



# Lindholme Motor Sports Club Vale of York Stages Rally 2021

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[www.valeofyorkstagesrally.co.uk](http://www.valeofyorkstagesrally.co.uk)

## Safety Manual

Prepared by Paul Screaton  
Safety Officer

# safety manual



# Vale of York Stages Rally

## 12th September 2021

In association with

**ORTON**  
**Electrical**

**Vale of York Stages Rally • 12th September 2021**

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Stage Plans (Stages 1&2, 3&4, 5&6)

Marshals Briefing Notes

Radio Check Sheets

**Please read this information, a tree gave its life so we could create this document**



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## INTRODUCTION

Welcome to the **Vale of York Stages Rally** at **Melbourne**. Lindholme Motor Sports Club are able to offer 6 special stages through the challenging twists and turns of the airfield scenery. There are approximately 45 competitive miles of stages which will be a mixture of smooth/broken tarmac and concrete with some loose sections.

We are grateful to all our supporters, in particular.  
Mr John Rowbottom & staff of Northern Crop Driers Ltd. (Landowners)



Mr James Orton, TI Rally School

### All Officials, Marshals, Radio, Rescue & Recovery Crews

The event is a Round of the Following:-  
The Alpha Concrete ANEMMC Stage Rally Championship.  
The Clubman Motorsport EMAMC Stage Rally Championship.  
The ANWCC Stage Rally Championship.  
The Melbourne Challenge.

This Safety Manual has been put together to give you as much information as possible regarding the running of the event. If you are unsure of anything in the Manual please feel free to ask myself or any of the organising team. The organisers have provided emergency service cover on site, although a non-spectator event any requirement for this cover will be provided for any person attending the event. Areas will be made available for Competitor / Service personnel to view the event.

### Please Note:-

**Please remember you should park 30m away from the route wherever possible.**

Paul Screaton





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NAME	POSITION	81 MHZ RADIO	MANAGEMENT	MOBILE
Ian Beech	Clerk of Course	PILOT 1	IAN	07803 017164
Len Fowkes	Secretary of the Meeting, Deputy CoC	PILOT 2	LEN	07716 292464
Paul Screaton	Safety Officer	PILOT 3	PAUL	07926 568108
Jon Binns	Stage Commander	COMMANDER 1	JON BINNS	07530 196459
Jim Maguire	Deputy Stage Commander	COMMANDER 2	JIM	07802 509445
Richard Elms	Chief Marshal	MARSHAL 1	RICHARD	07813 710898
Karen Spencer			KAREN	07714 122194
Martin Shaw	Entries Secretary		MARTIN	07809 100729
Lisa Maguire	Radio Control	Buccaneer Control	LISA	07713 072302
John Paget Ian Wright Chris Andrews	Equipment	VAN 1	EQUIPMENT	07730 457202 07940 592648 07513 468234
Martin Pullan	Official Timekeeper			07714 122195
Chris Brown	Club Timekeeper			07773 495025
Mark Casey	Chief Scrutineer			07949 899619
Peter Rowntree Rose Rayner	Environmental Scrutineer			
Chris Gibson	Motorsport UK Steward			07990 594915
Derek Lee	Steward			
	Steward			



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Call Signs		Radio Communications - 81 Mhz Safety Radios	
	Radio Control	Buccaneer Control	Lisa Maguire
	1 ATC		
	3 Start	Crest 8	Bob Wright
	Rescue Unit	Omega Rescue 1	Paul Barracclough, Karl Barracclough, Kris Barracclough, Scott Ludkin Jessop
	CMO / Paramedic		Tracy Edwards
	Recovery Unit	Crossrigg 1	Jonathan Armishaw, Helen Armishaw, William Knox
	2 Location 2		
	2 Location 3		
	2 Location 4		
	3 Location 5	Cog 1	Ian Cowburn
	2 Location 6		
	2 Location 7		
	2 Location 8		
	2 Location 9	Buccaneer 3	Trevor Leathley
	2 Location 10		
	3 Location 11		
	0 Location 12		
	3 Location 13		
	2 Location 14	Valley 9	James Webster
	2 Location 15		
	2 Location 16		
	3 Location 17	Mercury 12	Jeff Bringloe
	Rescue Unit	Calder Rescue	Richard Ashton
	Paramedic		
	Recovery Unit	Eastern Recovery	Mark Gibbon, Harry Gibbon, Tom Bonas
	2 Location 18		
	2 Location 19	Eastwood 1	Martin Freeman
	2 Location 20		
	2 Location 21		
	2 Location 22		
	2 Location 23		
	2 Location 24	Danum 9	Dave Middleton
	3 Location 25		
	2 Location 26		
	2 Location 27		
	2 FF		
	3 Finish	Mable 3	Andy Fletcher
	1 PC		

LMSC Safety Manual 12/09/2021



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## RED FLAG PROCEDURE

In order to facilitate rapid, safe, response in the event of an emergency, this event will use the **RED** flag procedure as described in **R24.4.4, R24.4.5 and R25.6.4 to R25.6.7** of the Motorsport UK Blue Book 2019

**The following Radio Location points will be RED flag Locations**

**Stages 1 & 2 Locations 5, 9, 14, 17, 19, 24**

**Stages 3 & 4 Locations 5, 9, 14, 17, 19, 24**

**Stages 5 & 6 Locations 5, 9, 14, 17, 19, 24**

On passing a **RED** flag displayed by a marshal wearing a marshals tabard, the driver **MUST** immediately and significantly reduce speed as well as being prepared to stop at any time; at no time must they overtake any safety vehicle they encounter on the special stage route. The driver must then follow the instructions of any marshals or stage safety personnel and maintain this reduced speed until leaving the special stage.

Competitors are also reminded of **R25.4 to R25.4.9** regarding the use of **SOS/OK** boards and conduct at the scene of an accident.

### **Failure to comply will incur a penalty of exclusion**

**When stopped in Stage or travelling slowly, please keep the track clear, emergency vehicles may be in a hurry, Keep a look out in your mirrors.**

If required to stop on the special stage, instructions for competitors to proceed to the finish will be passed by the safety Radio system. Until this instruction is received competitors must remain where they are.

When instructed, competitors must leave the stage by stage route to the finish at a speed of less than **20 MPH**  
When leaving the Stage competitors must stop at the finish control and check in.

