



RALLY HUB (Service Area)



GRAMPIANFORESTRALLY.COM

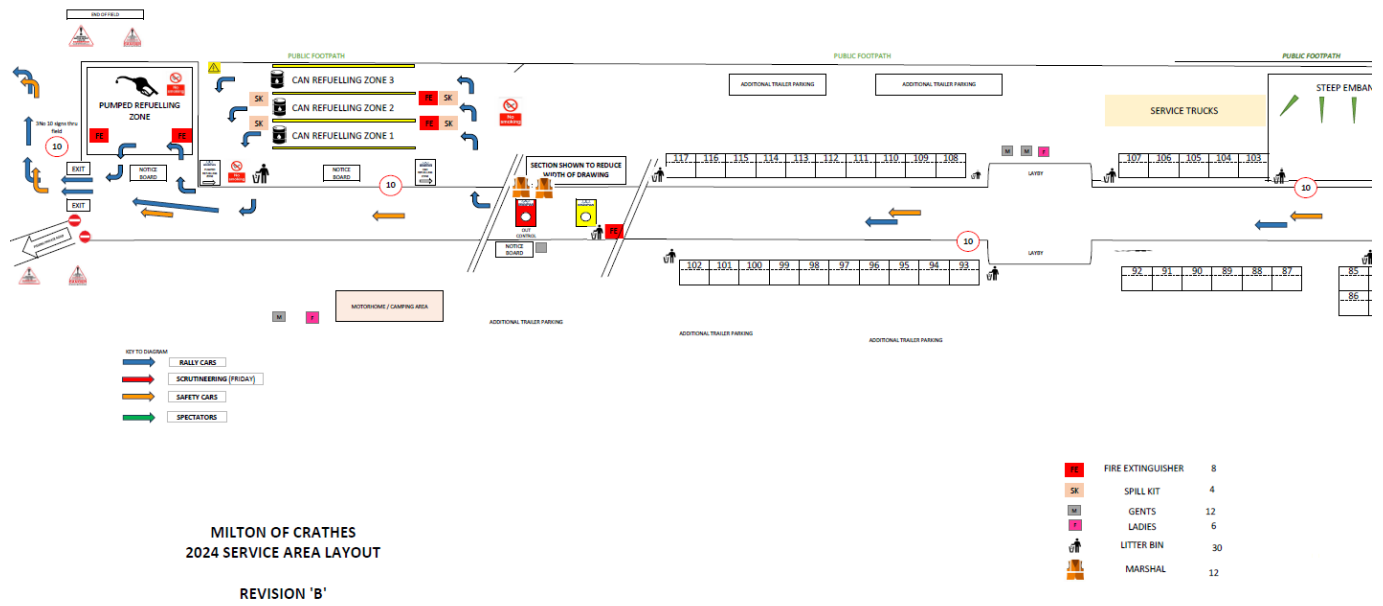
PROBITE | ERC
BRITISH RALLY CHAMPIONSHIP

ASSET ALLIANCE | **SRG**
motorsport UK Scottish Rally Championship 2024

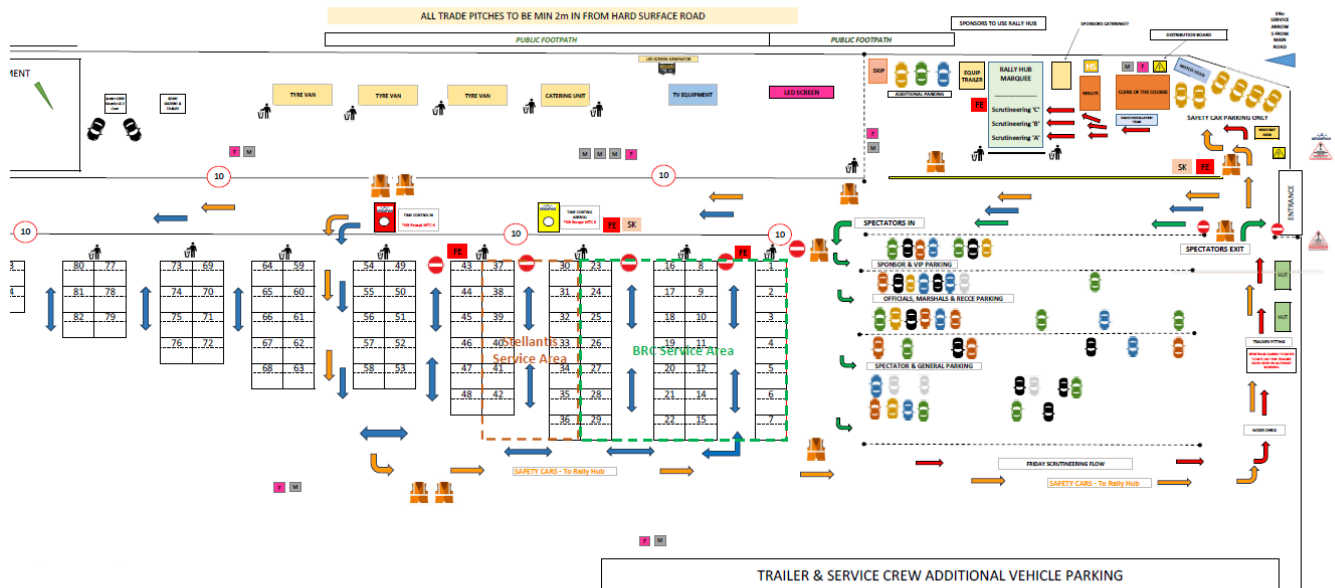
STELLANTIS
MOTORSPORT RALLY CUP IRE & UK

