18. Marshals' Instructions

Firstly, on behalf of myself, the Clerk of the Course and the Organising team, thank you for the help you are giving us on this event. Without it, NHMC and other Clubs would be unable to run events of this type or indeed any form of motor sport.

These instructions serve as the Stage Commander's briefing.

PLEASE READ THE FOLLOWING NOTES CAREFULLY, THEY MAY BE OF HELP TO YOU.
The event Safety Manual is held by all Mandatory radio operators and senior officials.
REMEMBER IF IN DOUBT, ASK!

1. Pre-event actions and signing-on

Signing-on will be carried out using an on-line system in advance of the event (for competitors, marshals, and officials). Allocation to posts will be done either prior to the event or remotely. Written briefings and instructions will be sent electronically in advance of the event. Briefings will be carried out by electronic means.

Your role is to keep yourself and others safe on the stage. Safety at the event, and especially on the live stages, is our main concern. Please ensure you have signed the official signing-on form and submitted it before the event.

When parked at your location, please ensure vehicles are at least 30m away from the stage.

Most marshals will be Motorsport UK registered. Other marshals will be buddied up with suitably experienced marshals. If you have not completed the Motorsport UK on-line marshals training programme, we encourage you to complete it – it should take no more than 45 minutes.

Please bring your own food and drink as there may not be time for you to access the site's food and drink facilities. If required (or if you think your level of risk requires it) please bring your own PPE, face masks, gloves, and sanitiser.

Please check you have all the necessary equipment. We will provide:

- All stage equipment (arrows, tape, solid barriers etc.)
- Clocks (For Control marshals only)
- Paperwork – this will be sent out electronically or by post prior to the event. We ask that you print your own paperwork if possible. Control and radio check sheets will be issued at marshals' signing-on. A limited amount of other paperwork will be available at marshals' signing-on for those unable to print their own, but if you will need this please let us know beforehand so that we can ensure enough is available.

You will need to bring:

- Tabards
- Your Motorsport UK Marshal registration number or (if possible) evidence that you have completed on-line training (see below)
- Appropriate footwear (ideally with toe protection)
- Appropriate clothing, food and drink, etc. as you may well be on duty for several hours in extreme conditions.
- As the last stages may be in the dark a torch would also be useful

We shall be providing marshals' goodies or refreshments this year.

2. Arrival at the venue

Please arrive at the venue between 06:30 and 07:15. On arrival, please follow the reporting instructions issued prior to the event.

3. Programme

This year's rally is a single venue sealed surface Rally on Sunday.

Competitors will take service after every stage.

We are running 8 stages; the last two may be in the dark. All the stages will be lapped. Stages 1, 3, 5 and 7 will be opened by a safety car and stage 8 will be closed by either a safety car or another official vehicle.

Stages 2, 4, 6 and 8 will start immediately after the previous stage has been completed. The recovery of stranded cars will NOT be done after stages 1, 3, 5 and 7 unless they are in a dangerous place, however the Recovery Units may recover cars after stages 2, 4, 6 and 8.

Stages 1 & 2
Stage changes (about 20 minutes)
Stages 3 & 4
Stage turn round & lunch break (about 45 minutes)
Stages 5 & 6
Stage turn around with Night arrows etc. provided (about 20 minutes)
Stages 7 & 8

4. Identification

Please wear a Hi-Vis tabard that helps identify you as a marshal whilst you are on the stages. (Preferably an official type with the Motorsport UK "Motorsport is dangerous" triangle) This may help give you authority over spectators.

PLEASE WEAR YOUR MARSHAL TABARD AT ALL TIMES WHILST OUT ON STAGE AND UNTIL THE STAGE IS CLOSED.

5. Timing of the event - <u>Approximate</u> times shown, these <u>will</u> alter during the day.

Stage	Safety Car Stage Start	Car 1 Stage Start
1	08:45	09:00
3	11:14	11:19
5	14:05	14:10
7	16:14	16:19

The sweeper car will follow behind the last car on stage 8.

6. Arrows / Signs

If you are positioned near a stage arrow or board, please keep a watchful eye on them to prevent loss or changing the angles. This also applies to all other signs on the stage. Please ensure that barriers that are erected to block roads where competitors are not supposed to be, are in position throughout the event especially if demolished by a competitor.

7. Chicanes

Chicanes are built to slow the average speed of competitors, if they get damaged or demolished, they should be re-built if safe to do so. Notify radio control if you are rebuilding any stage furniture. If you do not have enough manpower or equipment at your location, radio control who will dispatch extra rally personnel to your location with assistance and equipment.

Please note that penalties will be applied for cars striking stage boards, bales, cones & tyres etc which will define splits, merges & chicanes. Please report these incidents clearly on the Incident Report Form provided. Please notify the organisers (via Radio control) of the existence of these reports as early as possible and upload them to the TCS/NERS document upload system at the earliest opportunity.

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

You will see how we set up the first stage when you arrive at the venue. The route shown on your stage plans must be strictly adhered to.

You may repair damage which has been inflicted on your sector of the stage during the running of each stage so long as you think it safe.

