

## FINAL INSTRUCTIONS

26<sup>th</sup> December 2019

### PLUM PUDDING RACE DAY

Mallory Park Circuit 1.35 miles (2.17kms)

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.

Entry Enquiries: Liz Goodrich

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#### 1 Permits

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

National B      **115151**

This event is **NCAFP** permitted.

#### 2 Officials

Motorsport UK Steward	J. Felix	
Club Stewards	M. O'Connor	S. Crook
Senior Clerk of the Course	L. Souch	
Clerk of the Course	A. Cox	
Secretary of the Meeting	L. Ashman	
Chief Scrutineer	D. Baxter	
Chief Medical Officer	Dr. Ali Husain	
Chief Timekeeper	Nick Breed	
Chief Marshal	A. Tyson	
BRSCC Safeguarding officers	L. Goodrich	P. Mattocks

#### 3 Passes

Wristbands will be used for circuit access and have been posted. **Note:** They will be inspected by security at the entrance gate. Anyone not able to show their wristband or ticket will be asked to pay. **Passes are not valid after 11:00am.** Mallory Park will not refund anyone who pays to get in and then picks up tickets from someone in the paddock.

#### 4 Venue Access

Access to the circuit will be from 07.00 via the Hairpin gate. Please be aware that parking is available the night before outside the Hairpin gate but this area is unsecure and there will be no facilities available.

#### 5 Health & Safety

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

#### 6 Pit & Paddock Areas

There will be ample space in the Paddock for all competitors. To assist the scrutineers, please park-up in close proximity to

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the other cars competing at the meeting. Please ensure that you do not park across the emergency lanes.

### **6.1 Engine/Noise Pollution**

Engines must not be run before **09.00, or during the lunch-break** or after **18.00**. Circuit Security Contractors are empowered by the organisers to strictly enforce this regulation.

### **6.2 Paddock**

- (a) Waste oil should be removed from the venue or disposed of in the waste oil containers where provided.
- (b) All domestic rubbish must be placed in the bins provided; any scrap vehicle parts including tyres must be removed from site.
- (c) Any person damaging the surface or services beneath the paddock area may be excluded from the meeting and the circuit operators may take additional action to recover damages.
- (d) 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**

- (a) 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.
- (b) Please observe the pit lane speed limit which is 50kph.
- (c) Refuelling in the pit lane is not permitted.
- (d) 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**

All competitors will sign on in the Paddock Office which is located at the bottom of Race Control. **Signing-on will be from 08.30 to 09.00.**

### **7.1 All drivers must provide at Signing On:**

- (a) Drivers Motorsport UK Competition Race Licence and Motorsport UK Entrants Licence (Where applicable).  
**Competitors with Non Motorsport UK Competition Licences 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.**
- (b) Drivers Medical Certificate (if not incorporated in the Licence)
- (c) Valid Club Membership (where applicable)

Drivers are reminded that licences and medicals must be valid, bearing a recent photograph and be signed by the driver before presentation to the officials at Signing On.

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

## **8 Transponders**

**All competitors must fit a working transponder. Competitors without one will not be timed. Transponders will be available for hire in the Timekeeper's office.**

## **9 Scrutineering/Noise Limits**

**Scrutineering will take place in situ between 08.30 and 09.15.** All cars will need to be presented with the correct competition number and the correct driver details.

At Scrutineering drivers must provide:

- (a) Competition Car
- (b) Paperwork from BRSCC Officials confirming the driver has signed on.
- (c) Crash helmet, visor or goggles, gloves, boots, overalls & FHR device (if required)
- (d) Vehicle Identification forms (if required)
- (e) MOT/road licence (if required)

Noise testing will take place at the entry to the Assembly area. **105dB is the noise limit for this meeting.**

## **10 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).

## **11 Briefings**

- (a) Drivers who have not previously raced at the circuit in its current configuration should collect Briefing Notes at Signing On.
- (b) A drivers' briefing will take place in the **First Floor of the Hailwood Suite at 09.10 and attendance is mandatory.**

## **12 Grid Formation**

The grid for the first race in each category will be formed in the order the entries were received. For the second race in each category, the grid will be formed as per the results of race one, but with the top ten in reverse order, at the discretion of the Clerk of the Course. Retirements from race one will be placed at the back of the grid in reverse order of retirement.