2. RALLY HUB MAP

Area Set Up -West end



East end



3. RALLY HUB DETAILS

ADMINISTRATION

POSITION	NAME	LOCATION	CONTACT
Area Commander	Graham Anderson	Mobile	07793 207715
Refuel Co-ordinator	Peter Clingan	Mobile	07742 572635

SERVICE INFORMATION

Area Entrance	NO 741962	Area Exit	NO 727963
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TIMING INFORMATION

Due Time Car 1	Service IN	Service OUT
Service 1 (Saturday)	11:39	12:19
Service 2 (Saturday)	14:37	15:17

SAFETY SERVICES

ROLE	NAME	LOCATION	RADIO
Medic/First aid	Security / First aid	Service 1	N/A
Medic/First aid	Security / First aid	Service 2	N/A

FIRE SERVICES

FIRE POINTS	LOCATION	LOCATION
Fire Point 1	Service IN Control	1x Extinguisher, 1x Blanket, 1 set Gauntlets
Fire Point 2	Service OUT Control / Refuel Area	1x Extinguisher @ each refuel bay, 1x Blanket, 1 set Gauntlets

RENDEZVOUS POINTS

AMBULANCE	Point M (Milton)	HELICOPTER	As close to incident as possible.
RV point M	NO 741962	sharpened.shred.messing	

4. RESPONSIBILITIES

4.1. ALL OFFICIALS

All officials shall ensure that the event's Health and Safety Policy is effectively implemented in all functions under their control, and that induction training is carried out for new or inexperienced marshals. They shall:

- Review fire, health and safety records and take action to reduce unfavourable trends.
- Record accidents and notify the enforcing authorities as required under Motorsport UK Regulations.
- Review accident reports and satisfy themselves that corrective action has been taken.
- Occasionally assist event safety representatives on inspections to ensure that they are carried out thoroughly.
- Ensure that all safety representatives are available for and involved in safety inspections.
- Instruct officials in the action to take place in the event of a fire.
- Keep and maintain such other records as required by the regulations.

All officials must familiarise themselves with the relevant Event Safety Policy and must:

- Ensure that persons in their charge are fully aware of any potential hazards.
- Ensure that all service personnel, officials in their department/section know what to do in case of fire and know the location of and how to use fire equipment as necessary.
- Ensure that all officials in their department/section know the location of first aid facilities, the name(s) of first aiders and accident reporting procedures.
- Continually develop safety practices in their department/section.
- Ensure adequate supervision is always available, particularly where young, or inexperienced marshals are involved.
- Help senior officials to investigate all accidents to persons or property.
- Ensure that all safety rules are observed, and that protective equipment is worn or used where appropriate.
- Ensure all machinery and other equipment is properly maintained and safe to use.
- Maintain good housekeeping within the department/section.
- Liaise and co-operate with safety representatives on matters concerning safety.

