



## FINAL INSTRUCTIONS – DONINGTON PARK

14<sup>th</sup>-15<sup>th</sup> September 2019

### British GT Race Weekend

GP Circuit – 2.49 Miles (4.003km)

This meeting is organised by the British Racing & Sports Car Club Ltd governed by the General Competition Rules of the Motorsport UK, incorporating the provisions of the International Sporting Code of the FIA, additional Supplementary Regulations and any written instructions the organisers issue for the event.

These Final Instructions should be read in conjunction with any further instructions or bulletins issued by the organisers.

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#### 1 Permits

This event will be held under the following Motorsport UK Permit numbers:

Intl Endurance **113098** National A **1113095** National B **1113096** Clubmans **113097**

This event is **NCAFP** permitted

#### 2 Officials

<b>Motorsport UK Steward</b>	Bernard Cottrell
<b>Club Stewards</b>	Richard Norbury, Trevor Parry
<b>Senior Clerk of the Course &amp; British GT Race Director</b>	Peter Daly
<b>Permanent Clerks of the Course</b>	David Scott (F3), Ian Denyer (Mini) , Brian Poulter (VW Cup)
<b>Clerks of the Course</b>	Steve Burns, Luke Souch
<b>Probationary Clerk of the Course</b>	Luke Caudle
<b>Secretary of the Meeting</b>	Rita Ashman
<b>Chief Scrutineer</b>	David Baxter
<b>Chief Medical Officer</b>	Dr Bob Winter
<b>Chief Time Keeper</b>	Gethin Rees
<b>Chief Marshal</b>	Alan Tyson
<b>British GT Driving Standards Advisor</b>	Michael Vergers
<b>F3 Driving Standards Advisor</b>	Rob Jenkinson
<b>BRSCC Safeguarding Officers</b>	Liz Goodrich, Penny Mattocks

#### 3 Passes

For those competitors not using permanent British GT/Support Race passes, tickets and vehicle passes will be distributed under separate cover.

Please note that private cars will NOT be allowed to park in the Paddocks. Ample parking has been provided for private cars and personnel are asked to use these to enable the paddock to be presented in a professional manner.

#### 4 Venue Access

Access to the venue/circuit for competitors will be as follows:

- **British GT teams will have access to the garages from 18.30 on Thursday 12<sup>th</sup> September.**
- **Support series have access to Paddock 2 & 3 from 18:30 on Wednesday 11<sup>th</sup> September if testing on Thursday. If not testing on Thursday, access is from 18.00 on Thursday.**

#### 5 Health & Safety

At all times whilst in the confines of the venue competitors should comply with the Circuit and Club Guidance Notes printed further on in this document.

## 6 Pit & Paddock Areas

**Any competitor/team who may have stationed themselves in the incorrect place (according to the plan issued by the Secretary of the Meeting) in the paddocks and has refused to move when asked by an SRO/BRSCC/MSO-CS official, may be reported to the Clerk of the Course.**

**6.1** Engines must not be run before **09.00** or after **20.00** hrs on the day of the meeting. It is forbidden to start the engine of any competing car in the Pits and Paddock area at any time whatsoever on the day immediately before the date of the meeting. Circuit Security Contractors are empowered by the organisers to strictly enforce this regulation.

### 6.2 Paddock

- Waste oil should be removed from the venue or disposed of in the waste oil containers where provided.
- All domestic rubbish must be placed in the bins provided and any scrap vehicle parts including tyres must be removed from the venue.
- Under no circumstances must any paddock surface be broken in any way i.e. tent pegs/stakes etc.
- Hospitality is not permitted in the paddock/pit area without the express permission of the circuit owners. The only exception to this is hospitality for competitors and official team personnel.

