



RIXY STAGES
28TH DECEMBER 2025

Safety Dossier



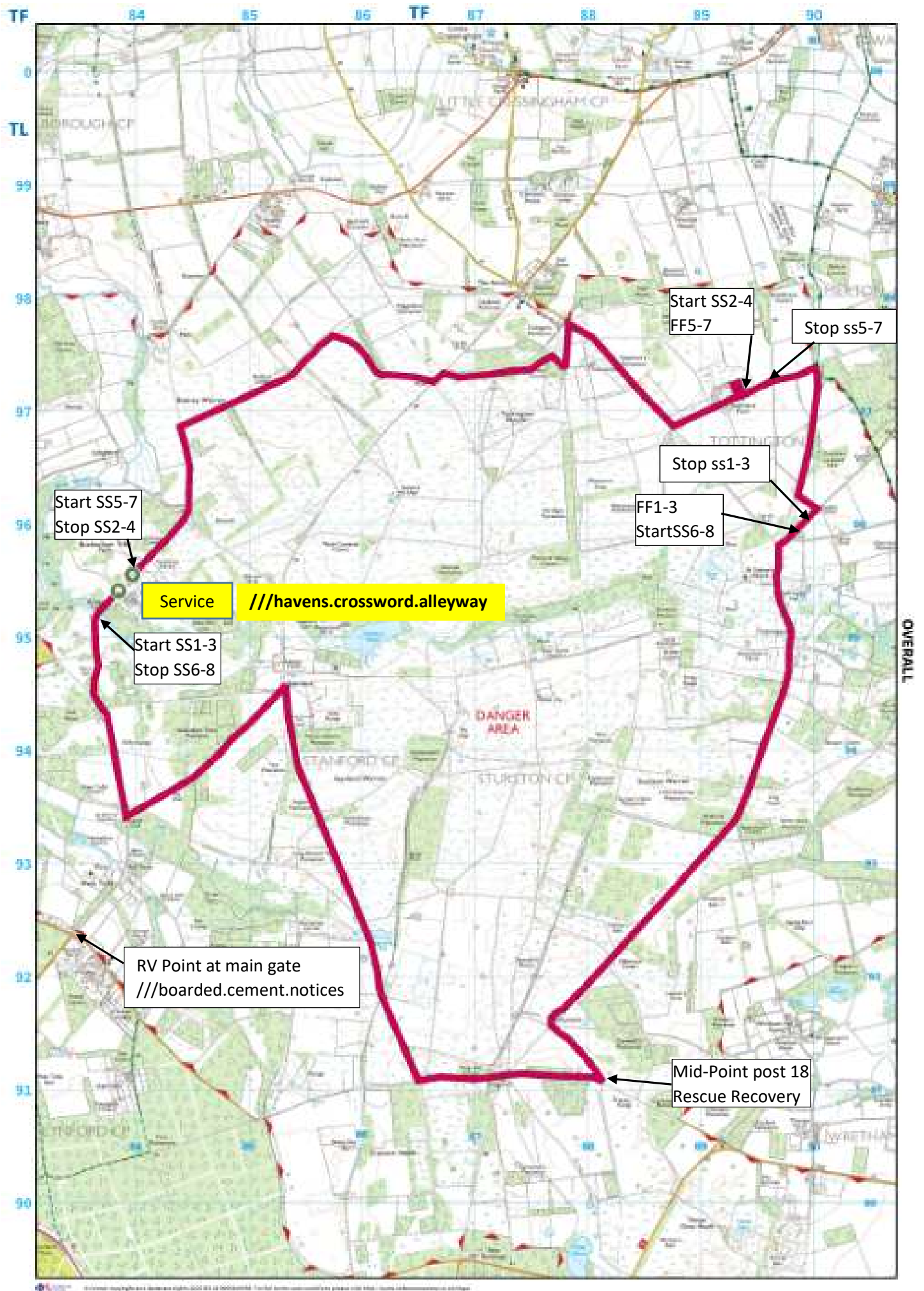
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2 Overall Route Map



3 Time Schedule

AMSC

Stanta Rixy Stage Rally 28 Dec 2025

Time Schedule - subject to adjustment as the event progresses

Assuming 55 cars start event

	Stage start Time First Car	Stage Finish Time Last Car	Stage Length	Stage Target	Stage Bogey
Stage 1	9:00	10:12	9.20	18:25	06:55
Stage 2	9:32	10:32	4.61	09:14	03:28
Stage 3	10:17	11:24	9.20	18:25	06:55
Stage 4	10:49	11:45	4.61	09:14	03:28
Stage 5	12:37	13:35	4.93	09:53	03:43
Stage 6	13:02	14:04	9.08	18:11	06:50
Stage 7	13:55	14:51	4.93	09:53	03:43
Stage 8	14:20	15:21	9.08	18:11	06:50

Final MTC (first/last car) 14:42 15:26

Chief Marshal/Safety Officer Car 1 -20 minutes

4. Primary Contact Details

Position	Name	Mobile	Callsign
Clerk of Course	Clive Grounds	07860 461670	CAM 1
Deputy C of C Control	Ken Paterson	07831 321307	Control
Deputy C of C	Richard Warne	07958 632082	BELT 1
Chief Marshal	John Davie	07894 642854	STORT 3
Time Keeper/Results	Chris Moselle	07879 412779	CAM 2
Equipment Officers	Gary Maddocks Mark Banham	07884435537	REGIS 15
Sweeper	Philip James	07736 487864	CAM 3
Safety Officer	Graham Frary	07855 834862	STORT 1
Rescue & Recovery Coordinator	Charley Webber	07836 746349	CAM Rescue 1
Chief Medical Officer	John Horton	07711012365	
Chief Scrutineer	Tony Hewitt	07960705859	REGIS 14
Safeguarding Officer	Stuart Kingham	07710 040918	WICKFORD 1
Event Secretary	Simon Tonks/ Brett Murray	07714 697299	
Entries Secretary	Val Thompson	07801 705359	
MSA Steward & Safety Delegate	Alan Barnard		
Event Steward	Ian Hattersley		
Event Steward	Chris Deal		
Venue Liaison	Brian Hemmings		

Emergency Service Rendezvous Location and casualty transfer point:

Site entrance at <http://boarded.cement.notices>

5. Organisation and Responsibilities

The following Roles and Responsibilities are abbreviated versions. Full descriptions are contained in Motorsport UK Stage Rally Safety Requirements section 12. Specific responsibilities are defined for the following Officials and Marshals, in accordance with Motorsport UK rule, guidance and accepted practice.

