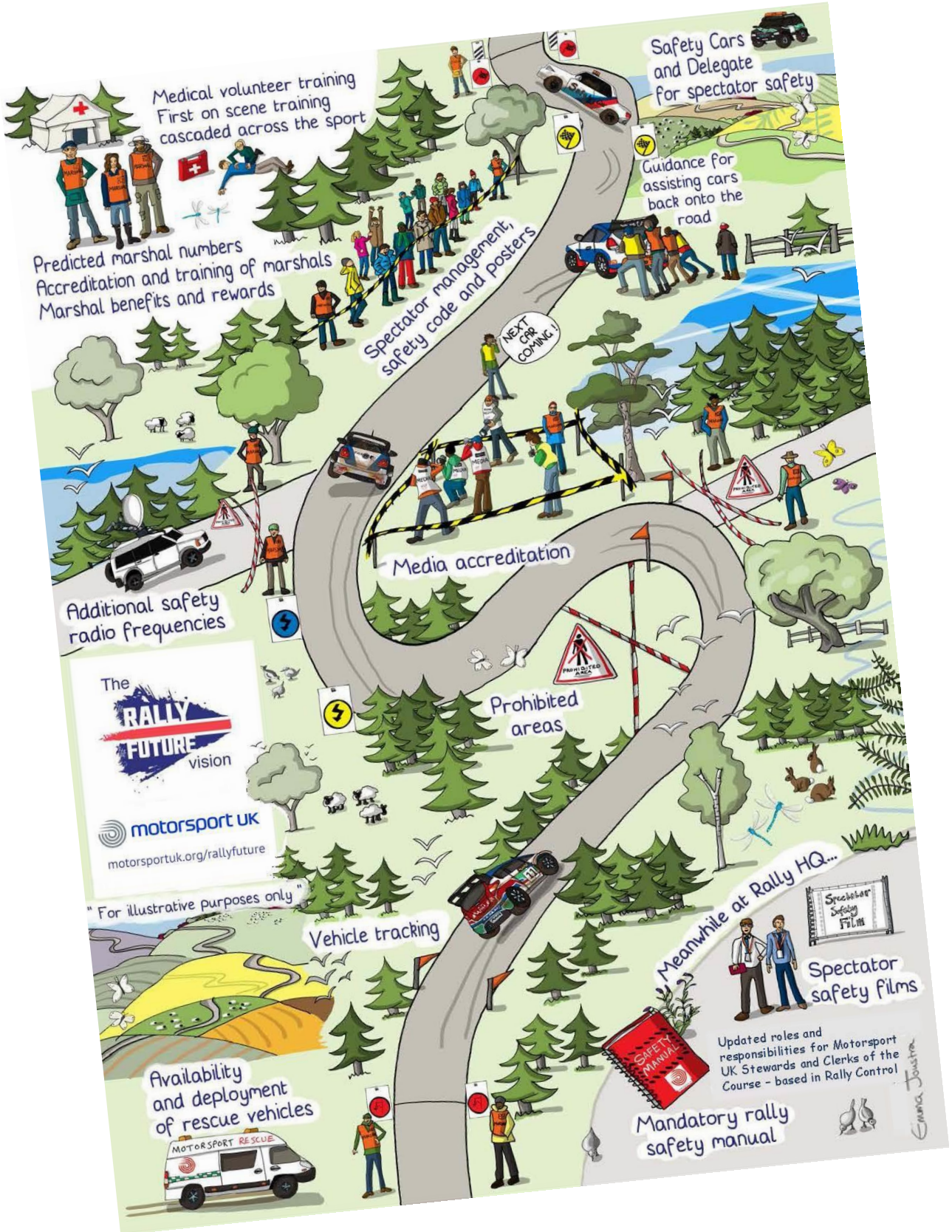


**Edition 5 Summary Document Stage Rally  
Safety Requirements**



The update to the Stage Rally Safety Requirements (SRSRs) Annexes is intended to update, clarify or supplement the January 2022 SRSRs Document. The additions and amendments have been collated based on input from various sources including: Rallies Committee, Safety Delegates, Clerks of the Course and general input from events, Marshals and Officials. We are grateful for the time you have all taken to help update this document.


