



National Circuit  
1.98 Miles  
(3.185kms)

## Final Instructions

20<sup>th</sup>-21<sup>st</sup> October 2018

### BRSCC Finals Race Weekend

This meeting is organised by the British Racing & Sports Car Club Ltd governed by the General Competition Rules of the MSA, incorporating the provisions of the International Sporting Code of the FIA, additional Supplementary Regulations and any written instructions the organisers issue for the event.

These Final Instructions should be read in conjunction with any further instructions or bulletins issued by the organisers.

Entry Enquiries: Liz Goodrich

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#### 1 Permits

This event will be held under the following MSA Permit numbers:

Clubmans: 107721

Clubmans Endurance: 107722

This event is NCAFP permitted

#### 2 Officials

MSA Steward	David Kane
Club Stewards	Richard Norbury, John Newman
Senior Clerk of the Course	Andy Holley
Permanent Clerk of the Course	Julian Floyd (Fun Cup)
Clerks of the Course	Ken Tyrer, Andrew Green
Probationary Clerk	Steve Andrew, Graham Lindley
Secretary of the Meeting	Rita Ashman
Chief Scrutineer	David Baxter
Chief Medical Officer	Dr Raza Dar
Chief Timekeeper	Clare Cletheroe
Chief Marshal	Paul Parkin
BRSCC Safeguarding Officers	Liz Goodrich & Penny Mattocks

#### 3 Passes

Your e-tickets have been despatched via email and Working Vehicle passes have been distributed by post. Children are classed as 12 and under, as opposed to 16 and under.

Please note that private cars will NOT be allowed to park in the paddock. Ample parking has been provided for private cars by the Main Gate.

#### 4 Venue Access

For those booked in for testing on Friday, access will be from 18.00 to 22.00 on Thursday 18<sup>th</sup> October. For those not testing, access will be from 18:00 to 22.00 on Friday. Access on Saturday will be from 06.00 to 22.00 and from 06.00 on Sunday morning. Please use the Paddock Gate which can be accessed from Melbourne Road.

#### 5 Health & Safety

At all times whilst in the confines of the venue competitors should comply with the Circuit and Club Guidance Notes printed further on in this document.

#### 6 Pit & Paddock Areas

For Saturday the garages have been allocated to the Fun Cup Championship & Speed Group F1000. The Teekay Couplings Production GTi Championship and Speed Group F1000 will take the garages over on Sunday with access on Saturday evening at 21:00. Please see the paddock plan in Section 24 to locate your parking area. Any competitor/team who has stationed themselves in the incorrect place in the paddock and has refused to move when asked by a BRSCC official, may be reported to the Clerk of the Course. Offenders may be penalised for any infringement of any pit and paddock regulation. Please park all private cars outside of the paddock area. This will assist in making the paddock a more spacious and pleasant working area for all competitors.

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### 6.1 Engine/Noise Pollution

Engines must not be run before 09.00 or after 20.00 hrs on the day of the meeting. It is forbidden to start the engine of any competing car in the Pits and Paddock area at any time whatsoever on the day immediately before the date of the meeting. Circuit Security Contractors are empowered by the organisers to strictly enforce this regulation.

### 6.2 Paddock

- (a) Waste oil should be removed from the venue or disposed of in the waste oil containers where provided.
- (b) All domestic rubbish must be placed in the bins provided and any scrap vehicle parts including tyres must be removed from the venue. Any cost incurred by the Club for removal of said items from the paddock, will be charged to offending teams/competitors.
- (c) Under no circumstances must any paddock surface be broken in any way, i.e. tent pegs/stakes, etc. Fuel, oil or chemical substances must not be deposited onto any tarmac surface.  
Hospitality is not permitted in the paddock/pit area without the express permission of the circuit owners. The
- (d) only exception to this is hospitality for competitors and official team personnel.
- (e) Competitors must vacate the paddocks by **21:00 on Sunday**.

### 6.3 Pit Lane

- (a) The outer lane or lanes are to be kept unobstructed to allow safe passage of cars at all times. The onus shall be on all drivers to take due care and drive at minimum speeds in the Pit Lane. Occupants of the pit garages are reminded that during any other qualifying session or race, their race cars must be totally inside the pit garage and all ancillary equipment cleared to the inside of the garage.
- (b) Please observe the pit lane speed limit which is 60kph (**Fun Cup 40 mph**).
- (c) The Stop/Go penalty box is located at the far end of the pit lane directly outside the Pit Office.
- (d) Refuelling in the pit lane is not permitted unless allowed for in the Championship/Series Regulations.
- (e) Children under the age of 16 years are not permitted in the pit lane area.

### 6.4 Support Vehicles

The use of vehicles is not permitted unless towing a trailer for the purpose of transporting ancillary motor race equipment in the pit & paddock area. No competitor may use a support vehicle in the pit road at any time unless authorised by a race official. Any misuse of "support vehicles" will be brought to the attention of the Senior Officials and appropriate action may be taken.

