



SMC STAGES

◆ 10TH APRIL 2022 ◆

Safety Manual



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Altratech SMC Stages

The Altratech SMC Stages will be held on 10th April 2022 at Anglesey Circuit, Wales under Motorsport UK permit 124529

Stockport 061 Motor Club Limited is fully committed to the Motorsport UK Rally Future initiative and the safety measures that have been introduced. We take safety seriously to play our part in ensuring our sport has a future.

We request that all recipients of the Safety Manual take time to digest its content and highlight any issues, concerns or missions. They should abide by its content and ensure that they take this into account in their roles and the responsibilities.

Purpose of the Safety Plan:

Detail the steps that have and will be taken to reduce or prevent the likelihood of an incident occurring as well as mitigating the result of any incident should they occur reduce.

This will demonstrate that safety is at the heart of this event to ensure it operates in a safest possible manner to protect competitors, officials and spectators.

Distribution:

Clerk of the Course – Phil Hesketh
Deputy Clerk of the Course – Rob Yates
Rally Secretary – Mark Wilkinson
Chief Marshal – Ken Wilkinson
Chief Timekeeper – Richard Blackshaw
Event Safety Officer – Martin Payne
Stage Commander – Rob Yates
Paramedic – Julie Weiskrantz
Rescue Unit – Extractor Rescue
Recovery Unit – Crossrigg
Recovery Unit – Gemini
Radio Controller – Bill Wilmer & Chris Woodcock (Gemini Control)
Radio Marshals – As per sheet found later in this document
Anglesey Circuit Safety Co-ordinator – TBC

Reference Documents:

This plan should be read in conjunction with the following:

Marshal Information sheet
Competitor Regulations and Final Instructions
The stage layout diagrams
The Motorsport UK Yearbook

Safety Policy:

Stockport 061 Motor Club Limited will do its utmost to ensure the safe running of the event. The Clerk of the Course will lead the team of organisers to ensure compliance with the Year Book regulations and Rally Future safety requirements.

Every person participating in the rally, whether competitor, marshal or spectator, shall take reasonable care for the health and safety of themselves or other persons who may be affected by his/her acts or omissions during the operation of the event.

Event Provisional Schedule:

Sunday 10th April	
06:30 to 08:00	Scrutineering
06:00 to 08:00	Stage Set-up
06:30 to 08:30	Competitor stage recce on foot/cycle
09:00 to 10:49 (estimated)	Stages 1 & 2
11:11 to 12:53 (estimated)	Stages 3 & 4
13:10 to 14:46 (estimated)	Stages 5 & 6
15:08 to 16:38 (estimated)	Stages 7 & 8

Specific areas of Safety:

1. Motorsport is Dangerous signs will be displayed at the entrance and in other prominent areas.
2. The event will take place at Anglesey Circuit which hosts motorsport events on a continual basis that cater for spectators.
3. All Media representatives will be asked to sign-on upon arrival. There will be no Level 1 media in attendance. Motorsport UK accredited Media, will need to wear their Motorsport UK yellow tabards.
4. Marshals will be positioned at agreed points and in the identified number as per the Circuit Layout Diagram to manage spectator and competitor safety.
5. Incidents will be dealt with by First On Scene marshals and the Event Paramedic. Emergency Service will be called upon as necessary. It is recognised that this would halt the event while the incident is addressed and the Event Paramedic back in position.

Safety of the competing crews:**Competitor Safety will be managed as follows:**

1. The event will take place at Anglesey Circuit which is designed for motorsport, with the track bordered by run-off areas, Armco barrier and banking, therefore the risk of accidents from cars leaving the circuit that then result in injuries is considered a low as reasonably practical. Chicanes set-out as per the Motorsport UK Year Book will be used on some stages and will help reduce speed.
2. Where the stages utilise roads away from the main circuit, hazards such as gate posts are already protected by wall of tyres
3. Competitors will be provided with the stage diagrams showing the designated route and highlighting any hazards. They will also have the ability to walk the route in advance of the event commencing to familiarise themselves with the overall layout and hazards.
4. The stage will be defined by arrows and signage as per the Motorsport UK year book
5. Chicanes made from a wall of tyres will be used on some stages and will help reduce speed. These will be noted on the stage diagrams, with marshals and a radio point on hand at the locations.
6. Competitors will be reminded through the Event Regulations, Final Instructions and Drivers briefing of the requirements of Motorsport UK Year Book R25.4 and its sub-sections
7. Competitor who crash or breakdown, including the changing of punctures tyres, will be asked to move their car to a safe area if able to do so. If they are able to leave the car they will be requested to exit it to a safe area.
8. Marshals and Radio Cars will be positioned at agreed points and in the identified number as per the Stage Diagram to manage incidents. Marshals will only assist if there are sufficient numbers to make it safe to do so. Their first priority will be their own safety.

9. Cars stranded on the stage will be advised to Rally Control via Marshals and Radio Points, to enable appropriate action to be taken from warning drivers at the start control, use of Red Flags to a full stage stop.
10. A mandatory attendance driver briefing document will be posted on the event website / noticeboard prior to the event to re-enforce key safety points and address any Competitor concerns
11. The garages in the service area will be used by competitors during the event. To prevent access into the pit lane area, which will form part of the active stage, the doors will be locked on this side.
12. Competitors will be reminded through the Event Regulations, Final Instructions and Drivers briefing of the following:
 - a. Service Area Risk Management

Safety of the volunteers at the event:

Volunteer Safety will be managed as follows:

1. All event officials will need to sign-on prior to the event, so that the organisers are aware of the presence and can assign them their duties. This will also ensure that they are covered under the Motorsport UK event insurance
2. Marshals will be signed on by the Chief Marshal who will issue them an information sheet that will act a brief and cover their role and responsibilities. It will also include the event schedule, a track diagram showing spectator, media and prohibited areas, entry list and contact list in the case of incidents. The Chief Marshal will also brief any specific risks relevant to individual points.
3. A marshal Buddy system will operate to ensure new and inexperienced marshals are paired with an experienced person and will not be allowed to marshal any point on their own.
4. Marshals will be positioned in safe areas. For those on the track circuit these will use the existing marshal posts that already offer protection.
5. Radio cars will be positioned on banking's above the circuit or at safe distance where the stages utilise roads away from the main circuit.
6. Volunteers carrying out duties in the Service Area will be at risk from the movement of cars and fires. A 10 mph speed limit will be in place to reduce the likelihood of accidents and injuries and the Service area is a No smoking zone. Competitors will be reminded of these requirements through the Regulations, Final Instructions and Drivers briefing. Reinforcement will be through observation by the Safety Officer and Event Officials

Roles and Responsibilities:

Organising Team:

The Clerk of the Course, Deputy Clerk of the Course, Stage Commander, Rally Secretary, Chief Marshal, Event & Spectator Safety Officer, Chief Timekeeper will act as the Organising Team. They will work together to prepare the event documentation and staff it with the required number of suitably qualified and experience personnel to ensure its safe operation. In doing so they will look to evaluate risks and take the appropriate steps to reduce them as far as reasonably practical. They will ensure plans are in place to manage any incidents that arise. Post the event the Organising Team will hold a debrief to review any learning that can be carried forward.

Clerk of the Course:

The Clerk of the Course will lead the team of organisers and as the senior licensed club official be responsible for the competition and the safe running of the event. They will take overall responsibility for the general conduct and control of the event and other safety related duties under the regulations (R.24.4). They shall control the event from within Rally Control during live stages to enable effective decision making.

Stage Commander:

The Stage Commander will operate from the start line of each stage, maintaining contact with the start line radio and Rally Control. They will ensure that the stage is set out as per the stage diagrams, with the required signage, safety measures and marshal numbers, by driving each stage before declaring them safe to run. They will give approval for the suspending of stages, the use of the Red Flag system and the movement of non-competing cars and emergency vehicles on to the stage.

Chief Marshal:

The Chief Marshal will work with the organising team to agree the required number of marshals to be located around the stages and ensure that this is satisfied on the day of the event. They will ensure the marshals are signed-on and issue them an information sheet that will act a brief and cover their role and responsibilities. They will also brief any specific risks relevant to individual points. They will operate a marshal Buddy system to ensure new and inexperienced marshals are paired with an experienced person and will not be allowed to marshal any point on their own. During the event, they will move around the marshal points to address any concerns.