**THIS SUMMARY SHEET IS NOT INTENDED TO BE USED AS A STANDALONE DOCUMENT BUT AS A SUPPLEMENT TO** the SRSRs V5. A fully updated version is available on the Motorsport UK website.

Item	Amendment/Clarification/Addition or Update
<b>1.1.</b>	<p>1.1. This section highlights the key elements that are priority areas essential for the safe running of rally events. Safety Planning is critical to an event, <i>as is the implementation of previous Safety Delegate reports and recommendations</i>, and as such there may well be more than one document in your overall Safety Dossier. The primary elements of this dossier are likely to be:</p> <ul style="list-style-type: none"> <li>• The Safety Plan</li> <li>• The Incident Management Plan</li> <li>• Operational Plans</li> </ul>
<b>1.3.</b>	<p>1.3. Your draft safety plan (which may consist of one or more documents) must be submitted to the Motorsport UK and Motorsport UK Safety Delegate at least <u>6 weeks</u> prior to your event (you can email <a href="mailto:Competitionsandclubs@motorsportuk.org">Competitionsandclubs@motorsportuk.org</a>) or send with the permit application if earlier. As well as being used by the rally organising team, event officials and marshals, the Motorsport UK Safety Delegate for your event will require a copy of your draft safety plan as part of their input into the safe planning of your event <i>and will provide their feedback to be incorporated into your safety plan</i>. This applies to both Single-Venue and Multi-Venue events.</p>
<b>2.5.3.</b>	<p>2.5.3. For this reason, it is important that Rally Control is located where <i>competitor tracking personnel and</i> radio communications are available to all parts of the rally route so that messages can be received from and passed to safety cars as well as the Stage Commanders. This may mean that Rally Control has to be located away from Rally HQ, this is not however an ideal solution because information flowing into the results service or the media officer can be very helpful to any decision-making process.</p>
<b>2.7.2.</b>	<p>2.7.2.</p> <ul style="list-style-type: none"> <li>• <i>In conjunction with the Chief Marshal, will ensure sufficient marshals and if appropriate, Security Industry Authority (SIA) trained personnel are involved in each venue;</i></li> </ul>

2.7.5.	<p>2.7.5. The stage plans <del>should</del> <i>must</i> also include <del>where relevant:</del></p> <ul style="list-style-type: none"> <li>• Rescue/recovery vehicle location.</li> <li>• Key stage personnel locations.</li> <li>• <i>Where relevant</i>, location of mandatory communication systems, Doctors and/or Paramedics, Marshal locations and Media <del>Photo</del> locations</li> </ul>
2.9.6.	<p>2.9.6. Finally, it is important that they complete all post-event medical incident reports as required by Motorsport UK and the Landowners. These reports should be completed <i>at the conclusion of the event within 5 working days and given to Rally HQ.</i></p>
2.12.6.	<p>2.12.6. The one-day Safety Car Workshop is mandatory and potential delegates will be nominated by their Clerks of Course to attend one of the Motorsport UK Programs held each year. <i>A refresher program is available in the Motorsport UK Learning Hub. When updated, Safety Car Crew members will be required to complete the refresher module, including assessment questions, prior to being issued with a new licence.</i></p>
2.12.7.	<p>2.12.7. <i>The subsidised Driver Skills program is <b>not</b> currently available (at a personal cost) for those interested in attending. This program is specifically designed for Safety Car Drivers however it is NOT mandatory.</i></p>