All officials must wear identification showing their name and responsibilities when in areas that competitors and other persons may be.

All persons in the competitive areas must wear appropriate clothing and Motorsport UK specification High Visibility tabards. High Visibility tabards/clothing must be worn by Officials and Marshals in Service and non-competitive areas. The only exceptions are competing crews, safety, rescue, and recovery crews wearing fire-proof overalls whilst working. Competitors must carry High Visibility tabards/clothing in their vehicles for use if they get out of their cars on a stage. It should be noted that tabards may be flammable.

Motorsport UK Steward

- Has the power to cancel the entire event or part of the event on safety grounds.
- Is the senior Motorsport UK individual attending the event and needs to be available in Rally Control to the Clerk of the event

Clerk of the Course

- Has overall responsibility for the general conduct and control of the event and other safety related duties under the regulations (R.23 & 24).
- Overall management of competitive activities.
- Initiate decision to continue or abandon the event following a Major Incident.

Deputy Clerk of the Course

Deputy Clerk of the Course (Control)

- The Radio Controller is designated deputy Clerk of the Course
- Provides ongoing communication control throughout the event
- Makes decisions on stage operation and incident handling on behalf of the Clerk of the Course

Deputy Clerk of the Course

- Transports the MSUK Steward around the stages and agrees and implements any corrective measures necessary as a result of the Stewards comments
- Has delegated responsibility for the conduct and control of the event operationally

Secretary of the Meeting

- Oversees all event documentation, permits, regulations, entries and collates all relevant event documentation (e.g. Incident Logs, Incident Reports, etc) at the end of the event.

Event Safety Officer the event.

- The generation and implementation of the event Safety Dossier.
- Manage the Safety of the event, with the Clerk of the Course and Deputies.
- Usually attends incidents involving stage stoppages.
- At the scene of an incident, facilitates the work of the Paramedic, Rescue and Recovery units and others present: provides the link to the event control and Clerk of the Course.
- If required, calls County Ambulance or other emergency service, liaises with the Clerk of the Course, Radio control and Landmarc to co-ordinate their arrival, deployment and actions.
- Responsible for coordinating Stage set-up, Stage layout changes and Stewards inspections.

Chief Marshal

Responsibilities Include:

- Provision of suitable personnel to man the Marshalling Points defined on the Stage Plan(s) and Safety Manual.
- Requesting marshal training to be completed before the event.
- Provision of experienced teams to operate the Start, Finish and Passage Controls.
- Provision of suitable Radio Operators to man the required radio points.
- Maintaining records of those who attended, including their marshal grade and number.

Stage Commanders (Deputy Stage Commanders)

- Ensure the stage is correctly and safely set-up in accordance with the Stage Set-up Diagrams in conjunction with the Safety Officer.
- Liaise with the Clerk of the Course, Radio Controller and Safety Officer in the running, turn around and closure of their stage.

Chief Medical Officer

- Motorsport UK Licensed, professionally qualified official, responsible for immediate care of any injured person, including Competitors, Officials, Marshals, Service crew, or others who may come to the attention of any person involved with the event. In addition to attendance at incidents on stage, monitors condition of those involved in significant impacts, e.g. rolls, (which may not have stopped the stage), at the stage finish, service area or other location.

Rescue Ambulance(s)

- Motorsport UK Licensed Vehicle and Crew to provide medical facilities and rescue equipment in support of the CMO.

Recovery Unit

- Motorsport UK Licensed Vehicle and Crew to recover damaged and broken-down vehicles and work in support of other safety units, including under the direction of the CMO and Rescue Unit.

Scrutineer(s)

- Motorsport UK Registered, scrutineering team carrying out duties following Motorsport UK requirements. Competitors will be making 'Self Declarations' to the Scrutineers.
- Competing vehicles may be inspected before and during the event by qualified Motorsport UK scrutineers to ensure compliance with Motorsport UK regulations.
- Should be present at Stage Start/Service Out carrying out checks including Frontal Head Restraints (FHR), seat belts and helmets.
- Will attend incidents and advise in accordance with other elements of this manual.

Safeguarding Officer

- Motorsport UK Licensed, monitors child & adult protection issues.

Emergency and Safety Services

Stage Rescue, Recovery and Paramedics:

Service Area & Stages 1, 3, Start, 6, 8 Post 18

Rescue	Charley Webber	Cam Rescue 1	07836 622849
Paramedic	John Horton (event CMO)		07711012365
Recovery	Ben Scott	Cam Recovery 2	07743520890

Stages 2, 4, 5, 7 Start

Rescue	Chris Middleton	Lace Rescue	07501320625
Paramedic	Tom Jakeman		
Recovery	Simon Cragg	Amber Recovery	07733111243

Stages 6, 8, Start 1, 3 Post 18

Rescue	Zoe Webber	Cam Rescue 2	07501320625
Paramedic	Chris Burton		
Recovery	Paul Hull	Amber Recovery	07753827048

STANTA Operations Room 01842 85522 or from an on-site telephone console 5222.

