all times which is essential to maintaining the trust and confidence of both Club Members and the General Public.

The Code of Conduct is about developing a consistent understanding of desired behaviours, towards each other and any persons that we as a Club come into contact with who may not necessarily be Club Members.

Not every circumstance is covered in this document, however it provides the guide for a common sense approach.

2. Scope of this document

This document has been primarily written to cover NAFGTC Inc. Events but also refers to member Clubs events and associated clubs events. Member Clubs have a choice to accept the document in its entirety as an individual club Code of Conduct or accept it as a document that applies only to events that come under the NAFGTC Inc. (GT Nationals events).

3. Governance Principals

The following Governance Principals to be adopted by all member Clubs:

- We act with integrity and in a manner that a fair person would consider appropriate and reasonable.
- We act at all time in the interest of our Club and the GT Movement as a whole. We are fair and honest in our dealings with our Club Members, our suppliers, our service providers, other GT Clubs, other associated clubs and with each other. We are aware of our legal and regulatory responsibilities and comply with these to the best of our abilities.



- We protect our Club assets and try to provide and maintain a safe and secure venue for all Club functions.
- We avoid conflict of interest and do not seek to secure unreasonable benefits for ourselves and others.
- We keep Members informed of our decisions and actions.
- We do not discuss Members private business with others nor do we repeat rumours about any Member Club, Club Member, Club Member's family or Club Member's vehicle.
- We do not use our Committee position to belittle others.

4. Compliance with the Laws and Regulations

The Club Committee is bound by legal requirements that affect the way its business is conducted. They must comply with the spirit as well as the letter of the law.

5. Act Honestly and Professionally

The Committee and Members must act honestly, in good faith and in the best interest of their Club and the GT Movement as a whole. Any Club Member who believes activities may compromise their Club or the NAFGTC Inc. interests should advise an appropriate Committee Member. Appropriate behaviour must be maintained at all times when involved in any NAFGTC Inc., GT Club or associate club event.

6. Discrimination, Harassment and Bullying

All form of discrimination, harassment or bullying are prohibited and Members showing any of these traits should show cause why they should not have their membership cancelled. These actions are not only unpleasant, they are also illegal and leave a Club open to litigation.

7. General Behaviour of Club Members

Some actions by Members during any NAFGTC Inc. event, their own Club event or any other associated club event are grounds for cancellation of their membership and in some cases require that Police be notified of their actions. These include but are not limited to –

- Assault on another Club Member or member of the public
- Drunkenness
- Unruly or obnoxious behaviour
- Non-compliance with State or Federal traffic laws
- Damage to or interference with any vehicle



8. Action within Delegated Authority

Each Committee Member has a level of authority within which they can act and all Committee Members must be informed of their level of Authority. When uncertain of their authority, Committee Members must seek clarification before acting on behalf of their Club.

9. Observance of the Code of Conduct

A Club's Management Committee must make the Code of Conduct known to all Members and all Members should ensure that its application is enacted in both word and spirit. Club Members are responsible for any non Club Members they either bring or invite to any NAFGTC Inc. event, Club meeting or event or a non member club meeting or event.

10. Opinions on behalf of NAFGTC or your own club

Opinions should never be given to the media or anyone else unless you are the elected or nominated spokesperson for the NAFGTC Inc. or your own club without clarifying that this is **your opinion only and not that of your club or the NAFGTC Inc.** If asked for the opinion of the NAFGTC Inc. or your club and you are not the spokesperson, this request should be referred to the Management Committee for comment.

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FALCON GT NATIONAL CONCOURSE OPERATIONAL GUIDELINES

1. Timing

- 1.1. The Falcon GT National Concourse Event will generally be held every second Year on the odd Years and will be held over the Easter Weekend.
- 1.2. Any State wishing to host the Nationals on a different weekend must apply in writing to the NAFGTC Inc. at least two years prior to the event. The application must detail the proposed date and reasons for the change of date.
- 1.3. The Falcon GT National Concourse will be awarded to each State on a rotational basis.
- 1.4. In States with more than one Member Club of the NAFGTC Inc. each club interested in host the Falcon GT National Concourse is to make a written submission. The preference is that the event be co-hosted by all clubs where possible.

2. Rotation

- 2.1. A new State will be included on the rotation list after a club from that State has been accepted as a member of the National body.
- 2.2. The new State will go on the end of the list after the last state that held the Nationals.
- 2.3. The state rotational order is as follows:

| | | | | |
|------|------|------|------|------------|
| Vic. | W.A. | S.A. | Qld. | N.S.W. |
| 2015 | 2017 | 2019 | 2021 | 2023. etc. |
- 2.4. The hosting Club will furnish the NAFGTC a detailed progress report at the AGM 12 months prior to the Nationals.