<p><b>2.13.</b></p>	<p><b>2.13. Chief Marshal</b></p> <p>2.13.1. <i>The Chief Marshal is responsible for recruiting and deploying sufficient marshals to allow for the safe running of the stage.</i></p> <p>2.13.2. <i>Should the predicted number of marshals not be present on the day of the event, the Safety Officer, in conjunction with the Motorsport UK Safety Delegate (or Motorsport UK Steward if a Safety Delegate is not appointed) and Clerk of the Course, will review and ensure that the Marshals are deployed appropriately so that it is safe to run with the number of marshals signed-on. The Chief Marshal will be made aware of, or involved in, these decisions.</i></p> <p>2.13.3. <i>The Chief Marshal in consultation with the Clerk of the Course and Safety Officer will pre-determined the location of marshals, taking into account the requirement for positioning marshals at strategic locations for the safety of competitors, but also at locations where there is a safe area for marshals to stand.</i></p> <p>2.13.4. <i>The Chief Marshal will also check the presence of medical, rescue and recovery vehicles at required locations and ensure they have an unobstructed access to the competitive route.. Additionally, they will advise the Spectator Safety Crew of any areas of large spectator presence to allow them to adjust their schedule.</i></p> <p>2.13.5. <i>All marshals will receive a full briefing both pre-event and at sign-on from the Chief Marshal, Stage Commander or Sector Marshal to reiterate precautions for their own safety. Marshals will also be supplied with written safety guidelines,</i></p> <p>2.13.6. <i>It is recognised that at some events the Chief Marshal may not travel through the stages or may travel along with the Event Safety Officer. Where the Chief Marshal does not travel through the stages the Event Safety Officer should assume the following duties.</i></p> <p>2.13.7. <i>The Chief Marshal should ensure that there are sufficient persons available to staff the start area and that they have suitable control boards and equipment.</i></p> <p>2.13.8. <i>Where practicable the Chief Marshal should complete the route in full as is laid down in the road book or any other official route information.</i></p> <p>2.13.9. <i>On arrival at each control the Chief Marshal should lead by example and always wear an official tabard and identification.</i></p> <p>2.13.10. <i>They should ensure that every marshal at each post they visit has a clear and concise understanding of what duties they are expected to perform and that all stage personnel are wearing tabards. The Chief Marshal, Stage Commanders and Sector Marshals will have a supply of spare tabards for any marshals who do not have them.</i></p> <p>2.13.11. <i>When the Chief Marshal reaches each control all stage/control furniture should be in place and they should check off each item on the road book.</i></p> <p>2.13.12. <i>They should always have their time card completed and run through the complete stage start procedure that will be implemented for each competing car.</i></p> <p>2.13.13. <i>As with the Safety Cars the Chief Marshal should be driven by a competent person. They should have communication links with all the Safety Cars as well as the main rally control. As well as stopping at time controls they should stop at each point that has been advertised or details published of it being a spectator access point, ensuring that there are sufficient spectator safety marshals and that they are in place and well spread out.</i></p> <p>2.13.14. <i>At the end of each stage they should radio back to the stage start and inform the Stage Commander that they are satisfied the stage is in a complete and safe condition to run. Only when this message has been confirmed should they proceed to the next stage/control point.</i></p>
<p><b>3.13</b></p>	<p><b>3.1</b> Cadet Marshals <del>must</del> <b>should</b> NOT be included in your predicted numbers. <i>If a Cadet Marshal is not accompanied by a family member, the associated Marshal must have a DBS check completed.</i></p>

4.1.	4.1. A radio car crew shall ideally consist of two marshals comprising a radio operator and a radio marshal. <i>Where a radio car is crewed by a single marshal consideration should be given to deploying a marshal at their location to assist.</i>
4.7.	4.7 The radio communication network and Radio Controller should remain in place until all Rescue, Medical and Recovery services have completed their tasks. <i>Under no circumstances is it permitted to request or sanction the multiple towing of vehicles by anyone, nor the unsupervised recovery of vehicles by competitor's service crews from any special stage.</i>
4.9.1.	<p>4.9.1. <i>To mitigate radiation from radio transmissions all Motorsport UK licensed radios have been issued with warning notices to be displayed prominently on the vehicle carrying the radio or at the base of any free standing mast. In locations where spectators or officials might be present consideration should be given to either placing a 1 metre (minimum) taped border around the vehicle or mast, or to relocating the vehicle or mast to a more remote location. This is particularly important in busy areas such as Stage Starts, Service and Spectator Areas. If using a hand held radio keep messages as brief as necessary.</i></p> 
4.10	4.1 Mandatory Radio Points should ideally be staffed by two or more people and are defined as follows:
4.10.3.	4.10.3. Radios located at intermediate safety points and at a shortcut re-join junction that safety vehicles may use. These locations must be shown in the safety plan and road book as well as having radio boards in place on the stage route. These locations <u>must have a red flag available to be displayed, when required, by the 'Red Flag Man' (marshal wearing an appropriate tabard at that location).</u>
7.4.	8.4 There are a number of things to be aware of and to plan for in seeking to effectively manage the risks to spectators attending your event. These are set out below. You should also use the experience of your team in running the event, the debrief from the previous year's event and any issues that are flagged up to you by your Motorsport UK Safety Delegate <i>(or from previous years' Safety Delegate reports)</i> . Use your previous experience to know the popular viewing points and ensure that your marshalling teams are in position ahead of the crowd to place the spectators where you want them and to ensure that they don't establish themselves in unsuitable locations. <i>Create an audit trail from these sources to assist planning for your next rally.</i>