Radio operators with **RED** flags must have them ready **at all times**, but must ensure that they are not displayed inadvertently

The **RED** flags may only be displayed to competitors on the specific instruction of the Clerk of Course, their Deputy, or the Safety Officer and the instruction will be passed to Radio operators via Radio Control.

No flag will be displayed unless the instruction comes via this route on the Safety Radio System.

When requested to do so by Radio control, Marshals wearing tabards will display the **RED** flag held steady, clearly and as close to the Stage as it is SAFE.





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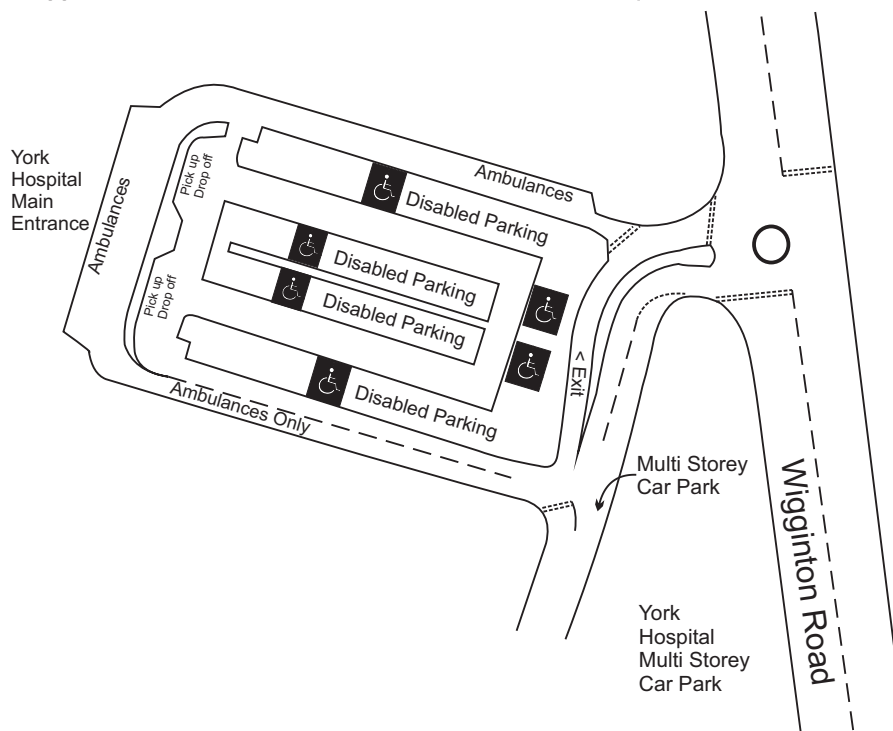
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The York Hospital, Wigginton Road, York, North Yorkshire, YO31 8HE Telephone: 01904 631313





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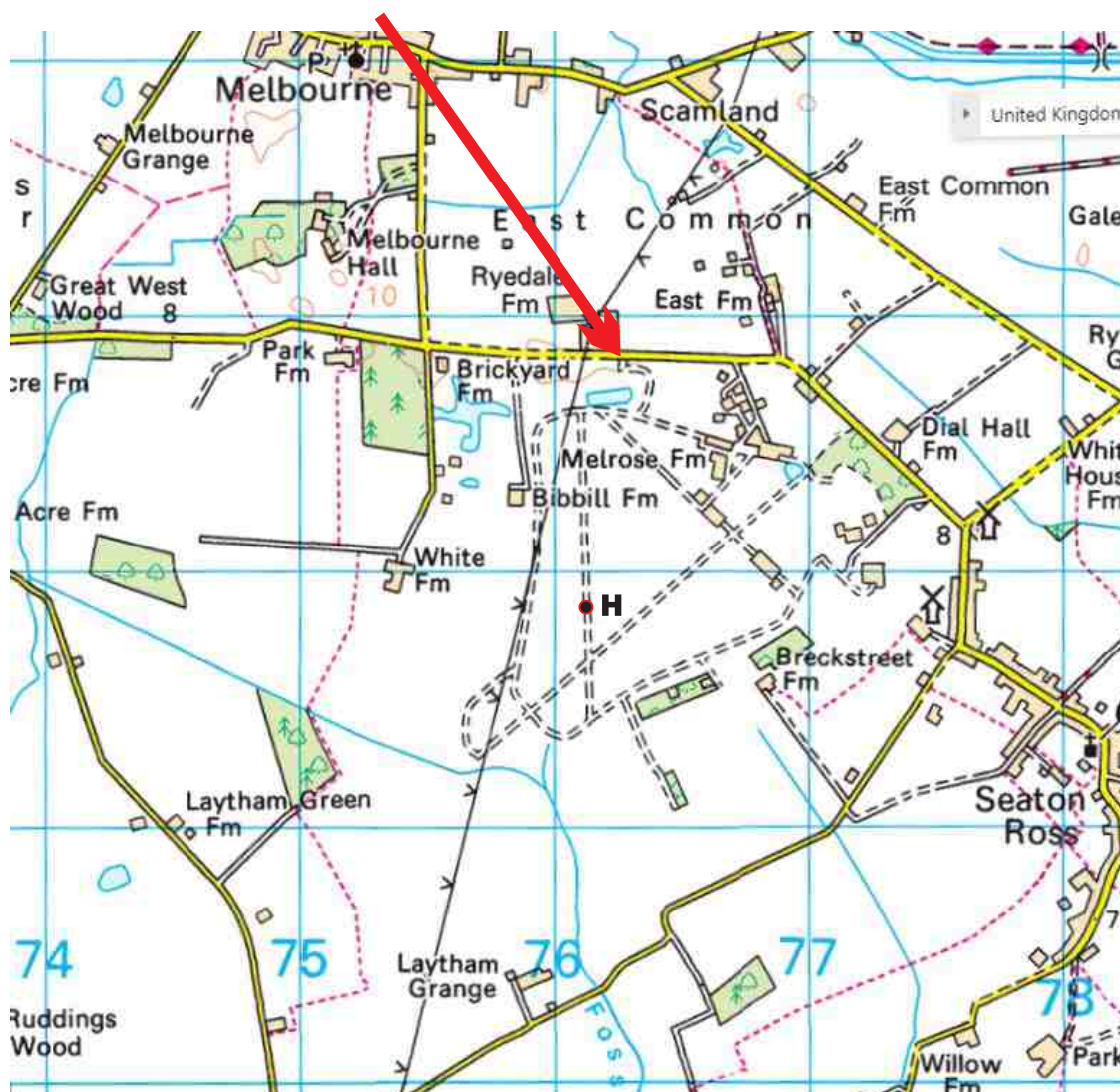
## Emergency Meeting Point