### 6.5 Use of Paddock Bikes, Scooters and Quad Bikes

Scooters/quad bikes/golf buggies/pushbikes (including electric bikes) must be authorised by the Club before being used. Paddock vehicles will be required to display a numbered pass issued for each event. Dirt bikes/mini-motos are banned.

All such vehicles must be used with care to prevent injury. They must only be used within paddock areas and in a safe manner, not at excessive speed and never at more than 10mph or recklessly. All parts of paddock are classed as public roadways. The use of any vehicle in a public area is governed by Road Traffic Laws and accordingly requires that such vehicle is insured.

All vehicles must be driven or controlled by those holding an appropriate driving licence, of suitable age. All drivers and passengers must wear suitable protective clothing and the number of passengers must not exceed the number of seats or passenger places provided. If any form of trailer is attached to such a vehicle it must be properly secured in line with manufacturer's requirements or recommendations.

The use of paddock vehicles is at the risk of the owner and/or driver and it is strongly recommended that such use be covered by suitable public liability/3rd party policy. Please email proof of insurance to penny@brscc.co.uk  
If you have a paddock accident within the venue you are likely to be held liable for it. All competitors acknowledge that any non-race vehicle used between paddock and pit lane is covered by PL insurance/3rd party and displays BRSCC authorisation decal. Disability buggies are exempt.

### 6.6 Tail Lifts

Where vehicles with tail lifts are being used at the venue, the operator must ensure that the tail lift is never left down, including in the halfway position, other than when loading/unloading is being undertaken.

All competitors will sign-on at the times & locations stated below. In addition, competitors can also sign on from **15:00 until 18:00 on Friday in Race Administration** (1<sup>st</sup> floor of the Race Control building).

Championship/Series	Time	Location
BRSCC Mazda MX-5 Championship – Group 1	07:40 – 08.10	Race Administration
BRSCC Mazda MX-5 Championship – Group 2	08:05 – 08.35	Race Administration
Toyo Tires Porsche Championship	08:35 – 09.05	Race Administration
Fun Cup Championship	09:05 – 09.35	Race Administration
BRSCC Mazda Super Series	16:05 – 16:35	Race Administration
Teekay Couplings Production GTi Championship	07:40 – 08:10 Sunday	Race Administration
Speed Group F1000 Championship	08:40 – 09.10 Sunday	Race Administration

**7.1** All drivers must provide at Signing On:

- (a) MSA Competition Race Licence or European ASN equivalent and MSA Entrants Licence (Where applicable)  
**Competitors with Non MSA Competition Licences are reminded that under Article 2.3 of the International Sporting Code, written approval must be given by their ASN to compete in this event. Written approval will be checked at signing on.**
- (b) Drivers Medical Certificate (if not incorporated in the Licence)
- (c) Valid Club Membership (where applicable)

Drivers are reminded that licences, medicals and upgrade cards must be valid, bearing a recent photograph and be signed by the driver before presentation to the officials at Signing On. Without these they are not valid. Upgrade cards can be downloaded from [www.msauk.org/assets/competitorupgradecardinsert2018.pdf](http://www.msauk.org/assets/competitorupgradecardinsert2018.pdf)

**7.2** It is the responsibility of the driver to collect his/her licence and/or upgrade card after the event.

## 8 Scrutineering

All competitor's cars will be scrutineered at the times and place stated in the table below. **Scrutineering will also take place on Friday afternoon between 15:00 to 18:00 in the Scrutineering Bay.**

Championship/Series	Time	Location
BRSCC Mazda MX-5 Championship – Group 1	From 7:40 Saturday	Scrutineering Bay
BRSCC Mazda MX-5 Championship – Group 2	From 08:05 Saturday	Scrutineering Bay
Toyo Tires Porsche Championship	From 08:35 Saturday	Scrutineering Bay
Fun Cup Championship	From 09:05 Saturday	In Situ
BRSCC Mazda Super Series	From 16:05 Saturday	Scrutineering Bay
Teekay Couplings Production GTi Championship	From 07:40 Sunday	In Situ
Speed Group F1000 Championship	From 08:40 Sunday	In Situ

At Scrutineering, drivers must provide:

- (a) Competition Car
- (b) Paperwork from BRSCC Officials confirming driver has signed on.
- (c) Crash helmet, visor or goggles, gloves, boots, overalls & FHR device (where required)
- (d) Vehicle Identification forms (if required)
- (e) MOT/road fund licence (if required)

All vehicles must be Noise tested prior to their first session on the circuit. Noise testing will take place at the entrance to the Assembly Area. Cars having failed or who have not been noise tested will NOT be admitted to the track.

