

WHF008

Scrutiny and Compliance Procedure for Racing Hovercraft



WORLD
HOVERCRAFT
FEDERATION

PROPELLING GLOBAL HOVERSPORT

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Latest Changes shown in *italics*

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1. INTRODUCTION

1.1 General

- A. These regulations cover the Initial Scrutiny and certification for Racing Craft to be used at WHF sanctioned events.
- B. The procedure is split into three sections,
 - Initial Scutiny
 - Registration of Compliance
 - Periodic Safety Inspections.
- C. Although the craft will be inspected by recognised Technical Representatives, the ultimate responsibility for the construction and ongoing safety of the craft resides with the owner and/or driver. No responsibility for the craft lies with the scrutineer
- D. The purpose of these regulations is to ensure that Racing Hovercraft are designed, constructed, operated and maintained in such a way as to prevent, so far as can be foreseen, the occurrence of incidents.

1.2 Interpretation

- A. Mandatory clauses are denoted by “SHALL”.
- B. Recommended but not mandatory practice is denoted by “SHOULD” or ‘MAY’.

1.3 Reference Publications

Ref No.	Title	Issuing Organisation
WHF001	Hovercraft Racing Competition Regulations.	World Hovercraft Federation
WHF002	Construction Regulations for Racing Hovercraft	World Hovercraft Federation
WHF007	Appeals Procedures for WHF Events	World Hovercraft Federation
WHF012	Hovercraft Compliance Checklist	World Hovercraft Federation
WHF013	Craft Safety Checklist for WHF Events	World Hovercraft Federation
WHF014	Hovercraft Registration Document	World Hovercraft Federation

Table 1-1:- Reference Publications

1.4 Definitions

- A. National Authority
 - a) The National Authority is defined as the organisation within a WHF member state that is responsible for hovercraft activities within that member state.
- B. National Technical Representative (Chief Scrutineer)
 - a) The National Technical Representative is appointed by the National Authority, and is responsible for technical activities within that National Authority.

- C. Scrutineer
 - a) A Scrutineer is defined as a Technical Representative and must be recognised as such by the National authority in a WHF member country.
 - b) The National Authority SHALL keep records of who they have nominated as Scrutineers. The WHF MAY request these records from the National Authority.
 - c) The National Authority SHALL keep records of the qualifications and/or experience of persons nominated as Scrutineers. The WHF MAY request these records from the National Authority.
- D. Applicant
 - a) The Applicant is the owner, driver or manufacturer who wishes his/her craft to be certified for use at WHF events.
- E. Craft Registration Document (Logbook)
 - a) A Craft Registration Document (**WHF014**) is issued by the National Authority, to confirm that at the time of issue, the craft complied, based on information provided by the applicant, with the WHF Construction Regulations.
 - b) The Craft Registration Document documents the initial inspection, Specific technical details, a record of ongoing Safety Inspections, and Craft Defects.
- F. Craft Registration Number
 - a) A Craft Registration Number is a unique number issued by the National Authority to identify the craft.
 - b) The Number SHOULD be in the form XXYYZZ, where XX is the Country code.I.A.W ISO 3166-1 (alpha-2 code) (See Appendix A), YY is the year of issue, and ZZ is a unique sequential number representing the number of Craft Registration Documents of that year.
 - c) Example number:

The second Number issued by Germany, in 2011 would be D-1102.

1.5 Implementation of the Procedure

- A. A Scrutineer shall not scrutineer his/her own craft.
- B. It is the ultimate responsibility of the owner and driver to ensure that the craft fully complies with these regulations.
- C. The WHF reserves the right to amend any regulation herein in the light of practical application. Amendments to this procedure will come into force immediately following sanction by the WHF Council.

2. INITIAL SCRUTINY

2.1 Background

- A. The process of Initial scrutiny SHOULD start during the Design or Construction stages of manufacture. The Designer and/or manufacturer SHOULD familiarise him / herself with the construction regulations (WHF002) and the processes detailed in this document.
- B. The Process of Initial Scrutiny begins with the applicant completing a Compliance checklist (**WHF012**).
- C. To complete this document the applicant MAY find it necessary and helpful to obtain photographs and/or measurements during construction to aid in the completion of this checklist.
- D. Where special materials or methods are used in craft design or construction, prior consultation with the National Authority Technical Representative is strongly recommended to ensure that such will be acceptable

2.2 Application

- A. Once the Applicant has completed the craft and the Compliance Checklist, the applicant SHALL contact the recognised National Authority or National Technical Representative (if known) in their own country, and arrange for the craft to be inspected.
- B. The National Authority MAY charge for this activity.
- C. The recognised National Authority or National Technical Representative SHALL appoint a Scrutineer to carry out the Inspection.
- D. If the Applicant does not have a National Technical Representative recognised by the WHF, he may have the initial scrutiny carried out at the next WHF event. If this is the case, refer to section 7.