Hospital:

Colney Ln, Norwich NR4 7UY Phone: 01603 286286

7. Risk Assessment

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
All locations							
Noise	Hearing damage	X	X	X	Medium	Noise tests are carried out at scrutineering. The chief scrutineer is empowered to check noise levels st any time to ensure that noise levels are maintained with the limits.	Sound test officials and stage start crews who work in a noisy environment will be advised to use ear protection.
Catering	Hygiene standards Fire Risks Personal injury due to hot surfaces and boiling water	X	X	X	Low	Catering provided by concessions, are subject to Local Authority Environmental Health Inspectors and regulations. Members of the public not allowed in food preparation areas	Venue owners and Caterers responsible. Venue Emergency Services on ‘Stand By’
Volunteers carrying out manual work or simple misuse of hand tools	Cuts, grazes, splinters, bruising due to injury from hammer or similar	X		X	Low	Marshals to work in pairs or in close proximity with a colleague. (See Appendix Q) There will be a Buddy system for new/inexperienced marshals. Report to Sector Marshal / Event Radio Control via Radio or mobile phone. Treatment on site from personal first aid kit. Medical care at the venue, Safety and Rescue Units during event, paramedic available	First aid on site. Travel to local A&E with colleague if necessary Call emergency services if required.

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Event/Stage Set Up Changes and Knock Down	Personal injury to officials / volunteers Fatigue / Hypothermia	X		X	Low	Experienced Stage Commander (or Deputy/Assistant) will supervise the set-up and stage change activities. Experienced officials will be used. All teams will take regular breaks. Radio or telephone communication will be used by the set-up officials before and during the event. Knock down will be supervised to ensure safety compliance of inexperienced helpers under night-time conditions. Medical cover may have left the venue, crews are to be aware of the need for extra care.	Venue First Aid trained staff on site. First Aid At Work trained members of the setup/take down crew. First Aid Kit available.
Uneven surface	Injury to officials, competitors or marshals caused by slips and trips	X	X	X	Low	Marshals to work in pairs or in close proximity with a colleague (See Appendix Q) Report to Sector Marshal / Event Radio Control via Radio or mobile phone. Treatment on site from personal first aid kit Medical care at venue and Safety/Rescue Units	First aid on site. Travel to local A&E with colleague if necessary Call emergency services if required
Incident with moving vehicles / competitors	Personal injury to officials, competitors or spectators	X	X	X	Low (unlikely but with medium to high severity)	One-way system in place for all vehicles on competitive route Safety marshals in place. Marshals have been briefed to ensure onlookers stand in safe areas identified in set-up instructions only. All marshal points are identified and assessed as part of the route planning Report to Sector Marshal / Event Radio Control via Radio or mobile phone	First aid on site. Event Safety and Rescue crews. Travel to local A&E with colleague if necessary Call emergency services if required
Presence of young or vulnerable people.	Abuse of any kind (physical, emotional, mental etc.)	X		X	Low	MSUK regulations prohibit event officials or primary marshals under the age of 16. All children in attendance with event officials or team personal must be supervised at all times.	A club Safeguarding Officer has been appointed for the event and club officials are aware of safeguarding procedures.

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Officials carrying out their duties	Lack of Communication Uncertain of procedures and arrangements	X			Low	The event will use experienced officials Information for the relevant roles will be issued to officials prior to the event. This will include contact information and incident procedures. Names of key officials will be published on the contact sheet and all will have at least one radio utilising the Motorsport UK Safety frequency. Specific arrangements for contacting the emergency services are detailed in this document.	Event information provided as appendix/ supplement to the Risk Assessment and Safety Plan, containing updated information.
Protect Duty / Public Order	No known terrorism or public order risk	X	X	X	Low	Event takes place on MOD land managed by Landmarc who will notify the organisers of any additional checks required. No direct access to public either on foot or in vehicles.	Event Emergency Services, Event and Landmarc Major Incident Plan
Competitive Stages							
Rally cars manoeuvring into position and late arrivals overtaking at Arrival Control and Stage Starts	All marshals and officials wear high visibility tabards.	X		X	Medium	Marshals equipped with whistles will keep onlookers clear of start area at all times and direct competitor traffic	

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Suitability of any competing vehicle and adequacy of personal and vehicle safety equipment	Personal injury including death due to impact		X		Medium	All competing vehicles will be inspected before the event by qualified Motorsport UK scrutineers to ensure compliance with Motorsport UK regulations. All personal protective equipment (PPE) of the competing crew will be inspected to ensure compliance with Motorsport UK regulations. Significant hazards at the venue will be identified or removed. Competing crews will be advised in writing of the location of such hazards	Monitoring of vehicles during event by marshals and officials, inspection of vehicles involved in incident to assess suitability to continue/level of injury, e.g. Helmets, vehicle damage.
Off-site Emergency Services	Lack of knowledge to respond to a situation	X	X	X	Medium	Emergency service procedures are detailed in the event safety manual. Emergency Services are advised that the event is taking place	Event Emergency Services on 'Stand By'
Incidents involving Media personnel.	Injury to Media, interruption to competitors, marshals and/or damage to vehicles and stage furniture.				Low	There are designated safe places for photography. These will be specified to Media personnel in consultation with Landmarc If required and agreed, fixed positioning of video and photographic equipment remotely controlled by photographer. Motorsport UK Media guidelines to be followed, DRONES ARE NOT ALLOWED	Event Emergency Services on 'Stand By'