GPS Coordinates N 53 87'61.103" W 00 84'14.94"

Map Reference 105/SE 76268 42831

what3words ///convinces.inefficient.committed

**Melbourne Old Airfield, Seaton Ross, York, North Yorkshire YO42 4ST**







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## INCIDENT PROCEDURE

### Incident requires on site emergency services

**RED FLAGS** will be displayed on instruction from the **Clerk of Course / PILOT Call Sign**, issued via Radio Control  
**RED FLAGS** will be displayed **HELD STEADY** by a Marshal wearing a **TABARD** as close to the stage as is **SAFE**

**ALL Radio Crews to maintain radio silence unless a further incident requires attention.**  
**Radio control will be busy.**

**Designated Recovery, Rescue, Paramedic, PILOT 3 Safety Officer & PILOT 2 Deputy Clerk of Course** Will travel to the incident Stage Direction **ONLY** but using stage cuts where appropriate.  
**NO** other vehicles to travel to the incident unless requested to do so by the Clerk of Course or the Safety Officer at the Incident. Medical / Rescue Personnel at the incident to liaise with the Safety Officer.  
**NO** other vehicle movements permitted unless authorised by **PILOT** Call signs

**PILOT 1 - Clerk of Course** to inform Stewards and other appropriate officials  
**COMMANDER 1 - Stage Commander** to liaise on management frequency with **Radio Control**

### Major incident requiring external emergency services

**ALL Communication with external emergency services will be through Radio Control**  
**who will log calls and be site contact**

The Safety Officer on consultation with the on site Emergency teams will contact Radio Control on management frequency and request that Radio Control contact the appropriate external emergency services. Radio Control will then make contact and ensure they have the appropriate post code for the Emergency Meeting Point (EMP).  
Post Code YO42 4ST or what3words ///convinces.inefficient.committed

**MARSHAL 1 - Chief Marshal**, will travel to Emergency Meeting Point to meet with Emergency Services and escort them to the incident.

**COMMANDER 2 - Deputy Stage Commander**

will liaise with the Stewards and Scrutineer and escort / take them to the scene of the incident.

The Motorsport UK Steward will take overall command of the incident and report to Motorsport UK and other authorities.

**PILOT 1 - Clerk of Course** will decide on the appropriate action / time to return competitors on stage to the service area. **MARSHAL 2 - Deputy Chief Marshal** will be available to travel to Red flag locations and inform Marshals / Competitors of procedure for return to service area. Convoying competitors as required.

### If Air Ambulance is being sent

**COMMANDER 2 - Deputy Stage Commander** will go to Emergency Meeting Point

**MARSHAL 1 - Chief Marshal** will go to the Air Ambulance meeting point to liaise with the helicopter crew. Do not approach the aircraft unless specifically instructed to do so by the aircraft crew.

Keep yourself and all other people at least 100 m from the aircraft

Never approach from the rear of the aircraft, the tail rotor is difficult to see

The aircraft crew are in charge of the situation and will give instructions as necessary.

The aircraft generates considerable draft when landing and taking off, secure any loose equipment.

### Incident delaying stage by more than 20 Minutes.

**Radio Control** will inform **PILOT 1 Clerk of Course**, When incident is clear either **PILOT 3 Safety Officer** or **Chief Marshal ( MARSHAL 1 )** will traverse the stage with lights and siren before the stage is restarted.



# Vale of York Stages Rally

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### Major Incident Report Form

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PLEASE COMPLETE ONE OF THESE FORMS FOR EVERY NOTIFIABLE INCIDENT YOU HAVE INFORMED RADIO CONTROL OF.  
PLEASE USE REVERSE FOR ANY ADDITIONAL COMMENTS. THIS FORM **MUST** BE USED WHERE MEDICAL ASSISTANCE WAS REQUIRED.

This form, once completed, **MUST** be returned to the Event Safety Officer at Rally Headquarters – directly or via the Sweeper Car.

Event:
Stage No. & name:
Your name and location:

At time of the incident:

Weather:	Dry	<input type="checkbox"/>	Wet	<input type="checkbox"/>	Ice	<input type="checkbox"/>		
Visibility:			Good	<input type="checkbox"/>	Poor	<input type="checkbox"/>		
Stage condition:	Dry	<input type="checkbox"/>	Wet	<input type="checkbox"/>	Ice	<input type="checkbox"/>	Snow	<input type="checkbox"/>
Stage surface:			Sealed	<input type="checkbox"/>	Unsealed	<input type="checkbox"/>		

	Time:		Time:
Incident occurred:		Incident reported:	
Stage held:		Stage restarted:	
Rescue Unit at scene:		Doctor/Paramedic at scene:	
Rescue Unit leave scene:		Doctor/Paramedic leave scene:	

What happened:

Actions taken and/or observations made:	Time:

Witness details (Names, Addresses etc.)	Witness details (Names, Addresses etc.)
Name:	Name:
Address	Address
Tel No.	Tel No.

Print and sign your name:

Print

Date

Signed

Time report completed



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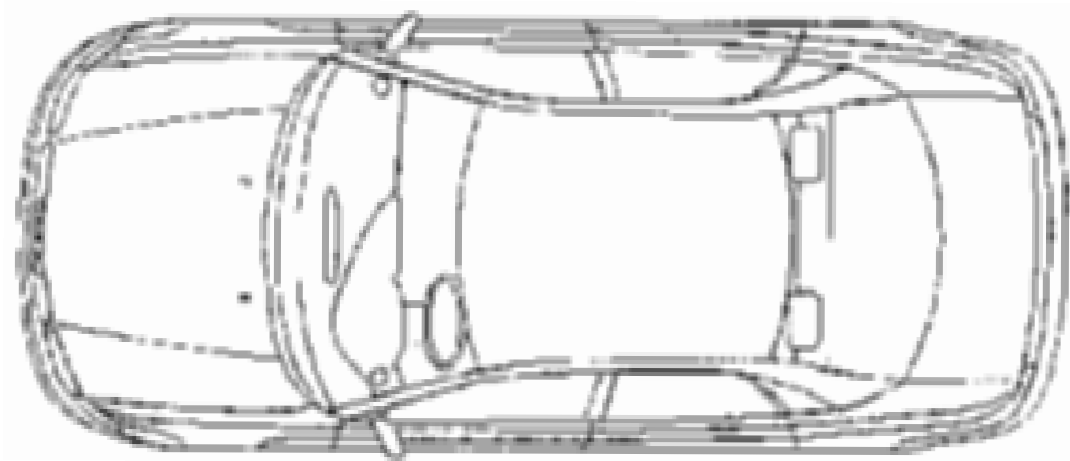
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**Major Incident Report Form (page 2 of 2)**