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 the circuit.

## **13 Circuit Access**

Access to the Circuit will be via the Assembly Area.

## **14 Race Start/Finish Procedure**

### **14.1 Standing Start**

All races will be from a standing start. The lap from the Assembly Area to the grid constitutes the green flag lap. It is the competitor's responsibility to maintain their grid position during the green flag lap. Once this lap has been completed and vehicles are stationary (and in their correct positions) the 5 second board will be shown and then the red lights will be displayed. At some time between 2 and 7 seconds the red lights will switch off – signalling the start of the race. 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.

### **14.2 Race Duration**

All races will be 15 minutes in duration and the chequered flag will be shown to the race leader the first time he passes the Finish Line after the time has elapsed.

### **14.3 Safety Car**

The Clerk of the course will not have the facility for the use of a Safety Car.

### **14.4 Change in Weather Conditions**

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.

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

## **15 End of Track Session Procedure**

- (a) At the end of each track session, be it practice or the actual race, all vehicles must slow down after taking the chequered flag and leave the circuit as directed by officials at the Paddock entrance gate at the Esses bend, returning to Parc Ferme as required.
- (b) At the end of each race, trophies for the first three will be available for collection from the Secretary of the Meeting in the Paddock Office.

**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 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/motorsportuksocialmediapolicyandguidance.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.

**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 and official bulletins etc will be posted on the official notice board and additional copies may be obtained from the Paddock/Race Secretaries office.

**20 Video Equipment**

Video equipment must be fitted to the vehicle prior to scrutiny and the scrutineer must be advised.

**21 Special Circuit Notes**

**(a) Paddock**

The roadways within the Paddock Area must be kept clear of all vehicles at all times.

**(b) Noise**

All vehicles using the circuit must comply with any noise emission regulations which may be in force at the time, as laid down by the Motorsport UK or The Hinckley and Bosworth Borough Council. The circuit operator reserves the right to reduce these noise limits if, in their opinion or the opinion of the Hinckley and Bosworth Borough Council, it is considered necessary to do so.

**(c) Illegal Driving**

All competitors are reminded that they are liable to exclusion 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.

**(d) Pit Signalling Wall**

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

**(e) Track Limits**

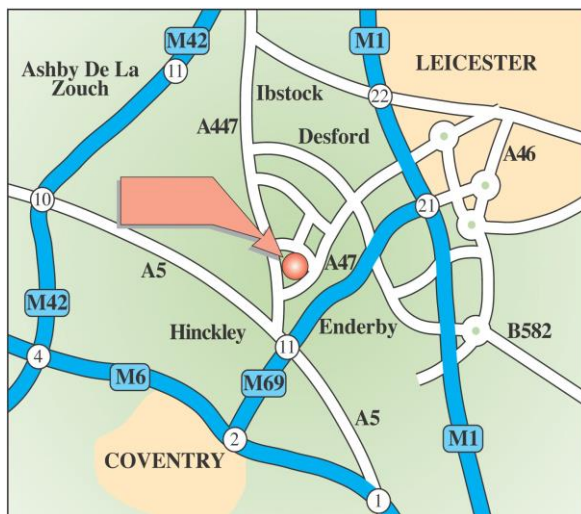
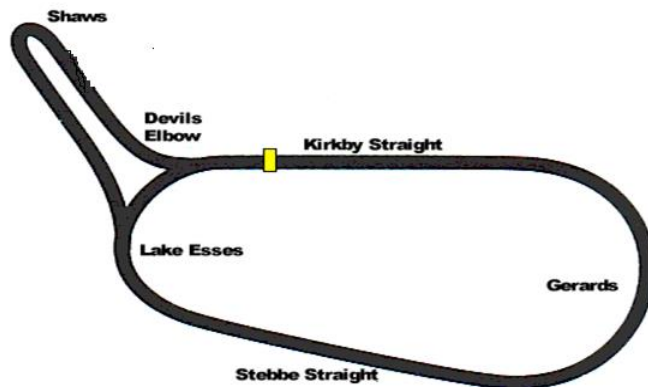
Any competitor driving beyond the extent of the race track surface, to include kerbs, and driving on the grass/dirt through corner cutting and running wide, may, if adjudged to have done so, be subject to the issuing of a time penalty or in the case of more serious offence or repeated offence be subject to a drive through penalty. For this purpose the designated stop/go box is at the base of Race Control.