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
On site Emergency Procedures	Injury due to collision of competing vehicle with people and/or buildings, scenery or other vehicles. Injuries by other means	X	X	X	Low	All Marshals/vehicles positioned and deployed in accordance with Motorsport UK regulations. Licensed Rescue Unit with doctor / paramedic at the venue when the event is running. There will be two Rescue Units at the, if one leaves the event will continue, if both leave, the event will be suspended until one returns. Radio Operators, using the Motorsport UK Safety Frequency, will be situated at mandatory positions throughout the venue. Competing vehicles will carry fire extinguishers in accordance with Motorsport UK regulations. Fire Extinguishers will be sited at stage start and finish, other points, and in mobile units	Other emergency services made aware of the event
Rally car launches	Start Line Timing Crews Personal Injury from impact by vehicle or debris			X	Low	Marshals will be instructed to stand well clear of rear of vehicles. Artificial lighting to be provided when daylight diminishes. Radio / official cars to be parked well clear of the start line. Fire extinguishers situated at the start line.	Event Emergency Services on 'Stand By'
Collision with stop line or timing personnel.	Rally car loses control approaching stop line	X		X	Low	Flying finish line will be situated in line with Motorsport UK regulations. Stages designed with sufficient slowing down distance to allow for competing car approach speeds. Marshals may not be seated. Extra space to be provided for evasive actions in the event of a competing vehicle out of control or failing to stop. Artificial lighting to be provided when daylight diminishes. Radio / official cars to be parked well clear of the stop line. Fire extinguishers situated at the stop line.	Event Emergency Services on 'Stand By'

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Competing cars leaving the stage	Damage to car and/or adjoining property	X	X	X	Medium	Stage Furniture and Chicanes placed at known or suspected places of likely accidents to slow cars at the hazard.	Marshals available to reposition equipment, stage stopped if necessary.
Incidents involving competing vehicles.	Injury to competitors, marshals and/or damage to vehicles and stage furniture.		X	X	Low	Experienced marshals and sector marshals on stage Supervision of event from Rally Control. Motorsport UK Licensed Stage Safety Units to provide first medical response. Motorsport UK Licensed Recovery units to provide first aid trained and recovery/rescue licensed crew. Protocols in this manual and Motorsport UK Training. HANS System now mandatory for competitors. Start marshals to visually check. It is a requirement at scrutineering that competitors carry High Visibility Vests and warning triangles in their vehicles for use if they have to get out of their cars on stage.	Licensed Rescue Unit and Paramedic positioned at stage starts and Service area able to respond to incidents on stage, at stage finish, and service area.
Incidents involving competing vehicles	Collision with sheep		X		Medium	The shepherd has been advised of the route and timings of the competitive stages. Rally Control to liaise with shepherd to determine probable location of the flock to notify marshals.	Further liaison with the shepherd to determine preventive action.

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Fire	Damage to competing vehicles and other property. Injury to those in attendance – slips and falls or burns		X	X	Low	All competing vehicles are equipped with plumbed-in and hand-held fire extinguishers at least to Motorsport UK Requirements. Competitors must wear fire retardant clothing as specified in MSUK regulations. Fire extinguishers are also positioned at strategic places around the course, including the service area, start and finish of each stage. Trained Rescue and Recovery personnel.	Event Emergency Services units on 'Stand By'
Vehicle Breakdown or Removal	Damage to competing or other vehicles during recovery Injury to recovery crews	X	X		Low	Appropriately crewed Motorsport UK Licensed Recovery Units will be available to recover stricken competitors within the venue for special and suspended recoveries. Straight tows by other officials or direct loads onto trailers by competitors.	Event Emergency Services units on 'Stand By'
Vehicle Breakdown or Removal	Fluid spills		X	X		Recovery carried out by Motorsport UK licensed Recovery Units carrying spill kits.	Event Emergency Services on 'Stand By'
Onlookers / Officials crossing a live stage	Collision of competing car with onlookers / marshals causing injury	X		X	Low (unlikely but with medium to high severity)	Marshals briefed, and written instructions issued before the start of the event. Experienced Sector Marshals in place supervising the marshals during the event. Appropriate signage and barrier tape.	Event Emergency Services on 'Stand By'

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Accidents involving Marshals	Personal Injury including death by impact by vehicle or debris. Fatigue / Hypothermia Varying light conditions			X	Low	The event will be run in accordance with Motorsport UK regulations. Marshals' licences will be checked. At least one marshal at each post will be trained and accredited by MSUK and will advise others on safe locations. Radio and marshalling points will be located to minimise the risk from competing vehicles The Stage Commander will supervise, or delegate supervision of all marshals under their control. Marshals and Officials will be required to wear Motorsport UK specification High Visibility tabards or jackets supplied by themselves at all times within the competitive area and controls. Only exception is licensed Rescue/Recovery crews wearing fireproof overalls. Marshals will be advised to wear the appropriate clothing for the conditions and time of the year. Fatigue / Hypothermia will be monitored throughout the event and opportunities will arise for refreshments and rest during change rounds.	Event officials / Sector Marshals to enforce PPE rules. Marshals, etc to be aware that high viz equipment may be more flammable than normal clothing. Event Emergency Services on 'Stand By'
Accident involving the shoot manager	Personal injury				Low	The shoot manager has been advised of the route and timing of the competitive stages. He has been requested to telephone Rally Control in the event that he requires any access to the area used by the event who will then take appropriate action.	Marshals briefed to notify on-stage radio crews if any unauthorised vehicles are seen approaching the stage.

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Onlookers	Personal Injury including death by impact by vehicle or debris				Low	The event takes place on MOD land on which the public are not allowed. All persons identified by Landmarc who may access the land will be contacted before the event and advised of safety procedures. No onlookers allowed within the control areas or service area. Marshals located at possible access points will ensure that the procedures are followed. Service crews are not allowed onto the stages.	Stage marshals. Event Emergency Services on 'Stand By'
Stressful situations: Shock.	Marshals, competitors and others present witnessing or becoming involved in stressful situations.	X	X	X	Medium.	This safety plan establishes a structure to respond to incidents which may become serious or unfamiliar in their nature. This structure has a 'defence in depth' principle with the ability of trained and experienced people to resolve incidents. A proactive approach will be taken to de-brief persons involved with incidents or witnesses to them and inform those affected by the incident. Shock is an injury – cases should be referred to the CMO and medical crews. There may be a need for after event follow up.	Event Emergency Services, Event Safety Officer and other officials to recognise potential issues and take action. De-briefs during and after event.

Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Service Area							
Service Area roads	Personal Injury to officials, competitors or marshals by collision with Competing cars.	X	X	X	Low (but with medium to high severity	The service area is separated from the stage route. Area between service in/out control and the service area entrance must be kept clear to allow restricted access. Fire Extinguishers to be positioned at the arrival control at the service area entrance. Competitors and service crews to have fire extinguishers available in the service area.	Event Safety Unit positioned near able to respond to incidents in service area.
Refuelling	Personal Injury to officials, competitors or spectators by Fire	X	X	X	Low (but with medium to high severity	Competing cars equipped with plumbed in and hand-held fire extinguishers. Competitors and service crews to have fire extinguishers available in the service area. Refuelling must be carried out on a groundsheet and fuel must be pumped NOT poured. A fire extinguisher must be manned by a service crew during refuelling.	Service area marshal to monitor compliance with protocol. Event Emergency Services on 'Stand By'
Gazebos damaged by high winds	Personal injury to competitors, officials and marshals	X	X	X	Medium	Gazebos must be weighted and secured by guy ropes.	Compliance monitored by Service Area marshals.

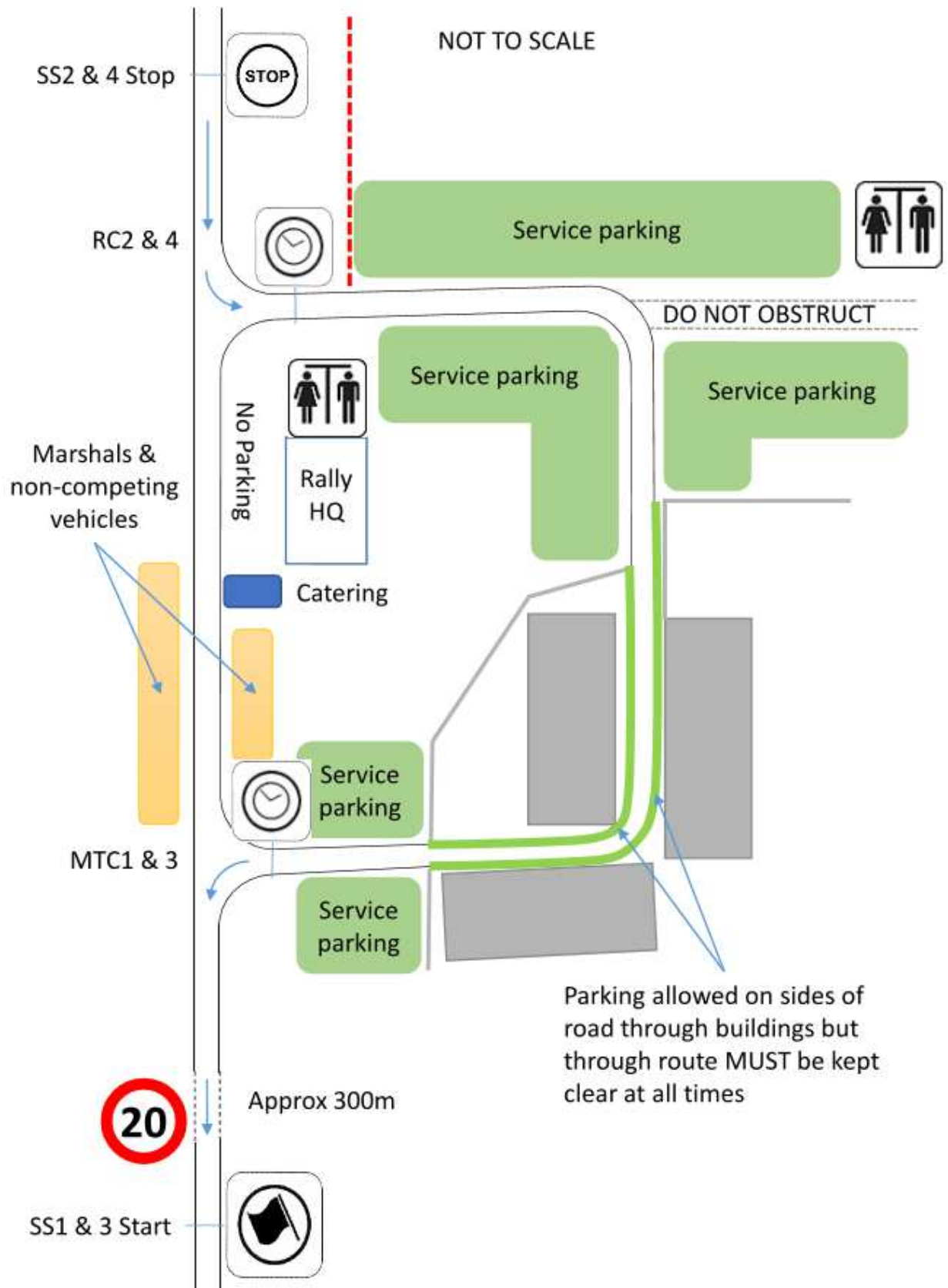
Hazard (1)	Risk posed (2)	Who it affects			Risk Level	Precautions / Controls in place (3)	Further Action (4) (5) (6)
		Officials	Competitors	Marshals			
Noise, Scrutineering and Signing-on							
All areas	Personal injury to officials and competitors by trip hazards	X	X		Medium	Endure that all electrical leads are routed along walls. Where this is not possible they shall be covered by suitable protection.	Compliance monitored by officials.