### 6.3 Pit Lane

- The outer lane or lanes are to be kept unobstructed to allow safe passage of cars at all times. The onus shall be on all drivers to take due care and drive at minimum speeds in the Pit Lane. **Occupants of the pit garages are reminded that during any other qualifying session or race, their race cars must be totally inside the pit garage and all ancillary equipment cleared to the inside of the garage.**
- Please observe the pit lane speed limit which is **60kph (British GT – 50kph)**.
- The Stop/Go penalty box is located at the pit exit.
- Refuelling in the pit lane is not permitted unless allowed for in Championship/Series Regulations.
- Children under the age of 16 years are not permitted in the pit lane area.

### 6.4 Support Vehicles

The use of vehicles is not permitted unless towing a trailer for the purpose of transporting ancillary motor race equipment in the pit & paddock area. No competitor may use a support vehicle in the pit road at any time unless authorised by a race official. Any misuse of “support vehicles” will be brought to the attention of the Senior Officials and appropriate action may be taken.

## 7 Signing On For Competitors

Administration checks will be at the time and place as advised below.

Class	Time	Location
Protyre Motorsport Ginetta GT5 Challenge	16:00 – 17:00 (Fri)	Ginetta Race Centre
	08:30 – 08:45 (Sat)	Ginetta Race Centre
Ginetta G40 Cup	16:00 – 17:00 (Fri)	Ginetta Race Centre
	09:15 – 09:30 (Sat)	Ginetta Race Centre
Mini Challenge	16:00 – 18:00 (Fri)	Mini Challenge Race Centre
	09:30 – 10:00 (Sat)	Mini Challenge Race Centre
BRSCC Sports & Saloon Car Trophy	07.40 – 08.00 (Sat)	Race Admin, 1st Floor, Race Control
British GT Championship	08:15 (Sat)	SRO Club
BRDC British Formula 3 Championship	09:15 (Sat)	SRO Club
Volkswagen Racing Cup	12.00 – 12.15 (Sat)	Volkswagen Race Centre

**7.1** All Competitors/Entrants must provide at Signing On:

- Competition Race Licence or equivalent/ Entrants Licence or equivalent (Where applicable) **Competitors with Non Motorsport UK Competition Licences (except Motorsport Ireland) competing in a National Event are reminded that under Article 2.3 of the International Sporting Code, written approval must be given by their ASN to compete in this event. Written approval will be checked at signing on.**
- Drivers Medical Certificate (if not incorporated in the Licence)
- Valid Club Membership (where applicable)

Drivers are reminded that licences, medicals and upgrade cards must be valid, bearing a recent photograph and be signed by the driver before presentation to the officials at Signing On. Without these they are not valid. Upgrade cards can be downloaded from <https://www.motorsportuk.org/assets/2019competitorupgradecard.pdf>

**7.2** It is the responsibility of the driver to collect his/her licence and/or upgrade card after the event.

**8 Scrutineering**

All competitor's cars will be scrutineered at the times and place stated in the table below.

Class	Time	Location
British GT Championship	From 14:30 to 18.00 on Friday	In situ
BRSCC Sports & Saloon Car Trophy	From 08:00 on Saturday	Scrutineering Bay
Protyre Motorsport Ginetta GT5 Challenge	From 09:00 on Saturday	Scrutineering Bay
BRDC British Formula 3 Championship	From 09:30 on Saturday	In situ
Mini Challenge	From 10:00 on Saturday	In situ
Ginetta G40 Cup	From 10:30 on Saturday	Scrutineering Bay
Volkswagen Racing Cup	From 12:00 on Saturday	Scrutineering Bay

All British GT cars will be noise tested from 09:00 on Saturday in the Parc Ferme area behind the Scrutineering Bay. All GT teams will be instructed to push the cars back through the paddock and will be admitted back into the Pit Lane when free before Free Practice 1 at 09:35. All other cars will be noise tested in the Assembly Area prior to their first session on the circuit. Please ensure you leave adequate time for this to take place as there may be a queue.

At Scrutineering drivers must provide:

- Competition Car
- Paperwork from BRSCC Officials confirming driver has signed on
- Crash helmet, visor or goggles, gloves, FHR device, boots and overalls
- Vehicle Identification forms (if required)
- MOT/road fund licence (if required)

**9 Eligibility**

In addition to the series Eligibility Scrutineers, eligibility may be checked by a member of the Motorsport UK Technical Commission as listed in the Motorsport UK Officials' Yearbook Appendix 5(d).