## 9 Eligibility

In addition to the series Eligibility Scrutineers, eligibility may be checked by a member of the MSA Technical Commission, as listed in the MSA Officials' Yearbook Appendix 5(d).

## 10 Drivers' Briefings

ALL Competitors MUST attend their respective drivers' briefings at the allotted time and location as shown in the table below.

Attendance is MANDATORY and non-attendance or late attendance may be penalised by the Clerk of the Course. The organisers reserve the right to call subsequent briefings at any time, should they consider it necessary. Such briefings will be announced via bulletins and/ or paddock announcements.

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Championship/Series	Time	Location
Toyo Tires Porsche Championship	Saturday 09:15	Porsche Race Centre
Fun Cup Championship	Saturday 09:40	Garage 39 Diner Briefing Room
BRSCC Mazda MX-5 Championship – Groups 1 & 2	Saturday 10.30	Mazda Race Centre
BRSCC Mazda Super Series	Saturday 16:45	Mazda Race Centre
Teekay Couplings Production GTi Championship	Sunday 08:20	Garage 39 Diner Briefing Room
Speed Group F1000 Championship	Sunday 09:20	Garage 39 Diner Briefing Room

### 11 Circuit Access

All competitors, including those based in the pit garages, will access the circuit via the Assembly Area which is located at the bottom of the Grand Prix Loop.

### 12 Qualifying / Grids

Qualifying will take place as per the timetable. It is the driver's responsibility to be ready at least 20 minutes before their timetabled session. Scrutineering labels must be affixed to the vehicle and clearly displayed before it is allowed onto the track. Drivers should go to the assembly area 20 minutes before published time and then, when directed by the course marshal, they should proceed onto circuit.

Grids will be formed as per Championship/Series Regulations and according to the terms of the Circuit Licence.

Double Header Races: unless regulations stipulate otherwise, grids for the second race of a Double header event with only one qualifying session will be based on the finishing order of the first race. Retirements will be placed at the back of the grid in reverse order of retirement.

To avoid congestion, cars in the Toyo Tires Porsche Championship will be released for qualifying strictly by class starting with Class A.

### 13 Race Start Procedure/Safety Car /Fun Cup Pit Stops

All start procedures will be in accordance with the championship/series regulations. It is the competitor's responsibility to ensure that they are ready in good time. Under ideal conditions, the racing programme may be brought forward.

Where races are for a set time duration, the chequered flag will be shown to the race leader the first time they pass the Finish Line after the time has elapsed.

#### 13.1 Standing Start

All races will be gridded up in the Assembly Area and released on to the circuit in qualification grid order. Once all cars are in position on the grid, the countdown procedure will commence from the 1 Minute Board to complete the Green Flag lap. All competitors must maintain grid position on this lap as failure to do so may result in them being penalised. It is the competitor's responsibility to take their correct position on the grid. Once all competitors are stationary the 5 Second Board will be shown and the red lights will be displayed. At some time between 2 and 7 seconds the red lights will switch off - signalling the start of the race.

The following Championships/Series will use a Standing Start:

- **BRSCC Mazda MX-5 Championship**
- **Toyo Tires Porsche Championship**
- **BRSCC Mazda Super Series**
- **Teekay Couplings Production GTi Championship**
- **Speed Group F1000 Championship**

Competitors are reminded that the Green Flag lap must be completed as quickly as possible without any undue delay. Should the completion of the Green Flag lap be in excess of 4 minutes, then at the discretion of the Clerk of the Course any time in excess of the 4 minutes may be deducted from the race duration.

#### 13.2 Rolling Start

Vehicles will be correctly positioned in the assembly area, then proceed as directed onto the grid where they will begin the rolling lap behind a Pace Car. The start procedure will be in accordance with Championship Regulations. (2.5)

The following Championship/Series will use a Rolling Start:

- **Fun Cup Championship**

**13.3 Safety Car Intervention**

The Clerk of the Course will have the facility for the use of the Safety Car in accordance with the Championship / Series regulations. It is the driver's responsibility to make sure they are fully aware of these regulations. The Safety Car will join the circuit from the pit lane exit and will exit the circuit via the pit lane entrance. The organisers reserve the right to use the Safety Car in all sessions, both qualifying and the races.

**13.4 Green Flag**

Should there be a change in weather conditions which would necessitate an additional green flag/pace lap, then at the discretion of the Clerk of the Course, the race duration will commence at the start of the second green flag/pace lap.

**13.5 Fun Cup Pit Stops**

The Pit Window interval will be 40 minutes. The engine must be turned off at every pit stop.

**In the event of circuit light failure for either start type the Union /National flag will be used to start all races.**

**14 End of Track Session Procedure**

**14.1** At the end of each track session be it qualifying or the actual race, all vehicles must slow down after taking the chequered flag and leave the circuit via the Pit Lane Entrance.

