



## Snetterton Stage Rally 2025

### Appendix F - Radio Operators Instructions

These instructions are issued as part of the event Safety Plan to all persons using radios on the Motorsport UK '81' frequency. It contains specific instructions for the event and follows the standard radio procedures as detailed in the latest Motorsport UK Operational Guide for Radios V7.

The Risk Assessment and Safety Plan has been generated in order to ensure that all incidents during events at the venue are handled in an efficient and professional manner in accordance with the event safety policy:

Please refer to Appendix C - **Safety & Incident Briefing** and Appendix E - **Emergency Locations** for more information about the operation of the event, including the roles and use of the safety cars. Please ensure that you are familiar with the latest Safety Car procedures, particularly how Car 00 is being used, and the need for a safety car to run through the stage if there is a delay of 20 minutes, which will be signed 00. Timings and Revised safety car callsigns are:

- Event Safety Officer / Deputy - 30-25 minutes before first car.
- Stewards and Clerk / Deputy Clerk of the Course Car 000 - 15-10 minutes before first car. Callsign Delta One.
- Course Opening Car - Car 00 (Double Zero) - 10-5 minutes before the first car. Call sign Oscar Two
- There will not be a 0 (Zero) Car.
- Between pairs of stages, there will not usually be 00 car.

Further information about radio locations and callsigns will be given during the event.

Stewards and Safety cars will ask for Red Flags (the only Red Signal used) to be shown as part of their checks.

ALL RADIO UNITS MUST OPERATE THROUGH RADIO CONTROL

**The Radio Controller is designated as the Deputy Clerk of the Course (Control).**

This procedure is laid down to ensure uniformity in the communication of both relevant stage information and the safety network that covers the entire event.

**The following operational information will be required from key operators during the day:**

- All stage marshals and safety personnel in position
- Stage ready to accept safety cars (time)
- Safety car(s) starting stage
- Safety car(s) completing the stage
- First car number & start time
- Total number of cars starting stage, last 3 car numbers & start time of last car
- Total number of cars finishing the stage, last 3 car numbers & finish time of last car
- Details of any car missing/stopped in stage including the number & location
- Confirmation of course closing/sweeper car start & finish

**In the event of any stage stoppage, the following additional information may be required:**

- Last 3 car numbers before stoppage
- Time of last car to finish before stoppage

**Reminders to all radio operators (including event officials).**

- Please ensure that all persons with you have signed on with Radio Control.
- Keep all messages as brief and relevant as possible.
- Maintain a check sheet at all times (static points only).
- All radio operators MUST be known to Control.
- Write down important messages before you transmit them, if possible, always make a note.
- If in doubt, repeat messages until you are sure they have been received and recorded correctly
- Monitor all radio transmissions.
- Beware of flattening batteries.
- Be aware of 'dead-key' and store the microphone in a safe place.
- Never use the 81frequency radio for chit-chat.
- Do Not discuss information regarding any incident with those who do not need to know.
- NEVER post information on Social Media during events.

**Always operate from a position of safety.** Motorsport UK rules require that ALL vehicles be parked at least 30 metres from the stage, except where the Motorsport UK requirement that ALL non-competing vehicles at a licensed race venue must be behind the safety barriers is complied with. Never park in an escape road or if possible, in direct line of sight or travel of any competitor.

- Please park only where directed, if you need to relocate let Radio Control know.
- Take up the position as close as possible to the point indicated on the map.
- Competitors, marshals and organisers may need to find you in an emergency.
- Do not put speakers outside the car or allow spectators/service crew to listen to your radio.

**Special Calls to Radio Control**

**1. SAFETY**

For messages concerning stage safety, e.g. car overdue, first competitor into stage, stage furniture problems, spectator marshalling – problems where a slight delay can be tolerated or taken without action can be interrupting the stage.

**2. URGENT**

For situations requiring immediate action, e.g. car known to be in difficulty, suspected injuries, stopping further traffic entering the stage.

**3. PRIORITY**

For CONFIRMED situations which involve injury(s) – problems where immediate Medical/Rescue intervention is required – Only the Radio Controller may issue instruction for Red Flag deployment.

**4. RELEVANT**

For messages which have a bearing on the current 'on air' conversation – submission of relevant information.