**10 Briefings**

ALL Competitors **MUST** attend their respective drivers' briefings at the allotted time and location as shown in the table below.

Attendance is **MANDATORY** and non-attendance or late attendance may be penalised by the Clerk of the Course. The organisers reserve the right to call subsequent briefings at any time, should they consider it necessary. Such briefings will be announced via bulletins and/ or paddock announcements.

Class	Time	Location
BRSCC Sports & Saloon Car Trophy	08:20 (Sat)	Briefing room in Garage 39 Diner
British GT Championship	08:30 (Sat)	SRO Club
Protyre Motorsport Ginetta GT5 Challenge	08:45 (Sat)	Ginetta Race Centre
BRDC British Formula 3 Championship	09:20 (Sat)	SRO Club
Ginetta G40 Cup	09:30 (Sat)	Ginetta Race Centre
Mini Challenge	10:30 (Sat)	Briefing room in Garage 39 Diner
Volkswagen Racing Cup	13:50 (Sat)	Volkswagen Race Centre

**11 Circuit Access**

**British GT** competitors will access the circuit via the pit lane exit. All other competitors will access the circuit via the Assembly Area which is located at the bottom of the Grand Prix Loop.

**12 Qualifying**

Qualifying will take place as per the timetable. It is the driver's responsibility to be ready at least 20 minutes before their timetabled session. Scrutineering Labels must be affixed to the vehicle and clearly displayed before it is allowed onto the track. Drivers should go to the assembly area 20 minutes before published times and then when directed by the course marshal they should proceed onto circuit.

Double Header Races: Unless championship/series regulations stipulate otherwise, grids for the second race of a Double header event with only one qualifying session will be based on the finishing order of the first race. Retirements will be placed at the back of the grid in reverse order of retirement.

## 13 Race Start Procedure / Grids / Safety Car

All start procedures will be in accordance with the Championship/Series regulations. It is the competitor's responsibility to ensure that they are ready in good time. Under ideal conditions the racing programme may be brought forward. Grids will be formed as per Championship/series Regulations and the terms of the Circuit Licence.

Where races are for a set time duration, the chequered flag will be shown to the race leader the first time he passes the Finish Line after the time has elapsed.

### 13.1 Rolling Start

The following Championship/Series will use a rolling start;

- **British GT Championship**
- **BRSCC Sports & Saloon Car Trophy**

All British GT competitors will leave the garages and form up in the pitlane. The race start procedure will then be in accordance with Championship Regulations.

### 13.2 Standing Start – Other races

All races will be gridded up in the Assembly Area and released on to the circuit in qualification grid order. Once all cars are in position on the grid, the countdown procedure will commence from the 1 Minute Board to complete the Green flag lap. All competitors must maintain grid position on this lap as failure to do so may result in them being penalized. It is the competitor's responsibility to take their correct position on the grid. Once all competitors are stationary the 5 second board will be shown and the red lights will be displayed. At some time between 2 and 7 seconds the red lights will switch off - signaling the start of the race.

The following Championship/Series will use a standing start;

- **BRDC British Formula 3 Championship**
- **Protyre Motorsport Ginetta GT5 Challenge**
- **Ginetta G40 Cup**
- **Volkswagen Racing Cup**
- **Mini Challenge**

### 13.3 Safety Car Intervention

The Clerk of the Course will have the facility for the use of the Safety Car in accordance with the Championship / Series regulations. It is the driver's responsibility to make sure they are fully aware of these regulations. The Safety Car will join the circuit from the pit lane exit and will exit the circuit via the pit lane entrance.

### 13.4 Green Flag/Formation Lap

Should there be a change in weather conditions which would necessitate an additional green flag/formation lap, then at the discretion of the Clerk of the Course, the race duration may commence once the last car starts the additional green flag/formation lap.

