



ABN: 55 098 088 610

**Serving the Australian Auto Sport Industry
since 2001**

Event Operating Manual

Revision: 07/2016

Executive Overview

Mission:

Recreation And Competitive Events Resources & Services Pty Ltd (RACERS) was created to provide Queensland Raceways Operations Pty Ltd (THE VENUEO), and potentially other motorsport venues, the opportunity to run low level motorised recreational activities in a business environment which provided both safety for the business and entrepreneurial flexibility.

In the beginning, Queensland Raceways Operations Pty Ltd (THE VENUEO) founded RACERS to provide it with a business environment through a third party organisation which could supply technology and insurance to enhance its operations and potentially those of others. It has fulfilled that objective for Queensland Raceways and/or others in Australia; New Zealand and the USA.

It is envisioned that in the future the ownership of RACERS will be distributed amongst a number of motorsport venues, both permanent and temporary, across a number of geographies. It could also function as a central purchasing and negotiating agent on behalf of its owners for the industry. Motorsport Venue operators and Category Managers may obtain a copy of the Shareholders Agreement from RACERS on request.

RACERS already operates over multiple countries and disciplines of motorised recreational and competitive activities. It can serve as a single supplier for rules and infrastructure, including insurance, for a wide range of international two and four wheel events including circuit racing, drag racing, motor cross and related dirt based activities.

The RACERS environment is a dynamic environment in which innovation and free market forces are encouraged. It does not stifle progress; or protect the mediocre. If RACERS has a mantra it is: “provide as many activities as possible, to as many people as possible, on as many occasions as possible, with the best value for money that efficiency can provide.”

This document was created by John Tetley and should the reader wish to discuss the opportunities that this initiative could provide he is available on john@qldraceways.com.au or 0418860444.

Explanatory Preambles

Safety

RACERS operates on the premise that safety primarily comes from controlling the conduct of the individual driver/participant. This is regardless of whether the conduct is in the preparation of the vehicle or its operation during an event. Driver confusion caused by unpredictable behaviour in others and ambiguous signals from officials are recognised as a frequent cause of dangerous situations that result injury, property damage and in the worst example, a fatality.

The culture of RACERS expectations is contained in the statement:

“On every occasion and in every circumstance the overtaking car is ALWAYS in the wrong.”

The reader will note that there is absolute clarity; no equivocation or doubt, in the above rule. Individual drivers make the decision to overtake and therefore must bear the full responsibility for that decision & its outcomes. This rule actually leads to better racing with more care and skill being exhibited by the drivers and the almost total elimination of unsporting behaviour.

Complaints of blocking etc. are dealt with in the Code of Conduct as unsportsmanlike behaviour which generally means the offending (blocking) driver will be sent rear of grid if the complaint is upheld. This completely removes the excuse typified as “just giving them a tap to move over” as the offending driver will not need to over-taken again. The offending driver will lose their points from the race and the blocked driver automatically moves up the place that he was fighting for.

Where there is flagrant and consistent unsporting behaviour, the Driving Standards Officer and Traffic Manager can make this announcement whilst a race is in progress and order the blocking driver to move over or face a drive through penalty. Obviously this is not expected to occur in short races but may be necessary during endurance races.

Before leaping to conclusions about the above read and understand how the CoC works in the real world.

Standards

RACERS is a full member of the US based SFI. SFI has shown itself to be an early adopter of progressive standards as well as developing testing regimes that reflect real world attainable requirements for people competing on a limited budget. They also come with plain English explanations and stipulations.

SFI is a non profit organisation, established in 1978 to issue and administer standards for quality assurance of equipment specifically for performance and competition vehicles.

SFI's requirements and standards are readily available for study on their web site (www.sfifoundation.com) and from the RACERS website (www.racers.world)

Code of Conduct

To alleviate driver confusion caused by complex rules, RACERS events are conducted under a Code of Conduct based on three (3) of matrices which define Transgressions, Demerits and Penalties:

- In the DEFINITIONS MATRIX the TRANSGRESSIONs are defined in the left-hand column and the adjoining columns describe the various levels of ENDANGERMENT.
- In the DEMERIT POINTS MATRIX the number of DEMERIT POINTS to be allocated is defined for the TRANSGRESSION and ENDANGERMENT level in the DEFINITIONS MATRIX.
- In the PENALTY MATRIX the actual penalty(s) are defined for the number of DEMERIT POINTS that a driver received or accrued for the TRANSGRESSION(S).

The Code of Conduct with its matrices that Queensland Raceways has implemented is contained in appendix (A). Each matrix can be easily updated without impacting the other matrices; if & when necessary.

The Code of Conduct is a living document. At the end of each year a number of drivers (~50) are asked for input on:

- The accuracy and validity of the Transgression/Endangerment descriptions contained in the Definitions Matrix
- The fairness of the Demerit Points allocated for the Endangerment level of the Transgression
- The acceptability to the drivers of the actual penalty incurred in the Penalty Table for the number of Demerit Points awarded.

This makes the CoC, in effect, a peer to peer judiciary system where those that have to abide by the rules and penalties get to set them. This guarantees relevance and fairness in matters arising from unacceptable behaviour during the Events.

See Appendix “A” for the current matrices.

Licensing (cars):

RACERS offers three types of licences:

JUNIOR: This license is only available to young people between the ages of 14 and 17 and restricted to formula cars and sedans with less than 120 hp which are fitted with a full roll cage and anti-intrusion bars. JUNIOR licence holders are permitted to compete in Sprints and Races and must display a red capital “J” at least 100 mm high on a white background on the rear of their vehicle where it can be clearly seen. JUNIOR drivers are subject to the Code of Conduct penalties. Any driver, including another JUNIOR driver, shall have the DEMERIT POINTS doubled for a TRANSGRESSION against a JUNIOR licensed driver. Having a junior licenses does not automatically gain you access to an event. Certain events have restrictions in age through legislation or other circumstances. You should check the event regulations or check with the event organiser before entering to see if restrictions are in place for that event.

JUNIOR CADET: A Junior CADET (Short Track Licenses) is available from the age of 6 to 13. Participation with a Junior ST licenses is restricted to approved short track events with low power machines (e.g low powered motorcycles, karts). Having a Junior Cadet licenses does not automatically gain you access to an event. Certain events have restrictions in age through legislation or other circumstances. You should check the event regulations or check with the event organiser before entering to see if restrictions are in place for that event.

CLUBMAN: This licence is mandatory for all types of timed and non-timed events that have a speed, drift or timed component but do not have a “massed grid” start. This license also enables the holder of a

licence from a recognised source (e.g. CAMS, ANDRA, NASR) to compete in equivalent events conducted under RACERS.

RACE: This licence entitles the holder to compete in all events that are conducted by THE VENUEO at any of its venues or supported by RACERS. This licence may also receive recognition from other licensing bodies like in Australia like AASA, and in the US like the Vintage Sports Drivers of America.

The Medical Statement must be completed with a licences application at the time of application for the licences. RACERS at times may require you to provide further information on your medical status.

Safety of Vehicles:

RACERS will require safety inspections of vehicles as, when, and to the degree that it feels is necessary for the activity being undertaken.

At each timed event a participating owner must provide a completed and signed Safety Compliance Statement; (See Appendix “B”) as a sample provided by THE VENUEO. Where deceptive or negligent behaviour is detected in completing the form the vehicle will be banned from participating in the event and no refund will be granted. If a deliberate attempt at deception by an owner occurs a second time the owner and their vehicles could be banned from participating in all future events conducted under RACERS. This is only applicable with regards to misleading statements about the safety of the vehicle and this ban is at the sole discretion of the RACERS Officials.

Appendix B also details the minimum requirements of safety equipment and apparel for each level of competition.

NOTE: RACERS will not take any form of responsibility for the compliance of a vehicle with the eligibility criteria set out by any group or category.

Disputations and Appeals:

- The appeal can only be made against the application of the RACERS CoC in a particular Circumstance and NOT the CoC itself – CoC compliance is a pre-condition of entry.
- The Notice of Dispute must be lodged with the Event Secretary as soon as practical after the penalty has been applied.
- The Event Secretary shall decide if there is just cause to dispute the Penalty applied on the information given by the driver – opinions of third parties other than official of the meeting will not be heard.
- In car video evidence can be supplied by the driver to support his request for further consideration
- Representations made to any Official during the conduct of the Event will automatically void the right to dispute the Penalty and is likely to incur a further penalty for interfering with Officials whilst attempting to fulfil the responsibilities to the rest of the competitors.

Hearings will be before a council of five people comprised of:

- One senior member of the promoter’s staff with event & racing experience
- One member of the Management or Committee of the driver’s participant group
- The Traffic Manager at the time the incident occurred
- The Incident Manager at the time the incident occurred
- One person appointed by the Driver as their representative

The Appellant and officials will make individual presentations to the Council which will then decide in camera whether to sustain, increase, decrease or dismiss the penalty given the Council’s view of the Circumstances. Appeals will not necessarily be heard on the day of the event.

Risk assessment & emergency procedures:

RACERS has developed a concise set of guidelines for assessing the risk and appropriate emergency procedures to mitigate the outcomes of those risks.

See Appendix “F”

Appendix “A”

The
RACERS
Code
of
Conduct
(RACERS CoC)

Code of Conduct Mission Statement

To create & maintain an environment which ensures the safety, enjoyment and viability of competitive and recreational motorsport activities for the benefit of all the Key Stakeholders.

In this context the Key Stakeholders are the:

- Participants in an activity
- Managers and committees of participant groups
- Officials and service providers assisting in the delivery of an activity
- Management and staff of the RACERS licenced venues

Description of this Document:

It is important to state up front that this document does not contain or cover technical requirements, or sporting regulations. The responsibility for setting and enforcing these types of regulations resides with the Participant Groups that are undertaking activities

This document is to be concise and clear. It defines what behaviour is expected from participants. It does this by clearly listing the Transgressions, and how the Endangerment level of a particular Transgression is established. There is a table of Demerit points to be applied for a particular circumstance given the Endangerment Level and the Transgression.

This document consists of four main parts.