**Exact Location of Incident (Description and / or Sketch of Location) Indicate Damage to Vehicle**





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<b>Medical Incident Report form (page 1 of 2)</b>		<b>Please return completed forms to Event Safety Officer</b>	
<b>Please complete a separate form for every Incident, Where medical assistance was required</b>			
<b>Name :-</b>		<b>Tel Number :-</b>	
<b>Stage No.</b>		<b>Car No.</b>	
<b>Time of Incident :-</b>		<b>Doctor / Rescue on Scene</b>	
<b>Rescue Unit :-</b>			
<b>Nature of Incident :-</b>			
<b>Driver :-</b>			
<b>Co-Driver :-</b>			
<b>Other Casualties (Names, Addresses &amp; Telephone Numbers) :-</b>			
<b>Witnesses (Names, Addresses &amp; Telephone Numbers) :-</b>			
<b>Please complete the form on the next page</b>			



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**Medical Incident Report form (page 2 of 2)**

**Please record full details of all injuries and treatments**

**Signed (MO) :-**

**Date :-**





# Vale of York Stages Rally

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## Stage Change Procedure

Radio Control will confirm the stage is closed.

Equipment crew(s) will proceed to make changes to the stage.

Chief Marshal to travel stage route to collect ( photograph?) incident reports and check with marshals.

Other officials may assist with stage change round if required, but must inform radio control they are doing so. Please be aware of current Covid rules.

Any radio crews changing location to inform with radio control that they are moving and confirm when at the new location.

Safety Officer will travel with / after Stewards and travel stage route to examine changes to the stage.

On reaching the finish of the stage the Safety Officer will check with the Stewards and confirm to radio control that the stage is ready to run providing that everyone is clear of the stage.

Radio Control will check with the Clerk of Course and then confirm to the Stage Commander that the stage can start at the prescribed time.



# Vale of York Stages Rally

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## RADIO OPERATOR'S NOTES

1. Make sure that the set is switched on with the aerial, mike and speaker connected. Turn up the volume.
2. Make sure that someone is listening to the radio at all times. This means listening to everything, not just messages for you.
3. Make sure that you know your own call sign and the other ones on your stage.
4. Do not park next to vehicles using radios on other frequencies i.e. St John Ambulance, Forest Enterprise, management cars etc. as they will interfere with your transmissions.
5. Always work through Radio Control. It is there to help not to hinder.
6. Remember Radio Control may be able to hear a lot of radios that you cannot hear. If Control does not respond to you immediately please do not call incessantly. They will announce when Control is clear.
7. If you wish to talk direct to another mobile, call Control and when you hear "Go Ahead" then go ahead with your call sign to the other mobile. Do not then ask Control for permission to call the other station, it just wastes time.
8. If you are having difficulty talking to Control try moving a bit, even a couple of feet can make a big difference.
9. If you cannot talk to Control establish as soon as possible which set you can hear best and work through that.
10. Always remember this frequency is specifically for safety and medical purposes. Keep admin traffic to a minimum.
11. Do not try to interrupt a conversation that is already going on - it is not possible for two people to talk at the same time.
12. When you put your microphone down make sure you do not trap the transmit button. It will kill all other transmissions.
13. If your set appears to have stopped working check all connections. If this fails and you have another radio nearby e.g. Rescue Vehicle get them to notify Control that you will work through them.
14. If your set appears to have stopped receiving but you think that it is still transmitting then if you have an incident to report follow this procedure:  
Call Control twice prefacing your call with "Urgent" or, if it is necessary, "Priority" or "Emergency".  
Wait about ten seconds so that if Control can hear you he can clear the air.  
Transmit your message twice at ten second intervals.  
Try and pass the message in another way as well.
15. Start and Finish Radio operators are requested to report (as appropriate) to Control:
  - a. When all safety personal are in position.
  - b. Stage ready.
  - c. First Competitor Number and Start Time.
  - d. Details of any Missing cars (from Previous Car Check) as soon as possible
  - e. Details of any cars Stopped in Stage (notified by competitors, which have not already been reported)
  - f. Start / Finish Time of last car
  - g. The numbers of the last three cars into / out of the Stage
  - h. Total number of cars Starting / Finishing the Stage
16. Call key words
  - SAFETY - for messages concerning stage safety, e.g. car overdue, first competitor in stage, stage furniture problems.
  - URGENT - for situations requiring immediate action, e.g. car known to be in difficulty, suspected injured persons.
  - PRIORITY - for situations where there is a confirmed injury(s), where immediate medical/ rescue is required.
  - RELEVANT - for messages which have a bearing on the incident.



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Recovery Vehicle Check Sheet						
Record of vehicles stopped in stage			YES / NO		Lift / Tow / Self Recovered	
Stage	Car	Location	Recovery Required		Recovery Type	Details
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	
			<b>YES</b>		<b>Lift</b>	
			<b>NO</b>		<b>Tow</b>	
					<b>Self</b>	



# Vale of York Stages Rally

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### Stage Incident Report sheet

Stage :-

Location :-

Any relevant comments you wish to make about your particular location should be recorded on this sheet. (e.g. **jump starts**, failing to start when instructed, **short cutting the stage**, striking stage equipment, **driving with a puncture**, etc)

**NOTE:**

- 1 Penalties will be imposed against any competitor failing to comply with the regulations of the event
- 2 Please include as much detail as possible relating to the incident you are reporting
- 3 **PLEASE use this sheet for notes, pass incident reports verbally, or send image if possible.**

Your contact details - so we can contact you to confirm details

Moblie

Name - Print

Address

Signature

**Competitor  
Number**

**Details of Infringement**

**Time of  
Incident**

**NOTE:**

To preserve use of this venue, and enable continued use, **RUNNING ON THE TEST TRACK will not be tolerated.** Please report offenders



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### Time Schedule

	ATC	Start	Milage	Bogey	Target	Finish	Service	60 cars	1 min start
Stage 1	8.58	9.01	7.7m	6.36	16	10.17		60	
Stage 2	10.15	10.18	7.7m	6.36	16	11.34		60	
							40		30 secs start
Stage 3	12.11	12.14	7.5m	6.26	15	12.57		55	
Stage 4	12.55	12.58	7.5m	6.26	15	13.41		55	
							40		30 secs start
Stage 5	14.18	14.21	7.6	6.31	16	15.02		50	
Stage 6	15.00	15.03	7.6	6.31	16	15.44		50	

V3 31st July 2021

Please be aware the Timetable is provisional and subject to change during the event.