13.5 The BRDC British Formula 3 races will be over 12 laps with a maximum duration of 20 minutes.

13.6 In the event of circuit light failure for either start type the Union/National flag will be used to start all races.

## 14 End of Track Session Procedure

14.1 At the end of each track session be it qualifying or the actual race, all vehicles must slow down after taking the chequered flag and leave the circuit **via the Pit Lane Entrance** and then follow the instructions of Officials/Marshals.

14.2 At the end of your race, presentations will be carried out in accordance with Championship/Series regulations if time permits. Please follow instructions of race marshals etc. In the case where the presentation does not take place immediately after the race, competitors should report to the Paddock/Race Secretary's office. **Please note that the use of 'confetti cannons' are prohibited within the circuit.**

## 15 Judicial

Breaches of driving standards will be firmly dealt with. If the Clerk of the Course wishes to view evidence from the TV production company, any competitor's personal in-car camera, and/or data logging evidence in order to assist with his enquiry into a breach of driving standards he may order that the results remain provisional and he may take judicial action at a later date. However, the use of video evidence and/or data logging evidence is at the sole discretion of the Clerk of the Course.

## 16 Judges

Judges may be appointed in accordance with Motorsport UK Regulation [Q 18].

## 17 Stop & Go Drive Through Penalties

The Clerk of the Course reserves the right to impose a 'Stop/Go Penalty / Drive Through penalty' in accordance with Motorsport UK Regulation [Q 12.6]

## 18 New Track Regulation

We draw your attention to a new Motorsport UK Regulation, Q14.4.4, which states "Causing a collision, repetition of serious mistakes or the appearance of a lack of control over the car (such as leaving the track) will be reported to the Clerk of the Course and may entail the imposition of penalties up to and including the disqualification of any driver concerned.

## 19 Race Day Information

The organisers will try to run the programme as published, but they reserve the right to delay or bring forward event times to suit the conditions of the day. Copies of practice times, grid sheets, provisional results & official bulletins etc will be available from the Paddock Office.

## 20 Video Equipment

- (a) Video equipment must not be fitted to any vehicle without express permission from the circuit and SRO if it is to be used for commercial purposes. Any driver/team transgressing this regulation maybe subject to a fine of £1,000 and disqualification from the event.
- (b) Once permission has been obtained video equipment must be fitted to the vehicle prior to scrutiny and the scrutineer must be advised.

## 21 Social Media

Please take time to read the Motorsport UK's guidelines on Social Media which can be found at <https://www.motorsportuk.org/assets/msasocialmediaguidelines-6.pdf> Please refrain from making comments about fellow competitors and officials that could be interpreted as bringing your championship, the hosting circuit, the BRSCC and individual drivers and officials into disrepute.

## 22 Special Circuit Notes

### 22.1 Paddock

The roadways within the Paddock Area and the Fire Lane immediately behind the Pit garages must be kept clear of all vehicles at all times. It is prohibited to park vehicles so that they are backed up against the Pit Garage doors.

### 22.2 Illegal Driving

All competitors are reminded that they are liable to disqualification from the meeting if any person associated with their team who is below the age at which a driving licence may be issued, is seen riding or driving a motor vehicle of any type within the paddock, or any other part of the grounds. Competition vehicles must not be used to transport personnel unless the passenger is contained within the framework of the vehicle.

### 22.3 Pit Signalling Wall

This must be kept clear of all team personnel at the start of each race until all cars have entered Redgate Corner on the first lap.

### 22.4 Start / Finish Straight

Drivers who deliberately take to the grass verges between the starting grid and Redgate Corner in order to gain an advantage, will be Black Flagged.

### 22.5 Track Limits

Competitors should be aware that specific guidance has been issued by the Motorsport UK regarding the penalties to be applied for drivers breaching track limits during races. These are as follows:

- 2<sup>nd</sup> offence - warning flag
- 3<sup>rd</sup> offence - 5 second penalty
- 4<sup>th</sup> offence - 10 second penalty
- 5<sup>th</sup> offence - drive through penalty
- 6<sup>th</sup> offence – disqualification

Track limits infringements during qualifying may result in the competitors times being disallowed.