Event & Spectator Safety Officer:

The Event and Spectator Safety Officer will have overall responsibility for coordinating all safety matters on the event working with the Organising Team in its planning and delivery. They will produce the safety manual which matches Motorsport UK and Health & Safety requirements and will ensure that it is distributed to all who require a copy, that those involved in the running of the event are aware of the plan and where appropriate have received training in its implementation. They will ensure sufficient marshals are recruited, liaise with the emergency services and ensure the stage plans include all the required safety information, flagging up any spectator safety concerns that might prevent certain parts of a proposed route being utilised. They will carry out general Risk Assessments for the overall event overall and with the Clerk of the Course carry out stage specific risk assessments. During the event, they will remain in close contact with the Clerk of the Course and give advice on the practicality of any safety and rescue operations. They will with the Stage Commander, travel around each stage, prior to the live running, to spot and deal with issues as they arise.

Paramedic:

The Paramedic will fulfil the role of Chief Medical Officer. They will be responsible for all other medical staff including a medical helicopter should it be required. They will undertake the recruitment of all medical staff and ensure they are qualified to deal with their allotted tasks and know exactly what is expected of them. They will ensure suitable and adequate First Aid cover is in place for competitors, officials and spectator needs. They will complete all necessary medical paperwork as required by Motorsport UK including post-event incident reports as required by Motorsport UK and the Landowners.

Incident Management:

Incidents are classified in one of four ways – Near Miss, Minor, Serious or Critical.

Near Miss - Any incident that does not fall into one of the categories below but could be categorised by one of the following triggers shall be recorded and submitted to Motorsport UK:

- Barrier contact – any incident that results in significant contact with a safety barrier
- Other - any incident that the Clerk of the Course or Steward deems had potential to cause a serious, critical or fatal injury.

Minor – an incident that leads to a minor injury / concussion of a competitor but is not considered serious, critical or fatal. A minor injury is classified as one that is treated on site or requires the individual to spend less than two nights in hospital. Concussion is defined by the Motorsport UK Concussion Policy.

Serious - an incident that the CMO has identified as causing a serious injury. Serious injury is defined as one that does not fall into the fatal or critical injury category but requires two or more nights in hospital.

Furthermore, any incident that involves a vehicle entering a spectator area or any injury to a member of the public, official or marshal must be reported, investigated and highlighted to Motorsport UK in the same way as a serious incident as litigation may follow.

Critical - A Critical Incident is defined as one that results in either a fatal or critical injury. Fatal injury is defined as one that leads to a fatal outcome of an individual within 30 days of the incident.

Critical injury is defined as one that leads to long term serious incapacitation or may lead to a fatality.

Identifying and reporting an Incident

An on-stage incident may be identified by several methods:

- A competitor comes across an incident needing obvious emergence assistance or displaying an SOS sign
- A missing competitor has not been accounted for after speaking to the following 3 crews, or within 3 minutes if no competitors have arrived at the stage finish (Note - each timecard/check sheet will have the previous car number recorded on their timecard in order to identify missing competitors)
- There is an unexplained gap of 3 minutes since the last car passed a safety radio point
- A marshal or member of the public witnesses an incident
- A property owner witnesses an incident

Incidents may be reported to the Rally Organisers in one of the following ways:

- A competitor, marshal or spectator may telephone Rally Control
- A competitor, spectator or marshal may notify a radio crew at an in-stage radio location, or at the end of the stage
- A Marshal may tell the radio crew that there is a competitor missing
- A member of the public may report the incident by phoning the emergency services on 999 directly

When an incident is reported over the radio network, the radio crew will prefix the message with the word “**SAFETY**”. All other transmissions must cease. The following information should be available:

- Car Number - This must only be broadcast if and when it is confirmed that the OK Board is displayed or the Stage Safety Officer has confirmed that there is no serious injury
- Exact location if known
- Crew in or out of the car
- Any other injuries to non-crew members

Near Miss

A near miss could be an incident such as significant contact with a safety barrier or other substantial fixed structure, or any other instance that the Clerk of the Course or Steward deems may have had potential to cause a serious, critical or fatal injury.

These should be reported to the Clerk of the Course by the Stage Commander or any other official witnessing a near miss and they must be recorded and submitted to Motorsport UK.

Minor Incident

The following describes the procedure and marshal actions for minor incident.

1. Assess the situation. Keep calm and remember that other cars will be on the stage so take care.
2. Check that there are no injuries and that the stage is clear and the car in question is not causing a hazard.
3. Ensure that the SOS / OK board is displayed correctly
4. Ensure that a warning triangle is placed in a prominent position, easily visible by approaching competitors, approximately 100 metres prior to the incident
5. Report to the nearest Radio Crew, clarifying if the stage is:
 - a. Clear
 - b. Passable
 - c. Blocked
 - d. If there is an injury
6. Take action as appropriate. For example, if it is safe to do so move the car, warn oncoming cars if the vehicle is in the way.
7. Ensure that the radio crew know what type of recovery vehicle will be needed between the stages.
8. Inform following competitors that the incident is minor by use of competitor's OK board.
DO NOT put yourself in any danger while doing this.
9. Reinstate any missing or damaged “stage furniture” (arrows, tape, signs, etc.)
10. Inform the radio marshal when the stage is clear.

The radio crew will inform rally HQ and the CMO must complete the ‘Medical Statistics Sheet’, entering the injury under a code 1, 2 or 3 and then send the form direct to Motorsport UK.

Should an individual suffer concussion, the CMO must note this on the ‘Medical Statistics’ so that Motorsport UK may remove the competitor's licence in line with the Motorsport UK Concussion Policy.

In the event of a stage blockage the Stage Commander will decide on the next course of action which may be the Red Flag Procedure.

If authorised by Rally Control the stage will be stopped and no further cars allowed to start the stage.

This must be authorised only by the Clerk of the Course or his Deputy. No further competing cars should be permitted to start the stage from this point. The Stage Commander and (if required)

Doctor/Paramedic will enter the stage, accompanied by the Rescue Unit or Recovery Unit (as appropriate).

If the stage has been stopped it can only be restarted by Rally Control via the Admin Frequency to the Stage Commander.

In the event that a stage is stopped for more than 20 minutes, when a restart is authorised the Safety Car will go through the stage checking that it is stage ready and advising spectators and marshals that the stage is about to restart and tackling any spectator or other issues. The Safety Car will then report to Rally Control when they are happy that the stage is ready to start. It is not mandatory for the Safety Car to complete the stage before requesting a restart.

The Safety Car will immediately return to the stage start and advise rally control of his location.

Serious Incident Procedure

The following describes the procedure for a serious incident. Marshal at the scene will:

1. Assess the situation and report to the nearest Radio Crew who will contact Radio Control.
 - a. ask them to inform the Safety Officer / Clerk of the Course / Stage Commander / CMO
 - b. Ensure that you pass on accurate information and try to give an indication of the extent of the incident / injuries.
2. Ensure that the SOS / OK board is displayed correctly
3. Ensure that a warning triangle is placed in a prominent position, easily visible by approaching competitors, approximately 100 metres prior to the incident
4. Receive instruction from the Stage Commander.
5. Ensure that other competing cars are slowed down to avoid the incident.
6. Red flag. If a Red Flag situation is required, then **ONLY** the Clerk of the Course or the Stage Commander will make the decision to display the flags and **NOT** the flag holder.
7. Take action as appropriate.
 - a. Ensure that the area is safe and secure
 - b. Do not move any injured parties unless there is good reason
 - c. Wait for the Rescue Crew, Doctor / Paramedic and the Safety Officer to take charge of the situation – the Safety Officer will then liaise with Rally Control who will take control
 - d. Once cleared, ensure that the stage furniture / arrows / tape are all present and correct
 - e. Do not give out any information to members of the public or press.
8. Record details of incident. This should be done by all marshals and officials involved in dealing with the incident. Use Incident Report Form provided.