1. An explanatory pre-amble of the Underlying Principles
2. A list of the valid penalties and the Demerit Points that will incur the penalty
3. A Penalty Matrix which sets out the Demerit Points to be applied according to the Endangerment Level of the Transgression(s)
4. A matrix which defines the actions which establish an Endangerment Level for each of the Transgressions

Underlying Principles:

Egalitarian by nature - no monetary fines – Care & Safety of Others is Paramount

THE VENUE has responsibility to:

- Provide and/or train Officials to implement, police & enforce the RACERS CoC for all activities within a Venue's physical boundaries.
- Ensure that Participants are correctly Licenced to participate in an event, document the TRANSGRESSIONS that caused DEMERIT POINTS to be allocated and record the total number of points accrued to a driver for future enforcement if and when required.
- Support the enforcement of penalties allocated by the Participants' Group Management or Committee.
- Carry out independent spot checks and validate the accuracy of the Safety Check Lists for participating vehicles

Participants' Group Management or Committees take responsibility for:

- Ensuring their Participants understand the RACERS CoC and agree to abide by them
- Specifically referring Participants to the RACERS CoC in their entry forms & conditions
- The provision of the regulations for their group's activities e.g. No. of Competitors, type of vehicle, duration of activities and number of events to be held
- Provide the Technical Officers to ensure the compliance of Vehicles to their regulations
- Provide a Driving Standards Observer to ensure participant behaviour meets the requirements of the RACERS CoC – this responsibility may be delegated to an Official at the event
- Mandate the Safety Check Lists be completed by the drivers of participating vehicles

Demerit Points: Penalty Table

Points lost	Penalty Description
0	Reminder – no record
10	Reprimand – Points expire after 30 days
25	Reprimand – Points expire after 60 days
50	Race time or Best Time + 30 secs – Points expire after 60 days
100	Drive through Pit Lane or miss next race (LP) ~ Points expire after 60 days
200	Excluded from next Race then RoGrid – Points expire after 90 days
250	Excluded from 2 Races – Points expire after 90 days
500	No further starts and DNS for entire meeting – Points expire after 90 days
1000	Exclusion from all events for 90 days – Points expire after 180 days
1500	Exclusion from all events for 180 days - Points expire after 360 days
≥2000	Lifetime exclusion from all events conducted under RACERS

Demerit Points: allocated by Transgression & Endangerment

Transgression

Level 1 Level 2 Level 3 Level 4

Speeding in Pit Lane	0	10	100	500
Speeding in a Public Area	10	50	100	500
Speeding in Paddock	10	50	100	500
Bringing Alcohol or other drugs to a meeting	25	100	200	500
Impairment due to alcohol & other drugs	500	1000	2000	2000
Any Vehicular Contact with property	10	25	100	1000
Any Vehicular Contact with a Pedestrian	200	500	1000	2000
Vehicle - Vehicle Contact whilst Actively Competing	50	100	250	1000
Passing another during Clampdown or Cancel	10	25	200	500
Failure to comply with Official Instructions – Administration	10	25	200	500
Failure to comply with Official Instructions – Transgressions occurring during Competition	25	50	100	500
Failure to comply with Official Instructions - Safety	50	100	250	500
Instances of Bribery &/or Fraud	50	100	250	500
Unsporting Competitive Behaviour	50	100	250	1000
Presenting unsafe vehicle for Scrutineering	0	10	50	200
Jumping ranks during a rolling start	10	50	200	500
Aggressive/threatening behaviour to other people	100	500	1000	2000
Aggressive/threatening behaviour to an Official	100	500	1500	2000
Attempted Event Entry during an exclusion period	50	200	1000	2000
Running off and Kerb Hopping	10	100	500	1000

Definitions of Endangerment Levels

Trangression:

Level 1 Level 2 Level 3 Level 4

Speeding in Pit Lane	0<5 KmH	6~10 KmH	11~19 KmH	>20 KmH
Speeding in a Public Area	0<5 KmH	6~10 KmH	11~19 KmH	>20 KmH
Speeding in Paddock	0<5 KmH	6~10 KmH	11~19 KmH	>20 KmH
Consumption of Alcohol or other drugs during a meeting	Seen with alcohol but 0% on Alcometer	Records < .02% on Alcometer Test	Records .02~.08% On Alcometer	Fails Alcometer by >.08%
Impairment due to alcohol & other drugs	Not Visibly effected	Not Visibly Effected	Visibly Effected	Behaviour Effected
Any Vehicular Contact with property	No Damage to Property	Minor Damage to Property	Significant damage to property	Deliberate damage to property

Any Vehicular Contact with a Pedestrian	Pedestrian uninjured	Pedestrian knocked down but only winded	Pedestrian suffers trauma	Pedestrian severely injured
Vehicle - Vehicle Contact whilst Actively Competing	No real damage	Vehicle damaged but safe to race again	Vehicle requires repairs to race again	Vehicle is a write-off
Passing another vehicle during a CLAMPDOWN or CANCEL when the other vehicle has not pulled over	Passing manoeuvre had commenced at time condition asserted & redressed	Passing manoeuvre commenced in section after condition asserted & redressed	Passing manoeuvre commenced after section after condition asserted & redressed	Multiple passing manoeuvres at excessive speed at any point around the track
Failure to comply with Official Instructions - Administration	Minor technicality with no safety impact or risk to THE VENUE	Refusal to follow a specific instruction with no safety impact	Refusal to follow a specific instruction with minor safety impact	Refusal to follow a specific instruction with minor safety impact
Failure to comply with Official Instructions - Competition	Minor technicality with no safety impact or risk to THE VENUE	Refusal to follow a specific instruction with no safety impact	Refusal to follow a specific instruction with minor safety impact	Refusal to follow a specific instruction with minor safety impact
Failure to comply with Official Instructions – Safety	Minor technicality or minor safety impact or risk to THE VENUE	Refusal to follow a specific instruction with minor safety impact or risk to THE VENUE	Disobeyed a specific instruction with some safety impact and/or risk to THE VENUE	Failure to obey a specific instruction Resulting in injury or damage and major risk to THE VENUE
Instances of Bribery &/or Fraudulent and unsporting competitive behaviour	<\$100 or Unsporting Behaviour e.g. deliberate blocking to advantage another team member	>\$100 or Unsporting Behaviour e.g. deliberate blocking for a team member with NO contact	<\$1000 or dangerous Unsporting Behaviour e.g. deliberately crashing out a driver	Any sabotage that does or might reduce the safety or speed of another driver or car.
Jumping ranks during a rolling start	Minor overlap redressed before Start line	Minor overlap at the Start Line	Forced way through one or more ranks	Forced way through one or more ranks with contact
Aggressive/threatening behaviour to other people	A minor outburst of temper with an immediate apology	Foul language followed immediately by an apology.	Foul language for an extended period with threats	Foul language for an extended period with threats and physical contact
Aggressive/threatening behaviour to an Official	A minor outburst of temper with an immediate apology	Foul language followed immediately by an apology.	Foul language for an extended period with threats	Foul language for an extended period with threats and physical contact
Attempted Event Entry during an exclusion period	Within 30 days of exclusion expiry	Within 60 days of exclusion expiry	Deliberate attempt to deceive the system	Deliberate attempt to fraud the system with abuse
Running off & kerb hopping	Less than 1:10 in any corner never more than 2 wheels over	~ 1:3 never more than 2 wheels over on any corner	~1:3 in any corner sometimes with 4 wheels over	Consistent 4 wheels over or dangerous re-entry to track

An Incident or Circumstance can result in multiple Transgressions & Penalties being applied.

Appendix “B”

Vehicle, Apparel, Street Circuit & other Requirements

CAR AND EQUIPMENT CHECK LIST

All of these items may be checked by the RACERS or Groups' safety scrutineers.

OK	N/A	CHECKED	<u>OWNER TO INITIAL EACH ITEM ON THE LIST AS "OK" OR "N/A"</u>
			Vehicle ID _____ Group: _____
			LICENCE/S, EXPIRY DATES (COMPLETED & OK)
			ALL REQUIRED LIGHTS (INCLUDING RAIN LIGHTS) WORKING
			HELMET, GOGGLES / VISOR, ATTIRE
			SEAT ATTACHMENT SECURE
			LAMP GLASS PROTECTED (CLEAR ADHESIVE TAPE)
			SEAT BELTS – TYPE, CONDITION & INSTALLATION
			WINDSCREEN - LAMINATED
			WHEEL CENTRE CAPS REMOVED
			BONNET SECURE (2 INDEPENDENT FASTENING SYSTEMS)
			TYRES (CHECK FOR VALVE CAPS)
			VISIBLE OIL OR FLUID LEAKS
			NO RUST, CRACKS, HOLES ETC
			MECHANICAL THROTTLES MUST HAVE AT LEAST 2 RETURN SPRINGS
			NO LOOSE BODYWORK &/OR TRIM
			BATTERY FIRMLY ATTACHED (TERMINALS TAPED)
			COMPETITION NUMBERS MEET REQUIREMENTS
			BRAKES – PEDAL MUST A GRIPPING SURFACE & NO SINK IN <3 SECONDS
			BATTERY MARKER, CUT OUT SWITCH FITTED & OPERABLE
			REAR VISION MIRROR / S SET & SAFELY MOUNTED
			FIRE EXTINGUISHERS, WHERE FITTED, MUST HAVE > 20 G BRACKET
			OIL CATCH CANS ARE REQUIRED FOR WET SUMP SYSTEMS
			ROLL BAR / CAGE MUST SFI SPECIFICATIONS
			OPEN WHEELERS MUST HAVE A WORKING RAIN LIGHT
			TAIL SHAFT RESTRAINTS MUST BE FITTED SO THE SHAFT WHEN LEAVING AN EXIT POINT MUST NOT BE ABLE TO TOUCH THE GROUND FACING TOWARDS THE GEARBOX. THIS MAY REQUIRE MORE THAN ONE RESTRAINT. e.g. SPLIT SHAFTS WILL REQUIRE MORE THAN ONE RESTRAINT.
			FAST CAR WARNING LIGHTS

I, the owner of this vehicle, verify that it is in raceworthy condition & meets the safety requirements for the activity in which I have entered it.

Name: _____ Signed: _____

Vehicle and Apparel Requirements vary with activity as follows:

Category 1: “Happy Laps”, “Coffee Cruises: and similar

1. The vehicle must be driven to the track
2. The vehicle must have current registration with Qld Transport & Main Roads
3. The vehicle must be able to pass a roadworthy certificate whilst it is on the track
4. Tow points must be fitted prior to entering the track and easily reached with a bright red ribbon tied to the tow point.
5. There are no specific requirement for apparel in happy laps

Category 2: Sprints/Regularities/Drifting/Agility Tests & Games

1. ABS & SRS systems may be disconnected at the driver's option
2. In road cars the drivers must wear non-flammable clothing preferably covering the entire body
3. In Racing Cars the drivers must wear FIA/SFI approved non-flammable Suit, gloves boots & balaclava
4. If vehicle is road registered or road registerable it must meet the roadworthy requirements of Qld TMR
5. If vehicle is not road registerable it must meet the Racing Car standards shown below and apparel defined in 3 above
6. Fire extinguishers, when fitted, must meet AS1841 standard and be secured to ensure they cannot injure the driver in the event of a crash.
7. Tyres must be fit for purpose, not recut or retreaded, and be fitted to rim widths that comply with the Tyre and Rim Association manual and/or ADR requirements
8. Rear facing red lights for use during rain must be fitted to all vehicles; Brake lights are desirable when not mandatory
9. Tow points must be fitted, easily reached and clearly marked with a “TOW” sign 50mm high or a bright red ribbon tied to the tow point.

Category 3 Racing:

1. Minimum Roll Over Protection must meet the relevant SFI, FIA, CAMS, or AS/NZ Standards
2. Minimum four point harness in Sedans and closed sports cars with a reasonably erect driving position, minimum five or six point harness for a reclining position such as in open sports cars and open wheelers to SFI or AS2596 and installed to Australian Automobile Design Rules and Standards.
3. Oil catch tanks must be fitted that are appropriate to the vehicle and the events being entered.
4. The driver's compartment must be Fire proofed from other areas of the vehicle and provide protection against intrusion and de-fragmentation of the engine and driveline.
5. Driveline components must be restrained to ensure they will not impede the vehicle's progress or fall onto the roadway in the event of a failure – Tail-shaft Straps are mandatory.
6. Fuel tanks must be filled from outside the vehicle, vented outside the vehicle and be separated from the driver by a fire retarding structure. NO fuel pipes may pass through the passenger cabin of a sedan.
7. Tyres must be fit for purpose, not recut or retreaded, and be fitted to rim widths that comply with the Tyre and Rim Association manual and/or ADR requirements
8. Bonnets must be restrained in accord with ADR requirements with two separate retaining systems
9. Cars must have adequate rear vision mirrors to see approaching traffic.
10. Fuels are not to be mixed at the circuit. Fuels containing Alcohol must have a 150mm red circle containing a white letter “A” prominently displayed on each side of the vehicle near the competition number.
11. When required to retain potentially broken glass strong adhesive tape must be fitted to all forward facing glass
12. Fire extinguishers, when fitted, must meet AS1841 standard and be secured to ensure they cannot injure the driver in the event of an accident.
13. Rain lights must be fitted to all open wheel formula cars.
14. Two throttle closing springs must be fitted to independent anchor points
15. Wooden Steering wheels are not acceptable for racing
16. Cars must be fitted with a Blue Triangle beside an external battery isolator for recovery crews to isolate power
17. Tow points must be fitted, easily reached and clearly marked with a “TOW” sign 50mm high or a bright red ribbon tied to the tow point.
18. Fuel lines must be secured to the body/chassis, flame resistant and be external to the cabin or cockpit whenever possible
19. All seats must be securely attached to the chassis in a suitable manner and able to withstand robust handling.
20. To minimise flail injuries an arm restraint is highly recommended in all vehicles. Arm restraint tethers should be used wherever practical especially in open wheel & open sports cars. On sedans windows should be open by no more than 100mm if window nets are not fitted to the vehicle.
21. Numbers must be displayed on both sides of the vehicle, either white on black or black on white, with 230mm high Helvetica Bold lettering on a 450mm round or square background, Yellow numbers at least 150mm high in Helvetica Bold may also be displayed on the windscreen.
22. In groups with highly different lap times bright forward facing LED lights (fast car warning lights) must be fitted to every car that has a lap time 0.85 x the slowest lap time in the group. i.e. slowest lap time is 60 secs x .85 = all vehicles 51 seconds and faster must have fast car warning lights