### 22.6 Damage and Recovery from the Circuit

The circuit/club cannot be held liable for any damage that is caused in the course of removal of any vehicle from the circuit.

**22.7 Live Snatch**

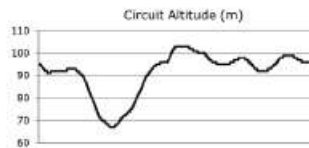
During all practice, qualifying and races, the Clerk of the Course will have the option to carry out "live snatches" under local Yellow Flags and Lights. Lights displayed on the Circuit Light Boards have the same meaning and carries the same penalties as flag signals.

**22.8 Power Supply**

For details of hooking up to the electricity supply please contact Bob Dawson on 07831 533500 or [bob@awshire.co.uk](mailto:bob@awshire.co.uk)

**23 Circuit Map**

**Donington Park GP**



Length	2.4873 miles	4003.0 m
FL	52.82971 N	1.37867 W
I1	941m	52.83226 N 1.37893 W
I2	2641m	52.82866 N 1.37129 W
Pit Entry	3966m	52.82951 N 1.37832 W
Pit Exit	229m after FL	52.83002 N 1.38218 W
Pit Entry-Pit Exit 256m, 18.4s @50kph, 15.3s @60kph		

All results available at [www.tsl-timing.com](http://www.tsl-timing.com)

**24 Pit & Paddock Plan**

The Pit & Paddock plan will be issued separately

**25 Appendix A – Safety Guidance Notes**

MSV adheres to the Health and Safety at Work Act 1974 and its supporting legislation, regulations and guidance and we expect the same high standards and best practice from those coming to our Venues.

All teams and contractors must appoint a designated responsible person to oversee the safety of activities carried out on site. This name and contact mobile number should be known by the whole team and passed on to an MSV representative on request.

**1. Storage and Use of Petroleum Spirit**

1.1 All petroleum spirit must be stored in appropriate fuel containers complying with all relevant safety standards, away from any source of ignition.

- 1.2 All containers must be indelibly marked; “Petrol - Highly Flammable.
- 1.3 All empty containers must be removed from the venue after the event.
- 1.4 Generators should be powered by diesel and used in the open air.
- 1.5 Appropriate fire extinguishers must be readily accessible near any fuel store or refuelling activity.
- 1.6 Personnel must be trained and wear appropriate fire retardant personal protective equipment (PPE), before using petrol; especially when refuelling.
- 1.7 Vehicle refuelling is to take place in the open air where possible. If refuelling inside the garages all users must adhere to the ‘Refuelling Hazard’ signage displayed, as reproduced below;
  - 1.7.1 Petroleum spirit – Highly flammable
  - 1.7.2 No smoking and remove all ignition sources
  - 1.7.3 Switch off engine
  - 1.7.4 Open all doors and shutters – Good ventilation required
  - 1.7.5 Check location of your nearest fire extinguisher
  - 1.7.6 Maximum 25 litres of fuel stored in this garage
- 1.8 A no smoking ban and no ignition sources in the vicinity must be enforced by the person in charge of the refuelling process.
- 1.9 A vehicle must be cooled before refuelling.
- 1.10 Drivers and passengers must be outside a vehicle during refuelling and it’s recommended all personnel stand a minimum 3m away.
- 1.11 When refuelling is in process a second person must be nearby, ready with a fire extinguisher.
- 1.12 Your attention is drawn to The Petroleum (Consolidation) Act 1928, The Petroleum (Consolidation) Regulations 2014, the Petroleum Spirit (Motor Vehicles) Regulations 1929, The Control of Substances Hazardous to Health Regulations 2002 (and amendments) and The Regulatory Reform (Fire Safety) Order 2005, must be complied with.
- 1.13 Participants are reminded that fuel is available for sale at the Venue. As such it is unnecessary for Participants to carry large quantities of fuel.