When a Stage Commander or Radio Controller has received confirmed information that an incident has occurred **requiring immediate medical aid**, they will:

1. Inform the Clerk of the Course and Chief Medical Officer
2. Stop any other competitors from starting the stage
3. Once authorisation has been given, Red Flags should be displayed at the relevant locations

4. The appropriate Rescue Unit, Doctor and Stage Safety Officer should then proceed to the incident.

On arrival at the scene of the incident the emergency vehicles will:

1. Place warning triangles in advance of the incident location
2. Park their vehicles in the "Fend Off" position
3. Attend to casualties
4. Removal of casualties will take place through the Special Stage Exit or an emergency exit point

Once the stage is cleared report to the radio crew who will inform Rally Control.

If the stage has been stopped it can only be restarted by Rally Control via the Admin Frequency to the Stage Commander.

Radio communication from Rally Control.

Safety Car may be deployed as per Minor Incident above.

Standard Radio Procedure:

The primary means of communication will be the Motorsport UK 81.575 MHz Safety and Medical frequency. Land & mobile telephones will also be used.

Radios must not be left unattended and will work under a controlled network, be aware you may not be able to hear other distant stations which may be talking to Control – **WAIT FOR CONTROL TO SAY IT IS CLEAR TO RECEIVE FURTHER CALLS.**

Strict discipline must be observed regarding message prefixes.

- a. **SAFETY:** - 1st car in stage, car overdue, spectator problems.
- b. **URGENT:** - Suspected injury, stage blocked, stage stoppage.
- c. **PRIORITY:** - Confirmed injury, Life or Death

At an allocated time, a Stage radio check will be made, all radio crews must respond by giving when called, your radio call sign, your location (stage and post number) and the signal strength.

The **Stage Radio Co-Ordinator** will supply Radio Control with the following information: -

- a. All radios in position and ready for checking
- b. Doctors, Rescue and Recoveries have arrived.
- c. Timekeepers are operational
- d. Stage Operational and Time Of
- e. Course Cars and 1st Competitor entering stage
- f. Timekeepers using previous car system
- g. Missing cars and any gaps of 2 minutes or more
- h. Stoppage time and last 3 cars into stage
- i. Last 3 cars into stage, total cars and time of
- j. In addition, they will inform the Stage Commander in writing of all radio locations changes to the Safety Plan so that they are aware of their radio cover.

At no time should the Stage commander and his deputy both vacate the stage start area, one must remain and be available via the start radio at all times. Stage start radios must not be taken to the scene of an accident.

Red Flag Procedure:

Red Flag Procedure will apply to all stages

The Objective

The objective is to enable emergency vehicles to leave either the start or mid-stage emergency vehicle points, and proceed on to the scene of an incident, without waiting for all competitors to finish the stage (R24.4.5).

Emergency vehicles will at all times follow rally route on the special stage in the same direction as the rally. On instruction from the Rally Control Emergency Vehicles may use the designated shorts cuts.

The Procedure

When the Clerk of the Course or his Deputy has received confirmed and reliable information that an incident has taken place requiring immediate medical aid, he will institute the following actions (most of these actions will be done through the Radio Control): -

- Stop competing cars entering the stage.
- Instruct the emergency service vehicles to proceed from the appropriate mid-stage point.
- Instruct the Radio crews at the mandatory radio point prior to the incident to display the Red Flag (held out steady not waved).
- Instruct the emergency service vehicles to proceed from the start, where it is intended that the original mid-stage emergency service vehicles are to return to the start.

The emergency services will, on arrival at the scene of the incident, carry out the following:

- Place warning triangles in advance of the location of the incident.
- Park their vehicles in the "fend off" position at the incident.
- Attend to casualties.

Removal of casualties will be done through the special stage exit, or through a suitable emergency exit as defined on the stage safety plan, as long as the direction of travel is that of the rally route.

Radio crews should continue to record the numbers of any competitors that are slowed by the Red Flag.

Once the emergency vehicles have cleared the special stage, the Red Flags will be withdrawn.

Competitors are instructed to immediately slow and prepared to stop when the Red Flag is displayed to them (R25.6.4). They must not overtake any safety vehicles unless instructed to do so.

The display of the Red Flag is to advise competitors that there is an emergency vehicle on the special stage. Competitors who are shown the Red Flag on the special stage will be given a notional time.

The use of the Red Flag is restricted to the above procedure and **MUST** not be used in any other way.

Operational Check

In order to check that the red flags are in place and available for use they will be displayed to the Motorsport UK Steward. It should be displayed in the same way that it will be displayed to competitor as detailed below.

Red Flag Instructions

Upon receiving the instruction to deploy a red flag the designated red flag marshal (wearing a radio marshal's tabard) must stand with the red flag

- In an appropriate location adjacent to the special stage. The designated marshals should consider personal safety when choosing the best location to stand.
- The red flag should be held stationary, ideally at arm's length, so as to be clearly seen by any passing vehicle.
- Once deployed, the red flags should continue to be displayed until an instruction from the Clerk of the Course to withdraw the flags has been received by the red flag marshal.
- Throughout this process the designated flag marshal should ensure that their own safety is maintained.
- Should a marshal observe a competitor who has been shown a red flag not comply with the regulations and not reduce speed, then a written report recording the facts should be completed and handed to an Official Vehicle (this will then be handed to the Clerk of the Course)

Red Flags will be located at all mandatory radio points on all stages as shown on the safety plan maps. Red flags must only be displayed on instruction from the Clerk of the Course or in the event of a communications failure the Stage Commander.

The time of deployment of the flag will be recorded and notified to the Clerk of the Course.

Contact Numbers:**Rally Control Emergency Number 07879 657 580**

Motorsport UK Steward	Esmor JONES	07778 792 047
Event Steward	Ann McCORMACK	07961 086 280
Event Steward	Gordon PIRIE	07974 479 297
Clerk of the Course	Phil HESKETH	07747 365 791
Deputy Clerks of the Course	Rob YATES	07774 741 434
Event Secretary	Mark WILKINSON	07879 657 580
Event and Spectator Safety Officer	Martin PAYNE	07774 629 334
Paramedic	Julie WEISKRANTZ	07787 774 287
Radio Controller	Bill WILMER	07973 830 705
Chief Timekeeper	Richard BLACKSHAW	07984 769 318
Chief Marshal	Ken WILKINSON	07771 742 692
Chief Scrutineer	Ronnie ROBERTS	07999 352 544
Stage Commander	Rob YATES	07774 741 434
Media Officer	Mark WILKINSON	07879 657 580

Emergency and safety services contact details:

Police	999 North Wales Police Ffordd Gwynedd, Bangor, LL57 1DT Phone: 03003 300101
Hospitals	Ysbyty Gwynedd Hospital, Bangor Tel: 01248 384384 (accident and emergency) Penrhosgarnedd, Bangor, Gwynedd LL57 2PW Ysbyty Penrhos Stanley Hospital, Holyhead Tel: 01407 766000 (minor accidents) Beach Road Holyhead LL65 2QA
Fire Service	999 North Wales Fire and Rescue Service Fire Safety Department/Isgraig, Llangefni LL77 7PT Phone:01248 725140
Ambulance Service	999 Ambulance Control Bryn Y Neuadd Hospital, Aber Rd, Llanfairfechan LL33 0HH Phone: 01248 689089
Air Ambulance	North Wales Air Ambulance Caernarfon Airport, Caernarfon LL54 5TP Phone: 0844 858 4999
Rescue Unit	Harold Lowe – 07713 698 309 Gerry Morriss – 07960 147 054 / 07967 830 210 Extractor Rescue
Doctor(s) &/or Paramedics	Via Rescue Unit
Recovery Unit	Jonathan Armishaw – 07786 336 598 Mike Perks Crossrigg 1 Recovery
Recovery Unit	John Ellis – 07890 770 993 Gemini Recovery
RV Point for ALL Stages	Circuit Main Gate, located off the A55 then A4080

Radio Marshal List:

Location	Crew	81 Ch.1	Management Ch 11
Radio Control	Bill Wilmer & Chris Woodcock	Gemini Control	Sport Control
Clerk of the Course	Phil Hesketh		Sport Phil
Deputy Clerk of Course & SC	Rob Yates		Sport Rob
Event Secretary	Mark Wilkinson	Gemini 11	Sport Mark
Chief Marshal	Ken Wilkinson		Sport Ken
Chief Timekeeper	Richard Blackshaw		Sport Richard
Event Safety Officer	Martin Payne		Sport Martin
Results Office	Tom Atkinson		
Chief Scrutineers	Ronnie Roberts		
Event Stewards	Ann McCormack & Gordon Pirie		
Stage Medic	Julie Weiskrantz	with Rescue	
Stage Rescue	Gerry Morris & Harold Lowe	Extractor Rescue	
Stage Recovery	Jonathon & Helen Armishaw/Mike Parks	Crossrigg 1 Recovery	
Stage Recovery	John Ellis	Gemini Recovery	
Paddock Runner	Dave Thomas	Cambrian 12	Cambrian 12
Start	Ian Winterburn	Gemini 4	Gemini 4
Post 21 (Split SS1/2)	Dai Lloyd	Caron 3	
Post 25	Anwen Lloyd	Caron 6	
Post (All Splits)	Ian Davies	Gemini 23	Gemini 23
Post 10 (Split SS5/8)	Duncan Stock	Gemini 31	
Post 1/13	Jermaine Jackson	Gemini 37	
Post 6 (Split SS3/6)	Maurice Ellison	Gemini 59	Gemini 59
Post	Colin & Linda Evans	Gemini 62	
Post 8 (Split SS3/4)	Brian Wragg	Gemini 64	
Post 4/5 (Split SS3/4)	Yvonne Robinson	Maverick 31	
Post 2	Mark Smith	Silk 24	
Post	Paul Cross	Sport 2	
Finish	Steven Broadbent	Gemini 55	Gemini 55

Stages 1 & 2 Diagram:

Special Stage 1 & 2

Mileage 7.3 miles
 Target 15.40 minutes
 Bogey 6.15 minutes

SS1

Finish
 Start
 Time

Mins

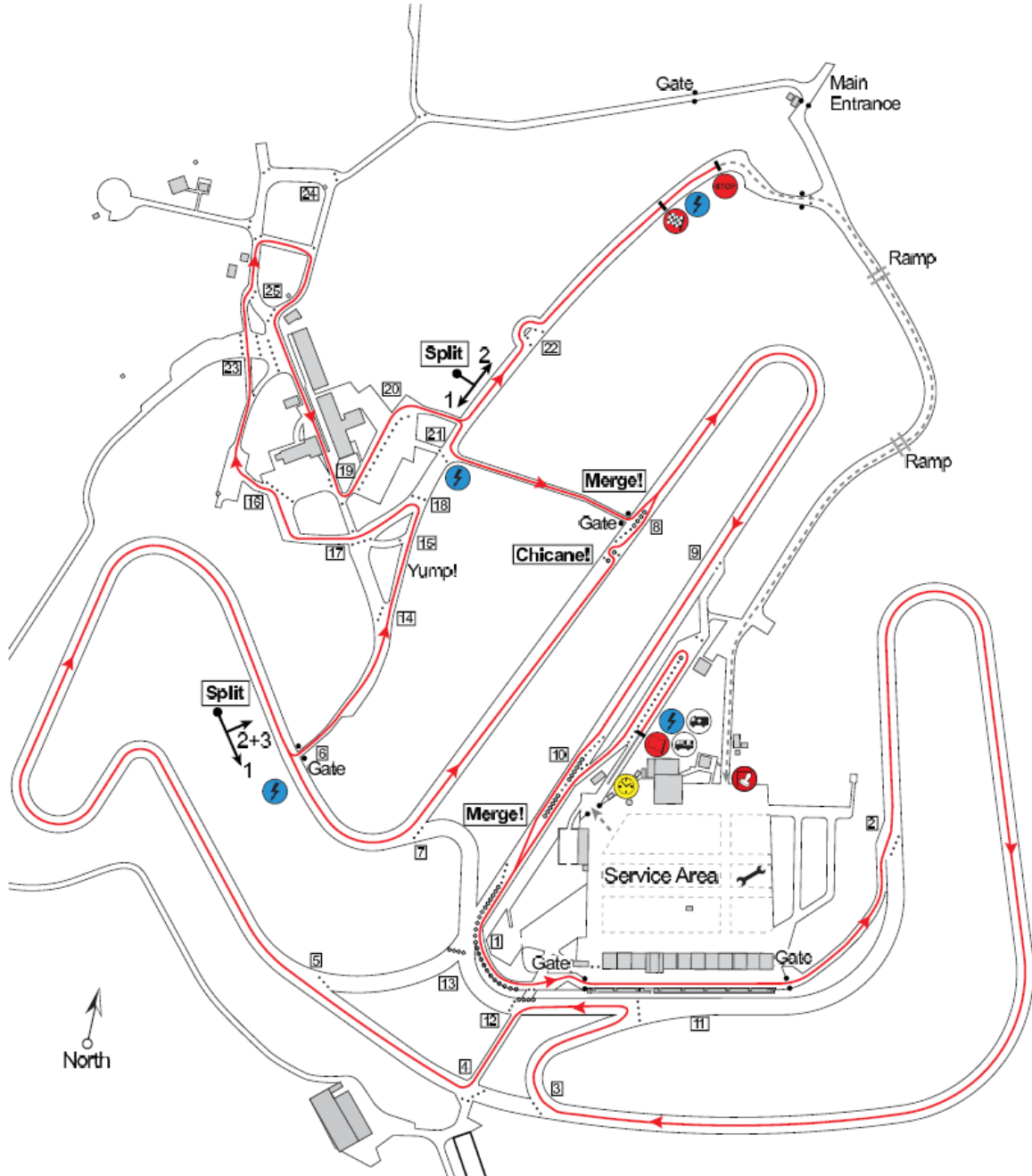
Secs

SS2

Finish
 Start
 Time

Mins

Secs



Stages 3 & 4 Diagram:

Special Stage 3 & 4

Mileage 6.5 miles
 Target 14.00 minutes
 Bogey 5.35 minutes

SS3

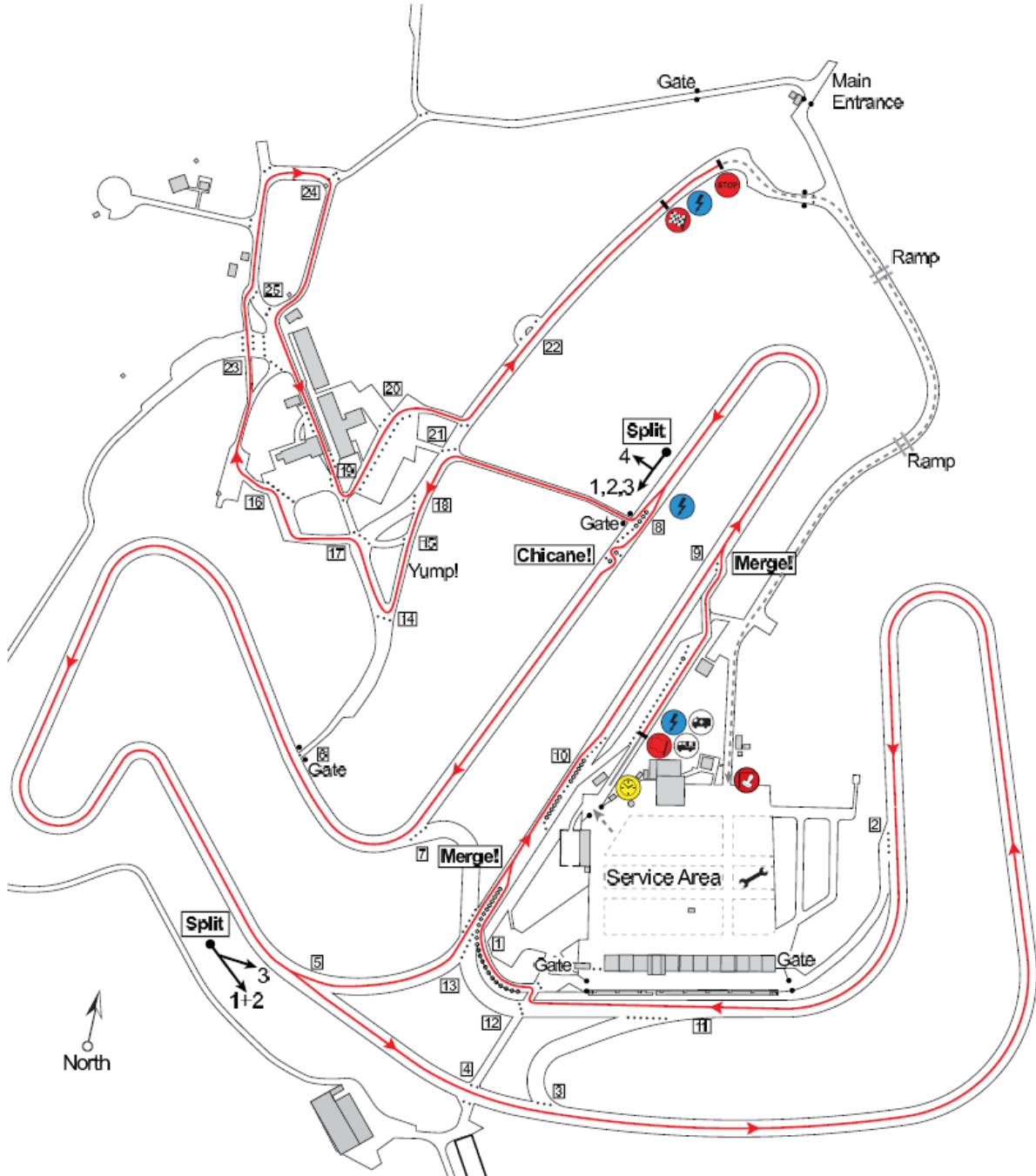
Finish
 Start
 Time

Mins	Secs

SS4

Finish
 Start
 Time

Mins	Secs



Stages 5 & 6 Diagram:

Special Stage 5 & 6

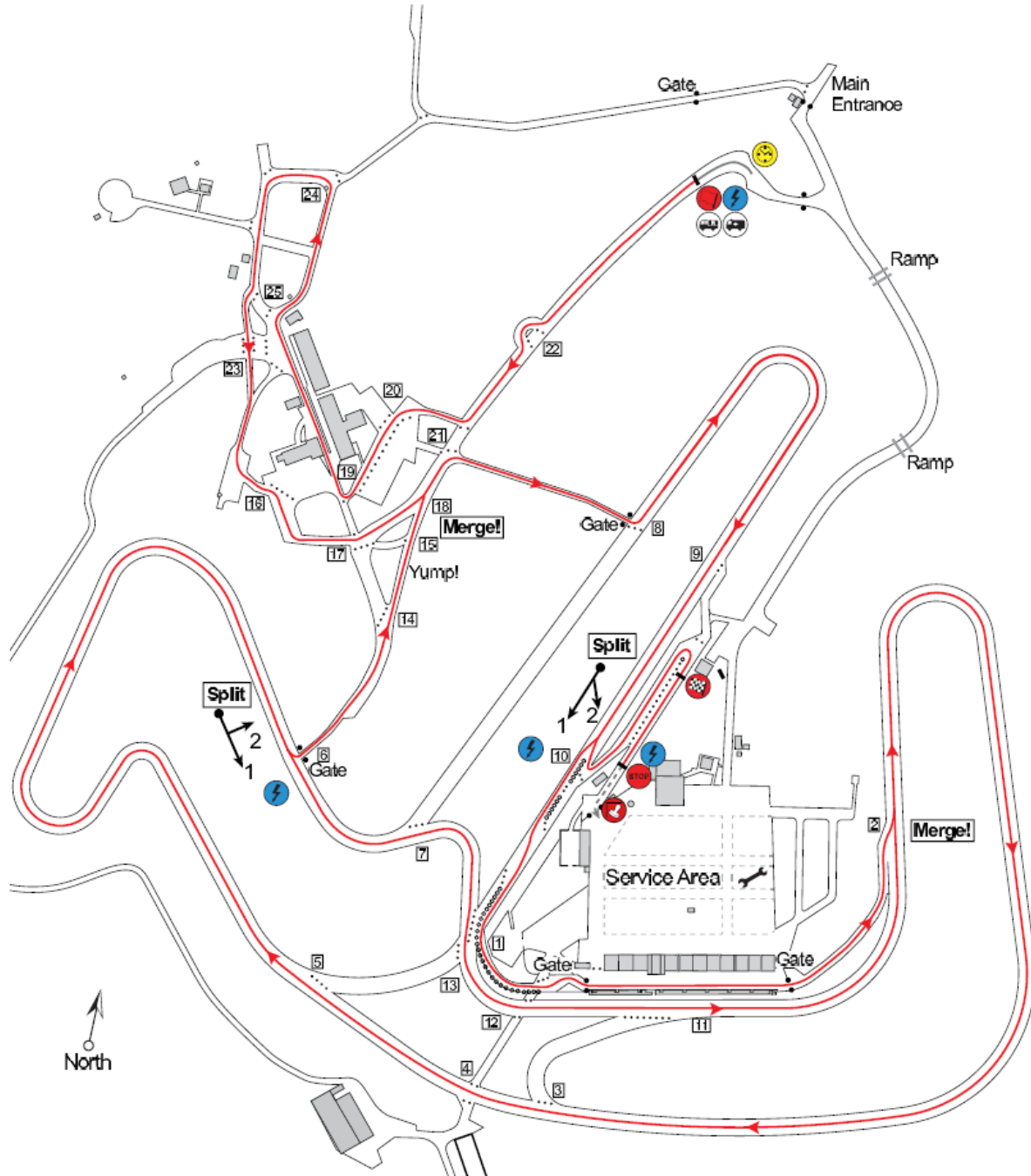
Mileage 4.9 miles
 Target 10.25 minutes
 Bogey 4.10 minutes

SS5
 Finish
 Start
 Time

Mins	Secs

SS6
 Finish
 Start
 Time

Mins	Secs



Stages 7 & 8 Diagram:

Special Stage 7 & 8

Mileage 4.4 miles
 Target 9.30 minutes
 Bogey 3.50 minutes

SS7

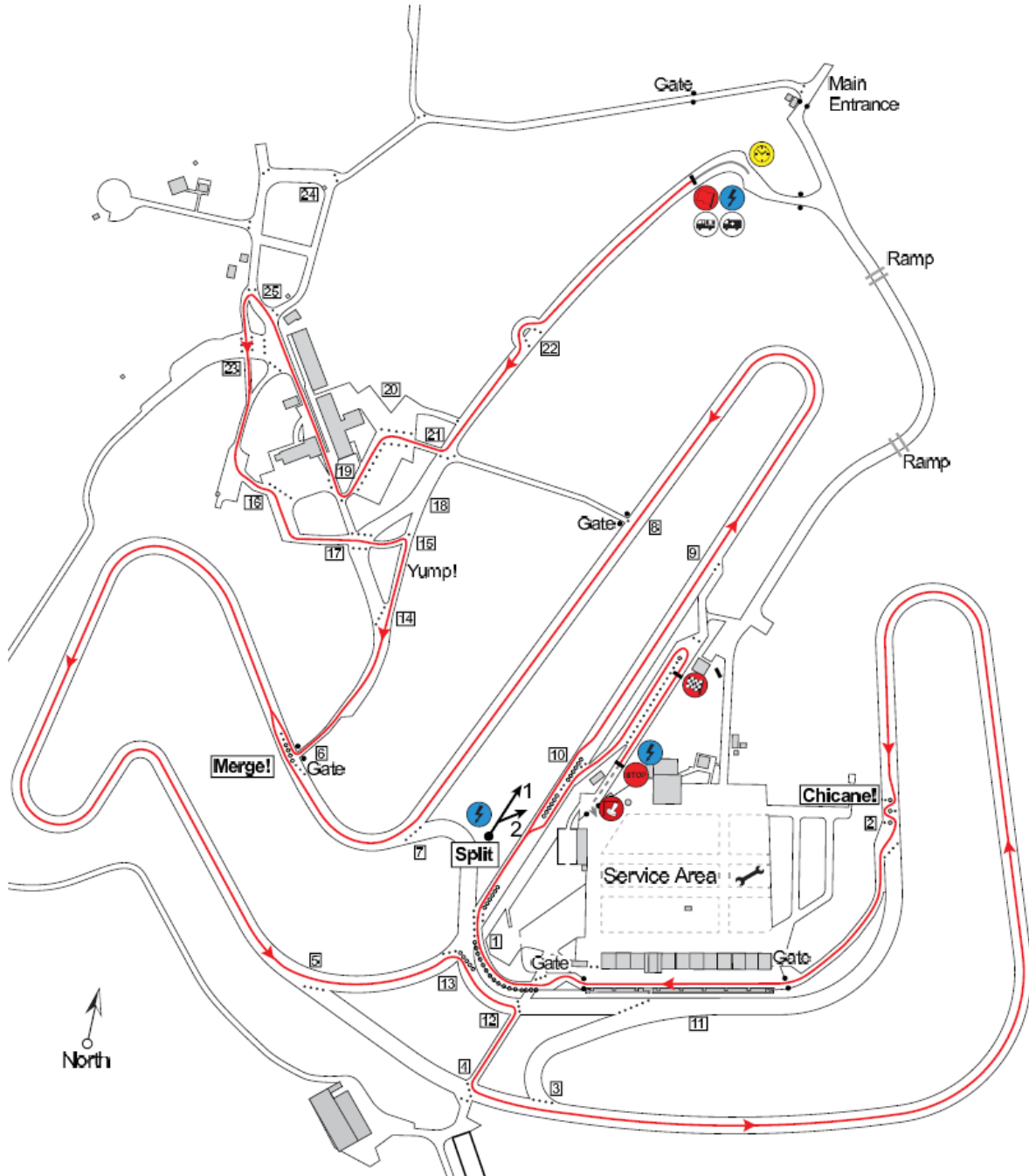
Finish
 Start
 Time

Mins Secs

SS8

Finish
 Start
 Time

Mins Secs



Risk Assessment:

	1. What are the hazards?	2. Who might be harmed and how?	3. What are you already doing?	4. Do you need to do anything else to manage this risk? If so, what?	5. Action by whom	6. Action by when
1	Competing vehicle departing track in error	Competitor injured if car hits obstacle	Large part of circuit protected by barriers designed to absorb impact. Other obstacles protected by tyre barriers Competitors have stage diagrams with marked hazards. Stages can be walked prior to the start to evaluate hazards Route signage Use of chicanes to reduce speed Marshals, radio controls and emergency services on standby	No		
		Other Competitors hit by competing car and/or debris and injured	Competitors requested to move cars where possible to safe location and exit car to safe area Competitor use of OK/SOS boards Marshals and radio control to alert other competitors/rally control Red Flag system Stage suspension Marshals, radio controls and emergency services on standby	Competitors reminded of requirements at Drivers briefing	CoC	8.30am 04/07/21
		Marshals hit by car and/or debris and injured	Marshals located in protected marshal posts or at safe distances from stages Marshals wear hi-viz tabard Marshals receive briefing sheet at Sign-on at Sign Briefing sheet reminder of primary responsibility to act as lookout.	No		
		Spectators hit by car and/or debris and injured	Spectators reminded of the dangers of motorsport through signage on entry and spectator guide Designated spectator areas and prohibited areas, through use of plan, taping and signage Marshals, radio controls and emergency services on standby Track crossing points not in operation	Ensure compliance through marshals	Event and Spectator Safety officer to drive each stage prior to going live	Each stage on 04/07/21
2	Cars hitting people in the Service and Scrutineering area	Officials, Spectators, Service Crew and other Competitors run-down and injured	Competitor mandatory 10mph speed limit documented in Event Regulations Emergency services on standby	Competitors reminded of requirements at Drivers briefing	CoC	8.30am 04/07/21
				Ensure compliance	E/SSO and officials to	All day 04/07/21

					observe and report to CoC any breach	
3	Fire in the Service and Scrutineering area	Officials, Spectators, Service Crew and Competitor burned and injured	Whole area is a No Smoking zone Competitor required to have Fire Extinguishers at hand Emergency services on standby	Competitors reminded of requirements at Drivers briefing	CoC	8.30am 04/07/21
				Ensure compliance	E/SSO and officials to observe and report to CoC any breach	All day 04/07/21
4	Trip and fall hazards in Spectator areas	Spectators receive injury from fall or trip	Spectator areas located on stable ground at a venue used regularly Spectator guide reminds them of own responsibilities to act in a safe manner Emergency services on standby	No		
5	Non-competitive vehicles on the stage hitting people working on stage set-up	Marshals and/or spectators hit by car and injured	Driver of Non-competitive vehicles requested to transit stage at low-speed, use hazard warning lights and maintain look-out for Marshals and the crossing point Marshals will have hi-viz tabards	No		
6						
7						
8						
9						
10						

Incident Report Form - Stage Commander:

PLEASE COMPLETE **ONE** OF THESE FORMS FOR EVERY INCIDENT WHERE MEDICAL ASSISTANCE WAS REQUIRED AND / OR WHENEVER THE STAGE WAS "HELD" FOR ANY REASON. You may also use it to report any other matters to the Organisers.

If Medical Attention has been required, please ensure that the Doctor / Paramedic complete a MEDICAL INCIDENT REPORT FORM.

STAGE NO.		CAR NO.	
STAGE COMMANDER NAME		Tel	
DOCTOR / PARAMEDIC NAME		Tel	
RESCUE UNIT NAME		Tel	
TIME OF INCIDENT	:	TIME INCIDENT REPORTED	:
TIME STAGE HELD	:	TIME STAGE RESTARTED	:
Nature of Incident			
Action Taken			
Witnesses (Names, Addresses & Contact No)			
Condition of			
Driver	Navigator	Others	
Signed – Stage Commander			

Please return to the Clerk of the Course (Phil Hesketh) as soon as possible

Motorsport UK Incident Report Form

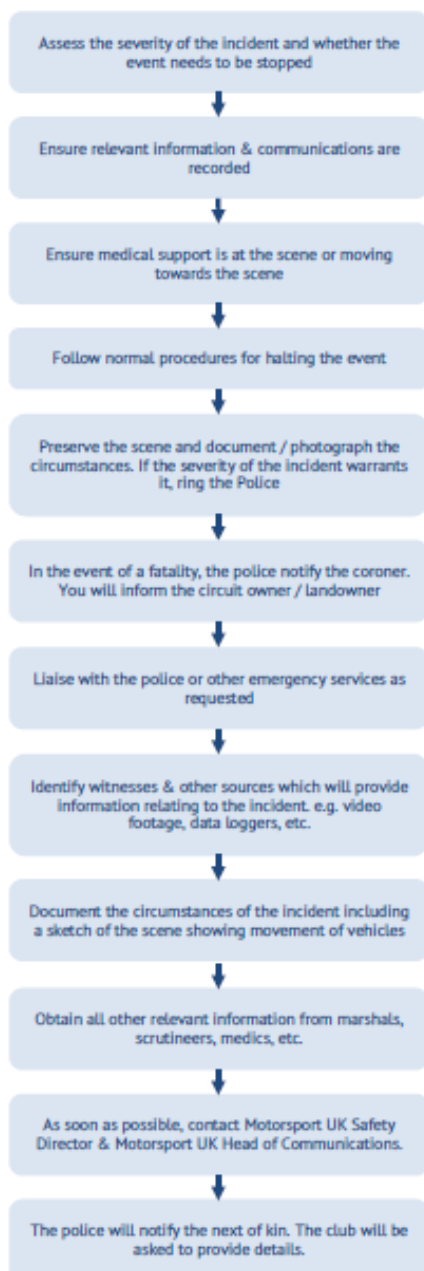
01.05.2021_Ver_6.0

Incident Management

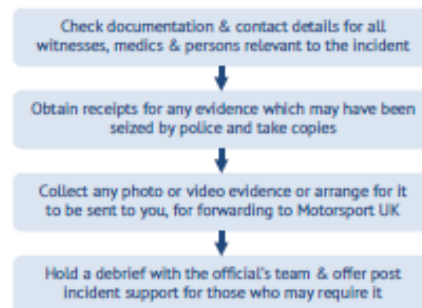


A guide to assist Officials in how to handle a critical or serious incident

When a serious incident occurs



Prior to leaving the event



After the incident

- Do not discuss the circumstances of the incident except for the purpose of obtaining information
- Cooperate fully with emergency services or any enforcement agency
- Do not disclose any information on social media or to a third party other than enforcement agencies
- All media queries should be diverted to Motorsport UK Head of Communications

Taking witness statements

When taking witness statements, you should do so as quickly as possible after the event. Try to seek the information in a chronological order and limit to facts only.