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We cover all of South Yorkshire, North  
Lincolnshire and North Nottinghamshire





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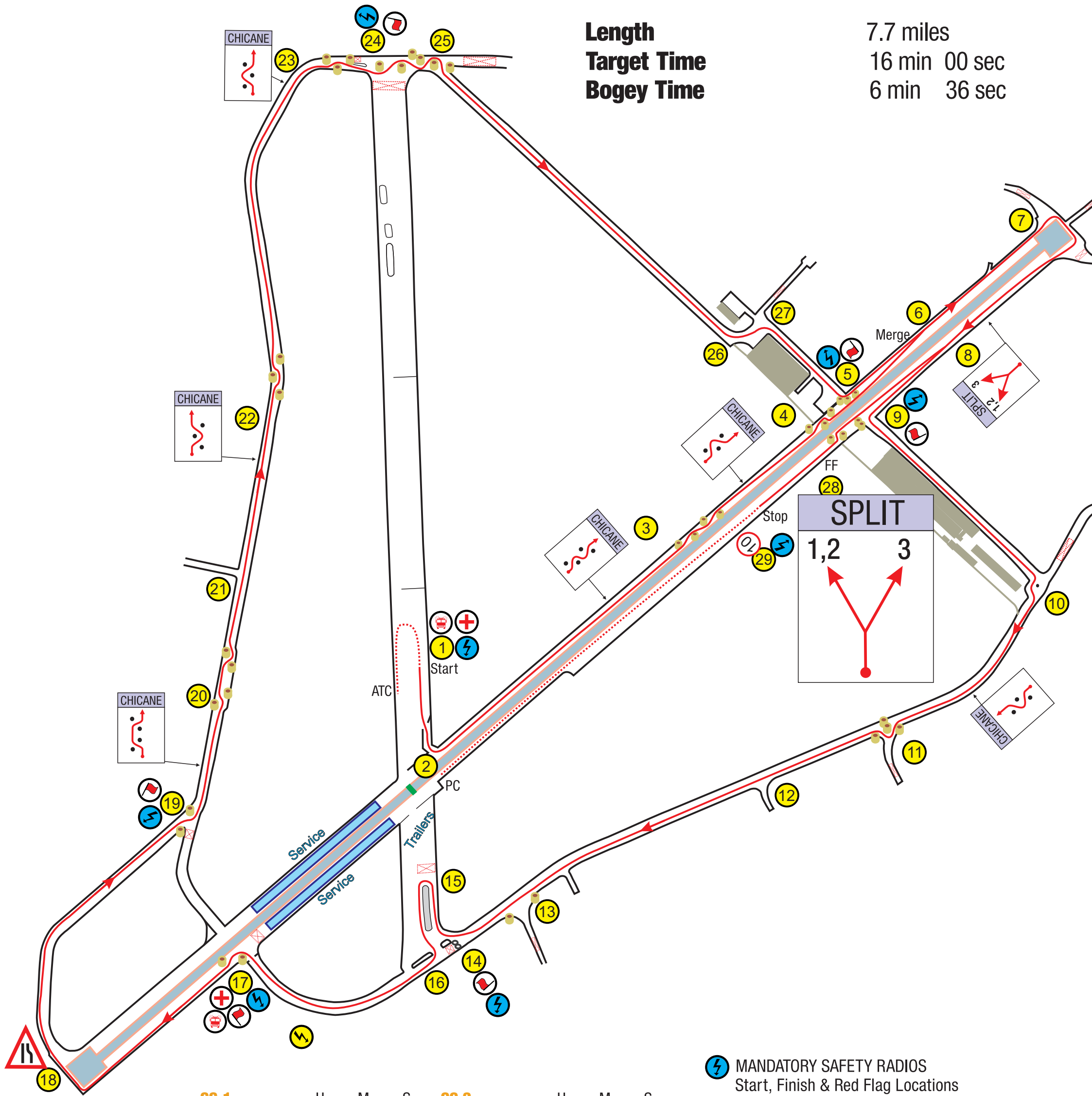


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### STAGE 1 & 2

Length  
Target Time  
Bogey Time

7.7 miles  
16 min 00 sec  
6 min 36 sec



#### SS 1

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

#### SS 2

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

- MANDATORY SAFETY RADIOS  
Start, Finish & Red Flag Locations
- RED FLAG POINTS  
Locations 5, 9, 14, 17, 19, 24
- MEDICAL & RECOVERY at Start  
And Location 17
- LOCATION POINTS



