ICORE Policies and Procedures Manual

(1 January 2019)
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1.0 ICORE Classification Policy (approved 12 April 2010)

1.1 Purpose of Classification Policy

The current ICORE Classification System was re-baselined in 1999 with the advent of ICORE as an independent entity. Prior classifications were a mixture of actual scores from informally released classifiers, an assessment of the member's performance at the IRC, and other non-specific valuations of the member's ability. Since 1999, the classification system has collected thousands of scores and membership has grown. This establishes the policy and methods that will be applied to determining member classifications.

1.2 Administration

1.2.1. Effectivity
The original effective date for this Classification Policy is 1 May 2010.

1.2.2. Revision
This Classification Policy will remain in effect indefinitely unless otherwise amended by the ICORE Board of Directors. Revisions to this policy may be submitted in accordance with the Rule Change process.

1.3 Policy

1.3.1. Class Breakpoints
The classification breakpoints shall be as follows for the ICORE Divisions (section 11.1 of current ICORE Rule Book). Percent calculations are rounded down to 3 decimals.

- 95% to 100% GM (Grand Master)
- 85% to 94.999% M (Master)
- 75% to 84.999% A
- 60% to 74.999% B
- 45% to 59.999% C
- 0% to 44.999% D

1.3.2. Scores Re-Indexed on 1 January Each Year
On 1 January of every year, all existing classifier score percentages may be recalculated based on the current reference ("best") score. Classifications shall be recalculated and assigned based on the re-indexed scores. Shooters who have an assigned or "earned" classification by virtue of demonstrated ability, finish at a major match, or finish at the International Revolver Championship (IRC) shall remain unchanged by the re-indexing process.
1.3.3. Only One Grade Level Difference Allowed Between Divisions
Effective 1 May 2010, a member shall be allowed only one (1) grade difference between the high and low classification assigned or earned. Classifications that are two (2) or more grades below the highest Division shall be adjusted upward to meet the one (1) grade limit. Adjusted classifications shall be identified in the posted classification data on the ICORE web site.
2.0 Policy for New ICORE Clubs (approved 19 September 2018)

2.1 Purpose of New Club Policy

The intent is to check into acceptability of the new club application.

2.2 Administration

2.2.1. Effectivity
The effective date for this Policy is 19 September 2018.

2.2.2. Recision
This New Club Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors. Proposed revisions to this policy may be submitted to the Board through the contact in 2.3.2.

2.2.3. Point of Contact
The Competition Director is the point of contact via e-mail at competition@icore.org.

2.3 Policy

2.3.1. ICORE Club Applications
An application for a new club will not necessarily be approved automatically. The Competition Director or designee will consult at least one of the following to confirm suitability of the (a) proposed club contact and (b) range/club for ICORE affiliation:

→ An ICORE Regional Representative
→ An ICORE Club Contact
→ An ICORE Board member
→ Any appropriate officials who may be from other shooting organizations
3.0 ICORE Range Officer (RO) Policy for Regional Championship Matches and the International Revolver Championship (IRC) (approved 19 September 2018)

3.1 Purpose of Policy

The IRC is the annual premier event for ICORE. Members attend at great personal expense, including global travel. Our participants deserve a quality and well-administered match.

3.2 Administration

3.2.1 Effectivity
For ROs serving at the IRC, the initial effective date for this Policy is 1 January 2019.

Overall, the balance of this policy for Regional Championship matches will be phased in over a period of time to be determined. The phasing-in plan includes RO training by the Rules Director (or designee) and the Regional Representatives for members within their Regions.

Generally speaking, ICORE members who have not attended a rules review/training but who are experienced with serving as range/safety officers will be included early on in the phase-in period so that they may serve as ROs for Regional matches immediately. Regional Representatives (or designees) may also be able to provide live training so that Match Directors of Regional Championship matches may adequately staff those matches.

ICORE members who have minimal or no experience serving as range/safety officers and managing shooters will be expected to work with their ICORE club contacts or match directors and volunteer at local ICORE matches to gain experience before they may be assigned to RO positions at Regional matches and the IRC.

3.2.2 Recision
This Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors. In the case of the IRC, this policy will be incorporated into the match agreement between ICORE and the IRC host.

3.2.3 Point of Contact
The Rules Director is the point of contact for the chairman and himself at rules@icore.org.
3.3 Policy

3.3.1. RO Prerequisites for Regional Championships and the IRC
To serve as an ICORE Range Officer at ICORE Regional events or the IRC, the following conditions must be met:

→ Must be a member classified in at least one Division
→ Must be approved by the main club’s Match Director before attending a rule review/training
→ Must be proficient in both basic timer operation and Practiscore tablet operation

3.3.2. Rule Review
After these prerequisites have been met, the member must attend an ICORE rule review by the Rules Director or designee. The review may be presented in a variety of ways such as a training class, a live online review, or seminar. Upon completion, the membership record will be marked as having attended a review/training.