## **2. Hazardous Substances**

- 2.1 Some vehicle parts, for example brake and clutch linings may contain asbestos. Participants are encouraged to use non-asbestos substitutes wherever possible. Where asbestos is used, every effort should be used to prevent asbestos dust getting into the air.
- 2.2 Some mineral oils may cause skin cancer. Prolonged contact should therefore be avoided wherever possible. Where contact does occur any contamination should be washed off immediately. The wearing of contaminated clothing (including overalls) should also be avoided.
- 2.3 Various other substances may cause disease or ill health even after very short exposures. Manufacturers guidance must always be followed. Manufacturers and suppliers of such substances are obliged to provide customers with information about the possible harmful effects of their products upon request (Safety Data Sheets).
- 2.4 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using any COSHH substances.
- 2.5 The requirements of the Control of Substances Hazardous to Health Regulations 2002 (COSHH) (as amended) must be complied with.

## **3. Electrical Safety**

- 3.1 All portable electrical equipment must be maintained in a safe condition and hold a valid Portable Appliance Test (PAT) Certificate.
- 3.2 Cables should be flexible (not of semi rigid type used for household wiring) and covered by matting when crossing walkways or fire lanes. Neoprene covered cable will resist damage by oil.
- 3.3 All electrical equipment to be used externally should be weatherproof.
- 3.4 Only British Standard UK plugs or adaptors permitted in site sockets, no overloading of circuits, particularly in the pit garages.
- 3.5 Hand tools should preferably be of the “double insulated” or “all insulated” type, as these provide valuable protection against electric shock.
- 3.6 Electrical equipment and hand tools should not be used in areas where flammable vapours may be present, for example where fuel is being stored or refuelling is taking place.
- 3.7 The Electricity at Work Regulations 1989 must be complied with, or any deviations documented.

#### **4. Fire Precautions**

- 4.1 All teams must keep a working and serviced fire extinguisher close to hand. Fire extinguishers must be annually serviced or inspected, with the date displayed on the bottle, for checking.
- 4.2 Smoking is prohibited in all enclosed areas, including without limitation in the pit garages and in the pit lane. Smoking is also prohibited in all MSV vehicles.
- 4.3 All potential sources of ignition should be kept away from petroleum spirit and vapours. Clear no smoking signage displayed where possible.
- 4.4 Barbecues and cooking equipment are prohibited in pit areas, including garages – keep away from all fuel and combustibles.
- 4.5 Temporary structures to have; an adequate gap separating them from other structures, recommend minimum 3 meters; clearly displayed fire extinguishers next to each fire exit door and clearly visible fire exit signage above each fire door.
- 4.6 Fire lanes, roadways and hatch markings to be kept clear at all times.
- 4.7 Ensure safe access and egress is available in and around team areas, this includes the provision of adequate lighting levels for evacuation purposes.
- 4.8 Catering outlets should hold a minimum of one fire blanket and an additional appropriate fire extinguisher.
- 4.9 Fire extinguishers should not be removed from any fire points unless they are to be used on a fire.
- 4.10 Keep fuel to a minimum on site and store in safe locations away from potential ignition sources.
- 4.11 All fires must be reported immediately to an official, marshal or other member of staff, even if extinguished.
- 4.12 Personnel must be trained in the correct use of fire extinguishers.
- 4.13 MSV permission is required before hot works commence on site.
- 4.14 All fire notices and orders to evacuate must be complied with.
- 4.15 The requirements of the Regulatory Reform (Fire Safety) Order 2005 must be complied with.

#### **5. Working at Height**

- 5.1 Personnel are encouraged to work at ground level where at all possible.
- 5.2 Personnel working at height must be protected from falling; this includes erecting awnings and satellite dishes on top of trucks. e.g. staff must be trained using harnesses and ropes, or handrails must be in place.
- 5.3 All working at height must be well planned and supervised with safe systems of work followed.
- 5.4 Reassess working at height safe working practices during adverse weather conditions.
- 5.5 No one should work underneath those working at height.
- 5.6 Appropriate non-slip footwear and personal protective equipment to be worn.
- 5.7 Manufacturer's guidance to be followed when using ladders, step ladders and all working at height equipment. (Domestic ladders should not be used, use a more substantial commercial ladder)
- 5.8 Domestic ladders or step ladders must not be used on site, only commercial ladders and step ladders.
- 5.9 All ladders, step ladders and any equipment must be checked for damage and removed from use where faulty.
- 5.10 The Working at Heights Regulations 2005 must be adhered to.