When speaking to a witness:

- Make sure you use open questions which allow the witness to give their version of events, do not ask leading questions
- Where possible take individual statements from the witnesses so their account cannot be led by others
- Explain why you are taking the statements and that they maybe used by the coroner or future court proceedings

What to cover:

- Details of all competitors involved at the time before the leave
- Ask those closest to comment on what they saw and heard. If possible, ask them to provide a brief witness statement - keep it factual.
- If this cannot be achieved on the day, follow up verbally within 48 hours to ask for the statement/views
- Speak to others nearby that may have seen something
- Be sure to get names, addresses and phone numbers as tracking them down later may be difficult

In summary:

- Get a note of and follow up on absolutely everybody that may be relevant, no matter how minor
- Do it ASAP – memory fades and over time people may become more reluctant to say with any certainty what happened

Documents required by Motorsport UK post event:

- Incident Report
- Vehicle Report Form
- Witness Statements & Sketch of Scene
- Time Log
- Photographic or Video Evidence
- Contact details of enforcement agency staff e.g. Police, Coroner, EHO
- Completed Sign on sheets
- Medical & Rescue Team Reports

01.05.2021_Ver_6.0

Incident Report Form



for any incident leading to fatal, critical or serious injury

General information

Date of incident:		Time of incident:	
Type of event:	<input type="checkbox"/> Autotest <input type="checkbox"/> Autocross <input type="checkbox"/> Rallycross <input type="checkbox"/> Cross-Country <input type="checkbox"/> Circuit Race <input type="checkbox"/> Rally <input type="checkbox"/> Sprint <input type="checkbox"/> Hill Climb <input type="checkbox"/> Drag Race <input type="checkbox"/> Trial <input type="checkbox"/> Kart Other: <input type="text"/>		
Event status:		Permit no.:	
Organising club:			
Venue:			

Details of involved and / or impounded vehicle(s)

Competition no.:		Registration no.:	
Make & model:			
Driver:			

Competition no.:		Registration no.:	
Make & model:			
Driver:			

Competition no.:		Registration no.:	
Make & model:			
Driver:			

Competition no.:		Registration no.:	
Make & model:			
Driver:			

Location where vehicle(s) is/are impounded:	
Person responsible for safekeeping of vehicle(s):	
Contact telephone / email:	

Page 1 of 3

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Casualty details

Name	Licence no.	Attending as*

* Competitor / Marshal / Official / Employee / Spectator / Other ...

Details of other parties involved

Name	Contact no.	Involvement & capacity at meeting*

* Competitor / Marshal / Official / Employee / Spectator / Other ...

Details of any witnesses

Name	Contact no.	Capacity at meeting*	Statement attached

* Competitor / Marshal / Official / Employee / Spectator / Other ...

Details of Environmental Health Officer *(where applicable)*

Been notified: YES NO In attendance: YES NO

Name:	
Local authority:	
Job title:	
Telephone / email:	

Page 2 of 3

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Police	Been notified?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Time notified: <input type="text"/>	Attending?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Name of officer:	<input type="text"/>
Telephone / email:	<input type="text"/>

Coroner/PF Officer	Been notified?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Time notified: <input type="text"/>	Attending?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Name:	<input type="text"/>
Telephone / email:	<input type="text"/>

Brief résumé of the incident (continue on additional sheets if necessary)

<input type="text"/>
<input type="text"/>
<input type="text"/>
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<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Details of Steward / Official completing this form

Name:	<input type="text"/>		
Licence no.:	<input type="text"/>		
Signed:	<input type="text"/>	Date:	<input type="text"/>
		Time:	<input type="text"/>

Please ensure that this form is returned to Motorsport UK with the relevant Steward's Report

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Post Incident Report



To be completed for any CAR that requires a post incident check

General information

Date of incident:			
Type of event:	<input type="checkbox"/> Autotest <input type="checkbox"/> Autocross <input type="checkbox"/> Rallycross <input type="checkbox"/> Cross-Country <input type="checkbox"/> Circuit Race <input type="checkbox"/> Rally <input type="checkbox"/> Sprint <input type="checkbox"/> Hill Climb <input type="checkbox"/> Drag Race <input type="checkbox"/> Trial <input type="checkbox"/> Kart Other: <input type="text"/>		
Organising club:			
Venue:			
Competitor:		Vehicle No.:	
Class:		Session:	
Make & model:			Video/data? : <input type="button" value="Y"/>

Vehicle Identification (Passport #, Registration Plate, etc.):	
--	--

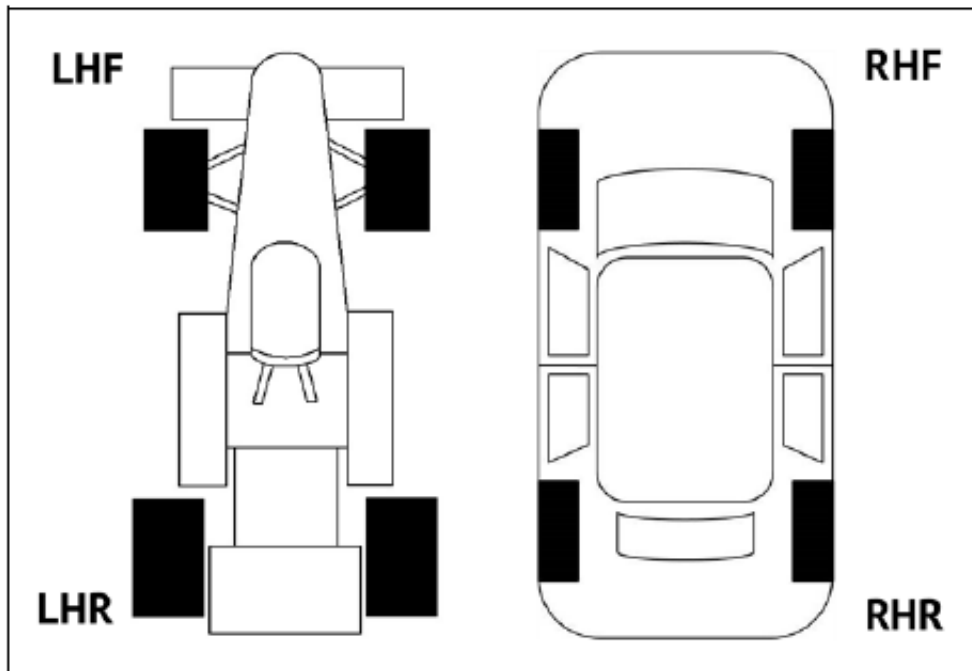
Suspension:	LHF:		RHF:			
	LHR:		RHR:			
Wheels/tyres:	LHF:		RHF:			
	LHR:		RHR:			
Steering:						
Throttle:						
Brakes:						
ROPS:						
Bodywork:						
Fire extinguisher:	Make:		Condition:		Activated?	
Type (handheld/plumbed in):						
Fire extinguisher:	Make:		Condition:		Activated?	
Type (handheld/plumbed in):						

Page 1 of 4


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Inspection report – please mark clearly where the driver was seated



Indicate which areas and/or parts are damaged.
Please mark additional observations in 'Other Observations' section below.

No.	Description	 <input type="checkbox"/> <input checked="" type="checkbox"/>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		

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Driver's equipment:			
Overalls:	Make:		
	Condition:		
Helmet:	Make:		
	Standard:		Sticker No.: <input type="text"/>
	Condition:		
Shoes / Gloves:			
FHR device:		Sticker No.:	<input type="text"/>
Seat (& mounts):	Make:		FIA Homologation: <input type="text"/>
Harness:	Make:		FIA Homologation: <input type="text"/>

Co-driver's equipment (if applicable):			
Overalls:	Make:		
	Condition:		
Helmet:	Make:		
	Standard:		Sticker No.: <input type="text"/>
	Condition:		
Shoes / Gloves:			
FHR device:		Sticker No.:	<input type="text"/>
Seat (& mounts):	Make:		FIA Homologation: <input type="text"/>
Harness:	Make:		FIA Homologation: <input type="text"/>

Details of Scrutineer Scrutineering vehicle:	<input type="text"/>
---	----------------------

Details of Scrutineer completing this form:

Name:	<input type="text"/>	Licence no.:	<input type="text"/>
Signed:	<input type="text"/>	Date / Time:	<input type="text"/>

Chief Scrutineer report verification:

Name:	<input type="text"/>	Licence no.:	<input type="text"/>
Signed:	<input type="text"/>	Date / Time:	<input type="text"/>

Please ensure that this form is returned to Motorsport UK with the relevant Steward's Report.