4.2. AREA COMMANDERS

- All Area Commanders should ensure they receive copies of the appropriate sections of the event safety plan (relevant to their area) including set-up diagrams, spectator parking and viewing area information.
- They should have the opportunity to be involved in establishing predicted marshal and public steward numbers for their area.
- The Area Commander will work with the Clerk of the Course for all major decision-making matters which relate to the potential interruption of the stage.
- Area Commanders should make themselves available to attend the event organisers briefing or contact the event organisers to ensure they have the relevant information prior to the event.
- The Area Commander is responsible for briefing their Marshals and Public Stewards either in person or via phone/conference call or other method. This briefing should, as a minimum, cover the on-event sector official role and any sector specific hazards, risks, and safety management plans.

- The Area Commander or their nominated representative must also brief the marshals as they arrive at their area.
- The Deputy Area Commander needs to have the ability to genuinely deputise for the Area Commander should an incident arise.

4.3. MARSHALS and PUBLIC STEWARDS

The marshals and Public Stewards have direct interaction with competitors, spectators and the general public. They have responsibility for carrying out their duties in a manner which ensures they take reasonable care of their own health and safety and also ensure that they avoid placing others at risk. They should wear safety clothing issued and should not be under the influence of alcohol or drugs when officiating on the event. They should always be aware of other less experienced marshals and be willing to offer advice and guidance as necessary.

Marshals and Public Stewards are responsible for ensuring that no one, spectators, media, fellow marshals, or themselves put themselves or others at undue risk., and they must be always alert and fully aware of possible dangers. They are responsible for the safe management of the Rally Zone and those attending, among the duties may be spectator control, managing movement of cars and for the Public Stewards -first aid.

Marshals and Public Stewards **MUST** maintain their situational awareness and warn spectators, mechanics and other bystanders as necessary about moving cars.

Marshals and Public Stewards should report any incident or concern to their Area Commander or other rally official as soon as possible after it occurs. They should, when time allows, make written records which may include photographs to ensure that all details are properly and accurately passed on to enable the incident report form to be completed accurately.

Any photographs taken should be passed to the rally organisers and **MUST not be published on any social or other media.**

Ideally Marshals and Public Stewards will have completed the Motorsport UK on-line learning modules for marshals and so be accredited marshals, any marshals that are not accredited will be buddied up with an experienced marshal and should not be left to man a post by themselves. Marshals responsible for timing duties should ensure they are familiar with and comfortable using the new electronic timing equipment and clear any doubts or ask any necessary questions prior to the event or at the latest prior to the timekeeper leaving their post before the activity starts.

The Public Stewards for the Rally Zone are the appointed First Aiders so are the preferred personnel to initially attend a medical intervention. Other Marshals should not attend to a medical intervention except to control the site. If a larger response is needed, beyond simple first aid, this is to be transmitted to Rally Control via either the Area Commander or their Deputy. Rally HQ will be able to escalate the support as necessary, up to and including tasking a Paramedic or Doctor, a Rescue Unit and ultimately an ambulance from the Scottish Ambulance service.

5. INCIDENT PROCEDURE

This manual will cover the response to a minor or first aid incident. Any more significant incident must immediately be reported to the area commander who will respond in accordance with the wider Safety Manual and make Rally HQ aware

In all instances, protect the scene of the incident, **take care with your own and others safety.**

If the incident involves a minor spectator or service crew first aid issue (e.g. an insect sting, minor cut or abrasion) resolve it to the best of your ability and report the circumstances to the area commander.

If the incident involves a competitor, immediately inform the area commander and detail one marshal to marshal the area as necessary, **take great care to stand in a safe area during this operation.**

In all instances protect the scene of the incident, **take care with your own and others safety.**

6. RALLY COMMUNICATIONS

Two Motorsport UK Safety & Medical radio channels and one Management channels will be in operation during the wider event.

Within the Rally Hub itself, the safety cars and other mobile officials, will use the Management Channels as their primary means of communication.

Personal Mobile Radio (PMR)

PMRs between Rally HQ and the Area Commander and Deputy of the Rally Hub will provide the primary means of communication for the operation of the rally Hub and service area.

Mobile Phones.

Mobile phone numbers are provided in the Safety Plan for convenience. Mobile phone communications will be the official communication method for Rally Hub communication during the rally if any sensitive or private information must be passed.

On Event Tracking

On event tracking of organisers safety vehicles, stage services and competitors' vehicles is being delivered via the Sporttraxx system with a projected map overlayed with the location of each tracker being available in rally control or on mobile devices via a URL provided by Sporttraxx. This will give the Clerk, Steward and other interested parties immediate visibility of the location and status of all the key rally vehicles to aid in making good decisions and good information about any developing situations.