## **6. Vehicle Safety**

- 6.1 A maximum 10 mph speed limit is in force on site for all vehicles, where permitted.
- 6.2 No paddock scooters or push bikes are permitted on site unless authorised by the Organising Club. It is the responsibility of the Organising Club to manage and administer paddock scooter and push bike usage by the implementation of a numbered pass system such that the details of each pass holder is recorded and each authorised vehicle has a pass on it. Details of pass holders and their corresponding pass numbers must be forwarded to MSV prior to each event.
- 6.3 Public (and children) are permitted in working paddock areas, therefore drivers/riders must take extra care in these tight localised areas.
- 6.4 Venue signage must be adhered to.
- 6.5 All vehicles driven on site must be road-legal and covered by valid vehicle insurance (including when riding all mopeds, scooters and quads).
- 6.6 All personnel using vehicles on site must hold a current UK driving license (or equivalent), including scooters.
- 6.7 Helmets must be worn by those riding scooters and mopeds outside the paddock and pits. It is MSV's recommendation that helmets are worn at all times riding around site.
- 6.8 All vehicles must at all times, keep to the marked roads when moving around the Venue.
- 6.9 Children are not permitted to ride scooters or quads at any time, or be carried as passengers.
- 6.10 No eating/drinking or the use of mobile phones whilst riding or driving.
- 6.11 Keys must be removed from the ignition of all vehicles when parked or not in use. (Vehicles have been stolen).
- 6.12 Riders or passengers on scooters or motorbikes must not carry unsecured loads.
- 6.13 Hover-boards, electric balance boards or equivalent (non road legal) electric scooters are prohibited from site (disabled blue badge holders may be permitted to ride electric vehicles to aid access, with MSV permission on entrance).
- 6.14 Children are not permitted to play games in the paddocks, garages or pit areas due to the high numbers of vehicle movements in these areas at all times day and night. (No ball games, bicycles or other). Move into quieter parts of the venue for these activities, away from vehicles.
- 6.15 Children must always be supervised at all times in the Paddock and Pit areas. They are not permitted inside garages or the pit lane.
- 6.16 Vehicles must be driven or ridden as per manufacturers instructions and with the set amount of passengers. (Eg. A 2 seat buggy must not carry more than 1 passenger with the driver – no standing on the back).
- 6.17 Breaches to this guidance may result in vehicle keys being taken and vehicles confiscated until teams leave site.

## **7. Compressed Gas Equipment**

- 7.1 Explosions from over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturers' recommendations.
- 7.2 All airlines should be in good condition, well maintained and be inspected regularly.
- 7.3 Always stand clear when inflating tyres and wear protective eye wear.
- 7.4 Compressed gas equipment to be used by well trained personnel only, no under 16 year olds. Any form of horseplay involving compressed air or gas is prohibited.
- 7.5 Compressed gas cylinders should be stored safely, in a well ventilated, upright positions, in accordance with the relevant working practices and legislation.
- 7.6 The requirements of the Pressure Systems Safety Regulations 2000 must be complied with on site.

## **8. Jacks and Axle Stands**

- 8.1 Vehicles should only be raised and lifted on jacks and supported by axle stands which are in good condition, well maintained and rated to lift the vehicle weight safely.
- 8.2 Jack vehicles only on level undamaged ground.
- 8.3 Use the hand brake and chocks to stop the vehicle moving.
- 8.4 Vehicle engines should not be run whilst the weight of the vehicle is supported.
- 8.5 Follow manufacturer's guidance for using and maintaining equipment. Thorough examinations and testing is required every 6 months, with regular inspections and checks when used.
- 8.6 Lifting Operations and Equipment Regulations 1998 (LOLER), and Provision and Use of Work Equipment Regulations 1998 (PUWER), must be adhered to.