7.8.	<p>7.8 What risks are there at specific points of the route? High risks might be at the following points</p> <p>7.8.1 Major changes in direction;</p> <p>7.8.2 Sharp corners;</p> <p>7.8.3 “S” bends – a double change in direction;</p> <p>7.8.4 Immediately over jumps or a brow where cars could lose control on landing and leave the road;</p> <p>7.8.5 Deceptive bend after a very fast section;</p> <p>7.8.6 <i>Significant drops (10.5)</i></p> <p>7.8.7 <i>Water (10.6)</i></p>
7.12.8.	8.12.8 <i>For Stages held on closed roads additional consideration must be given to residents spectating from their own properties and whether it is necessary to define parts of those properties as Prohibited Areas.</i>
8.8.9.	8.8.9 In addition to the spectator viewing area plans you will also need to provide setup information ( <i>Reference Annex E</i> ) for all other junctions, this will be checked by the Motorsport UK Safety Delegate and will be used by the Safety Car Team as they travel through the stages.
8.8.11.	8.8.11 Your schedule for the running of the stage needs to identify a time at which the relevant senior official enters the stage to check that it is set out ( <i>Refer to Safety Car Schedule</i> ) and, if necessary, inform the Stage Commander of further requirements. (See Regulation R.36.5 and the Safety Car roles & responsibilities booklet, <i>Annex I</i> ).
8.9.1.	8.9.1. In order to achieve a consistent message across the whole of rallying in the UK, “No Go” (prohibited) areas must be defined by <u>red and white tape</u> <del>and/or</del> <i>along with display of</i> Notice B; this will include box junctions and tape across marshalled footpaths.
10.12.6.	10.12.6 Voice communications <del>will</del> <i>may</i> be possible with a competitor who has pressed the OK/SOS button ( <i>A mobile phone number for every competitor must be advised to Rally Control</i> ). Someone in Rally control should be nominated to deal with these calls.
10.12.7.	10.12.7 <del>The Clerk of the Course will be able to issue red flag notifications to selected crews on any special stage.</del>
10.12.8.	10.12.8 Marshals should be advised of the system and <del>advised of the voice-calls</del> <i>the capability of deploying the relevant button on the tracker unit</i> if the crew are injured or unresponsive.
11.1.6	11.1.1 It is important that a safety car goes through after a change to a group of revised stages to ensure that they are set up according to plan. This vehicle <del>may</del> <i>will</i> include the Safety Delegate ( <i>where appointed</i> ).
11.1.8.	<i>11.1.8. It is a requirement that all Safety Cars, inclusive from the Spectator Safety Car to the O Car, are equipped with, and use, a dashcam. Further details are in Annex I, Stage Rally Safety Car Guidelines.</i>
11.2.	<p>11.1.2 <del>The minimum requirement is detailed in the table in 11.11.1. to run a spectator safety car, a O car and a sweeper car.</del></p> <p>11.1.3 <del>All safety cars need to have direct radio contact with Rally Control. See Safety Car roles &amp; Responsibilities document for further information.</del></p>