3.3.3. Approvals
The ICORE Rules Director (or designee), ICORE Chairman, and Match Director shall approve RO selection and stage assignments (including Chief RO).
4.0  ICORE Policy Regarding Key Staff for the International Revolver Championship (IRC) (approved 19 September 2018)

4.1  Purpose of Policy

The IRC is the annual premier event for ICORE. Members attend at great personal expense, including global travel. Our participants deserve a quality and well-administered match.

4.2  Administration

4.2.1.  Effectivity
The effective date for this Policy is 1 January 2019.

4.2.2.  Recision
This Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors. The policy will be incorporated into the match agreement between ICORE and the IRC host.

4.2.3.  Point of Contact
Names of the proposed MD, RM, and ROs shall be submitted to the Rules Director unless they had already been confirmed, for example, following a winning proposal to host the event. The Rules Director is the point of contact (for the Board) via e-mail at rules@icore.org.

4.3  Policy

4.3.1.  Match Director (MD) and Range Master (RM) – Selection
With guidance from the Chairman and Rules Director, the Board shall concur on the selection of the MD and RM for the IRC. If requested by the approved MD, the Rules Director may serve as RM. If the Rules Director does not serve in the capacity of RM, the Rules Director (or designee) shall be present to provide guidance as an advisor or assistant RM as needed.

4.3.2.  Range Officers (RO) and Range Master (RM) – Required Rule Review
The Rules Director and Chairman shall concur on RO selection and their stage assignments. ROs and the RM shall participate in a rule review by the Rules Director (or designee) prior to the start of the match. Any member who has not participated in the rule review is not eligible to serve as RO for the IRC.
5.0 Policy Regarding Match Stages for ICORE Events Above the Club Level (approved 19 September 2018)

5.1 Purpose of Policy

The intent of this policy is to ensure that stages used in matches above the club level meet the requirements and intent of the current ICORE Rule Book. Stages to be used require approval from the Rules Director.

5.2 Administration

5.2.1. Effectivity
The effective date for this Policy is 19 September 2018.

5.2.2. Recision
This Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors. As a courtesy reminder, this policy will be incorporated into the match agreement between ICORE and the IRC host.

5.2.3. Point of Contact
The Rules Director is the point of contact via e-mail at rules@icore.org.

5.3 Policy

5.3.1. Stage Submittal
Each Match Director (MD) or designee shall submit the written stage instructions and stage diagrams to the Rules Director at least 45 days before the start date of the match. E-mail is acceptable.

5.3.2. Stage Review
The Rules Director and Chairman (or designee) will review the stage instructions and diagrams. The Rules Director will reply to the MD within seven (7) days, either with approval or recommendations for revisions.

5.3.3. Revisions
If revisions are necessary, the MD shall return the revised stages to the Rules Director for approval within the next seven (7) days.
6.0 Policy Regarding the ICORE Dave Bellis Memorial Award (approved 19 September 2018)

6.1 Purpose of Policy

The ICORE Board of Directors established the Dave Bellis Memorial Award in 2007 as a perpetual trophy. Dave Bellis had been an ICORE member since the election of the first Board, and he died shortly after the 2006 IRC. The memorial achievement trophy is usually awarded every year to recognize contributions of an ICORE member for dedication, service, and achievement in support of ICORE.

6.2 Administration

6.2.1. Effectivity
The effective date for this Policy is the year 2007.

6.2.2. Recision
This Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors.

6.2.3. Point of Contact
The Treasurer (or designee) is the point of contact via e-mail at treasurer@icore.org.

6.3 Policy

6.3.1. Selection of Recipient
The next award recipient will be a joint decision by the last recipient and the Board. The selection must be made in time to prepare the trophy/award for the presentation. Since the award will be announced during the IRC award ceremony, the recommendation and selection shall be made at a Board meeting two (2) months prior to the IRC.
7.0 **Policy Regarding the Distribution of ICORE Award Money**
(approved 19 September 2018)

7.1 **Purpose of Policy**

The intent is to document a consistent policy to be implemented across all Regional Championships. This policy may also apply to other matches if awards are funded by ICORE.

7.2 **Administration**

7.2.1. **Effectivity**
The effective date for this Policy is 19 September 2018.

7.2.2. **Recision**
This Policy will remain in effect indefinitely unless amended by the ICORE Board of Directors.

7.2.3. **Point of Contact**
The Treasurer (or designee) is the point of contact via e-mail at treasurer@icore.org.

7.3 **Policy**

7.3.1. **Distribution of Money to Winners**
Money approved by the ICORE Board for Regional Championship awards shall be distributed as follows:

→ $100 to the winner of each of the four (4) ICORE Divisions (section 11 of ICORE Rule Book)
→ $25 to the high-finishing shooter in each of the seven (7) Special Recognition Categories (SRC) as defined in section 3.1 of the ICORE Rule Book

7.3.2. **Redemption**
The MD will receive the award certificates and must print and sign each one before presenting them to the recipients. The certificates will have instructions on how the winners can redeem them for the cash prize. Award money will be withheld if there are no shooters registered in a Division or SRC.