## **9. General Working Practices**

- 9.1 All working areas should be kept clean and tidy and any waste should be removed regularly and placed in the containers provided.
- 9.2 All spillages should be cleaned up immediately.
- 9.3 All trailing cables, wires and hoses should not be allowed to create a trip hazard - use cable matting, or tape down safely, burying of cables is not permitted.
- 9.4 Whenever vehicle engines are being run, adequate ventilation must be ensured.
- 9.5 Pathways and roads should not be obstructed by storage boxes, vehicles or kit.
- 9.6 All site safety notices must be complied with.
- 9.7 Any person carrying out any work must ensure that they adopt safe working practices at all times, and comply with any relevant statutory provision and/or published guidance.
- 9.8 Personnel under the age of 16 are not allowed in the pits area or pit lane.

## **10. Noise**

- 10.1 Exposure to excessive noise may result in hearing loss or other complaints. These may be short term, or, after repeated exposure, permanent.
- 10.2 All personnel should avoid being exposed to excessive noise, and where this is unavoidable, they should wear earplugs or defenders to the appropriate British Standards.
- 10.3 It is recommended ear protection is worn when working in pits lanes and in pit garages, where particularly high levels of noise are recorded.
- 10.4 Where any person is at work the requirements of the Noise at Work Regulations 2005, must be complied with.

## **11. Manual Handling of Loads**

- 11.1 Lifting, carrying and propelling loads by bodily force can be a major cause of injuries. Personnel are required to train their staff in safe manual handling techniques.
- 11.2 All manual handling lifting should be well planned and safe, with the weight of loads being lifted known.
- 11.3 Where any person is at work the requirements of the Manual Handling Operations Regulations 1992 must be complied with.

## **12. Waste**

- 12.1 All waste oil must be placed in the containers marked “waste oil.”
- 12.2 Waste tyres and empty petrol/oil containers should not be left at the Venue.
- 12.3 Personnel are urged to take any other form of waste with them when they leave the Venue, or to place it in the refuse containers provided.
- 12.4 Your attention is drawn to the requirements of the Environmental Protection Act 1990.

## **13. First Aid**

- 13.1 Any person sustaining an injury or feeling unwell should seek treatment from the onsite emergency services.
- 13.2 To call the first aid or emergency services contact any official or member of the venue management.

## **14. Public Safety**

- 14.1 Personnel should be aware that the Paddock may be open to the public and should act in a manner so as not to put either themselves or any other person at risk from injury.
- 14.2 Personnel should exercise particular caution when the paddock is busy and during pits and track walkabouts.

## **15. Incident Reporting**

- 15.1 All accidents where any person sustains injury, or where damage to property occurs, must be reported immediately to an official or a member of the venue management.

**16. Temporary Structures**

16.1 All temporary structures, including temporary garage units or hospitality units, must be constructed as per manufacturer's instructions, adhering to safe method statements, risk assessments and safe working practices, by competent, well trained personnel only. Appropriate Public/ Employers Liability Insurance cover must be held.

16.2 Structural plans and weight loading calculations must be known and adhered to during build and breakdown activities.

16.3 Emergency procedures to be devised and staff trained on them eg. how and when to close a structure down safely in high winds.

16.4 Competent supervisor to sign-off the structure before it is used by members of the public or MSV staff.

**17. No spectating at height**

17.1 No spectating from areas at height, e.g. tail lifts, truck roofs or any other roof (unless handrails are in place to prevent falls).

17.2 No spectating from any venue infrastructure, such as fencing, waste bins or generators.

**18. Track Regulations and Governing Bodies Regulations**

18.1 Participants and Competitors are reminded of their obligations to comply with the requirements of the appropriate Track Regulations or Governing Body's regulations at all times. These Guidance Notes should be read in conjunction with all relevant UK regulations.