At Competitors should be aware that specific guidance has been issued by the Motorsport UK regarding penalties to be applied for drivers breaching track limits. 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 - exclusion

## 22 Circuit Map & Directions

### ***Mallory Park***



**Mallory Park** is situated in the village of Kirkby Mallory, just off the A47, between Leicester and Hinckley. There is easy access by road and all major cities are in reach. Look for the brown tourism road signs, including those which bring you direct from junction 21 of the M1.

**Leicester** - 8 miles (A47)

**Birmingham** - 30 miles ( M6, M69 junction 1, A5)

**Coventry** - 12 miles (M69 junction 1, A5)

**Derby** - 30 miles (M1 Junction 21, A47)

**London** - 95 miles (M1, junction 21, A47)

**Manchester** - 90 miles (M6, M69 junction 1, A5)

**Northampton** - 30 miles (M1, junction 21, A47)

**Sheffield/Leeds** - 90 miles (M1, junction 21, A47)

The nearest **British Rail** station is at **Nuneaton** (01162-481000)

#### **Nearest Airports**

**Birmingham** International (30 Minutes)

**East Midlands** (32 Minutes)

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### General Testing Day at Mallory Park

**Date:** Please contact the Circuit for further information

**Times:** Cars 9.00am -12.30pm

**Cost:** Please check with the Circuit Direct

**Requirements:** - Valid current competition licence (or ARDS certificate) Minimum age 16 - Participants under 18 must be accompanied by parent/ legal guardian.

Vehicle silenced to current racing requirements - Vehicle to current scrutineering requirements

**Booking:** - By telephone to 01455 842931/2/3 Limited number of places available - Guaranteed advance booking by credit card (non - refundable)

**Payment:** We accept cash, cheque (guarantee card required), Switch or credit card (Visa, MasterCard/ Access)

**Petrol:** Super unleaded by Total available at the circuit

**Refreshments:** Lakeside Diner open for breakfasts, lunches, snacks

## 23 Health & Safety Guidance Notes for use by Entrants and Competitors

### 1. Storage and use of Petroleum Spirit

- 1.1 All petroleum spirit must be stored in metal containers complying with the relevant British Standard, away from any source of ignition.
- 1.2 All containers must be indelibly marked - "Petroleum Spirit - Highly Flammable".
- 1.3 All empty containers must be removed from the venue after the event.
- 1.4 Petrol is to be used as fuel only and not for any other purpose.
- 1.5 Generators should be powered by diesel.
- 1.6 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using petrol.
- 1.7 All vehicle refuelling is to take place in the open air. A no smoking ban must be enforced by the person in charge of the refuelling process.
- 1.8 Your attention is drawn to the Petroleum (Consolidation) Act 1928 and the Petroleum Spirit (Motor Vehicles) Regulations 1929, The Control of Hazardous to Health Regulations 2002 (and amendments) and the Regulatory Reform (Fire Safety) Order 2005 must be complied with.
- 1.9 Competitors and entrants are reminded to check Final Instructions for fuel availability at the circuit. If it is available then it will not be necessary to carry large quantities of fuel inside vehicles.