2.3 Inspection

- A. The appointed Scrutineer SHALL inspect the craft and review the Compliance Checklist.
- B. The applicant SHALL execute any requested trial considered necessary to satisfy these requirements.
- C. The applicant SHALL provide any appropriate design documentation requested by the examining Scrutineer.
- D. Where a requirement is not susceptible to quantitative proof of testing, compliance SHALL be established to the satisfaction of the Scrutineer.
- E. Compliance with these regulations SHALL be shown by the Applicant by calculation, testing or other evidence to the satisfaction of the Scrutineer. An example of the 'other evidence' may be a Certificate from a component manufacturer.
- F. Where an applicant proposes to use a proprietary component in a manner other than that provided for in its manufacturer's certificate, then compliance SHALL be demonstrated to the Scrutineer.
- G. The Scrutineer May request or demand changes to the craft, if, in his opinion the Craft does not comply or is unsafe.

- H. Since it is not possible to prescribe regulations to cover every detail that designers may introduce, the Scrutineer MAY reserve the right to with-hold issue of a Registration Document, if in his/her opinion such a craft or part thereof is unsafe even though it complies with the letter of these regulations.
- I. If the Applicant does not agree with the decision of the Scrutineer, he may appeal in accordance with the appeals procedure (WHF007).

3. CERTIFICATION

- A. Once the Scrutineer is satisfied that the craft complies with the regulations, he/she will sign the Compliance Checklist.
- B. The applicant SHALL then send the signed Checklist to the National Authority who will issue a Craft Registration Document stating compliance with the WHF regulations.
- C. The issue of a Craft Registration Document (**WHF014**) constitutes a declaration by the National Authority that it is satisfied that the design and construction of the craft concerned, at the time of the inspection, is to an acceptable level of safety.
- D. The Craft Registration Document is not valid until it has been signed by the Owner. The document will not be accepted at WHF events if it has not been signed by the owner. By signing, the Owner accepts Ultimate responsibility for the craft and declares that the craft complies with the construction regulations as defined in WHF002.

4. ONGOING SAFETY CHECKS

4.1 Inspection

- A. Before operating at WHF events, safety checks will be carried out by scrutineers appointed by the Host Nation.
- B. The safety checks SHALL be recorded on safety checklist **WHF013**.
- C. The aim of these Safety Checks is to check that craft meets minimum operating requirements and are safe to operate, these checks DO NOT ensure that the craft complies with all of the construction regulations.
- D. The Scrutineer MAY demand changes or additions to the craft, if, in his opinion the Craft does not comply. In this case the scrutineer SHALL retain the Craft Registration Document until such time as the remedial repairs have taken place. If the remedial repairs are not completed at the meeting, the defects SHALL be recorded in the Craft Registration Document and returned to the owner.
- E. When the Scrutineer is satisfied, he/she shall sign the Craft Registration Document, recording the venue, date and his/her name.

4.2 Defects

- A. If the Scrutineer finds a construction defect that in his/her opinion does not constitute a safety issue, that defect SHALL be recorded in the Craft Registration Document.
- B. Defects SHALL be rectified before the next meeting. The Scrutineer may refuse to inspect the craft or sign the Registration Document, if previous recorded defects have not been rectified.

5. MODIFICATIONS

5.1 General

- A. Any significant modifications made to the craft after Initial Scrutiny, that may affect compliancy with the construction regulations SHALL be recorded by means of an updated or amended Compliance Checklist.
- B. Significant modifications include, but are not limited to, Engine Changes, Transmission changes (Type or reduction ratio), Fan type.
- C. As part of the Safety Check, the Scrutineer will ask the Applicant to declare any modifications.
- D. Any significant modification shall be recorded in the craft logbook.

6. APPEALS PROCEDURE

6.1 General

- A. In the case of an operator disagreeing with the ruling of a Scrutineer or the Chief Scrutineer of the meeting as adjudicator, he or she should follow the Appeals Procedure WHF007.

7. INITIAL SCRUTINY AT WHF EVENTS

7.1 Initial Scrutiny

- A. The initial Scrutiny will be carried out by the host nation.
- B. The Applicant shall advise the host nation at least 4 weeks in advance that he/she wishes to have an initial scrutiny carried out at the event. The host nation may make a charge for this service.
- C. The host nation will appoint a scrutineer to carry out the inspection.
- D. The applicant SHALL complete the Compliance checklist and the initial scrutiny SHALL be carried out as per section 2.
- E. The host nation SHALL issue a Craft Registration Document, with a Craft Registration Number of the host country. This number SHALL be suffixed with a (W) to indicate issue at a WHF event to a foreign craft. E.g. D1102(W).

8. APPENDIX A:- ISO 3166-1 (ALPHA-2 CODE) FOR WHF MEMBERS

Code	Country
AU	Australia
BE	Belgium
CA	Canada
HR	Croatia
DK	Denmark
FI	Finland
FR	France
DE	Germany
ID	Indonesia
IE	Ireland
IT	Italy
JP	Japan
LB	Lebanon
MY	Malaysia
MU	Mauritius
NL	Netherlands
NZ	New Zealand
NO	Norway
PL	Poland
PT	Portugal
SK	Slovakia
SI	Slovenia
ZA	South Africa
SE	Sweden
GB	United Kingdom
US	United States of America

Table 8-1:- Country Codes