Arrowing must be to the Motorsport UK 2026 National Competition Rules, 13.23.Drawing 5 (see below).

Chicanes should be set up and signed in accordance with the 2023 Motorsport UK Yearbook (the "Blue Book") see Section R Drawing 29.1.1 (see below). There are **no** requirements on chicanes on single-venue rallies in the 2026 Motorsport UK National Competition Rules.

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

8. Radios

There will be radio contact between the start and finish and at locations around the circuit (see stage plans). Each key location around the circuit is marked with a location number. If you need to contact Control to report an incident, please make sure you quote the location number to the Radio Operator.

The Organisers will be using handheld radios on a separate frequency; be mindful they may be having discussions on the separate frequency to resolve any issues you may have reported.

9. Incident procedure

In the event of an accident of any kind:

- Stay calm and assess the situation – your own safety is the first priority, Do **NOT** put yourself in danger. As this is a race track, cars may be travelling at very high speed, please take care.
- Warn following competitors of the incident but **Do Not Stop** them unless the stage is completely blocked. If the stage is blocked, note and report to the organisers the numbers of any cars that are stopped because of the blockage.
- Ensure any on-lookers are kept back – where there are several marshals, ensure that some remain to control on-lookers,
- When an incident happens, a marshal's primary responsibility is to act as a lookout in order to allow another person to assess the needs of the competitor, marshals can still approach a stationary vehicle in the same way as before, now looking for the thumbs up signal from the driver. You may be specifically asked to do this by the Clerk of the Course.

- Should a competitor signal that they are ok (thumbs up), move back and give space for the competitor to exit the vehicle, always maintaining social distancing and request that that the driver moves to a safe location.
- Report to event control as usual.
- If medical attention is required:
  - Relay this information to the Clerk of the Course as soon as possible. The Clerk of the Course will then take immediate action to neutralise the session and deploy the appropriate response.
- Should the vehicle be capable of being moved by pushing, request that the driver assists with steering and pushing where applicable.
- If the vehicle is in a position where pushing with limited marshalling numbers is not possible (e.g. gravel trap, uphill), request a recovery to move the vehicle

- 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 the incident involves assisting competitors firstly ensure that you have a lookout in place and that you are in a safe position. Ensure that the SOS/OK board carried by all competitors is being shown and that someone takes and displays the warning triangle approximately 100 metres down the stage. The SOS board should be shown at the vehicle itself if a competitor needs medical assistance, Report circumstances as quickly as possible to radio crew if nearby or stop the next competing car and ask them to report:
  - Car number,
  - whether blocking stage,
  - Any medical assistance required,
  - Any other relevant information,
- Replace any damaged stage furniture and ensure stage is kept clear of spectators

10. Red Signal Procedure

The NCRs use the wording “red signal” – the red signals will be red flags. The remainder of these marshals’ instructions uses the wording “red flag”.

This event may use the red flag procedure. The red flag is to be used to neutralise the competition (for example, where spectator safety is compromised, or to authorise the movement of non-competing or rescue vehicles prior to the stage being cleared of all competing vehicles).

- Red flags will only be displayed if instructed by the Clerk of the Course or the Stage Commander, the instruction will be communicated by the Safety Radio network.
- Red Flags will be displayed at Mandatory Radio points; they must be displayed by a marshal wearing a tabard. Flags should be stored inside the radio vehicle unless deployed.

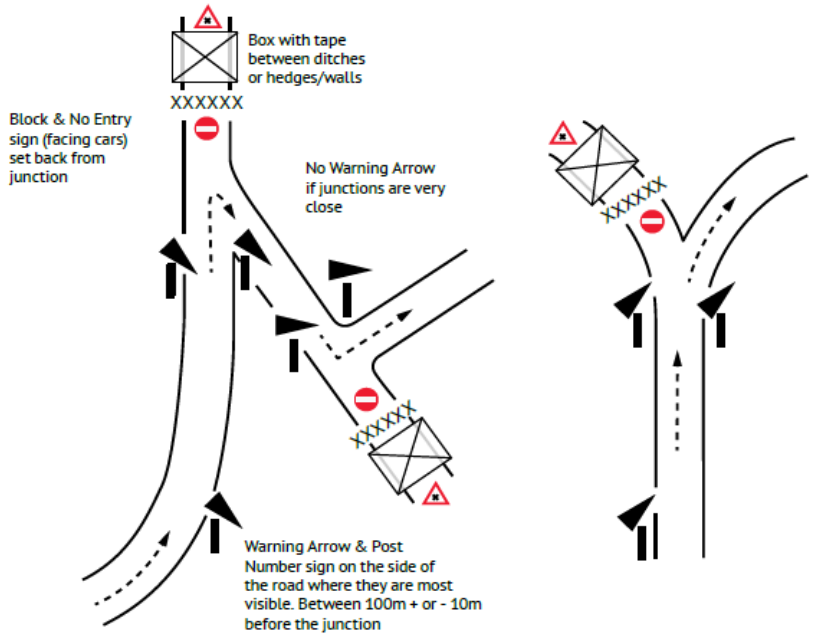
Upon seeing a red flag, competitors will immediately and significantly reduce speed, and be prepared to stop at any time; at no time must they overtake any safety vehicle they encounter on the special stage route. The driver must follow the instructions of any marshals and/or stage safety personnel until leaving the special stage route. Crews affected by a red flag must report to the stage stop line, unless communicated via the radio control network.