**14.2** At the end of your race, presentations will be carried out in accordance with championship/series regulations if time permits. Please follow instructions of race marshals etc. In the case where the presentation does not take place immediately after the race, competitors should report to the Paddock/Race Secretary's office.

**15 Judicial**

Breaches of driving standards will be firmly dealt with. If the Clerk of the Course wishes to view evidence from the TV production company, any competitor's personal in-car camera, and/or data logging evidence in order to assist with his enquiry into a breach of driving standards he may order that the results remain provisional and he may take judicial action at a later date. However, the use of video evidence and/or data logging evidence is at the sole discretion of the Clerk of the Course.

**16 Judges**

Judges may be appointed as per MSA Regulation [Q 18].

**17 Race Day Information**

The organisers will try to run the programme as published, but they reserve the right to delay or bring forward event times to suit the conditions of the day. Copies of practice times, grid sheets, provisional results and official bulletins etc will be available from the Secretary's Office.

**18 Social Media**

Please take time to read the MSA's guidelines on Social Media which can be found at <https://www.msauk.org/assets/msasocialmediaguidelines-6.pdf> Please refrain from making comments about fellow competitors and officials that could be interpreted as bringing your championship, the hosting circuit, the BRSCC and individual drivers and officials into disrepute.

**19 Video Equipment**

a) Video equipment must not be fitted to any vehicle without express permission from the circuit if it is to be used for commercial purposes. Any driver/team transgressing this regulation maybe subject to a fine of £1,000 and exclusion from the event.

b) Once permission has been obtained video equipment must be fitted to the vehicle prior to scrutiny and the scrutineer must be advised.

**20 Testing**

For further details and to book please contact the Circuit direct via <http://www.donington-park.co.uk/testing.aspx> or call 0843 453 2000.

## 21 Special Circuit Notes

### 21.1 Paddock

The roadways within the Paddock Area and the Fire Lane immediately behind the Pit garages must be kept clear of all vehicles at all times. It is prohibited to park vehicles so that they are backed up against the Pit Garage doors.

### 21.2 Track Limits

Competitors should be aware that specific guidance has now been issued by the MSA regarding the penalties to be applied for drivers breaching track limits. These are as follows:

- 2<sup>nd</sup> offence - warning flag
- 3<sup>rd</sup> offence - 5 second penalty
- 4<sup>th</sup> offence – 10 second penalty
- 5<sup>th</sup> offence - drive through penalty
- 6<sup>th</sup> offence – disqualification

**Competitors may also have their fastest lap times in practice/qualifying disallowed if they breach track limits.**

### 21.3 Illegal Driving

All competitors are reminded that they are liable to disqualification from the meeting if any person associated with their team who is below the age at which a driving licence may be issued, is seen riding or driving a motor vehicle of any type within the paddock, or any other part of the grounds. Competition vehicles must not be used to transport personnel unless the passenger/s are within the framework of the vehicle.

### 21.4 Pit Signalling Wall

This must be kept clear of all team personnel at the start of each race until all cars have entered Redgate Corner on the first lap.

### 21.5 Start/Finish Straight

Drivers' who deliberately take to the grass verges between the starting grid and Redgate Corner in order to gain an advantage, may be penalised.

### 21.6 Damage & Recovery from the Circuit

The club/circuit owners/providers of recovery services cannot be held liable for any damage that is caused in the course of removal of any vehicle from the circuit.

### 21.7 Live Snatch

During all practice, qualifying and races, the Clerk of the Course will have the option to carry out "live snatches" under local Yellow Flags and Lights. Lights displayed on the Circuit Light Boards have the same meaning and carries the same penalties as flag signals.

### 21.8 Power Supply

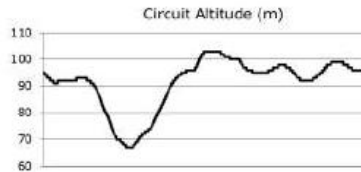
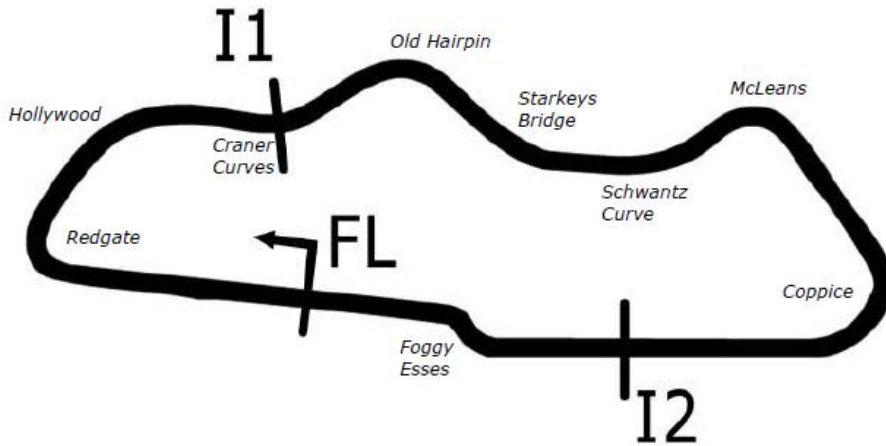
Hook up to the power supply is available in Paddock 2. **The cost is £10 per plug per day.** Please pay at the petrol station kiosk. Upon payment you will be issued a wristband and receipt as proof of payment. Opening hours: Thursday 8:30 – 13:00, Friday 8:30 – 18:00 and Saturday and Sunday 08:00 – 18:00. Anyone found splitting will be disconnected.