Racing Apparel:

1. Helmets must comply with, or exceed, the AS1698 SFI 41.1 or the equivalent SFI & FIA standards
2. A HANS or FHR device compliant with SFI 38.1 is MANDATORY for all forms of racing & highly recommended for Cat 2 events where the car is fitted with a 4,5,6 point harness
3. Full face helmets must be worn in open cars – no glass is permitted in accord with SFI 41.1
4. Drivers must wear one piece overalls which meet the requirements of SFI 3.2A, or SFI 40.1
5. Boots, socks, shoes, balaclavas and gloves must be made of Nomex or a similar flame protecting material complying with SFI 3.3, or FIA equivalents

Children in restricted areas: Children inside the general pit lane area or the formation area under the age of 6 must be carried by their parent; between 7 & 12 they must be accompanied by their parent at all times.

Appendix “C”

Race Management: Concepts & Methodology

The RACERS Signalling System for Permanent Circuit Racing

Explanatory Preamble:

The system generally in use for signalling to race drivers is a continuation of the systems developed for horse racing in the 19th Century. All of the titles (e.g. Clerk of Course, Stewards, etc.), still used in motorsport today, are a direct copy of the roles and responsibilities that existed at the turn of the 20th Century. This was a reasonable strategy when car racing first started as they had to get processes from somewhere and, as cars travelled at about the same speed as horses, it sufficed. The system was never expected to be used for cars travelling at as much as ten times the speed of a race horse. It is also worth noting that those horses were driven by skilled horsemen who had served an apprenticeship in the task.

Fundamentally, a confused driver is a dangerous driver. Therefore, the most important thing when dealing with safety during a race is to ensure that the brain of the driver does not become confused due to inadequate or conflicting information or, as has frequently been the case, not receiving any information at all, in a timely manner. There is merit in the statement, "Safety in the control of a racing car comes from one place, and only one place, the brain of the driver. Everything else is an attempt to mitigate the damage caused by unsafe decisions or behaviour being delivered by the brain of the driver."

RACERS made communications with the driver its first priority for trying to improve the safety of motorsport. Our initial attempt to do this was by supplementing the archaic flag system with traffic lights. Like the QWERTY keyboard was not invented for computers; the existing flag systems were not invented for communicating with racing cars.

In motorsport applications flag systems have three significant disadvantages;

1. Firstly; flags cannot be waved directly in the eye-line of a driver because of the danger to the person waving the flag. Therefore, to read the flag the driver must take their attention away from the track then look for and at the flag. This can, and no doubt has, caused unnecessary crashes.
2. Secondly, excessive latency, which is the time between the incident occurring and the drivers being made aware of the danger(s) they are facing. The time required for a message to go through its channels from a flag point to the race control communicator; to the clerk of course and then back through the race control communicator to the flag marshal at the scene can be lengthy. In a recent fatality the Tasmanian Coroner established this process took 11 seconds which lead to a rider being run over and fatally injured.
3. Thirdly, and not as frequent; there have been cases where the wrong flag has been waved as a result of over excitement on the part of the flag marshal.

All three of these disadvantages are corrected by using traffic lights that are directly controlled by Race Control. The Traffic Manager in the RACERS environment is able to cut the length of time it takes to deliver a message to the field by as much as 90% and the Traffic Manager is able to see immediately that they have displayed the right signal to advise the drivers of the danger levels they were facing.

Whilst this is a big improvement it still has the big drawback in that it passes no information – it only advises of a condition. Another drawback is that colour blind drivers (approx 10% of the male population) cannot interpret the display with 100% accuracy.

After looking at how other motorsports worked in other countries it became obvious that the best system is an auditory warning system using a race radio system directly from Race Control to the driver. The Traffic Manager communicates important information directly to the driver with no delays or misinterpretations and therefore we have a mechanism that can completely remove confusion and uncertainty from the driver's brain.

To illustrate:

- 1) a red flag or a red light can indicate to a driver that there is a danger ahead and they must cease racing immediately but they have no information as to what the actual danger is; it may be a slow car at the edge of the track or it could be a multi-vehicle pileup – the driver has no way of knowing what they are driving into.
- 2) With the radio system drivers can be told "cancel, race is cancelled, car on fire drivers left at turn six-all, emergency vehicles on track, all drivers return to the pits" with this information the driver knows to stay on the right-hand side of the track, to expect a fire fighting appliance to be on the track and to progress safely back to the pits to await further instructions.

The RACERS manual clearly defines the messages that will be given, the words that will be used, and the way they will be transmitted. This protocol discipline enhances clarity and brevity for drivers as it does for pilots.

RACERS did not invent or even pioneer the use of radios. They have been in use in Australia for over 15 years at Speedways and in America these radios are mandatory for every category and every race meeting conducted in the USA. The fact that these radios have not previously been used for circuit racing in Australia is hard to fathom.

When deploying C³ systems best practice is always to have two completely independent systems of communicating the hazard to the endangered parties. RACERS has achieved this by backing the radios up with the second, and totally independent form of communication, that is the traffic lights. Now we can state with high certainty that if a driver were to miss the auditory message they should still see the light signal to warn them of danger.

The secondary benefits of this signalling strategy are:

1. safety for officials improves by removing the officials and flag marshalls from potentially dangerous areas so they could be seen by the drivers
2. safety for racing drivers improves because tracks can remove the concrete protection structures which are no longer required to protect the flag marshalls

Implementation:

To further simplify the system and minimise confusion every situation is reduced to just 3 **Whole of Track** (WoT) conditions which are explained in detail at the Driver's Briefings and below.

The three Whole of Track Conditions are:

CANCEL: On hearing the word "CANCEL" all racing must stop immediately and further instructions will follow shortly afterwards. Expect to see rescue and medical vehicles on the track immediately you hear the call and the lights come on.

Flashing Red Lights are displayed all around the circuit to indicate the race is cancelled.

CLAMPDOWN: On hearing the word "CLAMPDOWN" all drivers must slow down immediately to 80 KmH and hold station on the car in front of them. Drivers must not attempt to gain any position advantage whilst this condition is active. Expect to see rescue and medical vehicles on the track immediately you hear the call and the lights come on. Drivers do NOT return to the pits unless the CLAMPDOWN converts to a CANCEL. CLAMPDOWN is the equivalent in application of the FIA Mode 60 and F1's "Virtual Safety Car".

Fixed Red Lights are displayed all around the circuit during the period the CLAMPDOWN is in force.

CAUTION: On hearing the word "CAUTION" keep racing – if there is a situation which presents a real and recognisable danger to the driver it will always have a red light and be called as CANCEL or CLAMPDOWN. The CAUTION call just means there is something Race Control wants the driver to be aware of e.g. stones on the track. This information will be given at the time of the radio call.

Fixed Yellow lights are displayed all around the track to indicate a CAUTION condition exists.

The proximity warning is a Flashing YELLOW light

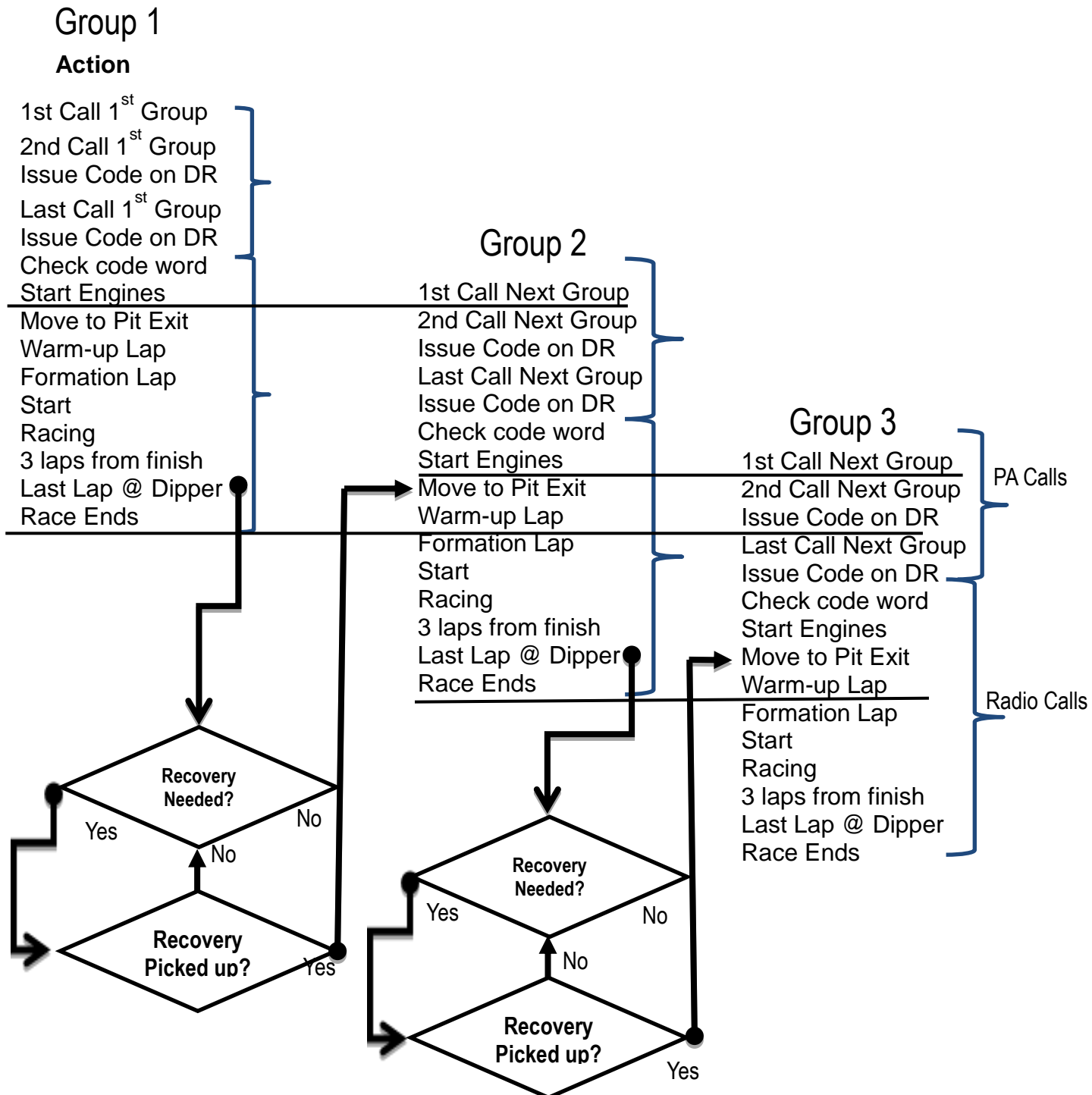
Reminds the driver they are CLOSE to the incident or problem advised by the radio call.