PLEASE DO NOT MISUSE OF ANY OF THE ABOVE CALLS. Use common sense – Don't overrate the urgency of your message unnecessarily. Be sure to have as much information as is to hand before you make your call to control. This will prevent any unnecessary delays and assist in the speedy conclusion of the incident.

Priority Calls.

In priority situations, the Controller will ask for complete radio silence before dealing with the message. Please do not attempt to transmit unless you have relevant information or details of further incidents. PRIORITY, URGENT OR SAFETY calls should be instigated as follow:

"CONTROL FROM THAMES 10, PRIORITY (etc)"

Wait for the controller to clear the air before passing your message. Priority, Urgent and Safety messages will always take precedence over all other communications.

## Red Flag (Signal) Procedure

**PLEASE NOTE THAT THE 'RED FLAG' WILL BE THE ONLY 'RED SIGNAL' SYSTEM IN OPERATION.**

Please keep the Red Flag in your car, out of sight. The Motorsport UK steward or course opening safety car "00" or other official may ask for Red Flags to be displayed on their pass through as part of their checking procedures.

If instructed to show a red flag, the marshal holding it must be wearing a Hi-Vis marshals tabard.

Only the RADIO CONTROLLER may issue the instruction to display Red Flags. Do Not use the words Red Flag over the airways to request the Red Flags – always explain *why* they are needed, request a stage stop.

### Required Information

To ensure efficient management of any Incident, the Marshals/Sector Marshals are instructed to make an early assessment of the situation, Minor incidents such as cones out of place, may be corrected without a report, If the incident is more than minor, or a vehicle has stopped, the following information must be passed to Radio Control, via the nearest radio point or Motorsport UK Radio:

- The car number (s) if known.
- The nature and location of the Incident, e.g. car stopped, collision.
- Are the crew in or out of the Car, is the SOS/OK board displayed and which side is displayed.
- What action is the crew taking? Are Hi-Viz jackets being worn?
- Is the warning triangle out and are there Marshals on scene.
- The number of casualties, (negative report required if no casualties)
- If there is a risk of Fire
- If any rescue or medical assistance is required
- Is the course Clear, Passable with Care or Blocked?
- If it is regarded as safe to continue competitive activity

Please bear in mind there may be two (or more) separate active incidents, a situation we have had, so proper procedure is essential.

On receipt of incident notification from the Radio Controller, the Clerk of the Course, the Deputy Clerk of the Course, or nominated senior official will assess the situation and make a decision regarding the continuation of competitive activity. **This will be the senior official present in 'Race Control'**. The majority of the course at Snetterton is covered by CCTV and decisions are made by officials in Race Control based on what is seen as well as the reports from the stage.

Note – There will always be a "duty" Clerk of the Course available during all competitive activity, to be drawn from either of the Clerk of the Course, the Deputy Clerk of the Course, the Radio controller or another Senior Official specifically nominated by the Clerk of the Course to take control of the event.

**Emergency Services attendance** - see Appendix D - **Emergency Services** - please note that if a serious / major incident occurs which requires emergency service attendance, approach to the incident may be 'wrong direction' and the radio point closest to the incident, WD, will be the Inner Rendezvous Point. The primary reason for this is that the scene may need to be preserved which includes the stage leading up to the incident, also the route to the incident may be blocked.

### CALL SIGNS

Appendix A – **Officials and Contacts** shows a list of the names and contact details of the main event officials and their callsigns on the Motorsport UK Safety frequency (81 MHz).

This is not a definitive list, other call signs will be circulated. Radio Points are requested to make their own record of the location and callsigns of other Radio points which may change as the event progresses.

Snetterton Stage Rally 2025 - Radio Marshals - Incident Worksheet								
Incident Information Required – Prioritise Safety and Deployment of Medical Assistance								
Time of Incident. Time Clear.								
Car number(s)								
Nature and location of Incident e.g. car stopped, collision.								
Are the crew in or out of the Cars? Is the SOS/OK board displayed? Which side is displayed?								
What action is the crew taking? Are Hi-Viz jackets being worn? Is the crew behind safety Barriers?								
Is the warning triangle out? Are there Marshals on scene?								
The number of casualties? (negative report required if no casualties).								
Is there is a risk of Fire?								
Is any rescue or medical assistance is required?								
Is it safe to continue competitive activity?								

## Radio Locations

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