11.2.5.	11.2.5 The 0 car does NOT need to be clear of the special stage before the first car starts as long as the Motorsport UK Safety Delegate has approved <i>the stage</i> to run and the Clerk of the Course is satisfied that the time schedule is adequate to ensure they will be able to be clear of the stage ahead of the first competing car.
11.9.	11.9. The crews of the safety cars should keep in close contact with Rally Control via radio so that they are aware of any delays to the due time of the first car. They should always monitor this so that they can adjust their schedule to ensure they do not run too far ahead nor do they fall back and delay the event by entering stages too late. <i>It is mandatory for all safety cars to be equipped with a radio to enable communication with Rally Control.</i> 11.9.1. <i>It is a requirement that all Safety Cars, inclusive from the Spectator Safety Car to the 0 Car, are equipped with, and use, a dashcam. Further details are in Annex I, Stage Rally Safety Car Guidelines.</i>
11.10.2.	11.10.2 Interim safety cars do not have to be competition prepared or 4 x 4's but they MUST have lights, sirens, <i>radio, a dashcam</i> and a PA which should be used to advise spectators that further cars are to follow.
11.11.1.	11.11.1. The size and type of event will determine the number of safety cars needed as well as the likely timings. These timings will of course also be affected amongst other things by the length of stage, number of competitors and weather conditions. <i>The time schedule must allow the Safety Cars sufficient time to address any matters and must never compromise their safety function through being too tightly timed.</i> The guide below <del>may be helpful</del> <i>is to be used, unless agreed with the Safety Delegate:</i>
12.11.	<i>12.11. For further details regarding working with the Media see Annex H, Media Accreditation Guidelines.</i>
13.6.	<i>13.6 The officials signing on form has been updated to enable marshals to record their status. Stage commanders should ensure that registration/accreditation cards are checked prior to the event or at signing on.</i>
13.7.3	<i>14.7.3</i> The Stage Commander <i>has a duty of care and</i> should assume responsibility for ensuring that all new marshals at their first event receive a short briefing direct from themselves or their nominated spokesperson about the role of the marshal, the role of safety cars <i>and how to communicate with their crews (13.10.2.)</i> , stage set up including the meaning of taped areas and no-go areas, and general information about how safety is managed. Specific information should be provided on spectator safety management.
Page 40	<b>ANNEXES</b> <i>ANNEX R      Tightened Junctions</i>

<b>Annex A</b>	<p>5. <b>A note of the key roles and responsibilities</b> followed by the names and primary contact number for the various people in charge:</p> <ul style="list-style-type: none"> <li>○ Motorsport UK Safety Delegate</li> <li>○ Motorsport UK Steward and Club Stewards</li> <li>○ Clerk of the Course</li> <li>○ Deputy Clerks of the Course</li> <li>○ Event Safety Officer</li> <li>○ <b>Chief Marshal</b></li> <li>○ Chief Medical Officer</li> <li>○ Spectator Safety Officer</li> <li>○ Radio Controller(s)</li> <li>○ Stage Commanders for each special stage</li> <li>○ Media Officer</li> </ul>
----------------	---

<b>Annex C</b>	<p style="text-align: center;"><b>Route Overview and RV points</b></p>
----------------	--

<b>Annex C</b>	<p style="text-align: center;"><b>Senior Officials on the event</b></p> <table border="0"> <tr> <td>Motorsport UK Safety Delegate/Observer</td> <td>Fred SMITH</td> </tr> <tr> <td>Motorsport UK Steward and Club Stewards</td> <td>Jane GORDON, Ernest RIGHT, Jo BROWN</td> </tr> <tr> <td>Clerk of the Course</td> <td>Tes JAMES</td> </tr> <tr> <td>Deputy Clerks of the Course</td> <td>etc</td> </tr> <tr> <td>Event Safety Officer</td> <td></td> </tr> <tr> <td>Chief Medical Officer</td> <td></td> </tr> <tr> <td>Spectator Safety Officer</td> <td></td> </tr> <tr> <td>Radio Controller(s)</td> <td></td> </tr> <tr> <td>Stage Commanders for each special stage</td> <td></td> </tr> <tr> <td>Media Officer</td> <td></td> </tr> </table>	Motorsport UK Safety Delegate/Observer	Fred SMITH	Motorsport UK Steward and Club Stewards	Jane GORDON, Ernest RIGHT, Jo BROWN	Clerk of the Course	Tes JAMES	Deputy Clerks of the Course	etc	Event Safety Officer		Chief Medical Officer		Spectator Safety Officer		Radio Controller(s)		Stage Commanders for each special stage		Media Officer	
Motorsport UK Safety Delegate/Observer	Fred SMITH																				
Motorsport UK Steward and Club Stewards	Jane GORDON, Ernest RIGHT, Jo BROWN																				
Clerk of the Course	Tes JAMES																				
Deputy Clerks of the Course	etc																				
Event Safety Officer																					
Chief Medical Officer																					
Spectator Safety Officer																					
Radio Controller(s)																					
Stage Commanders for each special stage																					
Media Officer																					