Actions to be taken by the driver are:

- When under a WoT CAUTION = Racing continues BUT NO overtaking until the next fixed Yellow light
- Under any WoT RED condition = slow to 40 Km until you are well past the incident.

Flashing Yellow lights are displayed on the approach to the incident or problem causing the WoT Condition will be displayed.

Race Delivery Process



NOTE:

Underlines indicate approx. the same time but in reality it will vary considerably with length of the race(s) and the number of recoveries required.

ETC...

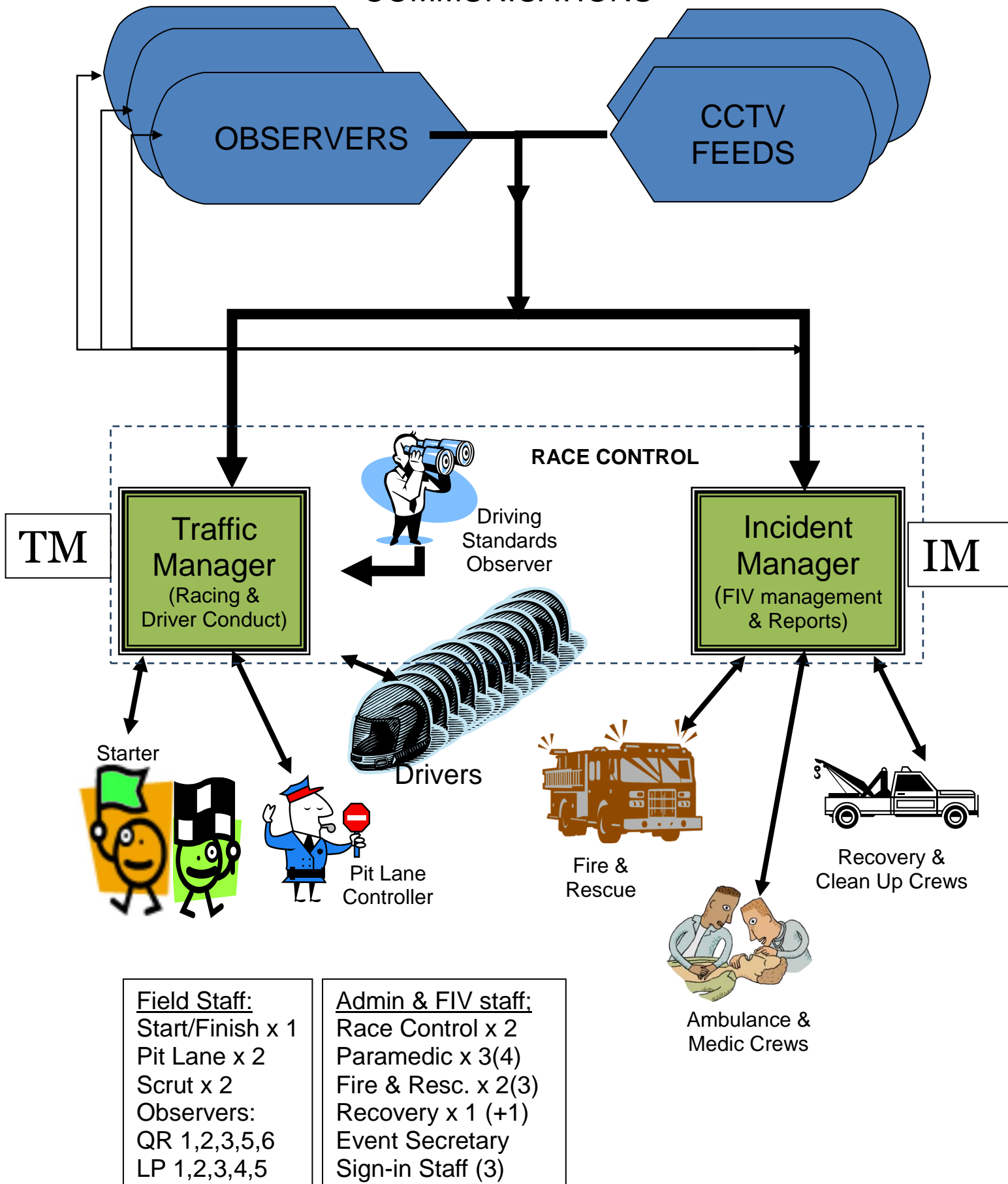
Appendix “D”

Race Management:

Communication systems and Protocols

RACE CONTROL ↔ OBSERVER

COMMUNICATIONS



INCIDENT MANAGER (IM) ↔ OBSERVER

Radio Protocols

Structured Communications (like Pilots use)

OBSERVER - TO - INCIDENT MGR (IM) - TO - OBSERVER

Observer to IM "Point No." IM to Observer "Point No."

Ob1: Calls in Severity and Condition Code(s) and Location

IM1: "Repeat Severity, Code and Location"

Ob2: Repeats Severity Code(s) and location

IM2: Reads Back the Information to the Observer

Ob3: Affirm

SEVERITY:

Red (number): there must be a clear & present DANGER- RESPOND NOW

Yellow: (number): the race can continue – **RESPOND SOON**

PAN PAN (number) – information only; response (if any) at end of race

CONDITION CODE NUMBERS:

1. Fire, multiple or major car damage – Driver(s) still in car
2. Driver appears injured inside the car
3. Fire AND Driver is Out of the car
4. Fire or heavy smoke from car or grass near car – Driver Out
5. Driver out of car
6. Collision – Car(s) Stopped
7. Car Stopped due to roll over or wall
8. Stones, oil or coolant on Track
9. Car stationary
10. Slow moving vehicle or faulty vehicle (provide car number)

AUTHORISED WORDS (use of codes is preferred):

"Say Again " Formal request for confirmation or if trans. not heard or understood

"Fire" Prefer Call Code number 1, 3 or 4 unless it is grass fire

"Crash at (position)"

"Driver (condition)"

"Request (position)"

"Confirm (message)"

"Contact (Car number & Car number)"

POSITION:

Turn # (e.g. 1,2,3, Dipper, etc)

Distance or Feature (e.g. T3~100 metres / beside start tower ~ etc)

TRAFFIC LIGHTS:

Used as back up to the verbal driver directions:

Cancel – Flashing Red

Clampdown – Solid Red

Caution – Solid Yellow

Close to incident – Flashing Yellow

Sample Conversations 1

INCIDENT – Example 1:

car runs off at turn 3 & stops 12 metres from the track in the trap in a safe position:

OBSERVER to IM: "Point 3"

IM to OBSERVER: "Send 3" (or "wait 3" if dealing with another incident then "Send 3")

OBSERVER to IM: "Yellow 9 – Drivers Left Turn 3 Gravel Trap –Yellow 9"

IM to OBSERVER: "Say again"

OBSERVER to IM: "Yellow 9 – Drivers Left Turn 3 Gravel Trap –Yellow 9"

IM to OBSERVER: "Yellow 9 – Drivers Left Turn 3 Gravel Trap –Yellow 9"

OBSERVER to IM: "AFFIRM"

IM to TM "Yellow 9 – Drivers Left Turn 3 Gravel trap"

TM – DRIVERS: "Caution; Car Stopped - Drivers Left T3 Gravel Trap (x 2)"

IM to Recovery 1: "Recovery 1 – stand by for T3 gravel trap recovery"

RECOVERY 1 > IM; "Recovery 1 Standing by for T3 recovery"

INCIDENT – Example 2:

car runs off, crashes and stops against the wall at exit T6; Driver is in the car

OBSERVER to IM: "Point 6"

IM to OBSERVER: "Send 6" (or "wait 6" if dealing with another incident then "Send 6")

OBSERVER to IM: "Red 6 – Drivers Left, Turn 6 – car in wall Drivers left"

IM to OBSERVER: "Say again"

OBSERVER to IM: "Red 6 – Drivers Left, Turn 6 – car in wall Drivers left"

IM to OBSERVER: "Red 6 – Drivers Left, Turn 6 – car in wall Drivers left"

OBSERVER to IM: "AFFIRM"

IM to TRAFFIC MANAGER "Red 6 – Drivers Left, Turn 6 – car in wall Drivers left"

TM – DRIVERS: "CLAMPDOWN; Car Stopped in wall - Drivers Left T6; Drivers Left Turn 6; CLAMPDOWN"

When IM sees compliance with CLAMPDOWN

IM TO MEDICAL: "Medical proceed immediately to Turn 6 via -----."

MEDICAL TO IM: "Medical proceeding to Turn 6 via -----."

IM TO RECOVERY: "Recovery proceed immediately to Turn 6 via----"

RECOVERY to IM; "Recovery 1 proceeding to Turn 6"

NOTES:

Traffic manager radios race end as Incident Manager is likely to be busy as they have the responsibility for expediting restitution of the track for the next event.

Traffic Manager controls Pit lane officials, track entry & the Starter

NO FLAGS will at the observation points but 2 x F500 extinguishers

Binoculars will be issued to the Observers where appropriate

Traffic lights are under the control of the Traffic Manager; they should only to be used to reinforce voice communications.

Sample Conversations 2

INCIDENT – Example 3:

Gravel on track – possible oil in T2

OBSERVER to IM: “Point 3”

IM to OBSERVER: “Send 3” (or “wait 3” if dealing with another incident then “Send 3”)

OBSERVER to IM: “Pan Pan 8 – Drivers Left Turn 2”

IM to OBSERVER: “Say again”

OBSERVER to IM: ““Pan Pan 8 – Drivers Left Turn 2”

IM to OBSERVER: ““Pan Pan 8 – Drivers Left Turn 2”

OBSERVER to IM: “AFFIRM”

IM to TRAFFIC MANAGER “Pan Pan 8 – Drivers Left Turn 2”

TM – DRIVERS: “Caution; Caution; gravel - possible oil outside T2 (x 2)”

IM to Recovery 1: “Recovery 1 – stand by for T2 clean up”

RECOVERY 1 > IM; “Recovery 1 Standing by for T2 clean up”

INCIDENT – Example 4 – MAJOR INCIDENT

Track completely blocked by multi car crash in Turn 5 – lots of smoke
likelihood of serious injuries; possible fire(s)

OBSERVER to IM: “Point 5”

IM to OBSERVER: “Send 5” (or “wait 5” if dealing with another incident then “Send 5”)

OBSERVER to IM: “Red 1 – Drivers Right, Turn 5 – Track Blocked multi car crash”

IM to OBSERVER: “Repeat Situation”

OBSERVER to IM: “Red 1 – Drivers Right, Turn 5 – Track Blocked multi car crash”

IM to OBSERVER: “Red 1 – Drivers Right, Turn 5 – Track Blocked multi car crash”

OBSERVER to IM: “AFFIRM”

IM to TM “Red 1 – Drivers Right, Turn 5 – Track Blocked multi car crash”

TM – DRIVERS: “CANCEL CANCEL CANCEL; track blocked Turn 5; multi car crash –
stay clear of emergency traffic; park in the crossover and await further instructions”

IM to all FIV “ALL FIV, ALL FIV, SCRAMBLE; SCRAMBLE; DEPLOY NOW; DEPLOY
NOW” (Sends FIV to their deployment holding position)

When IM sees compliance with CANCEL and race cars parking up:

IM TO MEDICAL: “Medical proceed immediately to Turn 5 via Pit Entry.”

