

National Association of Rocketry Policies – December 2009 Update

Name	Where Adopted	Date	Policy
President role in day-to-day operation of NAR	Board Meeting Huntsville	8/1/1988	The Board affirmed its delegation of authority to the President to deal on all day-to-day matters of the Association, including the direction of Association activities through coordination with the Board-approved committee chairpersons. To keep the Board informed of such activities, the President shall report such routine activities, in summary form, at least monthly and, in addition, report to the Board within seven days any situations he believes may require that Board action be taken prior to the next regularly scheduled Board meeting.
Election results publication	Assoc. Mtg. NARAM-30 & Board Jul 95	8/8/1988	The results of Board of Trustees elections, complete with numerical vote tallies, shall be published in the first available issue of an NAR official publication after the election.
Fund transfers by committees	Board meeting Huntsville	2/1/1989	NAR policy concerning fund transfers by Committees shall be: intra-committee transactions are left to the discretion of the chairman; inter-committee transactions require notification of the President and Treasurer; and extra-committee transactions may only be approved by the NAR President.
Scope of NAR rocketry activities	Board meeting	10/26/1990	The Board of Trustees affirms the following: <ol style="list-style-type: none"> 1. That the Association was founded as and is an educational not-for-profit organization servicing all forms of non-professional consumer rocket activities. 2. That it is in the interest of the Association to expand its existing testing and certification program to include all non-professional consumer rocket motors. 3. That mixed operation of model rockets and other non-professional consumer rockets on a single range shall be permitted, provided that each class of rocket is operated in accordance with the safety code applicable to that class of rocket.
Membership list availability	Board meeting Dallas	2/1/1991	The NAR membership list may be made available to members or sections when it is determined by the Board to be in the interests of the NAR.
NAR/TRA Mutual Cooperation and Non-Interference	Board meeting Dallas	2/1/1991	The following resolutions were adopted jointly by the NAR and Tripoli Boards and were directed to be published to their respective memberships in the next issue of each Association's journal: <ol style="list-style-type: none"> 1. Tripoli and the NAR agree in principle to a policy of mutual cooperation on issues pertaining to sport rocketry activities. 2. Tripoli and the NAR agree to a policy of mutual non-interference in the internal organizational activity of the other association; and to a policy of non-endorsement with respect to election activities of the other association. 3. Tripoli and the NAR agree to respect and not to interfere with the access of the other organization to the NFPA process. 4. Tripoli and the NAR agree in principle to the establishment of joint sporting activities and to the increased mutual interaction between the members and clubs of the two organizations.

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By-Laws copies to new members	Assoc.Mtg NARAM-33 & Board Jul 95	8/4/1991	A copy of the By Laws shall be made available to new members free upon request and it will be made clear to members when they join the organization that it is available to them.
Board member's individual voting record	Assoc.Mtg NARAM-33 & Board Jul 95	8/4/1991	At all Board of Trustees meetings, when a vote is taken of the members of the Board the minutes shall reflect how each member has voted by name.
Section senior advisor requirements	Board meeting Phoenix	1/13/1995	A NAR section senior advisor need not be elected or appointed so long as the section president is a senior member of the NAR. This individual then [also] serves the role of senior advisor in a sense that this person is the one who will be receiving all of the appropriate material from Headquarters.
Section name duplication	Board meeting Phoenix	1/13/1995	The Board agreed with a Section Affairs Committee policy on duplication of section name acronyms: to ask new sections that propose to duplicate current section name acronyms to alter them so that they are not duplicative.
Introduction of new technology into the hobby	Board meeting Phoenix	1/13/1995	The NAR will use the systematic procedures presented by Pat Miller in his NFPA report to the Board as the basis for handling the introduction of new technology into the hobby, using the NFPA Code-writing process supported by technical analysis and testing. The Board further directed the NAR President to liaison with Tripoli, to encourage Tripoli to take the same position, and directed the NAR NFPA Liaison to work with the manufacturers to achieve consensus in the sport rocket caucus to accept these procedures.
Board meeting ground rules	Board Meeting Phoenix	1/13/1995	The Board adopted the following as ground rules/policy for the conduct of its members: <ol style="list-style-type: none"> 1. We require a full financial accounting for funds under a volunteer's control 2. We insist funds be spent only on approved items 3. We insist that Board members excuse themselves from votes on issues where they have a business stake in the outcome
Use of TRA certified motors	Board Meeting Geneseo	7/22/1995	The Board reiterated a previously-established policy that the NAR will honor Tripoli certifications of rocket motors at NAR launches.
Manufacturer demonstrations of non-certified motors	Board Meeting Dallas	7/30/1997	Manufacturers may conduct demonstration launches of non-certified motors at NAR events under the following conditions: <ol style="list-style-type: none"> 1. the manufacturer has presented a copy of their business license to NAR S&T per NFPA 1125 requirements 2. the proposed demonstration has undergone a technical review by NAR S&T and received their recommendation for approval 3. the RSO at the time of proposed launch retains the power to postpone or prevent the launch for safety concerns 4. the proposed demonstration has received the written approval of the NAR President

