



Snetterton Stage Rally 2026

Appendix J - Service Area Safety Instructions

The Service Area Manager is responsible for the organisation of the area including allocation of space to service crews and marshalling of vehicles in the area. The Service Area Safety Officer and marshalling teams are responsible for the safe running of the service area, to ensure that it complies with the Safety Plan, and Refuelling Requirements.

Entrants, competitors and service crew members must be aware of their own and other people's safety and wellbeing at all times when competing in motor sport. The Event Environment and Sustainability Policy is to be followed, in addition to the requirements outlined below

All Entrants, Competitors and Service Crews must be familiar with these instructions and the more detailed instructions published by the MSA Rallies Committee entitled "**Service Area Risk Management**", Health and Safety and other Legislative requirements must be adhered to, particularly if any member of a service crew is employed. Entrants and Competitors are reminded that they are responsible for the conduct of their service crew and are liable for penalties.

Every person present at the event, whether, competitor official, marshal, spectator or in another capacity, shall take all reasonable care for Health & Safety matters for themselves and other persons who may have been affected by his/her acts or omissions during the operation of the event, to achieve the highest standards of safety performance.

Important: new requirements for the use and refuelling of generators in the service area are published below and are part of the regulations of the event.

General Instructions

1. **NO SMOKING** in the service area, smoking areas are available near Tyrrells, the includes Spectators.
2. A 10 mph speed limit must be observed at all times in a Service Area, other than for Emergency Vehicles which may be attending an incident.
3. Extra care must be in taken as spectators are allowed in the Service Area.
4. Children under 18 years of age are to be closely supervised and should not leave your designated area unaccompanied. ***They are children and as such are your responsibility!!***
5. No animals, except Assistance Dogs, are allowed at the venue.
6. The riding of scooters, mopeds, motorcycles or bicycles in the Service Area is prohibited as per the notes in the Final Instructions.
7. Vehicles may only be driven by persons holding valid driving licences for that class of vehicle.
8. Access roads throughout the Service Area must be kept clear and traffic must be able to circulate freely.
9. Service Crews and Spectators must not stray into the Control areas or onto the Stage.
10. Toilets are by the petrol station and by the circuit offices. Catering facilities are available.
11. Fire Points are situated in the service area, additional extinguishers are in the Refuelling area.
12. Cooking using open flames, Barbeques, open fires, etc are prohibited anywhere within the venue
13. All incidents and injuries must be reported to the Service Area Safety Officer or an event official.

Service crews must comply with the safeguarding code of conduct respecting others.

The event supports the AMSC 'Better Together' initiative.

Service Area Risk and Environment Management

Service Area Layout.

1. The service area layout was decided in advance of the event, including information provided by entrants as to their service vehicles. This must be adhered to, and service locations will be positioned by marshals.
2. Trailers are not permitted to remain in the service area without permission of the Service Area Manager.
3. The Service In control is one way INTO the service area only.
4. Competitors leave via Service Out directly to the Arrivals control which may become congested.
5. Competitors who have retired and wish to leave the venue must do so from the Service Out BUT MUST get permission to leave from the Service Area Safety Officer who will arrange exiting at an appropriate time and route guided by marshals.

Service Set-Up.

1. All entrants need an environmental groundsheet in place before work commences on the vehicle.
2. All service vehicles should have an environmental spill-kit, for use in the event of liquid spillage. (Competing cars should also carry such a kit.)
3. Fire extinguishers must be readily available at all times positioned in an **outside corner** of their service bay recommended 2 extinguished 1x9kg Powder and 1x9kg AFFF.
4. Welding, cutting and grinding activities are prohibited using gas or air powered equipment, only Hand tools may be used.
5. Vehicles must be supported by axle stands, chassis sill stands or ramps, all with recommended base plates, when raised in the air by trolley or any other types of jack.
6. Engines should not be running when the vehicle is raised on stands.
7. No other work on the car should be attempted, when raising or lowering of the car is taking place.
8. Spillages are the responsibility of the team, ground sheets must be used and it is expected that they all have their own spill kits for this type of accident. The event organisers have spillage kits to assist if necessary.
9. Service bays must be left clean and tidy with NO LITTER.

General Working Practices

1. All working areas should be kept clean & tidy. All waste & spillage should be cleared up immediately, **removed by the entrant at the end of the event and disposed of in a responsible manner.**
2. Any personnel carrying out work should ensure that they adopt safe working practices at all times including safe manual handling techniques.
3. Trailing cables & hoses should not be allowed to create a trip hazard or run across access or roadways.
4. Whenever vehicle engines are being run, adequate ventilation must be in place.
5. Service crews and competitors need to be aware of the long periods of exposure to cold, wet or heat, experienced while on location in service areas and dress accordingly.
6. All safety notices should be complied with.

Refuelling

1. Refuelling must only be done in the Refuelling Area under the supervision of the environmental scrutineer.
2. Refuelling must be the last operation to be carried out before the vehicles leave the service area.
3. Re-fuelling must be by hand or battery-operated pumping only (and provided by the competitor), rather than from hand-held containers.
4. The vehicle must have all four wheels on the ground, have no occupants, and nothing else being done in or on it during re-fuelling.
5. Open pouring from hand-held containers with or without the use of a funnel is not permitted. Cars must be on the ground with the engine off and no persons in the car during refuelling.
6. An operative should be on standby with a fire extinguisher. Refuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection.
7. No Smoking in the Service Area – especially near the Refuelling Area.

