



## BRSCC NW OFFICIALS' GUIDANCE AND FINAL INSTRUCTIONS

### OULTON PARK - 18 JULY 2020

Firstly, thank you very much for volunteering to assist us with this race meeting.

In order to restart racing within the UK it is necessary to adjust some of our practices and procedures in order to satisfy the requirements laid down by the government and most importantly to provide the safest environment possible for everyone involved whether competitor, official or member of the circuit staff. Therefore, in line with the guideline produced by Motorsport UK the BRSCC will operate their events as follows:

1. All volunteering for an event needs to be done via the Rev-Up system or via the usual way of volunteering. However, because of the restrictions placed upon the number of officials to be allowed at events it may be necessary for the club to go through a selection process and hence some officials may not be asked to attend. Please ensure that you only volunteer for events that you know you are able to attend.
2. It is essential that prior to each event that the official takes part in, they must complete the self-declaration form found in the "sign-on" section of Rev-Up; these forms will then be compiled and get passed to the event. The partially completed form can also be downloaded from the Club's website [www.brsc.co.uk](http://www.brsc.co.uk); blank forms are also available at [www.motorsportuk.org/restart](http://www.motorsportuk.org/restart). It can then be completed and sent to the club via email to [margaret.simpson190@btinternet.com](mailto:margaret.simpson190@btinternet.com) at least **three days before the event**. Note that there is a separate form for under 18s.
3. There will not be any signing-on at an event, as the self-declaration form covers that. However, you must still go to see the chief marshal who will allocate each official to their post for the day.

Registration and post allocation for this event will take place between **0700 and 0740**, in the **Scrutineering Bay**. Strict social distancing guidelines must be observed throughout. The respective Chiefs (Chief Flag, Chief Post Chief etc) will also indicate how and where to pick up radios and light panel controllers etc.

There will not be a written race programme; however, the timetable and entry lists will be available on [www.brsc.co.uk](http://www.brsc.co.uk). It will also not be possible to supply officials with report forms; Post Chiefs may wish to print some blank forms if necessary:

<https://www.motorsportuk.org/wp-content/uploads/2019/08/postchiefsrepformrebrand.pdf>.

4. At this time officials will be able to replenish hand sanitiser bottles and take one face mask and a pair of gloves for their personal use should they be required. These items of PPE should only need to be used if social distancing cannot be maintained for any reason and are **not** compulsory items to be worn.
5. All officials should then make their own way to their post where they will find all of the equipment that they require for that post. Any deficiencies should be reported to Race Control as usual. An on-post briefing should be undertaken by the Post-Chief using any notes passed to them in advance of the meeting.



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6. On track the rules and regulations remain unchanged so things such as track limits will still apply. Reports should be called in, as usual, using the phones or radios provided but written reports may not be required. Flag and light signals need to be displayed in the usual manner.
7. Should a vehicle stop trackside as a result of a problem or an incident then a marshal should approach the vehicle from the front, where possible and at a distance. They should then look for the 'thumbs up' signal from the driver indicating that they do not need assistance. If this signal is not received then the Post Chief should call for additional help to assist the driver personally and to move the vehicle. At all times the marshals must only approach the car when it is felt safe to do so.
8. Once a marshal has indicated a problem on-track emergency and medical intervention will be mobilised to deal with the incident as appropriate. If the incident is 'serious' in nature then the rescue and medical staff will run the scene, marshal assistance is unlikely to be required and likewise the assistance of the chief observer and other senior officials is also unlikely.
9. The snatch operation may still be undertaken where authorised and those involved will receive a specific briefing on the procedures involved but must be wearing face masks and gloves. Vehicle recovery will take place as usual and marshals are not expected to necessarily get involved in that process.
10. Assembly, paddock, pit and start-line marshals will continue with their usual duties but must maintain distancing at all times.
11. Arrangements for medical and rescue personnel will be provided separately.
12. All equipment should be returned to the position it was found at the start of the day so that it can be collected, sanitised and made ready for future use.
13. The results of qualifying and races will not be printed out at events, rather all times and results will be available via 'virtual notice board', found on the BRSCC website [www.brscc.co.uk](http://www.brscc.co.uk), or via the TSL website [www.tsl-timing.com](http://www.tsl-timing.com). On these sites you can receive live timing along with all of the other information you may require particularly grid sheets and race results. A small number of grid sheets will be made available to the assembly area and the grid marshals.
14. It will be necessary to undertake judicial action to deal with people breaching the regulations. However, this will be done by observing distancing and may not be done in exactly the same way as might have been seen previously. Most notably all judicial procedures undertaken will be done electronically. This means that penalties will be announced verbally but then distributed electronically and any protests or appeals must be submitted electronically and any fees payable taken electronically.



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15. Race administration will be in operation as usual so people with questions or concerns may contact the Secretary of the Meeting in Race Administration. However please wait to be invited into the office and maintain social distancing.
16. The operation of race control will remain unaltered in principle but will operate on much reduced numbers. This will be restricted to a radio/phone operator, camera operator (if cameras are in operation), the operations clerk and the clerk for the session which is on track. The sharing of equipment is not deemed appropriate and the wearing of face masks may be mandated where the control room is small and distancing is difficult.
17. Individual plans will be drawn up to indicate the allocation of spaces within the venue buildings and who is allowed access to the Race Control room. However, as a principle, the Chief Marshal will work from their sign-on location but would be expected to undertake a track walk as usual. The Chief Observer has a limited role and will operate from an alternative area for the event.
18. The safety of everyone at an event will remain uppermost in the minds of the organisers at all times. While there are procedures in place to deal with different scenarios these will not be precisely what you might have experienced previously but will follow the Motorsport UK guidelines.
19. The BRSCC will appoint a Covid-19 Officer to each event who will be responsible for reporting back to Motorsport UK that everything is being run in accordance with their guidelines. This officer is not 'a policeman' but if they are aware of any concerns about people violating the rules and regulations around the restrictions this will be reported to the Senior Clerk at the event for possible action, which may include removing someone from the venue.
20. The Medical Centre is primarily for the competitors and should not be used as a drop-in centre for minor injuries. It is imperative that anyone feeling unwell with Covid-19 like symptoms should not attend the medical centre; rather they should inform race administration of their concern before leaving the venue to contact their doctor or call the NHS helpline 111.
21. There will be limited media involvement which will be at the total discretion of the venue operator as to who is admitted.
22. Those staying on-site overnight are not permitted to share accommodation unless they are from the same household.
23. At this stage all officials should come equipped with everything they think they may require from wet weather clothing to food. It is possible that food and drink may not be available on-site therefore it is imperative that each official brings everything that they require as, for example, water deliveries in hot weather will not be possible.
24. In addition to these guidelines there may be additional requirements issued by the venue which need to be followed and hence please ensure that this is done.



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These guidelines are mandatory and failure to comply with them may result in an official being asked to leave an event.

At all times each official is responsible for their own actions and as such the official must acknowledge that the current Covid-19 situation adds an additional danger to the sport and they must realise just what this risk is and will be deemed to accept the situation by attending the event. If the official does not feel safe in the current climate and within the constraints of what is listed above then they should not attend the event.

Please remember that the actions of one official can compromise the safety of all those present at an event and as such the greatest level of care must be exercised. These guidelines have been prepared in order that we might safely return to taking part in the sport we love and as such would ask that you show care and consideration at all times.

We thank you again for your valued support, and we very much hope that the rest of the season goes well for us all.

Andrew Holley

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