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<p>NAR investment policy</p>	<p>Board meeting Phoenix</p>	<p>2/9/2001</p>	<p>The Board approved the following policies for the management of its investments.</p> <p>The Investment Committee shall invest Association funds in a manner which will guarantee the maximum security of those funds. Meeting the cash flow demands of the Association and the highest investment return are also of primary importance. This investment policy applies to all funds of the Association.</p> <p>Investment Objectives:</p> <p>The primary objectives, in priority order, shall be:</p> <p>Safety</p> <p>Safety of principal is the foremost objective of the investment program. Investments of the state shall be undertaken in a manner that ensures the preservation of capital in the overall portfolio. At no time will the safety of the portfolio's principal be impaired or jeopardized. Safety is defined as the certainty of receiving full par value plus accrued interest, at the securities' legal, final maturity.</p> <p>Liquidity</p> <p>The investment portfolio will remain sufficiently liquid to enable the Association to meet all operating requirements. Portfolio liquidity is defined as the maturity or ability to sell a security on a short notice near the purchase price of the security. To help retain the desired liquidity, no issue shall be purchased that is likely to have few market makers or poor market bids. Additionally, liquidity shall be assured by keeping an adequate amount of short-term investments in the portfolio to accommodate the cash needs of the Association.</p> <p>Return on Investments</p> <p>The Association's investment portfolio shall be structured with the objective of attaining a market rate of return throughout economic cycles, taking into account the Association's investment risk constraints and the cash flow characteristics of the portfolio. To attain this objective, diversification is required.</p> <p>Delegation of Authority</p> <p>An Investment Committee consisting of the President, Treasurer and one at-large member of the Board of Trustees shall review and approve all investment activity.</p> <p>Ethics and Conflicts of Interest</p> <p>Employees and volunteers involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their</p>
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		<p>ability to make impartial investment decisions. Employees shall disclose any material interests in financial institutions that conduct business with the Association, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Association's portfolio.</p> <p>Authorized Investments</p> <p>The following are approved investment vehicles:</p> <p>United States Treasury Securities - Obligations which are guaranteed by the full faith and credit of the United States government.</p> <p>Federal Agency Securities - Obligations of United States government agencies.</p> <p>Domestic Banks - Certificates of deposit, bankers acceptances, Eurodollar certificates of deposit and time deposits, and bank commercial paper may be purchased on banks with a BankWatch Rating of AA or better and asset size of \$25 billion or greater.</p> <p>Repurchase Agreements - Must have maturities less than 30 days, fully collateralized by Treasuries or Agencies with a market value equal to 102% of principal and executed through any approved dealer.</p> <p>Money Market Mutual Funds - Shares of funds which hold diversified portfolios of approved investment securities may be purchased.</p> <p>Additional Restrictions</p> <p>Diversification</p> <p>No more than 10% of the portfolio may be invested in one investment type described above with the exception of United States Treasury Securities or money market mutual funds as defined above. No more than 10% of the portfolio should be exposed to credit risk from the same issuer or guarantor. No more than 25% of the portfolio may be held in Eurodollar Certificates of Deposit or Eurodollar Time Deposits.</p> <p>Credit Quality</p> <p>In addition to a quarterly review of the ratings given to all securities held in the portfolio, quarterly financial statements must be obtained and reviewed from all banks where certificates of deposit are held.</p> <p>Maturity</p> <p>No security may be used that has a maturity date more than one year from</p>
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			<p>the purchase date. At least 50% of the portfolio should be convertible into cash within 30 days without loss of principal. The remainder should be convertible into cash within 180 days without loss of principal.</p> <p>External Investment Advisors</p> <p>External Investment Advisors can be used if the services to be provided are specified in a written agreement approved by the Board of Trustees and signed by the President.</p> <p>Foreign Currency</p> <p>All investments will be denominated in United States Dollars.</p> <p>Safekeeping</p> <p>Securities purchased by the company should be delivered against payment and held in a custodian account. Securities used for collateral for repurchase agreements with maturities of less than seven days or less are exempt from this requirement.</p> <p>Equity Donations</p> <p>Any donations of equity securities made to the Association shall be liquidated not later than the next business day at at the prevailing market price.</p> <p>Reporting</p> <p>The Treasurer shall report annually to the Board of Trustees on the present status of the investment portfolio. The report will include the following:</p> <p>Listing of individual securities or investments held by maturity date at the end of the reporting period.</p> <p>The market value of the portfolio including realized and unrealized gains or losses resulting from appreciation or depreciation.</p> <p>Average weighted yield to maturity of all portfolios as compared to applicable benchmarks.</p>
Reuse of NAR numbers	Board Meeting Geneseo	8/3/2001	The NAR policy shall not re-issue membership numbers to an individual other than the one who held that number originally.
Use of CAR certified motors	Board meeting Waco	8/1/2002	The NAR will honor Canadian Association of Rocketry certifications of rocket motors at NAR launches.

