



SWMS Processes and Procedures

Technical Inspection/Scrutineering

Purpose and Scope: This document specifies the actions taken by persons performing the Technical Inspection function, (often referred to as “Scrutineering”) during SWMS track events. Tech. Inspection of race-prepared cars, “street” cars used in non-competitive High Performance Driving Experience sessions (“lapping”), and cars allowed to participate in “Lunchtime Touring” sessions is addressed.

Note: It is the responsibility of car owners to present a safe, race- or track-worthy vehicle for inspection. Evaluations by the Technical Inspectors do not relieve the car owner of this responsibility. It is strongly recommended that car owners have a pre-season, annual inspection performed by an authorized SWMS Technical Inspector. The annual inspection form will be collected at the first race event. It is the entrant’s responsibility to bring a properly completed and signed tech inspection form to each event. Tech forms are downloadable at SWMS.org.

General:

Prior to Technical Inspection, whether Annual Tech. or Tech. Inspection for a specific event, **Drivers** must perform an inspection of their vehicle to 1) satisfy themselves of their car’s readiness for either competition or non-competitive high-performance driving and 2) address all of the Driver Inspection points on the SWMS Technical Inspection form applicable to their vehicle (available on the SWMS website or from the SWMS Registrar). The Driver’s portion of the form must be completed and presented to the Technical Inspector at the time the inspection is requested.

Annual Technical Inspection:

In order to make Technical Inspection associated with individual events more efficient and less time consuming, SWMS may conduct an Annual Tech. Inspection event for competition cars, usually early in the calendar year. **Drivers** who wish to have their vehicles inspected at these events will present their vehicle, their safety apparel, the Driver’s logbook and the vehicle logbook and the Tech. Inspection form, with the Driver’s portion completed, to the Tech Inspector.

The **Tech Inspector** will inspect the vehicle, the safety apparel, and logbook for all items listed on the form, including “age” of such items as helmets and safety belts. If any items are not satisfactory, the inspector will notify the driver of those items and what must be done to make them satisfactory, and will annotate the Tech.

Inspection form and the vehicle logbook with the discrepancies, and will return the logbook and form to the driver uncompleted. Once all items are corrected, the **Driver** will present the vehicle to the Tech. Inspector for re-inspection of those items not accepted earlier, along with the uncompleted form and the vehicle logbook. (This may be done later during the Annual Inspection event, at another time agreed to by the Driver and Inspector, or at a SWMS track event.) The Tech. Inspector will complete the form for all items now found to be satisfactory. If all items are now satisfactory, the Tech. Inspector will sign-off and keep the form for records, and make an entry in the vehicle logbook indicating that earlier discrepancies were corrected and that the vehicle has a satisfactory annual inspection.

Technical Inspection at Individual Events:

Cars/Drivers with Current Year Annual Tech Stickers

If the Driver and associated car have participated in a SWMS Annual Tech and have two stickers, "Vehicle Annual and Personal Safety Equipment" the driver may use the following streamlined Registration process.

1. Driver:
 - a. After checking in with Registration, go to Tech. Inspection **ready** to present:
 - i. Individual "Pre-Tech and Tech Inspection" form completed by the **Driver** and signed
 - ii. Present to Tech. Inspector current "Vehicle Log Book" with current "Annual Tech" stickers for vehicle and personal safety gear (2 stickers) and the individual "Pre-Tech and Tech Inspection" form, 3 specific items.
 - b. If the **Driver** cannot present the 3 approved items to the Tech. Inspector, then the Entrant must complete the list of activities specified below for the category of vehicle prior to being allowed on track.

NO ARGUMENTS WITH THE TECH. INSPECTOR!

2. Tech. Inspector:
 - a. If the annual Stickers are present and no notes of ongoing actions are noted in the "Vehicle Log Book" by the Tech Inspector, then issue the appropriate Event "Vehicle Tech Sticker"
 - b. If there are any questions or incomplete documents the Driver must complete the list of activities specified below for the category of vehicle prior to being allowed on track.

Competition Vehicles:

Drivers will present their vehicle, their safety apparel, the Driver's logbook and the vehicle logbook, and the Tech. Inspection form for competition vehicles ("Pre-Tech and Tech Inspection" form), with the Driver's portion completed, to the Tech Inspector.

The **Tech Inspector** will inspect the vehicle, the safety apparel, and logbook for all items listed on the form, including "age" of such items as helmets and safety belts. If any items are not satisfactory, the inspector will notify the driver of those items and what must be done to make them satisfactory, and will annotate the Tech. Inspection form and the vehicle logbook with the discrepancies, and will return the logbook and form to the driver uncompleted. In order for the Driver to participate in on-track sessions, all items found unsatisfactory must be corrected. Once all items are corrected, the **Driver** will present the vehicle to the Tech. Inspector for re-inspection of those items not accepted earlier, along with the uncompleted form and the vehicle logbook. The Tech. Inspector will complete the form for all items not found to be satisfactory earlier. Once all items are satisfactory, the Tech. Inspector will sign-off and keep the form for records, make an entry in the vehicle logbook indicating that earlier discrepancies were corrected and that the vehicle has completed a satisfactory

technical inspection, and place a sticker on the inspected vehicle indicating a successful, completed inspection. (Note – Once a vehicle has passed a tech. inspection at an event, that will be considered to be equivalent to an “annual tech. inspection” for the remainder of that season, and the driver can use the streamlined process specified above at subsequent events.)

Student/High Performance Driving (“Lapping”) Vehicles:

The actions specified directly above for competition vehicles will be followed, except that the Tech Inspection Form for Students and Lapping in its entirety (available on the SWMS website) will be used and no vehicle logbook entry need be made.

Karts:

Drivers will complete the inspection specified on the Kart tech. inspection form, available on the SWMS website (“Kart Tech Form”) and will present the completed form to the event Tech. Inspector.

Lunchtime Touring Vehicles:

The actions specified above for competition vehicles will be followed, except that the abbreviated inspection criteria for lunchtime touring on the Tech Inspection Form for Students and Lapping (available on the SWMS website) will be used and no vehicle logbook entry need be made.

Other Responsibilities:

Chief of Technical Inspection (“Chief of Tech”) or his designate is responsible for maintaining the electronic version of the SWMS on-line rules for Driver Safety Requirements and Vehicle Safety Equipment.

The Chief of Tech or his designate will maintain the electronic versions of the Technical Inspection Forms, (“Pre-Tech and Technical Inspection Form” for competition vehicles, and “Tech Inspection Form for Students and Lapping”, for students, High-Performance Driving Experience drivers [“lappers”], and Lunchtime Touring drivers) which are available on the SWMS website. Upon revision, re-submit an electronic version to the Webmaster for safekeeping, document control, and posting on the web.

The Chief of Tech shall be responsible for recruiting and training of Technical Inspectors and arrange for adequate Tech Inspection staffing at each event, including annual pre-tech, and shall:

- Provide adequate tech stickers and supplementary tech forms.
- Collect the properly completed and signed tech forms.
- Supply a dated Tech Sticker to the entrant and sign his log book after a successful car inspection,
- Conduct examinations of automobiles that sustain damage, or other cars at the request of the Chief Steward, and log the findings in the tech inspector’s event log and owner’s vehicle logbook.

References:

Pre-Tech and Technical Inspection Form – see SWMS website, “Forms” webpage.

Tech Inspection Form for Students and Lapping – see SWMS website, “Forms” webpage.

Document Point-of-Contact: Chief of Technical Inspection (“Chief Scrutineer”) (Original author – Bob Richards; reviewed by Dave Porter)