7. ENVIRONMENTAL AND WASTE POLICY

Motorsport UK and the Voyonic Grampian Forest Rally are aware of the damage that could be done to the environment through rallying therefore Environmental Spill Kits will be stationed at the Rally Hub Marshal points.

Each competing and official car covering the whole route will carry an Environmental Spill Kit. This will consist of the following: -

- 2 Absorbent heavyweight spill pads
- 2 Pairs of protective gloves
- Selection of hand wipes
- 1 Poly bag with cable tie

The Area Commander will be supplied with a Spill Response Kit for use in the event of any major problem arising within the Rally Zone. This will consist of: -

- Absorbent heavyweight spill pads
- Absorbent pillow/boom
- Protective Gloves and wipes
- Poly bag and cable tie.

All Recovery Vehicles also carry a Spill Response Kit.

Replacement kits will be available throughout the event from the Environmental Scrutineer who will also have granules and Waste Drum for disposal of any waste.

If any kits are used, please ensure all waste is placed in the poly bag within the kit and securely tied. These must then be deposited at the "Spill Station" which will be located at the Refuelling Zone in the Rally Hub.

The Environmental Scrutineer holds a Waste Carriers Licence and will dispose of all the waste as defined in The Environmental Protection Act 1990 Section 34 (Duty of Care)

The Environmental Scrutineer, Peter Clingan can be contacted on 07742 572635 at any time during the event.

8. RALLY ZONE RISK ASSESSMENT

8.1. FIRE

Fire poses large risks to all attendees at the event if not managed correctly, immediately below are the risks the event foresees and the current precautions and controls put in place to prevent fires..

AT RISK	PRECAUTIONS/CONTROLS
All users	All electrical equipment and extension cables well maintained and checked prior to use. Extensions fully uncoiled to prevent overheating. Residual current devices (RCD) used where appropriate. Fire extinguishers accessible on site.
HAZARDS	
Electrical Equipment (PA's, Office Equipment, generators, etc)	
RISK EVALUATION/IMPACT	
Low likelihood and low impact	

AT RISK	PRECAUTIONS/CONTROLS
Spectators/ Competitors/ Public/ Press/ Officials	All Rally vehicles fitted with plumbed in Fire Extinguisher systems. Fire Extinguishers available at every control the rally cars are scheduled to stop at. Officials / Marshals will monitor for evidence of fire.
HAZARDS	
Fire	
RISK EVALUATION/IMPACT	
Low likelihood but high impact	

8.2. SERVICE AREA / RALLY HUB

AT RISK	PRECAUTIONS/CONTROLS
Public	All appropriate warning notices should be displayed at all access points. Unaccompanied children are not allowed. Marshals to be pro-active when aware of any problems/concerns over any members of the public within the service area. Competitors and service crews should be aware of possible personnel and of the high risk that occurs when moving vehicles within these areas, and therefore great care should be taken. Speed limits must be observed and a banksman should be used when the vehicles are reversing. General Media as well as Motorsport UK Rally Media (with level two accreditation and drones) will operate in the Rally Zone. They will have free reign in the Rally Zone but must still be aware of their own situation and follow all instructions from a Marshal or Public Steward. The only permitted drones are those that have been agreed with the Motorsport UK Safety Delegate and the event. Medical cover provided within start/service area.
HAZARDS	
Impact with moving vehicles	
RISK EVALUATION/IMPACT	
High	

AT RISK	PRECAUTIONS/CONTROLS
Environment	Any spillage of oil or other fluids could enter watercourse or drains. Service crew must ensure that any work of this nature is carried out at a safe distance from these areas and that a spill kit is used in the event of any spillage. Any used spill kits to be disposed of in a proper manner. All work must be carried out on a ground sheet. Any breaches to be reported by marshals/officials to C of C and the environmental Scrutineer as above. Refuelling within the general service area is banned and a specific area is provided and is under the control of the environmental scrutineer. A time allowance for this is included in all cases within the first road section after each service. Extinguishers and spill kits on hand at re-fuel. Motorsport UK regulation (R)38.1.7 and event SR 18.2 applies so no person is allowed inside a vehicle whilst it is being refuelled at the pain of disqualification and being reported to Motorsport UK. Refuelling marshals to advise competitors accordingly and then report any failure to comply to the CoC immediately. General litter should not be forgotten and the service crews should ensure that any litter is disposed of in the bags provided, or taken home.
HAZARDS	
Spillage of fluids or fire.	
RISK EVALUATION/IMPACT	
Low	