8. Operational Plans

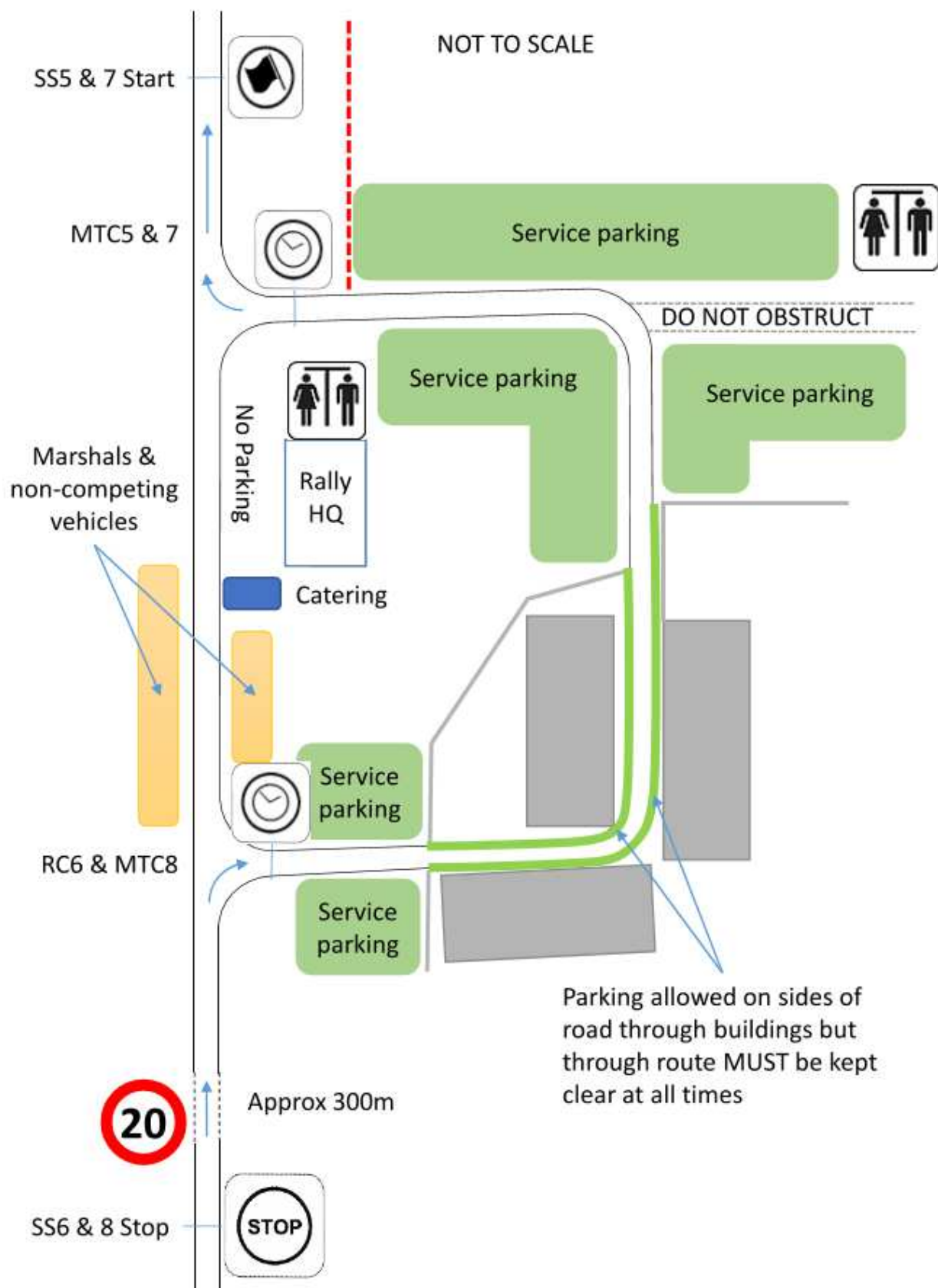
Noise Test, Scrutineering and Signing-on



Service Area and Rally HQ layout with controls for SS1-4



Service Area and Rally HQ layout with controls for SS5-8



Marshalling

General Marshalling Requirements

- All marshals, Radio, and officials must sign on and provide their Motorsport UK Marshals registration number.
- Inexperienced marshals must be paired with an experienced marshal. There are no exceptions to this.
- Cadet Marshals must be with their usual licensed marshal and be identified as such with a record made of their attendance.
- All marshals must be provided with the event Safety and Marshals instructions.
- Marshals Record cards will be updated after the event.

Non-competing vehicles MUST be parked beyond the 30m provision in R24.4.12 which is the MINIMUM distance that a non-competing vehicle may be located from the edge of the stage. The nature of the stage, weather conditions etc, must be taken into consideration and the distance increased accordingly.

Any involvement with incidents can be traumatic, and witnesses to serious incidents may be required to provide statements and give evidence in court. Event officials must be aware of this and proactively look for concerns which are to be taken seriously, reported and referred to the CMO if necessary. Shock is an injury.

Marshals and Radio crews must not take photographs or make any postings on social media during the event, in particular they must not disclose any details of any incident.

Detailed instructions including Red Flag Procedure have been issued to all Marshals and Radio Operators

9 Incident Management

9.1 Incident Classifications.

For the purposes of this event, incidents have been divided into three classifications in accordance with the Motorsport UK Guidelines covering untoward incidents and major incidents.

Level 3 – Minor, low-risk incidents which can be dealt with and resolved at the scene through the control of the Clerk of the Course and the intervention of the marshals.

Level 2 – All incidents which involve injuries or suspected injuries to any individual where the event medical/rescue personnel can treat them adequately, including circumstances where transfer to hospital is necessary, if possible using county ambulance services for transportation.

Level 1 - Major Incident. Any incident requiring outside assistance or beyond routine event operational arrangements. This may include serious injuries or multiple casualties requiring the presence of emergency services including County Ambulance, Fire Service or Police. This includes for reporting and investigation purposes where serious injuries have been sustained.

9.2 General Principles

This section refers to all incidents on stage, additional information referring to major incidents and those where transportation to hospital via County Ambulance are included in section 6, Major Incidents.

Whilst dealing with any incident occurring at the event, all persons involved must:

- Place their own personal safety first. **Protect Yourself, Protect the Scene.**
- Act in a calm manner in order to reassure and not induce panic.
- Ensure competitors' warning equipment is deployed correctly, hazard flashers, Warning Triangles and SOS/OK Boards, including competitors wearing Hi Visibility clothing.