MEDICAL TO IM: “Medical proceeding to Turn 5 via Pit Entry”

IM to RESCUE: “Rescue proceed immediately to Turn 5 via Pit Exit and Grass”

RESCUE to IM: “Rescue proceed immediately to Turn 5 via Pit Exit and Grass”

IM TO RECOVERY1: “Recovery 1 proceed immediately to Turn 5 via pit Exit and Grass”

RECOVERY1 to IM; “Recovery 1 proceeding to Turn 5 via Pit Exit and grass”

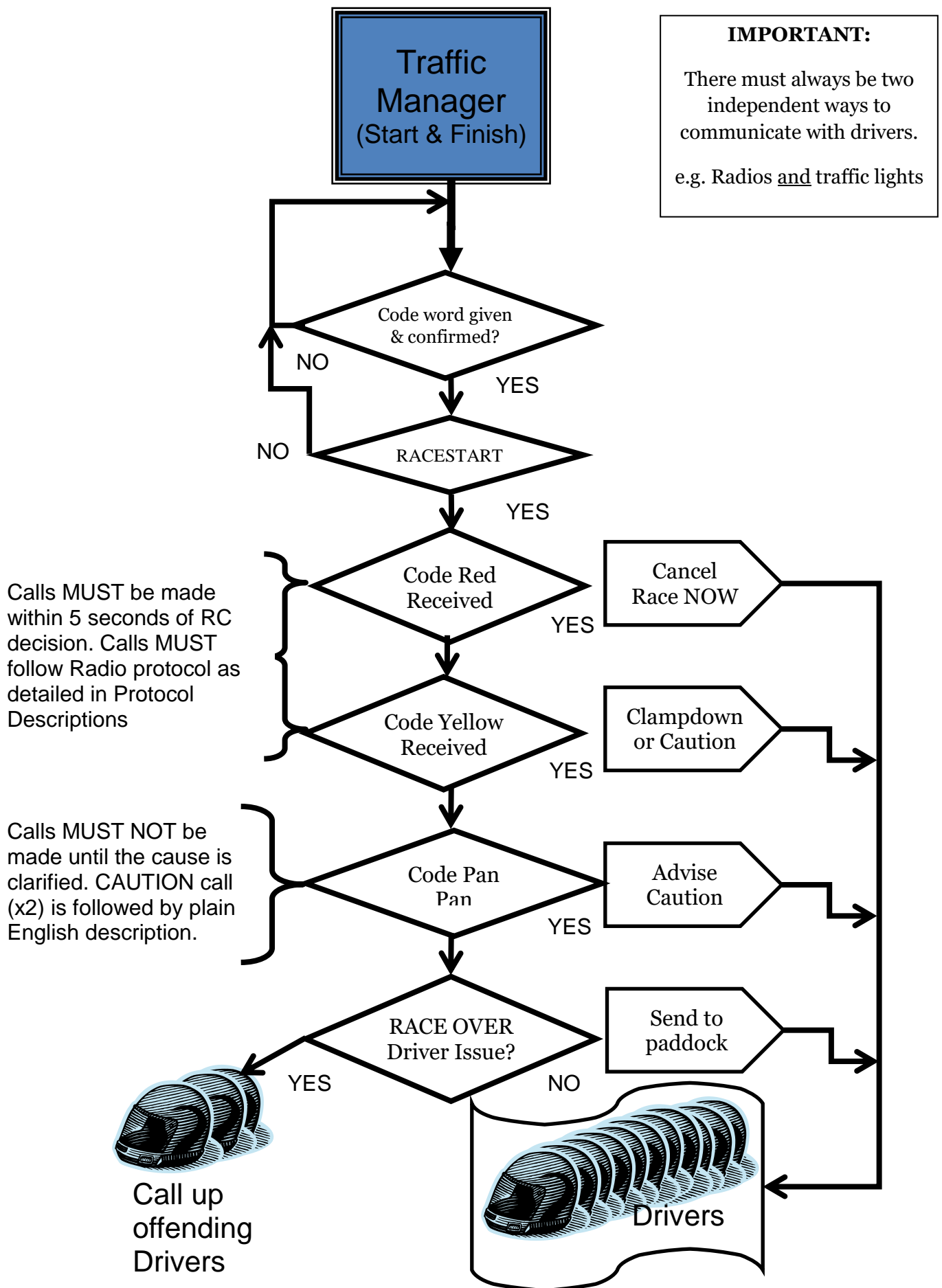
IM TO RECOVERY2: “Recovery 2 proceed immediately to Turn 5 via dipper

RECOVERY2 to IM; “Recovery 2 proceeding to Turn 5 via dipper”

NOTE:: Always deploy FIVs in the order – MEDCAL, RESCUE, RECOVERY

TM to DRIVERS: All Drivers, All Drivers – return to your paddock or garage – race has
been cancelled. Event management will advise if there will be a re-start time.

RACE CONTROL \Rightarrow DRIVER COMMUNICATIONS 1



RACE CONTROL ⇒ DRIVER COMMUNICATIONS - 2

ENUNCIATIONS:

Cancel said as:

KAN sell

Clampdown said as:

clamp – **DOWN**

Caution said as:

KORR shun

(Words in BOLD are said louder than the words in plain.)

Sample Instructions:

Situation 1:

Red Code 1 established in T3 – track blocked - late in race – RC decides to end the race at that point.

TM Broadcast is:

1. “All drivers KAN sell - KAN sell - KAN sell - All Drivers - All Drivers – Crash turn 3; Crash turn 3 - 50 Kmh **now** please - stand by for further instructions”
2. “All Drivers– emergency vehicles on track – All Drivers keep clear, keep clear”
3. “All drivers - Park up in Turn 2 – Park up in Turn 2”
4. “All drivers - All drivers – return to paddock (or Pit Lane) via Dipper – Turn 4 & Turn 5 – return to paddock (or Pit Lane.”

Situation 2:

Red Code 6 established in T4 driver right – in RED zone 10 metres off track only a few laps done so RC calls it as “Recover & Resume”

TM Broadcast is:

1. “All Drivers - clamp DOWN- clamp DOWN - clamp DOWN- All drivers - Crash turn 4; Crash turn 4 - stand by for further instructions – 80 Kmh and hold station **now** please”
2. As soon as FIVs are in a safe position “GO GO GO”
3. NOTE: If after ~10 minutes situation has not been rectified go to appropriate CANCEL procedure for Pit Lane or Paddock

RACE CONTROL ⇔ DRIVER COMMUNICATIONS - 3

Situation 3:

Car stopped beside exit T3 in a red zone:

Red Code 9 established, RC calls it as "Recover & Resume"

TM Broadcasts:

1. "All drivers - clamp DOWN- clamp DOWN - clamp DOWN - All drivers - Car stopped T3 exit; Car stopped T3 exit – SLOW Vehicles on track – RESCUE vehicles on track – 80 Kmh **now** please"
2. "All Drivers – All Drivers - Recovery in progress – 40 Kmh near the scene please" until track clears then:
3. " GO GO GO All drivers - GO GO GO - All drivers."

Situation 4:

Car stopped deep in T1 Gravel Trap. Yellow Code 9 established RC calls it as "Leave 4 Later" (IM asserts full course & flashing yellow)

TM Broadcasts:

1. "KORR shun KORR shun - All drivers - All drivers – Car stopped T1 gravel trap; Car stopped T1 gravel trap – keep racing but be careful please"
2. (At end of race) "All Drivers – All Drivers - Recovery in progress"

Situation 5:

Stones reported on track RC calls it as "Leave 4 Later"

TM Broadcasts:

1. "KORR shun KORR shun -All drivers - All drivers – stones on track reported exit T6 – keep racing please"

Situation 6:

On-track situations

TM Broadcasts:

1. "Car 54 redress on car 35 – Car 54 redress on car 35"
2. "Car 17 Pit Lane drive through next lap – 17 drive through pits."
3. "Car 18 Black Flag – Black Flag – come to tower on next lap"
4. "Car 29 be aware - you are about to be lapped"

Appendix “E”

Product Descriptions (PDs)

Many PDs are available for download on the RACERS website www.racers.world

THE QRUISE Product Description is attached as a Sample Only

Rules of the QRuise

THE QRuising sessions are low risk recreational activities for you to enjoy with your family & friends whilst driving on famous race track. ALWAYS keep your speed down to appropriate road speeds.

Your car must be road registered to THE QRuise.

Do not try to go too fast or race your mate except in the Track Challenge. You can do about 75 events per year with QR if you want to find out how good you are. If you endanger others in the opinion of the officials you will be taken off the track & sent home. This does not mean you are not allowed to enjoy yourself; but you will not be permitted to endanger other drivers and their families.

Traffic is regulated to ensure that there is sufficient opportunity to use the car's power but speeds must be kept within reason. On track stupidity will be rewarded by immediate ejection from the premises and no second chances will be given if you misbehave in public areas.

ANY Alcohol and/or glass brought into the venue **will be confiscated & not given back!**

DO NOT DRIFT unless you want to go home early! There is a Track Challenge event for people who want to Drag & Slalom. QR runs over 30 Drift events a year for you if you need to do it sideways.

This is the day for family friendly QRuisers and NOT a hoon day – there are plenty of those provided at QR too. QRuising is for people who enjoy their cars with their families in the company of others.

Just respect the opportunity for some low cost track time and use it for what it is.

RULES OF THE ROAD

These are the requirements all drivers must meet:

- Drivers briefing is delivered over the PA or DB room ~ PAY ATTENTION TO IT!
- All drivers must have a current drivers licence, and be >18yrs (no learners permits)
- NO STOPPING, NO drifting and definitely NO STATIONARY BURNOUTS
- NO ALCOHOL is allowed ON SITE ~ Zero Blood Alcohol or you Don't Drive
- The overtaking car is ALWAYS in the wrong - you decide to pass - you are responsible
- Where fitted; seat belts must be worn by each person, **but** NO BELTS = NO KIDS
- If you break down get off the track but do not get out of the car
- It's a track not a road so weight limit is 3 tonnes Max – NO truck QRuising

Appendix “F”

Risk Minimisation & Emergency procedures:

Example of a Street Sprint Event Plan

This Event Plan meets the requirements of the R.A.C.E.R.S. Safety Risk Assessment Plan.

As stakeholders, the Your Town Motor Sports Club Committee and the organising team are committed to protecting the health and safety of all entrants, employees, volunteers and members of the public. We take responsibility for minimising potential harm to the environment and the greater community within the constraints of providing the safest reasonable environment for the nature of the activities being conducted.

Principles to be applied to the conduct, Set up & Tear down

- Not all incidents are preventable but harm can be minimised;
- No task is so important that the risk of injury to people or damage to property or the environment is justified
- Effective supervision and management by the people on the ground is critical to the continuance of the event and is the foundation of events using public property.
- Our methods

Your Town Motor Sports Club Committee officials will meet these principles by;

- Eliminating hazards, practices and behaviours that could cause harm;
- Promoting a positive and just culture based on improving safety performance;
- Complying with all legal regulatory requirements, including WH&S;
- Implementing controls to eliminate pollution and environmental harm;
- Integrating safety conscious processes into all aspects of the organisation of the Event;
- Engaging contractors and suppliers who agree to work within the above principles.

RACERS and Drugs

Recreation And Competitive Events Resources & Services Pty Ltd (R.A.C.E.R.S.)

DO NOT PERMIT the use of drugs that either impair or enhance driving performance.

All competitors and officials are subject to breath testing and drug testing by any authorised party at any time. This includes the event organiser, their delegate and/or the Australian Sports Drug Agency.

It is the individual's responsibility to ensure that they comply with the regulations. Any competitor taking a substance that is taking a substance for therapeutic reasons must provide medical evidence to the Chief Medical Officer prior to participating in the event.

EXAMPLE OF A SAFETY PLAN

EVENT: 2015 YOUR TOWN STREET SPRINTS

VEHICLE SAFETY:

Scrutineering will be by the owner of the completing the self-scrutineering forms prior to competing in the event. Official scrutineers will spot check safety items such as seat belts, fire extinguishers, apparel and helmets and may check some of the general mechanical condition. It is NOT their role to check or rule on eligibility issues in relation to vehicles.

