

Quick Reference Guide – Start Controls

ROLE: Start Captain	RESPONSIBILITY
• Coordinate ATC and Start operations between stage captain, volunteers, Radio • Operate Rally Safe / Clock for timing • Instruct new volunteers • Interact with competitors	• Prepare signage and equipment • Setup vehicles, radio • Check in competitors to ATC • Check competitor safety equipment • Start competitors at Start line • Enforce control zone rules
Pre-Event ☐ Registration Check-In & Equipment pick up (Rally Safe Tablet, Logs, vest, etc.) ☐ Maintain equipment needed to run Start Controls until end of event ☐ Ensure all packets/logs are on-hand to run Start Line & ATC for all assigned stages	
ATC Setup ☐ Arrive at Pick Up point on time, follow caravan to stage ☐ Safety high-vis vest for all volunteers at all times ☐ Vehicle placement for ATC, radio, medical, start line, blockers (refer to routebook) ☐ Signage placement per diagram: Start of Control, ATC, Start, End of Control ☐ Assign volunteers to ATC (x2) and Start (x2), handout logs for each ☐ RallySafe Tablet setup: stage selection, ATC/Start selection ☐ Establish FRS Radio contact between ATC and Start team ☐ Radio contact to Net Control stating ATC ready to receive cars	
ATC Operations ☐ Sync Rally Safe to 000/00 vehicles, sync a backup GPS clock to match Rally Safe ☐ ATC check-in on minute that timecard received from competitor co-driver ☐ RallySafe assign Ideal start time +3min from ATC check-in time ☐ Write ideal start time on Timecard and ATC log (note issues in comments) ☐ If multiple cars check-in on same minute, assign ideal start time +3min from ATC check-in time (Start will assign actual start times) ☐ Implement ATC procedures for wave-in and car swap if needed (<i>see handbook</i>) ☐ If RallySafe not functional: assign ATC check-in on timecard, notify competitor	
Start Operations ☐ Safety Check (delegate role): Suit zipped, helmet strap, HANS tethers, seat belt tight ☐ Sync Rally Safe to 000/00 vehicles, sync a backup GPS clock to match Rally Safe ☐ <u>DO NOT</u> start competitor cars until Net Control states stage is ready to start ☐ HOLD Start if notified by Net Control – hand-sign/verbal/physical ☐ RallySafe - Assign start times as ideal start from timecard <i>OR</i> next available minute ☐ Write start time and sequence number on timecard and start log ☐ Cars must start on 1 minute intervals and not less or more (unless directed) ☐ IF RallySafe not functional: assign start times to timecard normally and start cars with countdown	
Stage Shutdown ☐ Hand logs to safety sweep at end of each stage, hand Rally Safe at last stage ☐ Cleanup and debanner surrounding area ☐ Return signage/equipment to stage captain or designee	