- At the scene of the Incident, Marshals must ensure a Red Warning Triangle is deployed, (carried by the Competing Car(s)) at a distance of 100m before the incident (i.e. towards the Stage Start), to warn following vehicles of the danger, competitors who must slow down, or stop, as is necessary.
- Turn off the Competing Car(s) electrics, if there is significant damage. If there are no injuries, display the "OK" board and remove the Competitors to a place of safety. If medical assistance is required display the "SOS" board.
- While waiting for assistance to arrive, keep control of the situation and KEEP CALM, following the First Aid guidelines detailed in **Safety and Marshals Instructions**. It is important to monitor those involved who may have injuries that are not immediately apparent due to an adrenaline rush or delayed shock. Shock is an injury.
- When a safety crew arrives at the scene, tell them what you have seen and done as concisely as possible.
- Use visible and audible warning equipment as appropriate to their role and the requirements of the situation, Amber and Blue Beacons must ONLY be used when a stage stop instruction has been issued, this applies to all areas when a stage is live. Improper use causes confusion.
- If authorised to, drive at appropriate speed around the venue to the site of the incident. This applies to: Rescue Vehicles/Paramedics, Clerk of the Course, Deputy Clerk of the Course, Stewards, Safety Officer, appointed Recovery Vehicles, Equipment Officer(s), Chief Marshal, Sector Marshal or Scrutineer.
- No other Official or Marshal will be allowed to drive on the Stage without the express permission of the Clerk of the Course, Deputy Clerk of the Course or the Radio Controller.
- During the deployment of safety crews, the Radio Controller must be kept fully informed of the progress via a suitable means. The responsibility for this will fall to the Safety Officer or Senior Official at the scene. He/she is best able to give an accurate description of the extent of the incident, the progress of the rescue operation and an estimate of re-start time.
- The Radio Controller is then able to inform the relevant people of the progress and other issues, some of which may be confidential and not suitable for general broadcast.

9.3 Early assessment of the situation

To ensure efficient management of any Incident, the Marshals/Sector Marshals should make an early assessment of the situation. Minor incidents e.g., cones out of place, may be resolved without a report. If the incident is more than minor, or a vehicle has stopped, accurate, concise, information must be passed to Radio Control, via the nearest radio point or other radio officially on the Motorsport UK frequency.

On receipt of incident the Radio Controller, in his capacity as a Deputy Clerk of the Course, will assess the situation and make decisions regarding the continuation of competitive activity.

Radio Control requires the following information as soon as possible, as information becomes available

- The nature and location of the Incident e.g., car stopped, collision.
- The car number(s) if known.
- 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 they in a safe position, is Hi-Viz clothing being worn.?
- Is the warning triangle out and are there Marshals on scene?
- The number of casualties, known or suspected, (negative report required if no casualties)
- If there is a risk of Fire?
- If any rescue or medical assistance is required.
- If it is regarded as safe to continue competitive activity.

9.4 Holding and stopping a stage

The decision to halt competitive activity shall be taken by the Clerk of the Course or Deputy Clerk of the Course (Control) and passed to all Radio Points.

- It may be appropriate to 'hold' competitors at the stage start whilst determining the exact nature of an incident or to resolve an issue on the stage.
 - A Stage commander or person supervising the start control may decide to hold competitors at the stage start when a report of a potentially serious incident has been made.
 - Safety Crews (Paramedic, Rally Rescue, etc) will be preparing to respond.

- If it is decided not to deploy the Red Flag/ marshals near the incident may be asked to ensure that competitors proceed with caution past the incident, and/or a warning will be given at Stage Start.
- If it is decided to deploy the Red Flags, competitors will be stopped from starting the stage and, depending on the severity of the incident, where necessary around the venue by the display of the Red Flag.
- When the Red Flag is in use, competitors must cease competition and drive SLOWLY to the Stage Finish without passing the incident, safety vehicles or other competitors. They must obey instructions from Marshals, and when told, leave the stage via Stage Finish and report to the Passage Control, to be given an arrival time for the next stage.
- No vehicles or personnel should deploy onto the stage until competitive activity is halted by display of Red Flags. Officials and all Marshals MUST remain vigilant for competitive activity until it can be ascertained that all activity has ceased, and confirmation has been passed out via Radio Control to the Radio Points.
- If appropriate vehicles equipped with amber/blue beacons will illuminate them when a stage stop 'red flag' incident is declared. This includes re-positioning, preferably without going onto the stage when an incident has been declared, Motorsport UK Yellow Flag rules permit safety units to be on stage ahead of competing cars, this should only be done where attendance on scene is required, and initial actions will be to protect the scene and incident in a 'fend off position'.

9.5 Attendance at Incidents.

- Sector and local Marshals will be the initial personnel to attend an Incident. The Rescue Unit, Paramedic, SSU and other units will be deployed as required. The Safety Officer will also attend.
- All units on scene are to facilitate the work of the CMO and Rescue personnel and are under their control or that of the Safety Officer.
- Only units immediately needed will attend the incident, Units must park in accordance with their role, and consider the need for access by other units, and of securing the scene in the event of a major incident.
- The Clerk of the Course will normally remain at, or return to, Rally Control with the Radio Controller, to oversee the event, making decisions as appropriate.
- The Deputy Stage Commander, Scrutineers, Stewards, Equipment Officer and others will attend the scene of incidents with permission ONLY as required. Landmarc personnel using their vehicles may attend and assist at an incident as appropriate.
- No other personnel are to attend Incidents without express permission from the Clerk of the Course or Event Safety Officer.
- The Motorsport UK Steward is also the Motorsport UK Safety Delegate whose advice will be followed particularly if there is a Major Incident, where there is a strict Motorsport UK protocol.