The group or category eligibility officer is responsible for decisions to any eligibility issues relating to vehicles.

In the event of a crash the scrutineers must be called on during the event to check the effects of any structural damage that may have been sustained before the vehicle is allowed to continue competing. Any unsafe vehicles will not be allowed to continue racing.

TRACK SAFETY:

The event is being run on sealed public streets in the area of Your Town.

The course is nnnn metres in length and is over various public streets in Your Town. For the duration of the event the nominated roads will be closed to all traffic, marked with road closures, mesh fencing, expandable mesh and/or do not cross tape. Traffic control officials or similar accredited persons will perform the traffic control for and on the track.

The paddock will be checked prior to racing on Friday to ensure it meets RACERS safety specifications. Road closure signs will be erected and safety officers will be stationed at all road closures and around the track during the set up and the event. The safety officers will be in radio contact with event control centre so emergency access can be coordinated.

PIT AND Paddock SAFETY

A paddock and pit area has been provided for competitors as denoted on the attached track area maps. A speed limit of 10kph applies to the paddock and pit area. Event officials will monitor activities in the paddock and pit area.

R.A.C.E.R.S. regulations prohibit the consumption of alcohol and smoking in the paddock and pit areas at any time during the Event.

COMPETITOR SAFETY

During the event there will be Incident Observers at strategic intervals around the track. All observation points will be in communication with the Incident manager via UHF radios. Observers will be trained in the RACERS radio protocols by the organiser or the Incident Manager to minimise misunderstandings in emergency situations.

The Incident Manager will be in radio contact with the Medical and rescue service personnel. In the event of an incident the Traffic Manager will immediately deploy the necessary resources and direct track access to the Medical and rescue service personnel.

EMERGENCY Rescue Crews

Medical: Name(s)

Fire: Name(s)

Rescue: Name(s)

MEDICAL SAFETY

At least one trauma trained & qualified paramedic equipped with, at least, a transport vehicle and a Thomas Trauma Pack will be on site at all times the event is active. If a suitably qualified Paramedic with the above equipment is not available then a qualified Ambulance Officer and ambulance must be present at the track. The nearest Hospital Accident & Emergency department will be notified and requested to be on call during competitive activities.

Where necessary, the closest regional Base Hospital equipped with tertiary accident and emergency facilities will also be notified and requested to supply back up in the event injuries are too complex or the local facilities are overwhelmed.

In the event of any medical emergency the Race Control personnel will rely on the advice of the Ambulance Officer(s) and/or Paramedic on what course to take as per the R.A.C.E.R.S. "GENERIC SAFETY RISK ASSESSMENT and MANAGEMENT PLAN".

A specific area has to be allocated for all emergency vehicles for easy access to and from the track via a highly visible route.

SPECTATOR SAFETY

In all spectator areas access to the track will have R.A.C.E.R.S approved protective barriers and the spectator boundary defined by expandable mesh, barriers or bunting. For full details refer to the agreed event specific layout and the TMR approved documents supplied herewith.

MEDIA / PHOTOGRAPHER SAFETY

All photographers will have to sign the appropriate indemnity before accessing the Venue. Accredited photographers are required to remain behind protective barriers and wear a safety vest for identification while at the Venue. Any access to the competition areas will have to be approved by the Race Control management who will advise of the safety issues related to accessing the competition area(s) and the time at which this may occur.

APPENDICES

A scale map showing the layout of the track, start/finish lines and its safety furniture.
A map showing the placement of Paddock, pits, timing equipment, vendors/contractors etc.
A map showing the Spectator areas around the track depicting the safety furniture in place to protect them.

Appendix “G”

Standard FORMS:

Entry

Licence Application form

Incident Reporting package

Event Reporting package

Entry & Licence app forms go here

Go to www.racers.world/documentation for individual documents



Incident Report Kit

This report package is only required when a personal injury is a result of a specific Incident

The incident occurred at (Venue) on / /

At | (am/pm) at (Track position)

At the time of the Incident the Officials were:

Event Secretary Incident Manager

Traffic Manager Driving Standards

Observer 1 Observer 2

Chief Medical Officer Officer attending

Chief Fire Officer Chief Rescue Officer

Other Witnesses (if any)

The incident incurred (Tick as appropriate):

- ☐ An Injury requiring medical attention
- ☐ Damage to trackside safety equipment
- ☐ Likelihood of an insurance claim
- ☐ Use of fire-fighting equipment
- ☐ Use of rescue equipment

Attachments stapled hereto (Tick as appropriate):

- ☐ Medical report(s) with details of person(s) injured
- ☐ Description of the incident with a Track map showing start and finish of the incident
- ☐ Detailed Sketch of incident showing start, trajectory(s) and finish
- ☐ Description of vehicles and damage involved
- ☐ Reports from relevant observers
- ☐ Comments from senior officials
- ☐ Copies of Licence application and entry forms signed by injured people

At the time of the Incident the injured person(s) was a:

- ☐ Driver ☐ Crew ☐ Official ☐ Spectator ☐ Staff

Author of Report: Ph:



Incident Reporting Form

Secretary's Report

By: _____

On: / /201_ @ :

Venue: _____ Event

Name: _____

Brief summary of the Incident:

This incident involved ____ driver(s) being injured; ____ of whom required Medical attention, and; ____ of whom required an ambulance

Police did not/did visit the scene; approx _____ mins after the incident.

Attached to this form are the following documents:

Medical Statement(s)	<input type="checkbox"/>
Incident Manager's Report	<input type="checkbox"/>
Traffic Manager's Report	<input type="checkbox"/>
Observer's Report(s) x ____	<input type="checkbox"/>
Vehicle Damage Report(s) x ____	<input type="checkbox"/>
Copy of Entry Form(s) x ____	<input type="checkbox"/>
Copy of Licence Application(s)	<input type="checkbox"/>
Other evidence consisting of:	<input type="checkbox"/>

General Comments about the Incident:



Incident Reporting Form

Traffic Manager's Report

By: _____

On: / /201_ @ :

Venue: _____ Event Name: _____

This Incident involved:

Car No. _____ Driven by _____ Penalty Y/N

Car No. _____ Driven by _____ Penalty Y/N

Car No. _____ Driven by _____ Penalty Y/N

Car No. _____ Driven by _____ Penalty Y/N

The nature of the Incident was:

A single Car collision with track Furniture

Two car collision due to overtaking attempt

Multi Car collision of 3 or more cars

Mechanical Failure resulting in a collision

Other:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

As a result of this Incident, Race Control:

Called and asserted a CAUTION

Called and asserted a CLAMPDOWN

Called and asserted a CANCEL

Cancelled the rest of the race

Restarted the race from Pit Lane

Restarted the race later in the day

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Assigned CoC penalties as follows:

Car No. _____ Transgression _____ Level _____

Car No. _____ Transgression _____ Level _____

Car No. _____ Transgression _____ Level _____

Car No. _____ Transgression _____ Level _____

Car No. _____ Transgression _____ Level _____

Weather at the time was dry/damp/wet cold/warm/hot

Please return this form to the Event Secretary at the earliest convenience



Incident Reporting Form

Incident Manager's Report

By: _____

On: / /201_ @ :

Venue: _____ Event Name: _____

Observation points reported the incident: __ __ __ __

Which occurred at : near _____

The following were despatched to deal with the incident:

- | | | |
|--------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Medic Chase | <input type="checkbox"/> Medic AmbInc. | <input type="checkbox"/> Observer(s) |
| <input type="checkbox"/> Fire 1 | <input type="checkbox"/> Fire 2 | <input type="checkbox"/> Venue Staff |
| <input type="checkbox"/> Recovery 1 | <input type="checkbox"/> Recovery 2 | <input type="checkbox"/> Venue Tow |
| WoC asserted: | <input type="checkbox"/> Clampdown | <input type="checkbox"/> Cancel |

Approx response time: ____mins ____secs

Track Down time : ____mins ____secs

Description of Incident:

Outcomes:

Comments & Recommendations:

Please return this form to the Event Secretary at the earliest convenience



Incident Reporting Form

Medical Statement 1 of 2

By: _____

On: ____ / ____ /201_ @ ____ : ____ am/pm

Venue: _____ Event Name: _____

I examined and/or treated _____ (Name)

Circle as appropriate at the scene and time of incident:

Airways: Clear/part obstr./obstructed **Breathing:** OK/Shallow/Absent

Was **NOT** conscious and did/did not respond to stimuli

Was conscious and Responded to: Vocal stimuli; Pain Stimuli

Vital Signs: **Pulse:** ____ B/M **Resp. Rate:** ____ /M **BP:** ____

Obvious Trauma _____

FINDING: _____

TREATMENT: _____

FINDING: _____

TREATMENT: _____

FINDING: _____

TREATMENT: _____

FINDING: _____

TREATMENT: _____

FINDING: _____

TREATMENT: _____

Please return this form to the Event Secretary at the earliest convenience

Patient: _____

Venue: _____

Event Name: _____

Medical Statement 2 of 2

By:

On: / / 201_ @ :

OBSERVATION RECORD

TIME	+ 5 Mins	+ 10 Mins	+ 15 Mins	+ 20 Mins	+ 30 Mins
Pupil R					
Pupil L					
CCS E/4					
CCS M/6					
CCS V/5					
BP					
Other					

OBSERVATIONS & COMMENTS:

This Driver was/was not despatched by ambulance at :

This Driver was deemed fit/not fit to continue racing

Please return this form to the Event Secretary at the earliest convenience

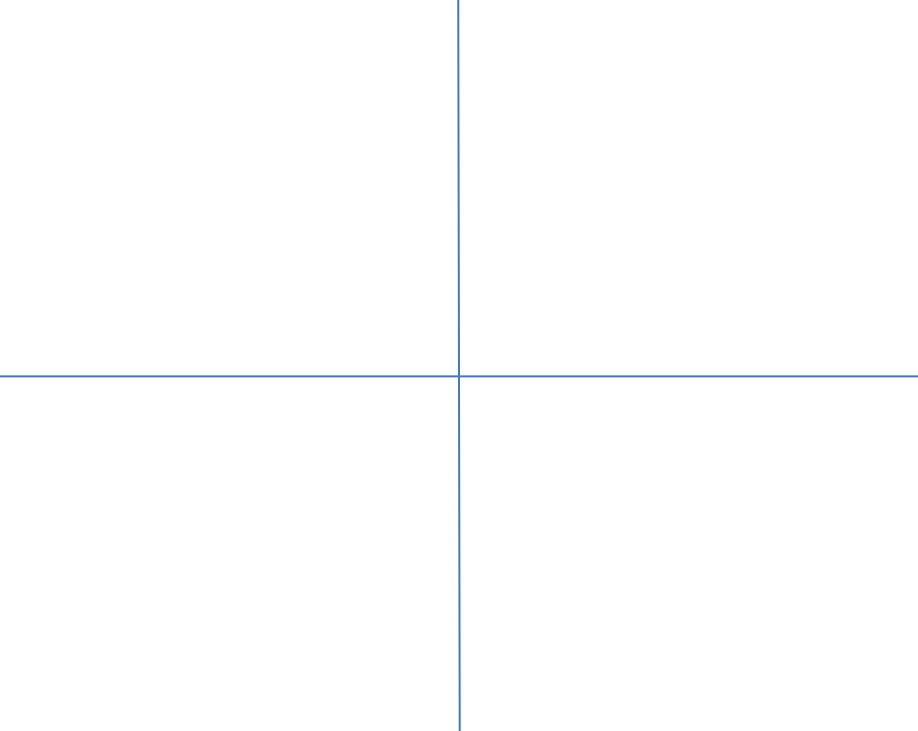


By: _____
On: / /201_ @ :

I was at Observation Point ____ when I witnessed an incident involving:

Occur at track location: _____

Diagram(s):