### 2. Hazardous Substances

- 2.1 Some vehicle parts, for example brake and clutch linings, contain asbestos. Entrants 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 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.
- 2.6 The Championship Regulations must always be complied with when selecting vehicle parts.

### 3. Electrical Safety

- 3.1 All electrical equipment must be maintained in a safe condition and hold a valid Portable Test (PAT) Certificate.
- 3.2 Extension leads and cables should be flexible and not of semi-rigid cable of the type used for household wiring. Neoprene covered cable will resist damage by oil.
- 3.3 All electrical equipment to be used externally should be weather proof.
- 3.4 Only British Standard UK plugs or adaptors permitted in site sockets and 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 Smoking is prohibited in all enclosed areas, including without limitation in the pit garages and in the pit lane.
- 4.2 All potential sources of ignition should be kept away from petroleum spirit and vapours. Clear no smoking signage displayed where possible.
- 4.3 Fire lanes and roadways to be kept clear and not blocked.
- 4.4 Ensure safe access and egress is available in and around team areas, this includes the provision of adequate lighting levels.
- 4.5 The lighting of barbecues is prohibited in the paddock and pits area.
- 4.6 All teams should carry a suitable fire extinguisher in accordance with the relevant Governing Body regulations.
- 4.7 Fire extinguishers should not be removed from fire points unless they are being used on a fire.
- 4.8 All fires must be reported immediately to an official or member of the venue management.
- 4.9 Teams are encouraged to train their members in the correct use of fire extinguishers.
- 4.10 All fire notices and orders to evacuate must be complied with.
- 4.11 The requirements of the Regulatory Reform (Fire Safety) Order 2005 must be complied with.

### 5 Working at Height

- 5.1 Teams are encouraged to work at ground level where at all possible.
- 5.2 Only well trained competent personnel to work at height.
- 5.3 Personnel working at height must be protected from falling e.g. Using a harness and ropes or handrails.
- 5.4 All working at height must be well planned and supervised with safe systems of work followed.
- 5.5 Reassess working at height safe working practices during adverse weather conditions.
- 5.6 Team members shouldn't work underneath those at height unless wearing head protection.
- 5.7 Appropriate non-slip footwear and protective equipment to be worn.

### 6. Compressed Gas Equipment

- 6.1 Air blasts from the over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturer's