	<b>Rally Control Emergency Number</b>	<b>+44 1234 567 999</b>
<b>Annex D</b>	Safety Delegate ( <i>where appointed</i> )	Fred SMITH
	Motorsport UK Steward and Club Stewards	Jane GORDON, Ernest RIGHT, Jo BROWN
	Clerk of the Course	Tes JAMES 07654 123 456
	Deputy Clerks of the Course	etc
	Chief (Event) Safety Officer	
	Chief Medical Officer	
	Spectator Safety Officer	
	Radio Controller(s)	
	Stage Commander	
	Media Officer	
<b>Annex F</b>	You may also include if relevant:	
	<ul style="list-style-type: none"> <li>• Crossing points</li> <li>• Box junctions</li> <li>• Mandatory Radio location</li> <li>• Name of Sector Official</li> <li>• Call sign and name of Radio marshal</li> <li>• Walkways to other spectator areas if available</li> <li>• Any special media locations (e.g. film crew)</li> <li>• Footpaths/Rights of Way</li> <li>• Location of radio car</li> <li>• Location of Rescue/Recovery</li> <li>• Direction of First Aid (if required)</li> <li>• Hospitality</li> <li>• <i>Location of any toilets, noting local authority guidance.</i></li> </ul>	

### 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 *and behind tree lines as appropriate*;
- *Where there is more than one Marshal at a location you should not stand in groups preferring to spread out around the area to be covered*;
- 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.

### 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 lookout** 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~~ *at least 100 metres, appropriate to the approaching speed of following competitors* 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~~ *at least* 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.*
- 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;

	<ul style="list-style-type: none"> <li>○ Whether blocking stage <i>and to what extent (clear, passable with care, blocked)</i>;</li> <li>○ Any other relevant information.</li> <li>● Replace any damaged stage furniture and ensure stage is kept clear of spectators.</li> </ul>
<p style="text-align: center;"><b>Annex H</b></p>	<p><b>Motorsport UK media tabard</b></p> <p>The 2022 Motorsport UK Media Tabard is <i>Yellow</i>, with the Motorsport UK logo, year, word 'MEDIA', tabard number, and warning triangle.</p>

### Golden Rules

6. Safety Cars including the zero car should only use *stage set up notes*, road books and other printed information supplied by the event organisers. (They should not have access to or be using any subjective route notes/pace notes).
11. All Safety Cars (excluding the Zero Car) should have roof lights, sirens, *radio, a dashcam* and a PA system. The Zero Car may have these or warning lights if the vehicle is suitable however sirens are strongly recommended.

### Specific Responsibilities - Safety Cars 000 and 00

2. These vehicles should always have suitable identification as well as a PA system, sirens, *radio, dash cam* and warning lights.

### Specific Responsibilities - Zero Car (0)

5. The Zero Car ~~should~~ *must* have a method of communication with all other Safety Cars **and** Rally Control – *the co-driver would benefit from using a separate earpiece attached to the installed radio for communications.*

### Radio Protocol

*Clear communication is an essential role for each safety car crew and whether using a management radio frequency or Motorsport UK's Medical and Safety Frequency (81FM) it is important to familiarise yourself with the basics. The full details are available in the Radio Marshals' Handbook, available*

*<https://www.motorsportuk.org/wp-content/uploads/2021/08/2021-05-06-radio-marshall-handbook.pdf>*

*The following extracts are essential basics.*

### Radio Operation

*You should be aware that there are various physical factors that will influence the efficiency of your radio reception and transmission. These factors may include:*

- Man-made;
  - High tension cables
  - electricity generators
  - computer centres
  - hospitals
  - radio transmitters
  - Other 'on event' radio networks

*Natural phenomena; – Weather*

- cliffs
- steep banks
- trees
- iron ore deposits
- water

*Manmade obstacles can be overcome by relocating your position, if possible. If the interference is coming from another radio, ask them, in the interests of the event safety, to relocate. Natural phenomena can sometimes be negated by moving, but usually it is a case of working with what you have.*

*You should also be aware of the operating specification of your radio in relation to the length of message transmissions. The specification of your radio includes a thirty second time out function. This means that 30 seconds after the PTT button is*



triggered and the set begins to broadcast, it will 'time out' and the transmission will cease. This system is a fail-safe, which allows the radio network to be useable again 30 seconds after a PTT is triggered accidentally.