Page 3 of 4

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Incident Sketch



for any incident leading to fatal, critical or serious injury

The sketch should detail:

- *Movement of vehicles & resting positions*
- *Location of any significant markings i.e. skid marks, barrier impact.*
- *Location of any debris*
- *Location of driver if not in vehicle*
- *Location and identification of marshals*

Name:			
Signed:		Date:	
		Time:	

Please ensure that this form is returned to Motorsport UK with the relevant Steward's Report

Page 1 of 1

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Contact Details



for any incident leading to fatal, critical or serious injury

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

Name:	
Telephone / email:	
Attending as:*	

* Competitor / Marshal / Official / Employee / Spectator / Other ...

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Page 1 of 1

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01.05.2021_Ver_6.0

Time Log of Actions



for any incident leading to fatal, critical or serious injury

This sheet is intended to assist with maintaining a record of the actions which will take place after a fatal, critical or serious incident. At race, rally or other events where a continuous log is maintained, completion of this document is not necessary – a copy of the event log will suffice; however, you may still find it useful as a guideline of the actions and information required.

It is of importance to record such actions (including the time they were made) as when the incident occurred, when the rescue unit/doctor/paramedic were summoned to the scene, when external assistance e.g. an Ambulance was summoned, when the Police were informed, what time a Police Officer attended, etc.

General information

Date of incident:		Time of incident:	
Type of event:	<input type="checkbox"/> Autotest <input type="checkbox"/> Autocross <input type="checkbox"/> Rallycross <input type="checkbox"/> Cross-Country <input type="checkbox"/> Circuit Race <input type="checkbox"/> Rally <input type="checkbox"/> Sprint <input type="checkbox"/> Hill Climb <input type="checkbox"/> Drag Race <input type="checkbox"/> Trial <input type="checkbox"/> Kart Other: <input type="text"/>		
Event status:		Permit no.:	
Organising club:			
Venue:			

Time log sheets

Number of time logs sheets attached:	<input type="text"/>
--------------------------------------	----------------------

Details of person completing this form

Name:			
Telephone / email:			
Signed:		Date:	<input type="text"/>
		Time:	<input type="text"/>

Please ensure that this form is returned to Motorsport UK with the relevant Steward's Report

Page 1 of

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Photo & Video Evidence

for incidents leading to fatal, critical, or potentially serious injury

Please clearly label any cameras, sets of photographs, discs, USBs etc. that are to be sent to Motorsport UK and then reference them accordingly on this form with all the relevant details present.

[Labelling can be in simple numerical form (1, 2, 3...) or any other sensible form that you may deem appropriate.]

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

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01.05.2021_Ver_6.0

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
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Label details:		When taken:	
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Label details:		When taken:	
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Address:			
Telephone / email:			

Label details:		When taken:	
Name:			
Address:			
Telephone / email:			

Please ensure that this form is returned to Motorsport UK with the relevant Steward's Report

Page ___ of ___

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Officials completing this form should be aware that the contents should not be shared outside of the Steward's event submission process.

Officials' Signing-On Sheet:



Officials' Signing-On (Over 18 Years of Age)

To prevent compatibility issues please view this form with Adobe Reader

Organising Club:	Stockport 061 Motor Club	Permit No(s):	124529
Event Name:	Altratech SMC Stages	Event Date:	10 April 2022

UNDERTAKING

ALL PERSONS APPOINTED TO ACT IN AN OFFICIAL CAPACITY AT THE MEETING MUST SIGN BELOW. Written agreement of a parent or guardian must also be obtained in respect of Officials under 18 years of age.

I agree to act in official capacity at this meeting and in consideration of this the organising club(s) have effected for my benefit a Personal Accident Insurance Policy for death or benefits as prescribed more specifically by Motorsport UK. I have been given an opportunity to read the General Regulations of Motorsport UK and, if any, the Supplementary Regulations for this event and agree to be bound by them. I declare that I am physically and mentally fit to carry out my duties and that I will inform the organisers immediately should any change in my condition occur which I have reason or ought to have reason to believe would affect my ability to carry out my duties. I acknowledge that I understand the nature and type of competition and that as an official, I may be exposed to the potential risk inherent in motor sport and I will undertake my duties with their associated risks with due and proper regard for my safety and that of others. Further, I understand that all persons having any connection with the promotion and/or organisation and/or conduct of the event are insured against loss or injury caused through negligence. I declare that I am not suffering from any infirmity or physical disability likely to affect the performance of my duties as an official of the event.

I understand and agree that my personal data is being processed solely for the purposes of running this Event, and will be handled by the organisers in accordance with Motorsport UK data protection policy:
www.motorsportuk.org/data-protection.

I hereby agree to abide by all applicable Motorsport UK Policies and Guidelines including but not exclusively Safeguarding and Anti Alcohol and Drugs policies and the National Sporting Code of Conduct.

MEDICAL PRACTITIONERS. All doctors attending motor sport meetings as medical officers must be fully registered with the General Medical Council, must be members of a recognised medical defence organisation and be covered for work outside a hospital. Doctors must be competent in the field in which they are working and must be aware that they are expected to provide themselves with such equipment as they deem necessary for the proper performance of their duties (G15.1).

Full Name:		Email:	
		Tel:	
Signature:		Date:	
Official's Role:		Motorsport UK ID No:	

Emergency Contact: (Required by Police Authority in case of serious accident)

Name:		House #:		Tel:	
		Postcode:			

Last Updated: 01 March 2022

Date Printed: 08 March 2022

Motorsport UK
Bicester Motion
OX27 8FY

T: +44 (0) 1753 765000
E: hello@motorsportuk.org
W: motorsportuk.org

Motorsport UK Association Limited, trading as Motorsport UK
Registered Office: See main address
Registered Number: 1344829 England

Page 1 of 1



Officials' (Under 18) Signing-On Sheet:

**Officials' Signing-On (Under 18 Years of Age)**

To prevent compatibility issues please view this form with Adobe Reader

Organising Club:	Stockport 061 Motor Club	Permit No(s):	124529
Event Name:	Altratech SMC Stages	Event Date:	10 April 2022

ALL PERSONS APPOINTED TO ACT IN AN OFFICIAL CAPACITY AT THE MEETING MUST SIGN BELOW.

Written agreement of a parent or guardian must also be endorsed herein in respect of Officials under 18 years of age.

I agree to act in an official capacity at this meeting and in consideration of the organising club(s) having effected for my benefit a Personal Accident Insurance Policy for death or benefits as prescribed more specifically by Motorsport UK. I have been given an opportunity to read the General Regulations of Motorsport UK and, if any, the Supplementary Regulations for this event and agree to be bound by them. I declare that I am physically and mentally fit to carry out my duties and that I will inform the organisers immediately should any change in my condition occur which I have reason or ought to have reason to believe would affect my ability to carry out my duties.

I acknowledge that I understand the nature and type of competition and that as an official, I may be exposed to the potential risk inherent in motor sport and I will undertake my duties with their associated risks with due and proper regard for my safety and that of others. I declare that I am not suffering from any infirmity or physical disability likely to affect the performance of my duties as an official of the event.

I understand and agree that my personal data is being processed solely for the purposes of running this Event, and will be handled by the organisers in accordance with Motorsport UK data protection policy: www.motorsportuk.org/data-protection.

I hereby agree to abide by all applicable Motorsport UK Policies and Guidelines including but not exclusively Safeguarding and Anti Alcohol and Drugs policies and the National Sporting Code of Conduct.

Name:		Motorsport UK ID No:		Email:	
				Tel:	
Signature:				Date:	

Parent/Guardian/Guarantor:		Email:	
		Tel:	
Signature:			

Emergency Contact: (Required by Police Authority in case of serious accident)

Name:		House #:		Tel:	
		Postcode:			

Last Updated: 01 March 2022

Date Printed: 08 March 2022