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## 12th September 2021

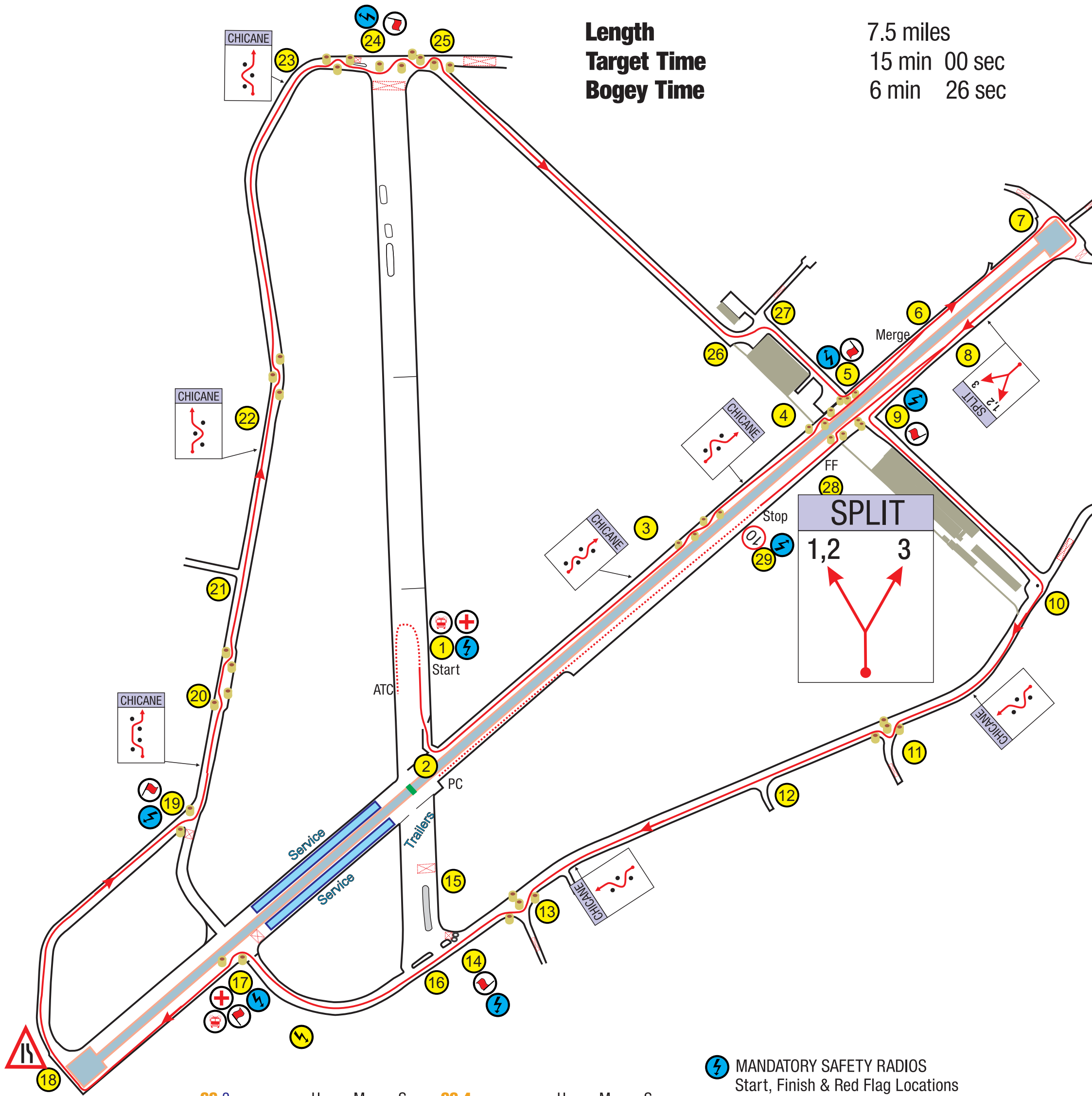


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### STAGE 3 & 4

Length  
Target Time  
Bogey Time

7.5 miles  
15 min 00 sec  
6 min 26 sec



SS 3

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

SS 4

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

- MANDATORY SAFETY RADIOS  
Start, Finish & Red Flag Locations
- RED FLAG POINTS  
Locations 5, 9, 14, 17, 19, 24
- MEDICAL & RECOVERY at Start  
And Location 17
- LOCATION POINTS



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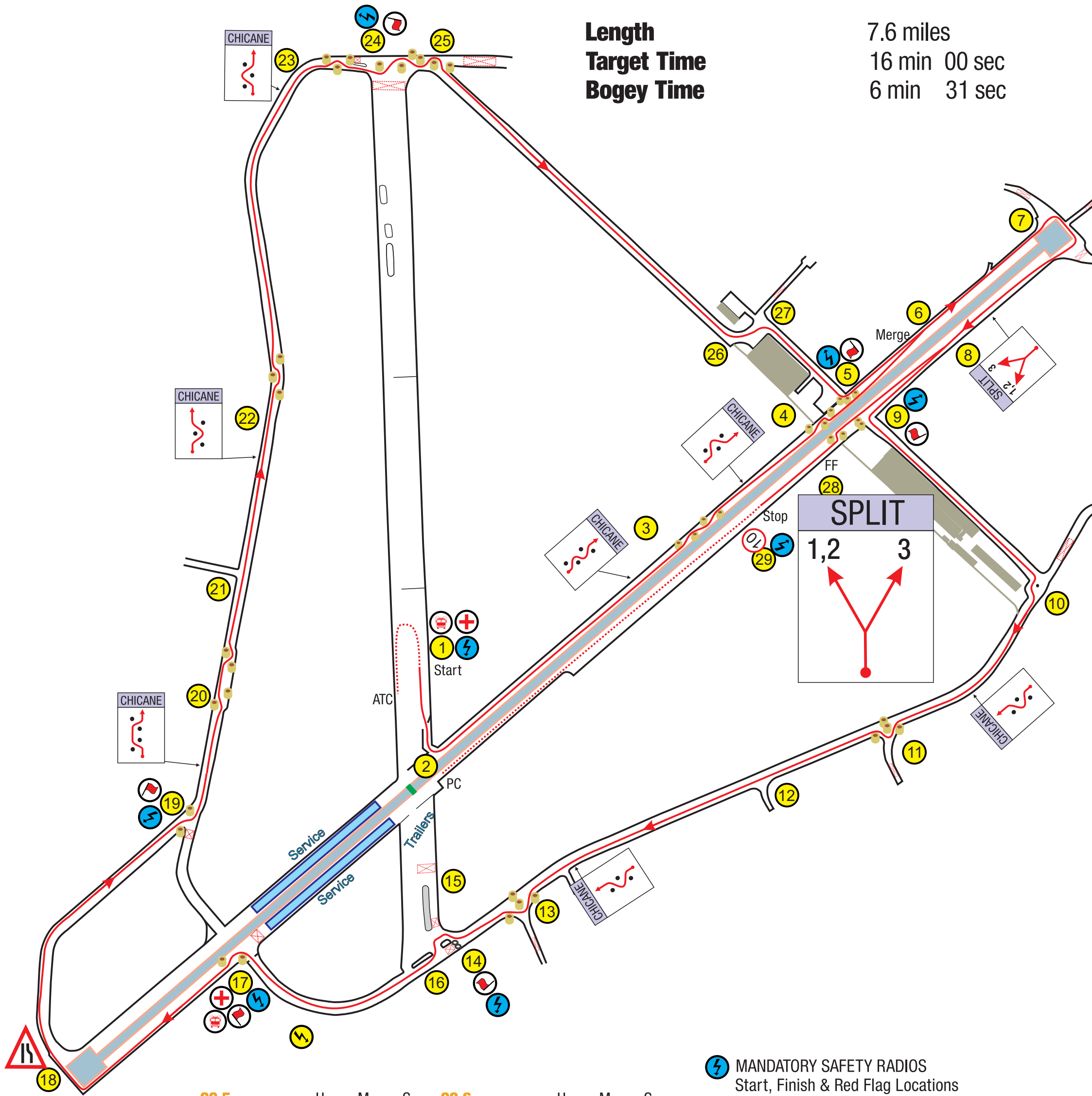