### 21.9 Security

Please ensure you lock all valuables away when leaving your pit/paddock area to prevent thefts of wallets/keys/laptops etc.

**22 Circuit Map**

**Donington Park National**

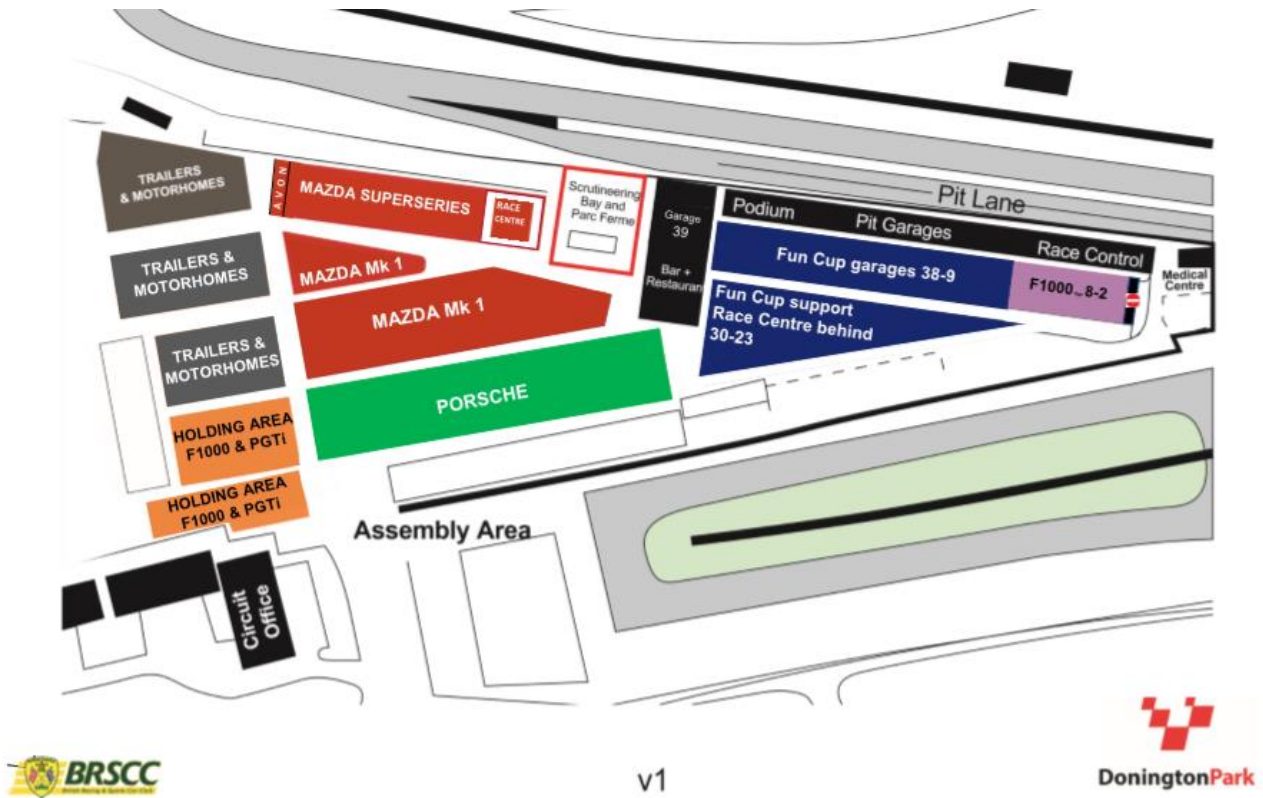


Length	1.9790 miles	3185.0 m		
FL		52.82971 N	1.37867 W	
I1	941m	52.83226 N	1.37893 W	
I2	2641m	52.82866 N	1.37129 W	
Pit Entry	3100m	52.82949 N	1.37787 W	
Pit Exit	229m after FL	52.82996 N	1.38205 W	
Pit Entry-Pit Exit	287m, 17.2s @60kph, 12.9s @80kph			