Fire Precautions

1. All competition and service vehicles should carry suitable fire extinguisher(s) which must be readily available at all times positioned in an **outside corner** of their service bay. 2 extinguishers are recommended - 1x9kg Powder and 1x9kg AFFF. Fire Safety Sticks are a suitable supplementary device.
2. All sources of ignition should be kept away from any fuel store or re-fuelling area.
3. Fire extinguishers should not be moved from their known location, other than when in use.
4. In the event of any fire, a report should be made to the organisers of the event immediately.
5. All entrants are encouraged to train their personnel in correct fire prevention and treatment procedures.
6. Entrants will be required as per event regulations to replace fire extinguishers used in good faith within their service area.

Storage & Use of Petroleum Spirit

1. Containers should comply with the relevant British Standard, should be marked “Petroleum Spirit-Highly Flammable” and be kept from any source of ignition.
2. All empty containers should be removed from the venue after the event.
3. Petrol is to be used as fuel only, not for any other purpose.
4. All vehicle refuelling is to take place in the Designated Area.

Refuelling of Generators.

1. Generators should arrive at an event either full of fuel or containing sufficient fuel for their expected use during the event.
2. Generators should only be run when actually in use.
3. Fuel for generators must be carried in a single (or two) container(s) not containing more than 10 litres of fuel in total. Containers must meet the requirements of The Petroleum (Consolidation) Regulations 2014 (PCR). Use containers with a suitable, preferably ventilated, spout. Funnels are allowed only when used with a spout fitted to the container.
4. No more than 10 litres of fuel may be retained per competitor in the service area during the event, and it is mandatory that extra fuel must be stored and managed in the refuelling zone.
5. Fuel retained for generators **MUST NOT** be used for fuelling competitor’s vehicles without the express permission of the Service Area Safety Officer and under the supervision of event marshals.
6. Any refuelling of generators must be undertaken by two members of the service crew, one supervising, holding a fire extinguisher, and keeping people away, the other refuelling using a spout attached to the container, not directly into an open funnel.
7. Any spills must immediately be neutralised using a Motorsport Uk specification Spill Kit, sand, absorbent granules or special mats and disposed of as hazardous waste.

Hazardous Substances

1. Some vehicle parts, for example brake & clutch linings, contain asbestos. Competitors are encouraged to use non-asbestos substitutes where possible.
2. Where asbestos is used, every effort should be made to prevent dust being released.
3. Some mineral oils may cause skin cancers. Where contact does occur, contamination should be washed off immediately. The wearing of any contaminated clothing should be avoided.
4. Other substances may cause ill health. Suppliers will have information about the possible effects of their products, on request.

Electrical Safety

1. All electrical equipment should be maintained in a safe condition.
2. Extension leads & cables should be neoprene, oil resistant flexible cable.
3. All electrical equipment used externally should be weatherproof and tools should be “double” or “all insulated” against electric shock.
4. Electrical equipment and hand tools should not be used where flammable vapours are present.

Compressed Air Equipment

1. Air blasts from over inflated tyres can cause severe injury. Tyres should not be inflated above manufacturers' recommendation figures.
2. Always stand clear when inflating tyres.
3. Compressors & air lines should be inspected regularly.
4. Compressed air cylinders should be stored and used to suppliers' recommendations.

Noise

1. Exposure to excessive noise may result in hearing loss, or other complaints. These may be short term, or after prolonged exposure, permanent.
2. Where exposure to excessive noise is unavoidable, ear defenders should be worn.

Waste

Entrants **should remove all waste** from the venue, including containers, packaging, tyres, oils etc. **They must be disposed of in a responsible manner.**

First Aid

Any person sustaining injury or illness, should seek treatment from The Safeguarding and First Aid official based in the Service area, the event emergency services, or MSV staff. The First Aid post for Competitors and Marshals is the Rally HQ. Marshals will assist and all injuries must be reported to the Senior Official in charge of the Service Area. Competitors and marshals must not call the emergency services directly.

Please Do not dial 999, there are adequate first responder resources and cover for other emergencies are on site. Any outside resources must be co-ordinate by senior officials, Radio Control and Circuit Staff.

Public Safety

1. Entrants and their associated personnel should act in a manner so as not to put either themselves or any other person at risk of injury.

Reporting of Accidents & Incidents

1. All accidents where any person sustains injury, or where damage to property occurs, should be reported immediately to the Senior Official in charge of the Service Area. In necessary a RIDDOR report will be made under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013. Some Service Crew members may be considered as employees.

Further Regulations and Information

1. Entrants are reminded of their obligations to comply with the requirements of the appropriate sporting regulations at all times. These Guidance Notes should be read in conjunction with all relevant regulations.

Note on the use of Fire Safety Sticks and personal fire extinguishers by Marshals.

“One of the highest concerns at a motorsport event is the risk from fire.

If a fire can be tackled at an early stage, before it is established, then it is far easier to extinguish, damage and risk of injury are minimised.

We wish to encourage in-stage marshals to carry early intervention extinguishers (for example Fire Safety Sticks) and not hesitate in deploying them where they consider necessary due to concerns of their cost.

If a marshal (or other signed-on person) deploys a hand-held extinguisher where a perceived risk of fire occurs, the decision to use the fire extinguisher lies with the person using it, and the cost of replacement (or refilling and testing) will be borne by the crew of the competing car on which it is used.”

This policy is supported by the Event in an official bulletin to the competitors.