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### STAGE 5 & 6

Length  
Target Time  
Bogey Time

7.6 miles  
16 min 00 sec  
6 min 31 sec



SS 5

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

SS 6

Due Time  
Arrival Time  
Finish  
Start  
Time Taken

H M S

⚡ MANDATORY SAFETY RADIOS  
Start, Finish & Red Flag Locations

🚩 RED FLAG POINTS  
Locations 5, 9, 14, 17, 19, 24

🏠 MEDICAL & 🚑 RECOVERY at Start  
And Location 17

● LOCATION POINTS

## **Introduction**

On behalf of Lindholme Motor Club and our sponsor, Orton Electrical, thank you for volunteering to help run the Vale of York Stages, which is a round of the following 2021 Championships:-

- Clubman Motorsport EMAMC Stage Rally Championship
- Alpha Concrete ANEMMC Stage Rally Championship
- The ANWCC Stage Rally Championship
- The Melbourne Challenge

So, with an “improved” venue, no spectators, 60+ entries, and 6 stages, there should be plenty of action for you to enjoy!

Please read this pack carefully and take note of the safety information and the **COVID-19 code of practice**.

The Covid-19 situation may change between now and the date of the event, so we are taking a cautious approach to Covid wherever possible. You are here to ensure the safe running of the event and that starts by taking care of your own safety!

## **Before the event**

Please check you have all the necessary equipment.

We will provide:

- All stage equipment (arrows, tape, solid barriers etc.)
- Clocks
- Paperwork – this will be sent out electronically or by post prior to the event. To minimise the transfer of material between people, we ask that you print your own paperwork if at all possible – please let us know in good time if you are unable to print your own paperwork. No paperwork will be issued on the day of the event with the exception of appropriate check sheets which will be provided by the Chief Marshal in a Covid-19 secure way on the day of the event.

You will need to bring:

- Tabards
- Personal Protective Equipment (including face covering and hand sanitizer if you wish).
- Your Motorsport UK Marshal registration number or (if possible) evidence that you have completed on line training (see below)
- Appropriate footwear (ideally with toe protection)
- Some spare tape and a whistle.
- Appropriate clothing, sun cream, food and drink etc as you may well be on duty for several hours in varying conditions.

## **Marshal Training requirements**

In accordance with the MSA Stage Rally Safety Requirements, all new marshals are required to register with the MSA and complete the three on-line learning modules which relate to:

1. The Roles and Responsibilities of a marshal
2. Spectator Management
3. Incident Management.

Once these modules are complete they will be classed as an accredited marshal. They can then go on to progress through the marshals grading scheme.

We would encourage you to complete this once-only training which will take approximately 45 minutes.

A catering van will attend the event.

Please make sure you are familiar with your role and, if required, refresh your memory by looking at the timekeeping videos according to the following links:

Arrival <https://www.youtube.com/watch?v=ha0dhMe4rFI&t>

Start <https://www.youtube.com/watch?v=cVP0xMTg4hw>

Start alignment <https://www.youtube.com/watch?v=j-nRoW0EQtM>

Flying Finish <https://www.youtube.com/watch?v=k6xtJcbWxFE>

Stop <https://www.youtube.com/watch?v=PVVY00o6fqQ>

### **Arriving at the venue**

Access to the venue is at 106/772425 (nearest post code is YO42 4NF, What 3 words is mastering.home.remarked and Lat/long is N53:52:23 W0:49:33). PLEASE NOTE – this is NOT the usual entrance but is about 2/3rds of a mile east on the road towards Seaton Ross.

To ensure you are covered by Motorsport UK insurance, you will be required to send your registration details ahead of the event. You will be sent stage diagrams and your allocated post-number ahead of the event.

Upon entering the venue, follow the signs from the entrance to junction 7. Remain in your car and drive to the chief marshal who will confirm your attendance. You should proceed via stage direction to your location.

Do NOT drive on the test track which is along the centre of the runway.

### **Timings for Marshals:-**

Gates open: 06.45 to 07.45

Signing in: 06.45 to 07.45

On post by: 08.15

Radio Check: 08.30 (approx.)



First Car: 09.01

## **On Post**

### **MARSHAL ROLES AND RESPONSIBILITIES**

- Ensure spectators stay in designated spectator viewing areas at your location or otherwise in safe locations – preferably several metres back from the stage at all times;
- Take control and move spectators where you want them to be as they start arriving – BE POLITE BUT FIRM. Use peer pressure from other spectators if someone refuses to move;
- Be aware of the arrangements for media access;
- Do not take photographs or video or share any information on social media whilst marshalling – stay alert at all times;
- If there is a delay to the stage or a temporary halt, find out what is happening and keep spectators informed – they will be less likely to move;
- Keep everyone off the live stage – remember to use your whistle to alert others of approaching cars. Always ensure that spectators are in a safe place and kept back from the edge of the stage – preferably several metres back.

**NO-ONE IS ALLOWED TO STAND IN PROHIBITED AREAS AT ANY TIME**

### **SPECTATORS, MARSHALS OR MEDIA.**

These areas will be shown by Motorsport UK notices B, C and D and/or red & white tape and include box junctions intended as run off areas for cars that fail to make a turn and are generally the outside of bends. However, be aware that rally cars can leave the stage at any point so be alert at all times.