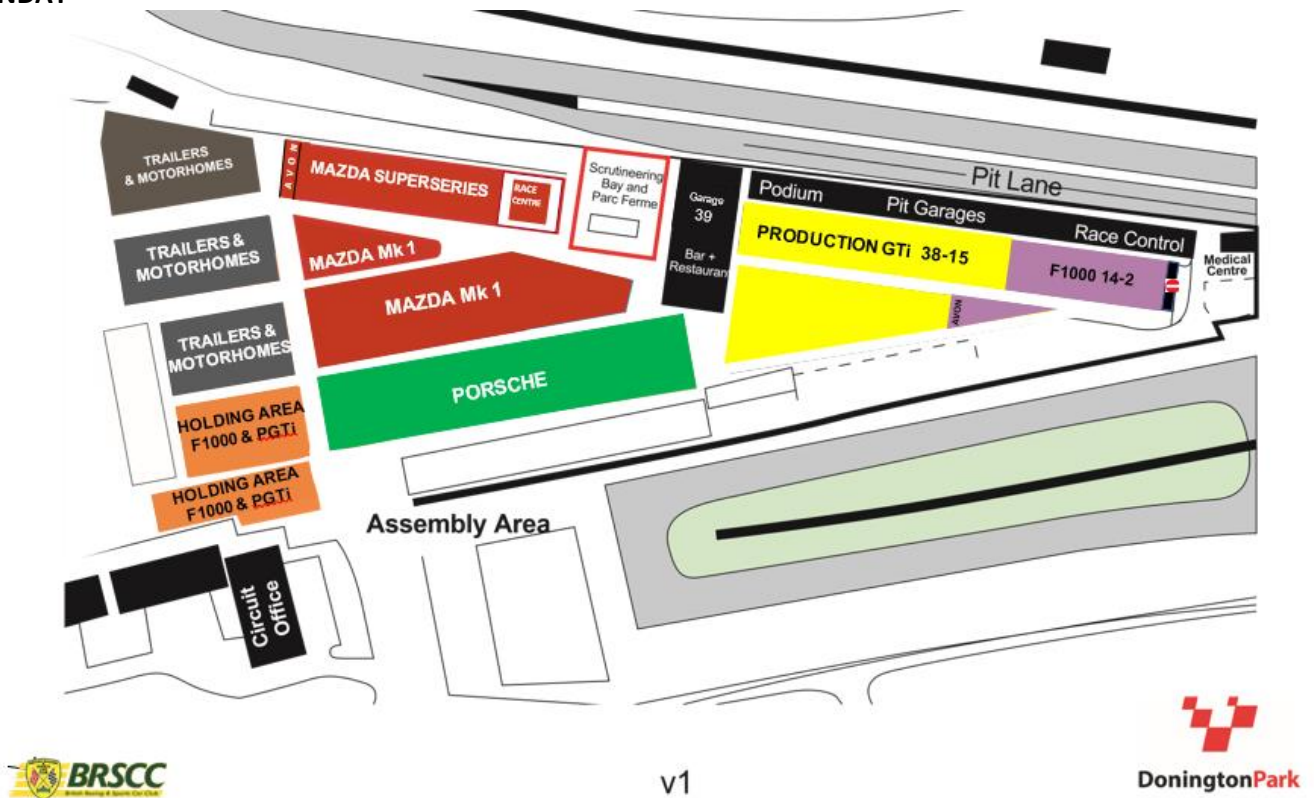
All results available at [www.tsl-timing.com](http://www.tsl-timing.com)

23 Paddock Plan

SATURDAY



SUNDAY





## 24 Health & Safety Guidance Notes For Use By Entrants and Competitors

### 1. Storage and use of Petroleum Spirit

- 1.1 All petroleum spirit must be stored in metal containers complying with the relevant British Standard, away from any source of ignition.
- 1.2 All containers must be indelibly marked - "Petroleum Spirit - Highly Flammable".
- 1.3 All empty containers must be removed from the venue after the event.
- 1.4 Petrol is to be used as fuel only and not for any other purpose.
- 1.5 Generators should be powered by diesel.
- 1.6 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using petrol.
- 1.7 All vehicle refuelling is to take place in the open air. A no smoking ban must be enforced by the person in charge of the refuelling process.
- 1.8 Your attention is drawn to the Petroleum (Consolidation) Act 1928 and the Petroleum Spirit (Motor Vehicles) Regulations 1929, The Control of Substances Hazardous to Health Regulations 2002 (and amendments) and the Regulatory Reform (Fire Safety) Order 2005 must be complied with.
- 1.9 Competitors and entrants are reminded that fuel is available for sale at the Venue. As such it is unnecessary for competitors to carry large quantities of fuel inside vehicles.