AT RISK	PRECAUTIONS/CONTROLS
Marshals	All marshals must wear high visibility clothing. The proximity of all facilities at this venue means that all personnel must take extra care when in the vicinity of cars and equipment. Marshals to enforce driving standards and report any issues to a senior official if concerned with any issues caused by competitors or service crews. Medical cover provided within start/service area.
HAZARDS	
Impact with moving vehicles	
RISK EVALUATION/IMPACT	
Medium	

AT RISK	PRECAUTIONS/CONTROLS
Service Crew	Cars may fall on mechanics; only experienced people should work on cars. Any work under a jacked-up vehicle should only be carried out when axle stands or other permanent supports are in place, and the vehicle is on ground, suitable to take the weight of the jack, stand or support without overturning. Safe working practice is the responsibility of each crew member and their service supervisor. All rally marshals and officials will monitor that the service crews act in a responsible manner. Breaches will be reported to the C of C or the environmental Scrutineer. Refuelling within the general service area is banned and a specific area is provided and is under the control of the environmental scrutineer. A time allowance for this is included in all cases within the first road section after each service. First Aid cover provided within start/service area.
HAZARDS	
Slips or trips. Cuts and grazes from use of hand tools such as hammers, wrenches etc. Burns from hot exhaust or other engine parts. Contact with oils or fuels. Impact with moving vehicle.	
RISK EVALUATION/IMPACT	
Medium	

AT RISK	PRECAUTIONS/CONTROLS
General	Where food vendors are in operation, the licensing with environmental health departments has been put in place by the individual vendors prior to the event. Adequate toilet facilities are provided within the service area.
HAZARDS	
Food hygiene	
RISK EVALUATION/IMPACT	
Low	

AT RISK	PRECAUTIONS/CONTROLS
Environment	A decontamination mat, wetted with a suitable disinfectant throughout the usage of the by-pass, must be deployed such that every vehicle leaving the service area and heading to FLS land has to drive through it to wet its tyres.
HAZARDS	
Spreading of contaminated material	
RISK EVALUATION/IMPACT	
Low likelihood but severe impact	

8.3. REFUELLING ZONE

AT RISK	PRECAUTIONS/CONTROLS
Marshals	Put in place barriers to protect the Refuelling Zone/Area and correct signage to show directions for entering and exiting and to show extent of hazards in immediate area of Refuelling Zone.
HAZARDS	
Impact with moving vehicles	
RISK EVALUATION/IMPACT	
Medium	Mark out segregating bays and place out fire extinguishers (both powder and foam) fire blanket, drip trays, granules and storage drum for waste in dispensing area along with First Aid Kit. Personnel (Trained Licensed Motorsport UK) to wear correct PPE to commence duties within the Zone (Fireproof Suit, gloves, glasses) Mark out storage area for fuel cans with correct signage in place for fuel cans which must be in a good state of repair, not leaking, securely sealed and have appropriate "Highly Flammable Signage" Vehicle on entrance to the Refuelling Zone/Area directed to selected bay, drip tray put in place and fire extinguisher at ready. 5mph speed limit in the refuelling area. During refuelling only two members of competitor's service crew admitted to into Refuelling Zone/Area to assist crew with refuelling Engines must be switched off prior to and whilst refuelling is being carried out. Crews are to be out of the car whilst refuelling is taking place. Vehicle to be fuelled under the direction of a Motorsport UK Environmental Scrutineer On completion of re-fuelling cans will be securely sealed and returned to the fuel can storage area. The crew will then be allowed to access the vehicle and exit from the Refuelling Zone/Area All marshals must wear high visibility clothing. The proximity of all facilities at this venue means that all personnel must take extra care when in the vicinity of cars and equipment. Marshals to enforce driving standards and report any issues to a senior official if concerned with any issues caused by competitors or service crews. First Aid Medical cover provided within start/service area.

AT RISK	PRECAUTIONS/CONTROLS
All users of Refuelling Area	Checking area in and around refuelling Zone/Area is free of combustible materials or sources of ignition.
HAZARDS	All Rally Vehicles fitted with plumbed in Fire Extinguisher systems.
Hot Exhausts and engines	Officials/Marshals to monitor for evidence of fire.
Flammable Liquids	Skilled mechanics working on the vehicles.
RISK EVALUATION/IMPACT	Fire extinguishers on site at each service point.
Low likelihood but high impact	Hand-held fire extinguishers carried in each rally vehicle.