3. Concourse Committee

- 3.1. The concourse shall be arranged, organised and administered by a Concourse Committee based in the host state.
- 3.2. Each Committee member must be a financial member of an NAFGTC Inc. Member Club.



- 3.3. Make up of the Committee will be:
- Director/Chairperson
 - NAFGTC Inc. President – as a consultant
 - Secretary
 - Treasurer
 - Head Judge
 - NAFGTC Inc. Chief Judge – as a consultant
 - Additional committee members as the Host club deems necessary.
 - Members from Interstate may also be invited to participate.

4. Director's Responsibilities

- 4.1. The Director of the Concourse Committee will:
- i.) furnish the NAFGTC Inc. with a quarterly update on the progress of organisation;
 - ii.) issue regular updates to entrants;
 - iii.) issue a minimum of Monthly Updates to the NAFGTC Inc. and all Entrants for the 6 months leading up to the GT Nationals.
 - iv.) compile a report on the Concourse and submit this to the NAFGTC Inc. within one month of the conclusion of the Concourse. The report to include attendance figures, lists of judges, sponsors and winners, details of sponsorship packages, details of goods and services providers (Shirts, merchandise etc.) and any recommendations for future events.

5. Head Judge's Responsibilities

- 5.1. The Head Judge of the Concourse Committee will:
- i.) manage all aspects of Scrutineering and Judging of vehicle;
 - ii.) select Judging Teams using the guidelines set out in item 6;
 - iii.) advise the NAFGTC Inc. Chief Judge of the Judging Teams including the Club they represent no less than two months prior to the Concourse;
 - iv.) issue each Judge with a copy of the current NAFGTC Inc. Judging Guideline
 - v.) liaise with the NAFGTC Inc. Chief Judge on final decisions for each award;
 - vi.) make available a list of all winners within 1 month of the conclusion of the Concourse.
 - vii.) schedule and conduct briefings for all Judges prior to Scrutineering.
 - viii.) provide a list of all judges to the Chief Judge for future reference and archival.



6. Judging Teams

- 6.1. Judges team make-up is at the discretion of the Event Head Judge in consultation with the NAFGTC Chief Judge based on volunteer numbers. The team can comprise experienced and trainee judges and must have a designated, clipboard holder/score keeper/time keeper.
- 6.2. Each club to be asked to nominate Judges.
- 6.3. Independent judge(s) may be used in areas of their expertise if the Committee consider this to be of advantage, e.g. for judging Panel and Paint.
- 6.4. Judges may enter their cars into judging, but shall not judge the model/class in which their car is entered.
- 6.5. Where possible judges should not judge any class(es) where a car is entered that the judge has completed restoration work on. This declaration is to be noted on the front of the judging sheets in the recusal section.
- 6.6. Judges must declare perceived conflict of interest to the vehicle being judged using the recusal section on the front of Judging forms as agreed with the team.
- 6.7. Recusals are to be made prior to judging the subject vehicle and the Head Judge & Chief Judge may appoint a proxy if seen fit.
- 6.8. All Judges must agree to comply with Judging Guidelines as laid out in the Association's By-Laws.
- 6.9. Volunteers, new to judging, should be given the opportunity to learn the process by being allocated recording & timekeeping duties in the first instance.
- 6.10. Each judging team should allocate a time keeper to ensure the team does not spend too much time on any one vehicle. As a guide the time available for judging should be divided by the number of cars to be judged. 2 or 3 minutes should be deducted to allow time to move between vehicles.

7. Spirit of the Nationals (Howard Marsden) Award

- 7.1. The "Spirit of the Nationals Award" will be known as the "Howard Marsden Memorial Trophy".
- 7.2. The "Howard Marsden Memorial Trophy" will be awarded to the person who has shown the "spirit of the nationals". Their enthusiasm, involvement, contribution, and dedication to the preservation of the Falcon GT and the movement will be considered by the host club when deciding the recipient of this award.
- 7.3. Each club will be able to nominate a maximum of 1 person for this award each Nationals and the club will need to clearly outline the reasons for the nomination. Nominations to be in writing using the Pro-forma provided.



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- 7.4. Nominations do not need to come from within the club, i.e. a club may nominate a member of another club if they wish.
- 7.5. The closing date for nominations will be 3 months prior to the commencement of the GT Nationals and will be decided during the event.

8. Warren Fleming Award

- 8.1. The "Warren Fleming Award" will be awarded to the person who has great shown enthusiasm for restoring and displaying a GT Falcon to a high standard for the first time. They may have attended previous GT Nationals however, are displaying a restored vehicle for the first time.
- 8.2. Nominations will come from judging teams and will be made to the NAFGTC Inc. Chief Judge for a decision.

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