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- recommendations.
  - 6.2 All airlines should be in good condition and be inspected regularly.
  - 6.3 Always stand clear when inflating tyres and wear protective clothing.
  - 6.4 Compressed gas cylinders to be used by well trained personnel only and no under 16 yr olds. Any form of horseplay involving compressed air or gas is prohibited.
  - 6.5 Compressed gas cylinders should be stored in accordance with the relevant working practices and legislation.
  - 6.6 Where any person is at work the requirements of the Pressure Systems Safety Regulations 2000 must be complied with.
- 7. Jacks and Axle Stands**
- 7.1 Vehicles should only be raised on jacks and supported by axle stands which are in good condition, well maintained and rated to lift the vehicle weight safely.
  - 7.2 Jack vehicles only on level, undamaged floors.
  - 7.3 Use the handbrake and/or chocks to stop the vehicle moving by supporting the wheels.
  - 7.4 Jacks should only be used for lifting the vehicle. Axle stands should always be used to support the vehicle weight.
  - 7.5 Vehicle engines should not be run whilst the weight of the vehicle is supported by axle stands.
  - 7.6 Follow manufacturer's guidance for using and maintaining equipment. Thorough examination and testing require every 6 months minimum, with regular inspections and checks when used.
  - 7.7 Lifting Operations and Equipment Regulations 1998 (LOLER) and Provision and Use of Work Equipment Regulations 1998 (PUWER), must be adhered to.
- 8. General Working Practices**
- 8.1 All working areas should be kept clean and tidy, and any waste should be removed regularly and placed in the containers provided.
  - 8.2 All spillages should be cleaned up immediately.
  - 8.3 Trailing cables, wires and hoses should not be allowed to create a trip hazard, use cable matting or fly them safely, where possible.
  - 8.4 Whenever vehicle engines are being run, adequate ventilation should be ensured.
  - 8.5 Pathways and roads should not be obstructed by storage boxes, vehicles or kit.
  - 8.6 All safety notices must be complied with.
  - 8.7 Any person carrying out any work must ensure that they adopt safe working practices at all times and comply with any relevant statutory provisions and/or published guidance.
  - 8.8 Persons under the age of 16 are not allowed in the pits or pit lane.
  - 8.9 Tailgates on Transporters must remain closed at all times except when equipment is being loaded/unloaded.
- 9. Noise**
- 9.1 Exposure to excessive noise may result in hearing loss or other complaints. These may be short term or, after repeated exposure, permanent.
  - 9.2 All persons should avoid being exposed to excessive noise and where this is unavoidable, they should wear ear plugs or defenders to the appropriate British Standards.
  - 9.3 It is recommended ear protection is worn when working in pit lanes and in pit garages, where particularly high levels of noise are recorded.
  - 9.4 Where any person is at work, the requirements of the Noise at Work Regulations 1989 must be complied with.
- 10. Manual Handling of Loads**
- 10.1 Lifting, carrying and propelling loads by bodily force are a major cause of injuries. All teams are encouraged to train their members in safe manual handling techniques.
  - 10.2 All manual handling lifting should be well planned and safe, with the weight of loads being lifted known.
  - 10.3 Where any person is at work, the requirements of the Manual Handling of Loads Regulations 1992 must be complied with.
- 11. Waste**
- 11.1 All waste oil must be placed in containers marked "Waste Oil" located in the facility room at the rear of each Pit Garage Block.
  - 11.2 Waste tyres and empty petrol/oil containers should not be left at the venue.
  - 11.3 Teams and competitors are urged to take any other form of waste with them when they leave the venue, or leave it in the refuse containers provided.
  - 11.4 Your attention is drawn to the requirements of the Environmental Protection Act 1990.
- 12. Vehicle Safety**
- 12.1 A maximum 10 mph speed limit is in force in all public areas including paddocks and service roads. This applies to all vehicles including mopeds and motorcycles, with the exception of emergency vehicles attending an incident.
  - 12.2 Public members (and accompanied children) are permitted in working paddock area; therefore drivers are requested to take extra care on these tight localised areas.
  - 12.3 Venue signage must be adhered to.
  - 12.4 Persons riding mopeds and motorcycles up to 125cc must have a current UK provisional driving licence or its international equivalent.
  - 12.5 Persons riding motorcycles over 125cc must have a current full UK motorcycle licence or its international equivalent.
  - 12.6 Any motorcycle, moped, scooter or other such bike/trike/quad must be ridden with all due care, the rider must have an appropriate helmet, and the vehicle must be road-legal, taxed and insured. There will be no access outside the Paddock Area. They may only be used within circuit grounds on official race team business. Recreational use is strictly prohibited.
  - 12.7 Motorcycles should not be ridden in spectator areas.
  - 12.8 Vehicles must be driven or ridden as per manufacturer's instructions and with the set amount of passengers.
  - 12.9 All vehicles must at all times keep to the marked roads when moving round the venue.
  - 12.10 Breaches to this guidance may result in vehicles keys being taken away and the vehicle being confiscated until teams leave site.
- 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 Competitors and Entrants 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 Competitors and Entrants should exercise particular caution when the paddock is busy and during pits and track walkabouts.

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### **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 must be constructed as per manufacturer's instructions, adhering to safe method statements and safe working practices, by competent, well trained personnel only.
- 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 e.g. closing structure down in high winds.
- 16.4 Competent supervisor to sign-off the structure before being used by public or circuit staff.

### **17. Governing Body Regulations**

- 17.1 Competitors and Entrants are reminded of their obligations to comply with the requirements of the appropriate sporting regulations at all times and these Guidance Notes should be read in conjunction with all other relevant regulations.