Please return this form to the Event Secretary at the earliest convenience



Incident Reporting Form

Observer's Report

By: Jack Black

On: 12 / 5 / 2015 @ 13 : 35

Venue: Lakeside Event Name: QRDC 2

I was at Observation Point 3 when I witnessed an incident involving:

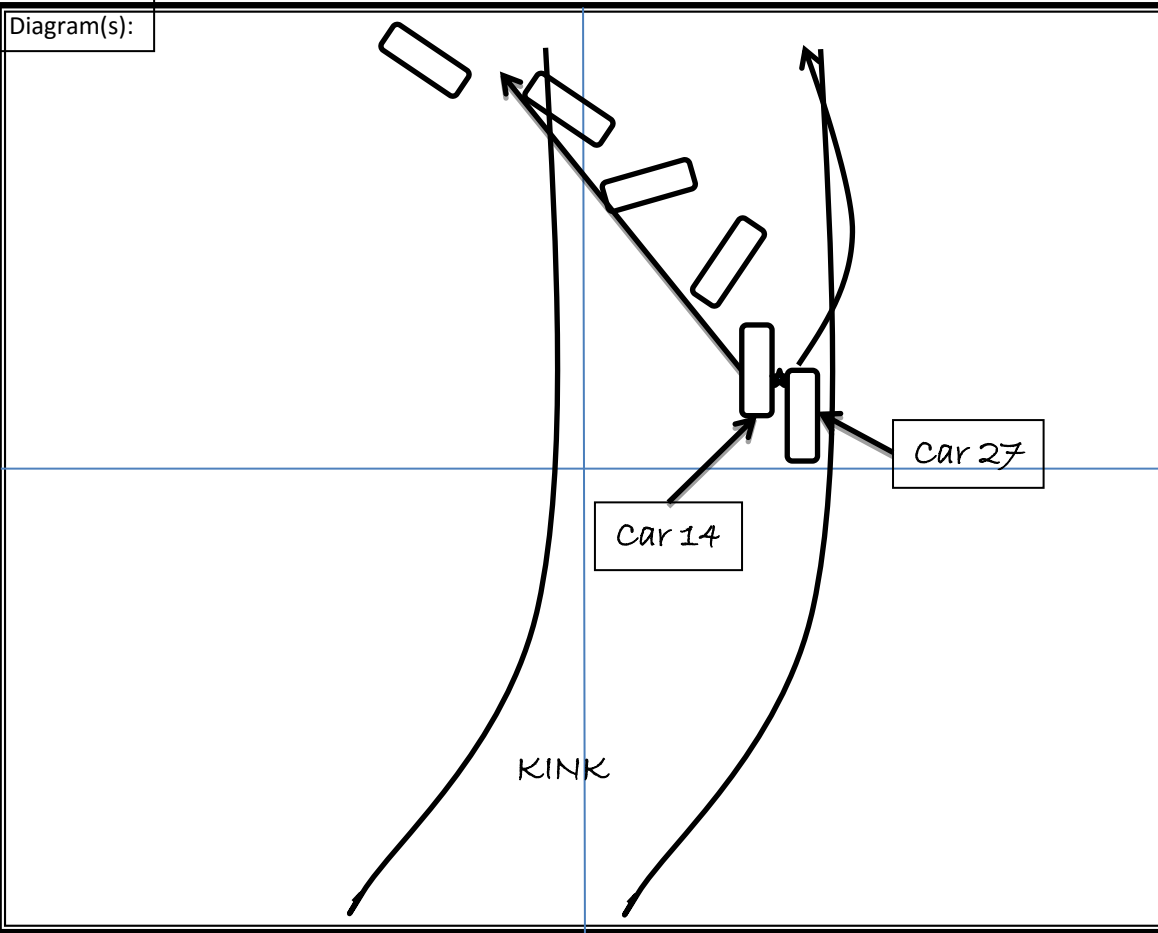
Car No. 27 Car No. 14 Car No. Car No. Car No.

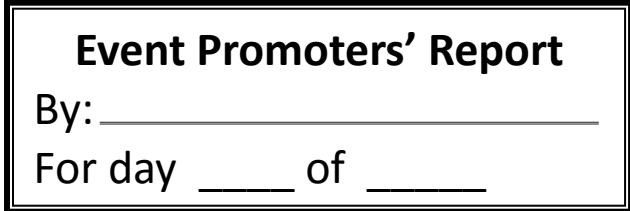
Occur at track location: about 200 metres after the Kink

During which: 27 was the overtaking car and he tried to go outside 14

for the braking line into Karussell 14 lost it and got tapped in the
right rear spinning him around onto the infield where he hit two barriers.

Diagram(s):





Appendix “H”

Operational Notes for Grid Slot Purchasers

Notes for Grid Slot Purchasers (GSPs)

Example from Queensland Raceway

Definitions:

Grid Slot Purchaser (GSP): a Club, person, company or loosely aligned group of people that purchase a Grid Slot in order to participate in an Event.

Event: A collection of Grid Slots with time and activities defined and provided by the Venue

Grid Slot: A defined allocation of track time & other resources available to conduct a series of activities during an Event.

Activity: Normally a Race, Sprint or Regularity run for a duration, usually laps, distance or time, along with GSP designed variances (e.g. reverse grid start, handicap, etc.) as determined by the GSP and agreed to by the Venue management.

Code of Conduct: is all of the Code of Conduct matrices displayed in the RACERS information manual.

Driving Standards Observer (DSO): Works in Race Control with the Traffic Manager during the GSPs activities to ensure that any Transgressions and endangerment levels are agreed with the TM. The DSO then meets with the people involved in the Incident and deals with the situation decisively and promptly. NO Activity can be started until the DSO is in Race Control.

Traffic Manager (TM): is the person provided by the Venue management to control the delivery of all of the Activities. Their authority commences with calling your customers to marshalling and ends when the last of them has departed from Pit Lane. If the DSO is not in Race Control the TM can call another group down to commence the next Activity and cancel the Activity for which the DSO did not appear.

Incident Manager (IM): is the person provided by the Venue management with the authority to deploy the medical, emergency, recovery and rescue resources in the event of an incident or crash.

NOTE: Following an Incident: Firstly, the TM & IM decide on what action is required to expedite recovery from the incident and the IM then continues to rectify the issues caused by the Incident. Then, secondly, the TM & DSO decide which Transgression(s) occurred, what level they occurred at, and the person or persons responsible for the Transgression which resulted in the Incident.

Technical Compliance Officer (TCO): is appointed by the GSP to minimise the ability to cheat through performance enhancements that have not been allowed by the group. The TCO may also conduct an inspection of vehicles to determine they meet the GSP's safety standards at any time but definitely after the vehicles have been involved in an Incident. The TCO will decide whether the vehicles are still safe enough to start in the next Activity. If a vehicle is not deemed safe to start the TCO will advise the TM that the vehicle will not be participating in the next Activity(s).

The Venue management's responsibilities are:

- Providing the Venue ready for the Event and the activity(s) being undertaken.
- Supplying all of the trackside and communication equipment to conduct the activity(s)
- Supplying the timing system manager and equipment required to score the activities.
- Supplying competent Traffic Manager, Incident Manager and other Officials
- Provide a suitable catering outlet from approx one hour prior to the commencement of the Event and until approx one hour before the end of the Event.
- Providing all the human resources required to conduct the Event's activity(s)
- Supply suitable medical resources and safety personnel for the activity(s) undertaken

- Supply rescue and recovery resources to maintain continuity of the Event
- Provide and enforce a Code of Conduct to reduce the risks of the activity(s)
- Advise your DSO of the penalties applicable to your customers for their Transgressions during the activities
- Create, process and take responsibility for the correct completion of all of your customer's entry paperwork e.g. indemnities, vehicle check forms etc.
- Conduct vehicle safety checks when and where it deems such checks are necessary.
- Supply one set of graduated trophies showing the date, your group's name and the name of the event; for 1st, 2nd & 3rd positions.

GSPs are responsible for:

- Creating a competition format which meets your customers desires and expectations that fits within the physical limitations of the Grid Slot resource you have purchased.
- Creating social functions that will build the esprit de corps of your group
- Advise and explain the required competition format for the Venue management's approval
- Negotiate when necessary, the methods used to deliver the format
- Supply a Driving Standards Observer (DSO) to race control at least five minute before the start of an activity in which your customers are participating
- If your competition rules require it, supply a Technical Compliance Officer (TCO) to check your customers' vehicles for compliance with your regulations.
- The rules for the giving out of trophies and the trophy presentation procedure (note that if extra trophy sets are required the Venue management needs one week's notice and the fee is \$50 per set)
- Compliance checking after completion – e.g. weighing in.
- Initial handling of any requests or appeals and co-ordinating any hearing with the Venue management and its personnel should a hearing, in your opinion, become necessary.
- Maintaining discipline within your group and managing inter-personal disagreements
- Creating a general feeling of Bon Homme amongst your customers to keep them satisfied and coming back.
- Advise your customers, usually through the DSO, of any penalties they have incurred and why.
- Use the tools provided by the the Venue management On-line Entry System to ensure that any of your customers who have been banned from activities at the Venue management do NOT get their entry confirmed.
- In some cases your customers may have lodged entries for forward events – it is your responsibility to ensure that those entries are withheld until the suspension has expired.

Appendix “I”

Special Operational Notes for setting up and running Public Street or Track events

Special Considerations & Specifications

for

Speed Events conducted on a closed Public Street &/or Road

Introduction:

RACERS Pty Ltd (ABN 55 098 088 610) was founded on September 7th 2001 to provide companies and organisations the ability to operate in a motorsport environment which allowed event providers and/or promoters more freedom to provide activities to meet customers' expectations and desires. A RACERS Permit describes a Code of Conduct, a minimum set of procedural and safety requirements that the organisation agrees to which form the basis of delivering a safe, successful and insurable event. The RACERS insurance policy can then cover the event, its activities and its participants for Public & Product Liability, Professional Indemnity and Accident Cover, amongst other items.

The value of the coverage will always be above the minimum amount stipulated by state authorities and is currently set at \$30,000,000. Until 2018 the policy is supplied by a first line Lloyds of London syndicate policy. For more information about RACERS, its guidelines and the insurance coverage please contact RACERS@qldraceways.com.au or call the writer, John Tetley on 0418860444.

Purpose of this Document:

There is a growing desire for short course "Lap Dash" timed events to be held as part of a festival or local celebration at small to mid-sized towns in rural areas. RACERS has been approached to become a supplier of Permits for these events and this document addresses the unique requirements that these events entail in excess of RACERS existing requirements.

All of the information contained in this document is to be read in conjunction with the description of the requirements for the general conduct of non-race events published by RACERS as updated from time to time on the website. If there appears to be any conflict in the words between the documents, the least risk and most practical interpretation, in other words "commonsense", is to be used. Organisers agree to implement these rules.

As the roads used for these events are normally open to the public it requires special permission for the roads to be closed for the purpose of conducting an event. Road closure(s) usually require the permission of a number of local and state authorities. It is the sole responsibility of the promoters to get these permissions. It is NOT a condition of the Permit issued by RACERS that promoters of these events get these permissions nor is it a responsibility of RACERS to assist with those requests for permission nor does RACERS take any responsibility for the promoter's failing to obtain the required permits.

The balance of this document describes the measures that must be undertaken to protect:

- the General Public & Spectators
- the Participants
- the Observers
- the Public Assets

Description of Spectator safety requirements

The only safe motorsport event for spectators is the one they do not attend! There are many unpredictable situations that can occur in motorsport that can pose a danger to every attendee at an event. The highest priority is always for the protection of the innocent and ignorant as they may not be aware of the dangerous situations they can place themselves in.