9.6 Cancellation / Standing down at incidents.

If the senior official on scene at an incident determines that the attendance of medical persons at the scene is unnecessary, this decision MUST be communicated to Radio Control. It may be more efficient, in the case of a believed minor injury, to arrange for the injured party to go to the stage finish, service area to be checked by the medical crews. The safety of the injured party is paramount; this decision may have to be justified. The CMO must be notified of any incident that may have caused injury, including serious impacts, and will wish to check for injuries at the appropriate location even if the competitor declines immediate help.

9.7 Communication with Competitors and service crews.

Discretion needs to be exercised when incidents are reported. At no point should there be any communication directly with any competitors or their associated service crews until it is prudent to do so. This is very important in the event of a serious incident, where information should be passed in person.

The Clerk of the Course / Event Safety Officer have discretion over the timing of any communications.

9.8 Incident Logs and Reports.

The most senior Official or Marshal who attends any incident will be required to initiate an Incident Log.

- Rescue Unit and Paramedic will log all attendance/treatments.
- Scrutineers should see crash helmets (these should go with the Casualty to hospital).

- Scrutineers should inspect seriously damaged competing vehicles.

The Secretary of the Meeting will be responsible for collecting:

- Radio and Incident Logs and Scrutineer's Report(s)
- Marshals Check sheets (after use by Timekeeper/Results)
- Rescue/Paramedic Logs (if different from the Incident Log.
- Collation of any further documentation or reports relating to the events management
- The Secretary of the Meeting will also ensure proper completion of the Stewards report.

9.9 Incident De-Brief and follow up

Following an incident during the event, a formal or informal de-brief will be carried out. This is important if the incident involved injury or was stressful. The need for on-going support must be considered.

- The Secretary of the Meeting, in conjunction with the Event Safety Officer, will collate information about people who may have been adversely affected by incidents and may need further care or follow up.

6 Major Incidents

This section covers Level 1 'Major' incidents and those where emergency services attendance is required.

6.1 Involvement of the External Emergency Services

Once competitive activity has ceased, it may be necessary to involve external Emergency Services (e.g. additional Medical services, the Fire Service or the Police) to attend the venue. 'County' Ambulance, Fire or Police services will usually be called by the Safety Officer or Rescue Crew Chief at the scene of the incident, or Radio Control, if asked.

- The entry to the site at ///boarded.cement.notices is designated the Rendezvous Point (RVP) in the event that external Emergency Services is required. If so the Area Operations Room must be informed at 01842 855222 or from one of the telephone consoles on site at 5222.
- The Radio Controller will be aware of the need for attendance and whether the County Services are required to go to the scene or remain at the venue RVP. The Safety Officer or Rescue Crew Chief is best placed to discuss the medical requirement with ambulance control by phone on behalf of the Doctor/Paramedic dealing with the casualty. This will ensure that accurate information is provided and enable Radio Control to cover other aspects of managing the incident.
- Landmarc staff must be informed of all incidents, and the attendance of external emergency services.
- Emergency Services will access the venue via the Rendezvous Point (RVP). The Assistant Safety Officer will be responsible for allowing access to the venue and for requesting Emergency Services to remain at the RVP, or directing them to the scene via the most appropriate route. Available cars will be deployed to meet the incoming emergency services and lead them to the scene (co-ordinated by Radio Control who will also arrange for short cuts to be prepared as appropriate).
- When external Emergency Services are at the RVP (or the scene of the incident), the appropriate Safety Officer, or medical/safety personnel, will brief the emergency services as to the nature of the Incident and will agree a course of action. It may be necessary to tactfully ask the external service to wait at the RVP. Only the Fire Service has an absolute power of entry.

6.2 Securing the location of Major Incidents.

The Safety Officer will supply nylon rope and a tarpaulin (or equivalent) to allow the area to be cordoned off and preserved for examination. If necessary, the Event Safety officer will also establish cordons using Red 'Do Not Cross' incident tape as in inner cordon and Blue incident tape as an outer cordon which may secure the route approaching the incident.

- A safe route to/from the scene of the incident (this may involve clearing sufficient Stage furniture to allow emergency vehicles access to the site). Marshals must ensure that anyone not associated directly with the event (e.g. photographers or relatives) are kept away from the scene of the incident.
- Relatives/Service crew wishing to find out what has happened should be tactfully kept away but identified to the Safety Officer who will liaise with them. The Competitors Liaison officer must also be informed.

6.3 Working with Landmarc

Landmarc is consulted on all aspects of the event and Safety Plan. During the event they a designated representative on site to monitor all activities. Incidents will be reported to Landmarc in accordance with their protocols.

- The Landmarc major incident plan will be supported by the Event Safety Plan which may include stopping competitive activity and supplying medical and other support.
- The response will be under the control of the Event Safety Officer. The Clerk of the Course and Stewards will retain control of the event and Motorsport UK requirements including reporting of the incident to the Motorsport UK and press statements.

6.4 Briefing Officials and Marshals

When appropriate, the Clerk of the Course and/or the Deputy Clerk of the Course and/or the Safety Officer will brief Stewards, Officials and Sector Marshals at Rally HQ as to the nature of Major Incidents only. This briefing should be “face-to-face.”

At this point in time, Officials and Marshals not directly involved with the Major Incident will be allocated additional duties, such as escorting competitors back to the Service area or allowing competitors to leave the venue via the main entrance gate.

6.5 Continuation or Abandonment of the Event

The Clerk of the Course will make this decision, in consultation with the Event Steward, Landmarc and the Police whose role may be on behalf of other agencies, including the Health & Safety Executive (HSE) or the Coroner.

6.6 Communication with Media and Spectators

In the event of a serious incident it is likely that news will travel fast via social media. Information should be restricted to minimum essential facts and the advice of the stewards on the management of Media and the Motorsport UK protocol be followed.

6.7 Motorsport UK Steward.

The Motorsport UK Steward, acting as the Safety Delegate will commence the formal investigation procedures as required by Motorsport UK including liaison with the governing body