

Acknowledgements.

The co-operation of the following in the production of this booklet is gratefully acknowledged and appreciated.

Printers

Sponsors

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RACMSA

In particular we would like to thank you the Marshal for turning out to assist us with this event.

As you know without your help this event would not be possible.

THANK YOU

The Committee of the De Lacy Motor Club Ltd
and

The Organisers of this event!!

Your name has been entered in the prize draw, which is kindly supported by our event sponsors and the competitors.

Good Luck

Stay Safe

Have a great days sport



INTRODUCTION

Hello and again thank you very much for giving up your time to help marshal on this event. We cannot stress enough that without you giving up your free time then this event would not be able to run.

So whatever you might be doing, be it working in a time control, standing on the loneliest junction in the depth of the countryside, or staffing the service area, then your help is invaluable.

This handbook has been designed to assist you regardless of your level of experience. We the organisers would ask that you read this handbook carefully and take note of the points raised in it.

The Organisers of the event
and
The Committee, De-Lacy Motor Club Ltd.



Marshals Instructions

As we have asked before, please read these instructions carefully, even if you are an experienced Marshal. There may be something, which you had forgotten.

Identification

Ensure that you display your official Marshals identification at all times whilst you are "on duty" on this event. This includes any tabard you may have been given. If you are a registered RACMSA Marshal, then please wear this together with any identification for this event. These types of identification are in effect your badges of authority.

Your Safety

In addition to reading through this booklet, please make yourself familiar with the diagram of your stage, supplied to you at signing on. In particular make yourself familiar with the positions of the nearest junction(s) and marshals, the nearest radio point, doctors and ambulance.

Please park your vehicle well away from the rally route. When you signed on at the stage start today, you accepted that;

"Your vehicle will be placed at least 30metres from the competitors' route and in a place of safety."



If you are parked down an escape road then ensure that you are at least 100 metres from the competitors' route.

When you arrive at your location, you may find that the junction has already been constructed. You may have to move this in order to park, but please ensure that it is put back once you have parked your vehicle. If the junction has not been built then ensure that it is built sufficiently well to be visible to the competitors and spectators alike.

For your own safety there are also some other rules, which you should take note of, they are;

UNDER NO CIRCUMSTANCES SHOULD YOU

- Drive on the stage after it has gone live or ready to receive competitors.
- Drive on the rally stage at any time against the direction of traffic or rally route
- Dismantle or move from your junction until the Course Closing Car has passed your location

Spectator Safety.

You will have received a copy of the "Spectator Code". At all major entrances to the Special Stage there are copies on display to all spectators. This code is for their



guidance and safety. (continued)

- Please make sure that spectators and members of the press* do not settle themselves in any of the recognised areas of potential danger, (marked on your junction diagram)
- Make sure that they do not obscure any arrows or signs, which are essential to the safety of the competing crews.

*If you have to ask spectators to move then please be firm but fair in your handling of them. Be friendly but firm wherever possible. It is much easier to run the event with people with us and not against us. However should these spectators be obstructive, please advise them that the stage will be held until such as times as they do move. Ensure that you make contact with the Stage Commander via your nearest radio point.

As far as the press representatives are concerned, please use your best judgement about where they choose to stand. Official photographers will be issued with identification to that effect for the event by the organisers. They have a job to do and they are well aware of the risks involved and will have signed a disclaimer. ***However, this event will not tolerate photographers or video personnel in any box junction.***



Warning Notices

Whilst we are talking about spectators, it is important to note that it must be impossible for any member of the public to have access to any special stage without,

- Being aware of it
- Having been seen by an official or marshal
- Having seen a warning notice
- Having seen a copy of the "Spectator Code" on prominent display.

The National Parks Authority and the other landowners have requested that Marshals tell them that they are on or entering a special stage route. All footpaths and intersections with the route will be clearly marked with the following symbol.

Stage Equipment.