The promoters of events at temporary venues must always try to predict:

- Where members of the public are likely to stand
- Where members of the public are likely to wander into

These predictions should be documented in a Targeted Risk Assessment which forms part of the documentation of the Event and details the actions taken to keep the public out of potentially harmful areas.

It should always be assumed the public are far more likely to be interested in the activities than their own safety when attending events. Promoters should therefore try to educate and shepherd the public into safer conduct and protected areas whilst they are attending an event.

Obviously the public will still find ways to confound the promoter but it is possible to predict the likely outcomes in what are recognised as the most dangerous situations which we have detailed below. The following is NOT a complete list but does provide a groundwork for the protection of the public from the more obvious dangers involved in kinetic energy from cars travelling at high speed.

TRACKSIDE SPECTATOR PROTECTION REQUIREMENTS:

The primary objective of the safety furniture configurations detailed below is to ensure members of the general public have the highest practical degree of protection in the event of a crash. The secondary objective is to minimise crash related personal injury to participants by extending the period of time between contact and stationary by extending the length of the run-off available for the retardation of the vehicle.

Head-on & Maximum Speed:

There must be no spectators in an area where it can reasonably be expected the vehicle will exceed 150 km/h and the trajectory of impact is likely to be more than 45° against the wall from the straight-ahead run-off direction unless all of the following apply:

- linked concrete barriers with at least 3.5 t mass per barrier. Where arrestment barriers or retardation traps cannot be installed the minimum barrier mass is 5t .
- a 1200 mm high chain wire fence or suitable barrier placed 3 m behind the concrete barriers
- a diagonally braced 4 mm x 90 mm welded mesh debris fencing 2 m behind the concrete barriers with a height at least 2 m above the level that the spectators are standing on.
- at least two arrestment barriers placed 2 and 5 metres from the linked concrete barriers with a minimum length matching the length of concrete barriers they are protecting. Where space is available, deflection barriers positioned to ensure that the trajectory of impact against a wall will be less than 35° from the straight-ahead run-off direction is the preferred installation.

The objective of this safety configuration is to ensure that head-on, or near head-on, impacts with the concrete wall will occur at speeds of less than 100 km/H and, where possible, impact angles against the wall will be less than 30°.

Medium angle and/or Medium Speed

Where the speed can reasonably be expected to be below 100 km/h; or the angle of impact against a wall is likely to be less than 45°, spectators will be permitted in those areas provided they are located behind:

- linked concrete barriers with at least 3.5 t mass per barrier
- a 1200 mm high chain wire fence which is situated 2 m behind the concrete barriers
- 4 mm x 90 mm weld mesh debris fencing finishing at least 2 m above the spectator's ground level
- there is at least one arrestment and/or deflection barrier(s) which are of adequate length and the positioned where they can reasonably be expected to alter the trajectory of impact by 15° and/or the speed by 40%

The objective of this safety furniture configuration is to extend the run-off after contact with the barriers to ensure that the total amount of kinetic energy is dissipated over the longest period of time by extending the length of the run-off available for the retardation of the vehicle.

Acute angle and/or Lower Speed

Where the speed can reasonably be expected to be below 80 km/h or the trajectory of impact angle is likely to be less than 15° against the wall or barrier in the direction of travel the following will be required:

- Linked concrete barriers with at least 2.5 t mass per barrier
- a 1200 mm high chain wire fence situated 2 m behind the concrete barriers
- 4 mm x 90 mm weld mesh debris fencing finishing at least 2 m above the spectators ground level

NOTE: Use of properly pinned and linked "Ironman" barrier is considered the equivalent of 3.5t concrete barriers

GENERAL ADMISSION AREAS:

The general public must not be permitted to enter any potentially high speed traffic areas.

This is to be achieved by some combination of the following:

- paddock marshals
- temporary pedestrian fencing
- permanent pedestrian fencing
- where it is necessary for the public to cross a stream of competitor traffic it must be at clearly marked crossing points that are manned by appropriate personnel and/or security guards
- all no-go zones are to be clearly signposted to exclude the general public

MARSHALLING/PIT/PADDOCK AREAS:

The general public is not to be permitted into these areas unless:

- they are accompanied by a crew member for the team they are visiting
- they have a specific purpose, e.g. consulting, to perform
- all activities for the day have ceased
- no children are permitted into these areas unless the above conditions are met and:
 - they are over the age of 12
 - they are restrained by their parents if they are less than 12
 - they are carried by their parents if they are less than six

These areas are NOT public access areas and must be policed to a high level of vigilance. Any member of the public found in these areas is to be ejected immediately by the security staff.

Description of Participant safety requirements

START LINE:

For one at a time starts for Street Sprints and Lap Dash events and the like, the vehicle must launch at an angle no greater than 15° from the trajectory to the apex of the first corner if that corner is less than 150 metres from the start line.

For street based events the minimum starting separation between vehicles is 200m. When the track is longer than 750 meters and speeds of up to 150 KpH are anticipated 250m is the minimum separation. Where speeds above 150 km/h are anticipated a minimum separation between vehicles shall be at least 300m or three cars per kilometre of track length.

THE FINISH LINE:

The minimum width of the finish line must be 6m or at least twice the width of the widest car competing in the event. The centre of the finish line must be directly in line with the exit trajectory from the final corner which must be no less than 150 m from the exit of the final corner. Where a chute is used to separate finishing cars from starting cars the exit from the chute must be at least 50% wider than the widest car competing and provide full protection for the starting vehicle.

There should be a clear space run-off after the finish line measuring at least 1.5 m for each 1 km/h that the fastest car is expected to achieve at the finish line. The minimum amount of run-off after the finish line is 1 m for each 1 km/h and in which case it must have a triple depth arrestment barrier from that minimum distance before finishing with at least two linked 3.5 t concrete barriers.

OBSTACLES:

Curbs: concrete barriers may not be placed in gutters in front of curbs. On Straights, barriers are to be placed on top of curbs and no more than 100 mm from the front face of the curb. On curved curbs the barriers are to be angled around the curb to minimise the distance from the face of the curb to the face of the barrier.

Trees and poles: A deflection barrier is to be placed as close as practical to 5 m from the obstacle which is backed up by an arrestment barrier approximately halfway between the obstacle and the deflection barrier. Where available, as a final line of defence a single 4 m concrete block weighing at least 3.5 t should be centrally placed 1 m from the obstacle tangential to the anticipated trajectory of the vehicle.

Apparel and Equipment requirements:

HANS Devices:

In every vehicle fitted with a full harness, and capable of reaching more than 150 km/h during its run, the use of a HANS device is mandatory.

In all other respects the requirements are identical to those published under the RACERS list of requirements published for Open Sprint events of a similar nature held on regular racetracks.

Chicanes:

Where speeds are likely to be highly injurious due to the topography of the track and/or its safety furniture, chicanes should be deployed to generate safer trajectories and/or to diminish the speed and therefore the likely extent of injury to a level that is generally accepted within motorsport.

Chicanes must be constructed and designed in such a way that the exit from the chicane ensures the vehicle leaves the chicane on the safest possible trajectory for the next corner or next chicane. Where there is sufficient runoff and penalties can reasonably be applied, chicanes are best constructed by the use of low profile (>40mm high) speed humps that are bolted to the road.

Suitable systems and equipment are available from Saferoads Australia (www.saferoads.com.au).

For small events the chicane may consist of standard traffic cones on the proviso that they are at least 750 mm high. Care must be taken to ensure that cones cannot end up in a spectator area. Officials must not enter a hot track to reset the cones. Any vehicle contacting cones should pull over in the nearest safe place to check for damage and remove any cones that may have become jammed into or under the car.

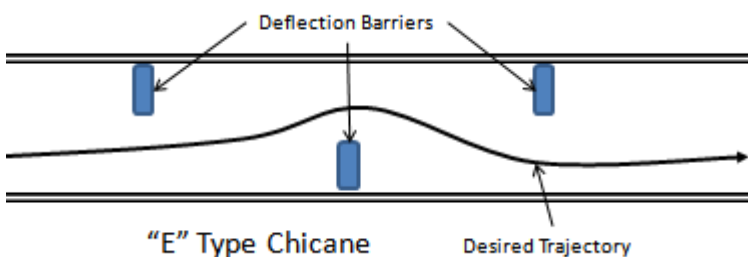
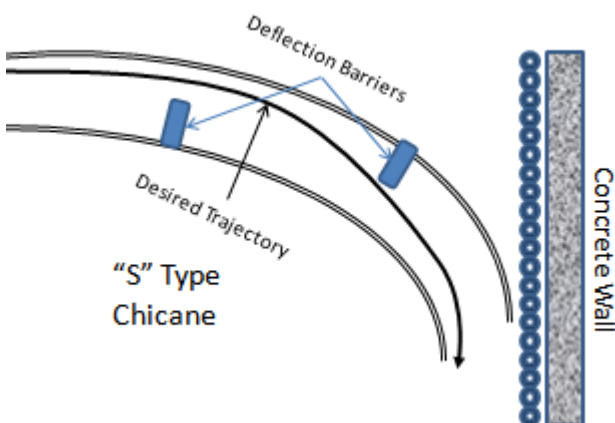
Two types of chicanes are permitted:

S type; these types are used where the desire to reduce speed is not as important as the desire to change the trajectory of the competing vehicle. These types of chicanes would normally be deployed on the approach to a slow corner. Multiple S chicanes at an appropriate spacing may be configured to get the best effect.

E type; these types are used where the desire is to reduce speed but for the vehicle to continue in a more or less straight line. These types of chicanes would normally be deployed in the middle of a long straight.

The actual dimensions of the chicane are dependent upon the amount of deflection or retardation that is required and need to be designed at the track by experienced drivers.

Please see the sketches below:



Description of Observer's safety requirements

Safety Observers should be placed such that they have a clear view of the preceding safety observers station and the safety observers station immediately following their position.

Observers with radios and possibly with red flags and yellow flags positioned around the circuit must be located behind either 1 x 5 t concrete barrier or 2 x 3 t concrete barriers that are at least 1 m in height, in positions which could reasonably be expected to have impact angles of less than 30°. Observers are required to stand at least 1 m behind these barriers and ensure that they have the ability to quickly depart the area and/or duck below the barrier height.

There should be at least two fire extinguishers at each observation point.

The preferred method of signalling for this type of event is large and bright red lights directly in the driver's line of sight.

Wherever possible a traffic light signalling system shall be used to advise participants to:

- A. IMMEDIATELY slow down to 40KpH and return to the pit lane/paddock area via the Finish line. This requirement is shown by the assertion of a FIXED RED LIGHT.
- B. IMMEDIATELY STOP and wait in position on the race track so that emergency vehicles can enter the track IMMEDIATELY and pass participating vehicles on the way to a crash site from any of the emergency track access points around the track. This requirement is shown by the assertion of a FLASHING RED LIGHT.

These lights would normally be activated by the observers via a handheld switch on the instructions of the Event Manager where there is time; otherwise the Observer may assert the condition and be held accountable afterwards.

There is no need for special racing flags (e.g. Red/Yellow oil flags) as, due to the lack of distance involved in this type of event, every condition needs to be dealt with immediately.

Protection of public assets

It is essential that to prolong the availability of the street sprint events that public property be treated with respect and preserved as much as possible. The event organisers must be able to show to the owners and custodians of these public assets that, at all times, they have implemented strategies to reduce or eliminate the potential for damage to the public assets.

This includes such things as NOT:

- over loading road surfaces
- using equipment that is likely to damage Road or curb and channel.
- blocking drains, breaking covers on utility pits and suchlike
- permitting stationary burnouts or blowouts during burnout events
- permitting the general public to sit on, or climb on, fencing in the area
- allowing the lighting of fires at campsites except in properly constructed fireplaces

The above are just examples of the consideration required by the promoters if an event is to continue to be supported by the people who are held responsible for the quality of the public assets and its drain on the public purse.