### 2. Hazardous Substances

- 2.1 Some vehicle parts, for example brake and clutch linings, contain asbestos. Entrants are encouraged to use non-asbestos substitutes wherever possible. Where asbestos is used, every effort should be used to prevent asbestos dust getting into the air.
- 2.2 Some mineral oils may cause skin cancer. Prolonged contact should therefore be avoided wherever possible. Where contact does occur any contamination should be washed off immediately. The wearing of contaminated clothing (including overalls) should also be avoided.
- 2.3 Various other substances may cause disease or ill health even after very short exposures. Manufacturer's guidance must always be followed. Manufacturers and suppliers of such substances are obliged to provide customers with information about the possible harmful effects of their products upon request (Safety Data Sheets).
- 2.4 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using any COSHH substances.
- 2.5 The requirements of the Control of Substances Hazardous to Health Regulations 2002 (COSHH) (as amended) must be complied with.
- 2.6 The Championship Regulations must always be complied with when selecting vehicle parts.

### 3. Electrical Safety

- 3.1 All electrical equipment must be maintained in a safe condition and hold a valid Portable Appliance Test (PAT) Certificate.
- 3.2 Extension leads and cables should be flexible and not of semi-rigid cable of the type used for household wiring. Neoprene covered cable will resist damage by oil.
- 3.3 All electrical equipment to be used externally should be weather proof.
- 3.4 Only British Standard UK plugs or adaptors permitted in site sockets and no overloading of circuits, particularly in the pit garages.
- 3.5 Hand tools should preferably be of the "double insulated" or "all insulated" type as these provide valuable protection against electric shock.
- 3.6 Electrical equipment and hand tools should not be used in areas where flammable vapours may be present, for example where fuel is being stored or refuelling is taking place.
- Vi The Electricity at Work Regulations 1989 must be complied with, or any deviations documented.

### 4. Fire Precautions

- 4.1 Smoking is prohibited in all enclosed areas, including without limitation in the pit garages and in the pit lane. Smoking is also prohibited in all circuit vehicles.
- 4.2 All potential sources of ignition should be kept away from petroleum spirit and vapours. Clear no smoking signage displayed where possible.
- 4.3 The lighting of barbecues is prohibited in the paddock and pits area and cooking is not permitted in the pit garages.
- 4.4 Temporary structures to have a minimum of 4m gap separating them.
- 4.5 Fire lanes and roadways to be kept clear and not blocked
- 4.6 Ensure safe access and egress is available in and around team areas, this includes the provision of adequate lighting levels.
- 4.7 All teams should carry a suitable fire extinguisher in accordance with the relevant Governing Body regulations.

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- 4.8 Catering outlets should hold a minimum of one additional suitable fire blanket and one fire extinguisher.
- 4.9 Teams working on and near catering outlets (using gas and electricity) must know where the “shut off” valves/switches are, in case of emergency.
- 4.10 Fire extinguishers should not be removed from fire points unless they are being used on a fire.
- 4.11 All fires must be reported immediately to an official or member of the venue management, even if extinguished
- 4.12 Teams are encouraged to train their members in the correct use of fire extinguishers.
- 4.13 Circuit permission is required before hot works commence on site.
- 4.14 All fire notices and orders to evacuate must be complied with.

### **5. Working at Height**

- 5.1 Teams are encouraged to work at ground level where at all possible.
- 5.2 Only well trained competent personnel to work at height.
- 5.3 Personnel working at height must be protected from falling e.g. Using harnesses and ropes or handrails.
- 5.4 All working at height must be well planned and supervised with safe systems of work followed.
- 5.5 Reassess working at height safe working practices during adverse weather conditions.
- 5.6 Team members shouldn't work underneath those at height unless wearing head protection.
- 5.7 Appropriate non-slip footwear and protective equipment to be worn.
- 5.8 The Working at Heights Regulations 2005 must be adhered to.

### **6. Compressed Gas Equipment**

- 6.1 Air blasts from the over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturer's recommendations.
- 6.2 All airlines should be in good condition, well maintained and be inspected regularly.
- 6.3 Always stand clear when inflating tyres and wear protective clothing.
- 6.4 Compressed gas equipment to be used by well trained personnel only, no under 16 year olds. Any form of horseplay involving compressed air or gas is prohibited.
- 6.5 Compressed gas cylinders should be stored in accordance with the relevant working practices and legislation.
- 6.6 Where any person is at work the requirements of the Pressure Systems Safety Regulations 2000 must be complied with.

### **7. Jacks and Axle Stands**

- 7.1 Vehicles should only be raised on jacks and supported by axle stands which are in good condition, well maintained and rated to lift the vehicle weight safely.
- 7.2 Jack vehicles only on level, undamaged ground.
- 7.3 Use the handbrake and chocks to stop the vehicle moving by supporting the wheels.
- 7.4 Jacks should only be used for lifting the vehicle. Axle stands should always be used to support the vehicle weight.
- 7.5 Vehicle engines should not be run whilst the weight of the vehicle is supported by axle stands.
- 7.6 Follow manufacturer's guidance for using and maintaining equipment. Thorough examination and testing require every 6 months minimum, with regular inspections and checks when used.
- 7.7 Lifting Operations and Equipment Regulations 1998 (LOLER) and Provision and Use of Work Equipment Regulations 1998 (PUWER), must be adhered to.