You are responsible for the upkeep of the signs, arrows etc at your assigned point. Please make yourself familiar with the location of arrows etc. should any become knocked down or damaged then wherever possible please replace them. If any materials to block an escape route are damaged or displaced, then please replace as best as



you can. Please remember that the object of today is to test the skill of the drivers, not to trick them into making mistakes.

After the Course Closing Car has passed you, see below, please dismantle your location. Ensure that all arrows, stakes, signs, tape and any other materials are collected and taken to the end of the stage for collection by the following equipment crew(s). Any brushwood that you have used for your location, should be removed from the track and placed back into the undergrowth, **NOT IN THE DRAINAGE DITCHES**. Before you leave please check that you have not left any rubbish behind, please take all your rubbish home with you.

Stage Operation

Now that you are in location and ready to run, you will find the following happening. You should be in position and ready to receive vehicles by the given time.

Prior to the first competitor, you may find that there are other vehicles passing through the stage. These may be Stewards, Equipment crews, Timekeepers, Other officials and then finally the Course Opening Car. This last vehicle will be travelling at rally speed. However please be aware that you should be ready and on hand for all the above vehicles.

At the end of the event, a designated Course Closing Car



will traverse the stage. As mentioned above please do not dismantle your location until this vehicle has passed you. This vehicle will be closely followed by any recovery vehicles required and the Stage Commander, be aware that these vehicles will still be "live" in the stage whilst you are tidying up and getting ready to leave.

When you are finally ready to leave, leave only in the direction of traffic and at no more than 20MPH

Incident Procedure.

If an incident occurs at your location please follow the following procedure(s).

If a competitor breaks down, stops or has an incident, then provide one Marshal to indicate to following vehicles that there is some incident in progress. Indicate to them to move over and slow down if possible.

DO NOT ATTEMPT TO STOP A COMPETITOR

No marshal has any authority to stop a vehicle, unless a persons life is in danger.

Competitors are required to carry with them "OK" and "SOS" boards for use at incidents, they should be displaying the appropriate sign.

For example if medical assistance is required then the "SOS" should be displayed and in the case of any other situation, then the "OK" board should be displayed.



Should you have a radio point in your vicinity, then please inform them of details of the incident. Keep it brief but to the point.

Fire.

If there is a fire, then if possible help the crew out of the vehicle, their safety is important. The crew will have safety harnesses, which will usually have a quick release mechanism, if you are in any doubt then cut the harness with a knife to release the crew.

All competing cars have a remotely operated under-bonnet fire extinguisher, in addition to, at least one hand held unit in the cockpit of the car, both of these can be activated quickly.

At all times you must be aware of your own safety. Do not put yourself in a position of danger.

Other Incidents.

- Keep spectators away from the incident
- Turn off the ignition cut out switch, this is usually located on the windscreen scuttle and clearly marked with a lightning flash symbol



- Use the competitor's red warning triangle to warn other competitors.
- If you need to suspend the stage or you require urgent medical assistance, then you must contact the nearest radio car in addition to displaying the "SOS" board for the attention of following competitors.
- Stabilise the car if it is in a dangerous position.

- In an injury situation do not move the injured party until medical assistance arrives, unless the crew is in immediate danger, fire, car going over a drop.
- Ensure that any injured party can breath properly, left the chin only to open the airway try to maintain the airway and wherever possible remove any blockages and loosen any clothing around the throat. Keep them warm to prevent the effects of shock.
- If there is an incident involving injury, your Stage Commander will require you to make a written report at the end of the incident or the stage.



Your Stage Commander will have a set procedure for an emergency in their stage. They will have set access routes. You will in the early stages of any incident, be the eyes and ears of Stage Commander.

Try wherever possible to keep the route clear for other competitors, if a car leaves the road, then make sure that the crew is safe and then make sure that other competitors are not delayed or endangered if they try to re-join the stage. If it is unavoidably blocked, then again



report this to the Stage Commander, giving all the details of numbers of cars involved etc.

Any other Marshalling.

We appreciate that you will not always be working in a special stage. The safety aspects of this booklet are still relevant to any other tasks, which you undertake.



SAFE AND NO GO AREAS FOR JUNCTIONS AND CORNERS