AT RISK	PRECAUTIONS/CONTROLS
Environment	No smoking in or near the refuelling area
	No usage of mobile/electronic devices whilst in the refuelling area
HAZARDS	
Spillages	Any spillage of oil or other fluids could enter watercourse or drains. Service crew must ensure that any work of this nature is carried out at a safe distance from these areas and that a spill kit is used in the event of any spillage.
Fire	
RISK EVALUATION/IMPACT	
Low likelihood but medium impact	Any used spill kits to be disposed of in appropriate manner. All work must be carried out on a ground sheet. Any breaches to be reported by marshals/officials to the Clerk of Course and the environmental Scrutineer. Refuelling within the general service area is banned and a specific area is provided and is under the control of the environmental scrutineer. A time allowance for this is included in all cases within the first road section after each service. Extinguishers and spill kits on hand at re-fuel.

AT RISK	PRECAUTIONS/CONTROLS
Contact with hydrocarbons	Use of mechanical pumps to transfer fuel is highly recommended
HAZARDS	If fuel is to be poured then it is to be via an approved container with a fixed spout.
Fuel Blow back	No separate usage of funnels to be allowed.
RISK EVALUATION/IMPACT	
Low likelihood but medium impact	Any used spill kits to be disposed of in appropriate manner. All work must be carried out on a ground sheet. Any breaches to be reported by marshals/officials to the Clerk of Course and the environmental Scrutineer. Refuelling within the general service area is banned and a specific area is provided and is under the control of the environmental scrutineer. A time allowance for this is included in all cases within the first road section after each service. Extinguishers and spill kits on hand at re-fuel.

8.4. SERVICE AREA (RALLY HUB)

AT RISK	PRECAUTIONS/CONTROLS
Public/Spectators/Press	Clear directions on what is rally route for cars and areas reserved for pedestrians. A strict speed limit applied and marshalled for all vehicular traffic. No movement of any vehicles that are not part of the rally or required as part of the event safety team. The organisers have a group of safety cars running ahead of the competing cars. The personnel in these vehicles are trained and have the responsibility to ensure the safety of all parts of the route in advance of the event running. These cars will have PA systems and will be able to communicate with the general public and spectators if required. The event programme will give advice on safety issues and this advice may also be downloaded from the event website.
HAZARDS	
Moving vehicles in an area where there are members of the public present	
RISK EVALUATION/IMPACT	
Low	

AT RISK	PRECAUTIONS/CONTROLS
Spectators/Press/Public /Competitors/Officials	Cars have plumbed-in extinguisher systems Fire extinguishers will be available at the ceremonial start Visual monitoring for evidence of fire
HAZARDS	
Fire	
RISK EVALUATION/IMPACT	
Low	

AT RISK	PRECAUTIONS/CONTROLS
Environment	Competing cars carry spill kits Spill kits available at the Rally Zone The event has an environmental scrutineer who will manage this aspect of the event
HAZARDS	
Oil or fuel spill	
RISK EVALUATION/IMPACT	
Low	

AT RISK	PRECAUTIONS/CONTROLS
Marshals / Public Stewards	All marshals must wear high visibility clothing. The proximity of all facilities at this venue means that all personnel must take extra care when in the vicinity of cars and equipment. Marshals to enforce driving standards and report any issues to a senior official if concerned with any issues caused by competitors or service crews. First Aid Medical cover provided within start/service area.
HAZARDS	
Impact with moving vehicles	
RISK EVALUATION/IMPACT	
Medium	

9. AREA SET UP & MOTORSPORT UK SAFETY NOTICES

The Rally Zone will be set up by experienced persons in the lead up to the event.

Marshals and Public Stewards are responsible for ensuring the spectators and media stand in safe areas and ensuring the competitors maintain awareness of what is happening around them and their vehicle.

Public warning notices A along with the Safety Code poster is to be used in accordance with Motorsport UK regulations and the layout map above.

The various notices are shown here:



Notice A

The Safety Code

Leave the Drone at Home

The Spectate Safety signs are placed on the approach to areas predicted to see passing members of the public to remind the public of the Safety Code.

Additionally, Motorsport UK have created a new poster specifically to deter spectators from bringing their drone to an event which will also replace the current 'Drone' signage.