During normal operation it is very unlikely that your message will be longer than 30 seconds. This time period is usually more than sufficient time to pass your message. To assist in getting your message through, write it down before you transmit it. This will help if you need to repeat all or part of your message. If you have an exceptionally long message to pass, keep transmitting until you hear the first 'Beep' then say 'Break', release the PTT, pause, then continue your message.

**DO NOT BE TEMPTED TO PUT A 'BREAK' INTO YOUR MESSAGE IN ANTICIPATION OF THE TIME OUT – this wastes time.**

### **SUPeR System**

To process an incident more efficiently there is a **key** word system in place. The application of this system is explained below and is in use on a national basis. Should you be advised of, or witness an incident you may include one of the following prefix words in your initial call to your radio controller:

(a) **SAFETY** For messages concerning stage safety, e.g. car overdue, first competitor into stage, stage furniture problems, spectator marshalling – problems where a slight delay can be tolerated.

(b) **URGENT** For situations requiring immediate action, e.g. car known to be in difficulty, suspected injured persons – problems which may necessitate the cessation of the stage.

(c) **PRIORITY** For situations where there is a **CONFIRMED** injury(s) – situations where immediate Medical/Rescue intervention is required

(d) **RELEVANT** For messages which have a bearing on the incident – submission of relevant information

Use common sense – **DO NOT** overrate the urgency of your message unnecessarily.

This is how a SUPeR message should be initiated: -

'Mercury Control from Mercury Three, (SAFETY/URGENT/PRIORITY), Over'

'Mercury Three this is Mercury Control – go ahead with your, (SAFETY/URGENT/PRIORITY), Over'

'Mercury Control from Mercury Three on stage (no.) at post/junction (no.) I have.....'

Mercury Three will then transmit the details of the (SAFETY/URGENT/PRIORITY) and Control will deal appropriately with it in conjunction with the correct on stage and/or off-stage personnel To ensure that the (SAFETY/URGENT/PRIORITY) is dealt with correctly Mercury Control will announce: -

'Mercury Control is accepting (SAFETY/URGENT/PRIORITY) and above messages only'

This means that any none key worded messages or key worded messages below the level maintained must wait to be transmitted.

---

*If the incident which generated the SAFETY call escalates to an URGENT or an URGENT situation arises then the control would increase the restriction imposed on the radio network to URGENT and above only, therefore any SAFETY messages must wait to be transmitted.*

*Similarly, if the PRIORITY restriction is imposed only PRIORITY messages will be allowed across the radio network.*

*If, however, you have information which is relevant to the incident but is not a result of the incident you can use the RELEVANT key word to access the restricted radio network. The RELEVANT key word works on all levels of restriction.*

*It is important that all radio marshals not directly involved with the ongoing incident remain silent and monitor the radio network. As soon as the incident is resolved control will begin to reduce the level of restriction downgrading from PRIORITY to URGENT. It will then deal with all the URGENT calls before downgrading to SAFETY. Once all SAFETY calls have been processed control will announce 'Mercury Control to standby' at which point normal working is resumed.*

**REMEMBER**

**ALWAYS** Use the callsign of the radio you are calling followed by your own when opening a transmission i.e. (Mercury Four this is Mercury Control – Over)

**ALWAYS** Say 'Over' at the end of each transmission

**ALWAYS** Take your finger off the PTT (Push To Talk) button when you have finished speaking

**ALWAYS** Be as brief as is possible

**ALWAYS** Make sure you transmit your message completely and correctly. If necessary, write it down before speaking

**ALWAYS** Remember, safety is paramount, especially your own.

**ALWAYS** Have your radio in sight in order to monitor its operation

**ALWAYS** Know where your microphone is and make sure that the PTT button cannot be operated accidentally

**ALWAYS** When transmitting a message, press the PTT, pause ---- then, talk, otherwise your first few words will be lost. (This allows the tones transmitted at the front end of the message to 'open' other radios on the network)