### **8. General Working Practices**

- 8.1 All working areas should be kept clean and tidy, and any waste should be removed regularly and placed in the containers provided.
- 8.2 All spillages should be cleaned up immediately.
- 8.3 All trailing cables, wires and hoses should not be allowed to create a trip hazard, use cable matting or fly them safely, where possible, burying of cables is not permitted.
- 8.4 Whenever vehicle engines are being run, adequate ventilation should be ensured.
- 8.5 Pathways and roads should not be obstructed by storage boxes, vehicles or kit.
- 8.6 All safety notices must be complied with.
- 8.7 Any person carrying out any work must ensure that they adopt safe working practices at all times and comply with any relevant statutory provisions and/or published guidance.
- 8.8 Persons under the age of 16 are not allowed in the pits or pit lane.

### **9. Noise**

- 9.1 Exposure to excessive noise may result in hearing loss or other complaints. These may be short term or, after repeated exposure, permanent.
- 9.2 All persons should avoid being exposed to excessive noise and where this is unavoidable, they should wear ear plugs or defenders to the appropriate British Standards.
- 9.3 It is recommended ear protection is worn when working in pit lanes and in pit garages, where particularly high levels of noise are recorded.
- 9.4 Where any person is at work, the requirements of the Noise at Work Regulations 1989 must be complied with.

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### 10. Manual Handling of Loads

- 10.1 Lifting, carrying and propelling loads by bodily force are a major cause of injuries. All teams are encouraged to train their members in safe manual handling techniques.
- 10.2 All manual handling lifting should be well planned and safe, with the weight of loads being lifted known.
- 10.3 Where any person is at work, the requirements of the Manual Handling of Loads Regulations 1992 must be complied with.

### 11. Waste

- 11.1 All waste oil must be placed in containers marked “Waste Oil”.
- 11.2 Waste tyres and empty petrol/oil containers should not be left at the venue.
- 11.3 Teams and competitors are urged to take any other form of waste with them when they leave the venue, or to leave it in the refuse containers provided.
- 11.4 Your attention is drawn to the requirements of the Environmental Protection Act 1990.

### 12. Vehicle Safety

- 12.1 A maximum 10 mph speed limit is in force in all public areas (unless 5mph signage is displayed) including paddocks and service roads at all of the venues. This applies to all vehicles including mopeds and motorcycles, with the exception of emergency vehicles attending an incident.
- 12.2 Public members (and accompanied children) are permitted in working paddock areas; therefore drivers are requested to take extra care on these tight localised areas.
- 12.3 Venue signage must be adhered to.
- 12.4 Persons riding mopeds and motorcycles up to 125cc must have a current UK provisional driving licence or its international equivalent.
- 12.5 Persons riding motorcycles with a capacity of greater than 125cc must have a current full UK motorcycle licence or its international equivalent.
- 12.6 Any motorcycle, moped, scooter or other such bike/trike/quad must be ridden with all due care, the rider must have an appropriate helmet, and the vehicle must be road-legal, taxed and insured. There will be no access outside the Paddock Area.
- 12.7 All vehicles must at all times keep to the marked roads when moving round the venue.
- 12.8 Vehicles must be driven or ridden as per manufacturer’s instructions and with the set amount of passengers.
- 12.9 Breaches to this guidance may result in vehicles keys being taken away and the vehicle being confiscated until teams leave site.

### 13. First Aid

- 13.1 Any person sustaining an injury or feeling unwell should seek treatment from the onsite emergency services.
- 13.2 To call the first aid or emergency services contact any official or member of the venue management.

### 14. Public Safety

- 14.1 Competitors and Entrants should be aware that the paddock may be open to the public and should act in a manner so as not to put either themselves or any other person at risk from injury.
- 14.2 Competitors and Entrants should exercise particular caution when the paddock is busy and during pits and track walkabouts.

### 15. Incident Reporting

All accidents where any person sustains injury, or where damage to property occurs, must be reported immediately to an official or a member of the venue management.

### 16. Temporary Structures

- 16.1 All temporary structures must be constructed as per manufacturer’s instructions, adhering to safe method statements and safe working practices, by competent, well trained personnel only.
- 16.2 Structural plans and weight loading calculations must be known and adhered to during build and breakdown activities.
- 16.3 Emergency procedures to be devised and staff trained on them e.g. closing structure down in high winds.
- 16.4 Competent supervisor to sign-off the structure before being used by public or circuit staff.

### 17. Governing Body Regulations

Competitors and Entrants are reminded of their obligations to comply with the requirements of the appropriate Governing Body’s regulations at all times and these Guidance Notes should be read in conjunction with all other relevant regulations.