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Reciprocal launch privileges	Board Meeting Chicago	2/4/2004	The NAR will allow members of TRA, CAR, UKRA, and IMR to fly to their respective organizational limits on NAR ranges.
Contest Certification based on Tripoli testing	Board Meeting Kenosha	3/10/2005	Tripoli Motor Testing tested model rocket motors are to be approved as NAR Contest Certified provided they meet the Contest Certification criteria used by NAR Standards & Testing.
NAR Range Operation and Safety	Board Meeting Kenosha	3/10/2005	<p>It is the policy of the National Association of Rocketry that sport rocket ranges sponsored by its sections, and all sport rocket launches on sites covered by NAR "site owner" insurance, shall meet all the requirements of the National Fire Protection Association Codes 1122 (Model Rocketry) and/or 1127 (High Power Rocketry), including:</p> <ol style="list-style-type: none"> 1. All flights and other range operations are conducted in accordance with the applicable NAR Safety Code, which contains most of the NFPA Codes' specific requirements. 2. All flights are conducted using only commercially-made motors certified by an organization whose certifications are recognized by the NAR. 3. All individuals selling, using, or possessing high power rocket motors are properly certified persons, age 18 or older, who have the appropriate federal and/or local licenses and/or user or vendor permits that are required for their activities. 4. For high-power ranges, all rockets are approved for launch by pre-flight inspection and all range operations are controlled by a person with a high-power user certification from an organization whose certifications are recognized by the NAR. For high-power ranges, smoking is not permitted within 25 feet of any high-power rocket motors and no rockets are prepped or launched by persons who have consumed alcohol, or drugs that affect judgment or movement.
Hybrid Motor Policy	Board Meeting Kenosha	3/10/2005	<p>The NAR policies for hybrid motor usage at NAR launches shall be:</p> <ul style="list-style-type: none"> ☐ All Hybrid preparation and launch rules, as listed in NFPA 1127, to be utilized for hybrid motors of any impulse class. Furthermore, unless specified in items 2, 3 and 4, all rules for H impulse class motors to be applied as a minimum for any hybrid motors, G and below. ☐ All single hybrid motors, in the impulse class J and below, shall have a fill and launch minimum safe distance of 100 feet. J and below complex motors, hybrid or a mix of solids with at least one hybrid, will have the minimum safe distance of the complex distances as listed for J motors, 200 feet. ☐ All Hybrid motors, no matter what the impulse class, shall be used and flown by persons no younger than 18 years of age.
Active Recovery	Board Meeting Goodyear, AZ	7/28/2006	Passive recovery techniques that do not actively deploy a recovery device that changes the physical configuration of the model may not be used as a valid method of recovery for high power certification flights.

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Membership Lapses	Board Meeting Rochester, MN, amended at Board meeting Johnstown, PA	3/8/2007 And 8/6/2009	Those members who temporarily let their NAR membership lapse, upon renewal within a year of that lapse, shall be credited with prior years of membership for purposes of eligibility to vote in NAR Trustee elections, and for purposes of maintaining previous high-power user certifications. Members who let their membership lapse due to job loss, or to military deployment overseas during a time of war may be granted a second year within which to renew.
Member Insurance Deductible Payments	Board Meeting Rochester, MN	3/9/2007	In the event of a claim against NAR insurance, the member portion of the insurance liability deductible shall be \$1,000 on the member's first claim and \$5,000 on subsequent claims by that same member.
Range Safety Approval for HPR	Board Meeting Kalamazoo	8/1/2007	Every high-power rocket that is launched at an NAR launch must be approved for launch by a person certified at or above the level of the rocket being launched. If no one else is available meeting this requirement, this responsibility can be assumed by the flier of the rocket.
Use of TRA and CAR certified motors	Board Meeting Manassas	7/28/2008	The NAR policy to reciprocally recognize motor certifications by TRA and CAR is amended to be contingent on communication of the following key test data from the certifying testing organizations to the NAR: motor designation, total impulse, propellant mass, casing size, and date of certification.
Website Links	Board Meeting Wethersfield	3/20/2009	Direct links from the NAR website will only be made to noncommercial websites whose content is consistent with the mission of the NAR.
Insurance Coordination	Agreement between NAR and TRA Presidents	12/13/2009	The following resolution was jointly approved by the NAR and TRA Board and will go into effect on March 1, 2010: Clubs which are dual-chartered as both NAR Sections and TRA Prefectures must declare in writing to both NAR and TRA HQ at least 24 hours before any launch they conduct whether that launch will be conducted under NAR safety codes and insurance or TRA safety codes and insurance. Any claims by the club, launch site owner, or dual-membership fliers resulting from accidents must be filed with the insurance carrier of the organization whose codes and insurance were declared to be in effect on that date. If notification is not made in advance, neither organization will honor insurance claims by the club or pay any share of any insurance deductible for any accident that may occur.