**ALWAYS** Put a 'Roger so far' into long messages but remember that you have 30 seconds of message time

**ALWAYS** If you feel unable to handle a situation, pass the microphone to someone who is, if possible

**ALWAYS** Keep calm

**NEVER** Transmit when the frequency is in use – you will cause interference and disrupt the radio network

**NEVER** Use bad language

**NEVER** Use the Safety & Medical frequencies as a 'chat channel'

---

	<p><i><b>NEVER</b> Add to, embellish and/or use unnecessary voice inflections to messages and information given which is to be passed over the radio network</i></p> <p><i><b>NEVER</b> Divulge information passed over the radio network to third parties who are not part of the event organisation either verbally or by operating with your volume too loud or your speaker outside your vehicle</i></p> <p><i><b>NEVER</b> Panic</i></p> <p style="text-align: center;"><i><b>THINK OFF AIR</b></i></p>
<b>Annex J</b>	<p><b><u>What Is the Predicted Number?</u></b></p> <p>The 'predicted' marshalling strength at any location is the number of marshals that the organising team consider to be appropriate having taken account of all local circumstances and potential spectator activity.</p> <p>This applies to staffing requirements for all rally stages.</p> <p>The actual circumstances on rally day may change for many reasons therefore the 'predicted' number is neither a minimum nor maximum and may need to be adjusted. <i>If possible try to provide for a small reserve of spare marshals for each stage so that you have deployable resources for any unforeseen demands on the day.</i></p>
<b>Annex K</b>	<p>In order to ensure that any incident is responded to by all parties in the most effective way. It is strongly recommended that ALL competitors on ALL types of stage rally are reminded of their responsibilities related to SOS/OK boards either as the crew affected by an incident or the next competing car on the scene.</p> <p><i>This reminder must also state that information given to Marshals or Officials regarding display of an <b>OK/SOS</b> Board, must <b>ALWAYS</b> be <b>FACTUAL</b> and <b>ACCURATE</b>. <b>NO INFORMATION</b> is better than <b>FALSE OR INACCURATE INFORMATION</b> – Competitors must be advised that they only report what they have actually seen, if they did not see anything, say so. Also, remind competitors that if they misuse the SOS and OK signs they will be reported to Motorsport UK for further action.</i></p> <p><i>For those events using a tracking system, Competitors will be required to transmit an OK or SOS when they are stopped on stage, as per SRSR 10.12.5.</i></p> <p><i>Further, remind competitors that the Emergency Red Warning Triangle should be placed at least 100m down the stage, appropriate to the approaching speed of following competitors to provide a visible advanced warning.</i></p>
<b>Annex N</b>	<i><b>New Posters</b></i>
<b>Annex O</b>	<i>For all incidents, please ensure that appropriate safety warning signs, such as the Warning Triangle and SOS/OK Board, are prominently displayed to all following competing cars.</i>

<p><b>Annex P</b></p>	<p>A. Basic Standards for Service Areas (or Service Parks):</p> <p>19. <i>The organiser is responsible for the provision of adequate sanitation within the Service Area for the competitors, service crews and event officials.</i></p> <p>B. Storage &amp; Use of Petroleum Spirit</p> <p>2. If re-fuelling is permitted in the Service Area, this should be the last operation to be carried out before the vehicles leave. The vehicle should be off any support stands, have all four wheels on the ground, have all other work ceased and <i>must</i> have no occupants, <i>e.g., driver, navigator, service crew</i>, when re-fuelling commences. All sources of ignition must be removed from the area, <i>the engine switched off</i>, and an appropriate fire response should be prepared.</p> <p>3. Ideally re-fuelling should be by hand pumping, rather than from hand held containers. <i>If fuel is dispensed from hand held containers a suitable spout for pouring must be used. Open pouring from hand held containers with or without the use of a funnel is not permitted.</i></p>
<p><b>Annex Q</b></p>	<p><b>Risk Control</b></p> <ul style="list-style-type: none"> <li><i>Ideally re-fuelling should be by hand pumping, rather than from hand held containers. If fuel is dispensed from hand held containers a suitable spout for pouring must be used. Open pouring from hand held containers with or without the use of a funnel is not permitted.</i></li> <li><i>The vehicle must be unoccupied e.g., driver, navigator, service crew, when re-fuelling commences and the engine switched off.</i></li> </ul> <p><b>Emergency Management</b></p> <p><i>Regulations to store and transport fuel may differ throughout the UK and therefore all Clubs are advised to make reference to their own local government regulations and advise all entrants appropriately.</i></p>
<p><b>Annex R</b></p>	<p><i><b>New Annex for Version 5: Tightened Junctions</b></i></p>