To demonstrate red flags are in location, they should be shown, but not waved, to all safety cars as they pass. If it is necessary to stop a safety car, the crossed arms FIA-specified gesture should be given.

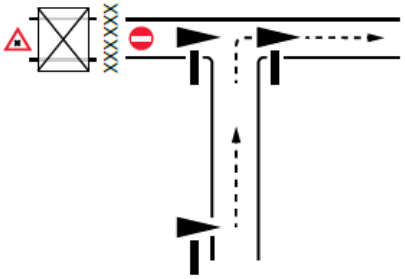
11. Stage changes after Stages 2, 4 and 6

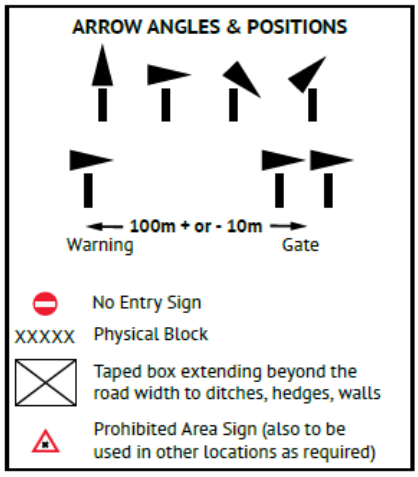
This must be done to satisfy current Motorsport UK National Competition Rules. Control will inform all radios when to carry out the turn around. The equipment vehicles will do the bulk of the work, but we should like you to help in any way you can at your location. Some arrows and signs may be erected prior to the start of the event and be covered with a bin liner. These will be uncovered / covered by the equipment crews at the appropriate times.

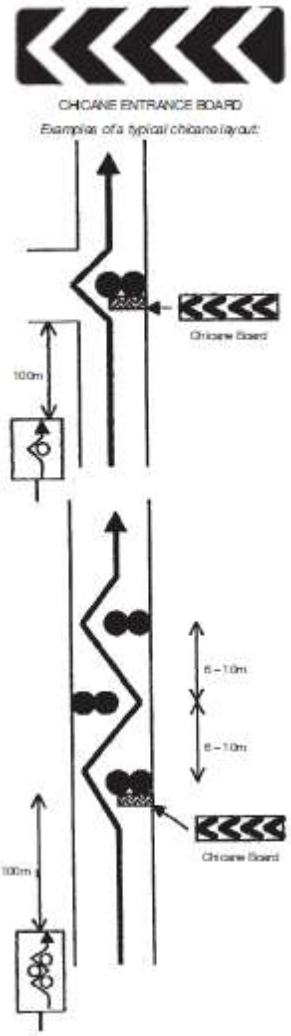
	
Stop I need support	**All OK**



Note the chicane diagram is from the 2023 Motorsport UK Yearbook.







12. Safety Cars

A safety car (car '0') will open the first of each pair of stages. Also, if there is a delay of more than 20 minutes of a competitor entering the stage a safety car will drive the stage warning personal that the stage is about to restart.

13. Spectators and Media

Spectators are permitted in the circuit's normal spectator areas (unless signed otherwise). Parts of the stage not on the race circuit are barriered and spectators must be kept at an appropriate distance away from the stage route.

Ensure spectators are kept well back from the stage route and away from the outsides of bends. It is easier to stop spectators entering these areas than to move them once they have become established.

If there are more spectators that you can adequately manage, inform Radio Control.

Representatives of the media will be present on the event. They should be encouraged to stand in safe areas and at no time place themselves or anyone else in danger.

Service Crews are not permitted into the "Out of Bounds" areas of the venue.

14. Marshals' Draw

There will be a marshals' draw, prize winners will be broadcast via radio during the day. Prizes can be collected from documentation at lunch time or after the event.

15. Marshal Training requirements

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

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

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

16. On-event paperwork

We shall be collecting control check sheets, Judge of Fact report forms, incident reports, etc. and also using the TCS/NERS document upload system to send information to the results service and event officials. The document upload system works on smart phones by using the phone's web browser and camera to take a photograph of the document and upload it to the results service. You can either type a URL into the phone's web browser or scan a QR code. If your phone does not have the ability to scan QR codes natively, then there are lots of apps in both the Apple and the Google stores which will scan QR codes. If you expect to be handling documents which need to go back to the organisers, please check whether your phone can read QR codes before the event.

Thank you very much for Marshalling and enjoy the event!

Ian Shepherd
Chief Marshal



SPECTATE SAFELY!

- **Be alert!** Always expect the unexpected.
- Stay at the designated spectator areas.
- Remember that in an accident anything can happen.
- Always follow the instructions of the marshals.

YOUR SAFETY
YOUR LIFE

RALLY FUTURE

motorsportuk.org

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RALLY FUTURE



LEAVE THE DRONE AT HOME





Spectate Safely

Your safety - your life

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