### **RED FLAGS**

A red flag system will be in operation on the event. Ensure that you know the location of the nearest red flag to you and who will display it if required. The decision will be taken by the Stage Commander or Clerk of the Course and communicated to radio locations. Any marshal displaying the red flag must wear a tabard and hold the flag stationary without waving it. Competitive cars, on seeing the flag, are required to slow down to a non-competitive speed as a rescue vehicle may be on stage.

Ensure that you have sufficient staff for your sector/control and that they are in position before each stage is due to be operational.

If you are required to keep a check sheet please ensure it is accurate and you record the order of passage of competitors through your location. This information is only useful if fully complete.

Please note that penalties will be applied for cars striking stage boards, bales, cones & tyres etc which will define splits, merges & chicanes. Please report these incidents clearly on the Incident Report Form provided. Please notify the organisers (via Radio control) of the existence of these reports as early as possible, and hand the completed forms to a rally

official at the earliest opportunity.

After all the competitors have completed the stage (twice) the stage will close to allow the appropriate sectors to be altered or repaired (vehicles may only move on the stage under the instruction of the Stage Commander).

You will see how we set up the first stage when you arrive at the venue. The route shown on your stage plans must be strictly adhered to. You may repair damage which has been inflicted on your sector of the stage during the running of each stage so long as you think it safe.

If a chicane is damaged beyond just a small knock and it needs repairing then:

1. Post a lookout for on-coming cars to use their whistle to warn their colleagues when a car is approaching,
2. Implement the agreed plan as quickly as possible, moving well away from the track if competitors are approaching
3. If it is not safe to undertake this task – advise the Stage Commander who will determine whether the stage should be held while the chicane is re-built, or if the stage will continue with the current damage.

#### EFFECTING CHANGES BETWEEN STAGES

A change will occur in the stage between stages 2 & 3 and 4 & 5.

#### IF AN INCIDENT HAPPENS

You should remember the following:

- Stay calm and assess the situation – your own safety is the first priority;
- Ensure spectators are kept back – where there are several marshals, ensure that some remain to control spectators and guide them to avoid positions of danger.
- When an incident happens, **a marshal's primary responsibility is to act as a look out** to allow another person to assess the needs of the competitor;
- If the incident has created a blockage or partial blockage and there are sufficient marshals on the stage, an additional marshal should go further up the stage to warn approaching cars; if possible, let the following crews continue to the end of the stage to avoid any blockage.
- Are the competitors OK – have they put out their **OK** sign and warning triangle? To be effective, approximately 50 - 100 metres before and off the competing line but clearly visible to oncoming competitors. If so, ensure they move well away from the vehicle into a suitable location
- If the incident involves assisting competitors ensure that you have a lookout, that you are in a safe position, that the SOS/OK board carried by all competitors is being shown and ensure that someone takes and displays the warning triangle approximately 100 metres down the stage. The **SOS** board should be shown at the vehicle itself if a competitor needs medical assistance;
- If the following competitors are shown an SOS board should know what to do next. Their

role is to wait until the following car arrives and pass on whatever information they have gleaned.

- The second car on scene should then travel to the next radio point to advise them so they can let Rally Control know what the situation is. Try to provide this second crew with as much information as possible in a clear, concise and accurate form. Await the rescue unit and medical teams. If you have received First Aid or First on Scene training and feel comfortable doing so, please put it to good use.

**Note:** If there is serious injury **DO NOT REMOVE THE CRASH HELMET.**

Do not move the person unless there is obvious danger (i.e. Fire).

Ensure that any injured person can breathe properly. If necessary, lift up their chin to maintain a clear airway, remove any false teeth and loosen clothing about the throat, ensure the tongue is not obstructing the airway.

- Report circumstances as quickly as possible to radio crew if nearby or stop the next competing car and ask them to report:

- Any medical assistance required;
- Location;
- Car number;
- Whether blocking stage and to what extent (clear, passable with care, blocked);
- Any other relevant information.
- Replace any damaged stage furniture and ensure stage is kept clear of spectators.

#### COMMUNICATING WITH SAFETY OR OFFICIAL CARS

If it is necessary to stop a safety or official car, the crossed arms FIA-specified gesture should be given.



Stop – I need assistance



OK

When you arrive at your post, please park up safely, at least 30 metres from the stage, and out of the direct line of sight of the approaching competitors.

### **Stage Change-round**

As you will see from the stage diagrams, parts of the stage route change after stages 2 and 4. Once the previous stage has been declared closed, a stage-change team will be coming round, but if there are changes at your location and you are willing to assist, this would help to speed up the turn-round – but please wait until the previous stage is declared closed, and wear appropriate gloves/PPE for your own safety.

### **Spectators**

This is a non-spectator event, but anyone not actually competing or officiating (i.e. service crew) is deemed to be a 'spectator'. You should have no spectators. If you do, politely ask them to return to the Service Area.

Whoever they are, don't be afraid to ask someone to move to a safer location if you feel it is appropriate. If they refuse, contact the organisers via your nearest radio and they will assist you.

### **Media**

Only correctly Motorsport UK tabarded Media will be allowed nearer to the stage. All accredited Media will have signed-on with the event organisers and been given instructions as to where they can and can't work from. Please be courteous with to them, but firm in your instruction.

### **At the end of the event**

#### **Stage Break-down**

After the last stage has finished and the course closing car has passed your location, if you are comfortable doing so, it would be appreciated if you would use gloves and PPE kit as appropriate, and break down the stage furniture at your location, then pile any cones, stakes and signs ready for collection.

Please do NOT wrap any red and white tape round the stakes – just put it in a pile, or, preferably, in a bag/bin liner for collection – and please take any personal rubbish back home with you.

When you leave please travel in stage direction unless agreed otherwise with the organisers.

Once again, thank you very much for volunteering to come and help run this event. We hope you have a great day, and if you need any further information or explanation about the safe running of the event, please do not hesitate to ask!

Kind regards.

**Richard Elms - Chief Marshal**

Tel: 07813 710898

# SPECTATE SAFELY!



ARI  
NEEDS  
**YOU**  
TO

**Be alert!**

**Always expect the unexpected**

**Stay at the designated spectator areas**

**Remember that in an accident anything can happen**

**Always follow the instructions of the marshals**

**Your safety – Your life**

**ONLY A SAFE RALLY IS A GOOD RALLY**

**#AriNeedsYou**



[motorsportuk.org](http://motorsportuk.org)