



**Silverstone  
National**  
1.64 Miles (2.64 kms)

## Final Instructions 12<sup>th</sup> –13<sup>th</sup> September 2020

### BRSCC Fun Cup and TCR/TCT Race Weekend

This race meeting is organised by the British Racing & Sports Car Club Ltd (Midland Centre), governed by the General Competition Rules of 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, as well as the BRSCC Covid-19 Guidelines available at <https://brscc.co.uk/wp-content/uploads/2020/07/2.-Post-Lockdown-Guidance-competitors.pdf>.

**RACE ADMIN SUPPORT: 01732 795 192**  
**Race Secretary email: [midlands@brscc.co.uk](mailto:midlands@brscc.co.uk)**

Entry Enquiries: Liz Goodrich

BRSCC, Homesdale Business Park, Platt Industrial Estate, Maidstone Road, Borough Green, Kent TN15 8JL  
Tel: (01732) 780100 Fax: (01732) 885783 e-mail [Liz@brscc.co.uk](mailto:Liz@brscc.co.uk)

#### 1 Permit Numbers

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

Interclub **117076**      National **118233**      Interclub endurance **117077**

This event is NCAFP permitted

#### 2 Officials

Motorsport UK Steward	David Pierre
Club Stewards	Mike O'Connor, John Newman
Senior Clerk of the Course	Andy Holley
Clerks of the Course	Paul Levitt, Paul Belcher, Graham Lindley
Permanent Clerks of the Course	Julian Floyd (Fun Cup)
Secretary of the Meeting	Rita Ashman, Luke Souch (Deputy)
Chief Scrutineer	Clive Morse
Chief Medical Officer	Dr. Mark Tyler
Chief Time Keeper	Peter Knight
Chief Marshal	Alan Tyson
BRSCC Covid-19 officer	Alan Tyson
BRSCC Safeguarding Officer	Liz Goodrich

#### 3 Tickets

Tickets will be available for collection in the Silverstone Welcome Centre located in Car Park 49.

**Follow signs for BRSCC.** After the roundabout when driving up the Boulevard towards the venue turn left following the sign for The Silverstone Experience (TSE). Once inside the Car Park the Welcome Centre is in the building be on your right. Leave the Car Park the way you came in and turn left towards the Main Gate.

The Welcome Centre will be open for ticket collection:

Friday: 14:00 to 19:00  
Saturday: 07:00 to 14:00  
Sunday: 07:00 to 12:00

#### 4 Venue Access

Access times to the Heritage (National) Paddock for testing on Friday 11th will be from 06:00. Access for all other competitors will be from 19:00 on Friday, the paddock gate will remain open until Sunday. The circuit will not grant early access, please follow the Access times above.

## 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 these notes.

## 6 Pit & Paddock Areas

**The race event will run with restricted paddock access** – only competitors, officials and marshals will be able to gain access to the paddock, no spectators. Only your team members who have received an organiser ticket from your allocation will be given access.

Please see the Paddock Plan in Section 24 and garage plan in section 25. **Any competitor/team who has stationed themselves in the incorrect place in the paddock and has refused to move when asked by a BRSCC or circuit official, may be reported to the Clerk of the Course.**

Please park all private cars outside of the paddock area. This will assist in making the paddock a more spacious and pleasant working area for all competitors.

### 6.1 Engine/Noise Pollution

Engines must not be run before **8:45hrs or after 18:00**. Circuit Security Contractors are empowered by the organisers to strictly enforce this regulation. Any team member found in contravention of this regulation shall at the entire discretion of Silverstone Circuit be removed from the venue and prevented from taking any further part in the event.

### 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 the venue. Any cost incurred by the Club for removal of said items from the paddock, will be charged to the offending teams/competitors.
- (c) Under no circumstances must any paddock surface be broken in any way i.e. tent pegs/stakes etc; this includes damage caused by trailers. Fuel, oil or chemical substances must not be deposited onto any tarmac surface.
- (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.
- (e) Please ensure that tail lifts are either closed or fully lowered such that they cannot be hit by passing vehicles/spectators.

### 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. **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.**
- (b) Please observe the pit lane speed limit which is **60kph. (Fun Cup 40mph)**
- (c) Refuelling in the pit lane is not permitted unless allowed for in the Championship/Series Regulations.
- (d) **Only one personnel per car is allowed on the pit wall. The dedicated person will have to wear the pit wall access purple wristband.**
- (e) Children under the age of 16 years are not permitted in the pit lane area.
- (f) The Stop/Go penalty box is located in the pit lane in front of the Race Control building.
- (g) **Vehicles located in the garages must remain in the garages during the BRSCC ClubSport Trophy Qualifying session and race.**
- (h) **Face coverings and gloves must be worn by all working personnel in the pitlane.**

### 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 and 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.

#### 6.5 Use of Paddock Bikes, Scooters and Quad Bikes

Scooters/quad bikes/golf buggies/pushbikes (including electric bikes) must be used with care to prevent injury. They must only be used within paddock areas and in a safe manner, not at excessive speed and never at more than 10mph or recklessly. Paddock vehicles may only be used to carry equipment and should only carry one person (the driver).

All drivers must wear suitable protective clothing and carry no passengers. If any form of trailer is attached to such a vehicle it must be properly secured in line with manufacturer's requirements or recommendations.

The use of paddock vehicles is at the risk of the owner and/or driver and it is strongly recommended that such use be covered by suitable public liability/3rd party policy.

If you have a paddock accident within the venue you are likely to be held liable for it. All competitors acknowledge that any non-race vehicle used between paddock and pit lane is covered by PL/3rd party insurance.

BRSCC officials will be monitoring the driving standards of paddock vehicles and reserve the right to penalise individuals or teams for the unsafe handling of those vehicles.

#### Tail Lifts

- 6.6. Where vehicles with tail lifts are being used at the venue, the operator must ensure that the tail lift is never left down, including in the halfway position, other than when loading/unloading is being undertaken.

### 7 Signing On For Competitors

- 7.1 Competitors will not sign-on at the meeting having previously completed the self-declaration form, however, competitors must bring all the appropriate documentation as spot checks will be made during the race meeting.
- 7.2 Drivers are reminded that licences and medicals must be valid, bearing a recent photograph and be signed by the driver. Upgrade cards will not be signed at the event, competitors wishing to upgrade their licence should contact Motorsport UK directly and provide documentation proving their finishing position.
- 7.3 It is the responsibility of the driver to bring all the appropriate documentation at the event.

### 8 Scrutineering

There will be no pre-event scrutineering as the completed self-declaration form covers that. Random checks will be made during the event. It is the competitor's responsibility to bring all the appropriate documents to the event.

### 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 Drivers Briefings

Drivers briefings will be done by pre-recorded videos, or by written briefing notes

#### Mazda Championships Briefings

The Clerk of the Course, for the Mazda Championships, Paul Levitt, has requested 'live' drivers briefings. To comply with Covid-19 guidelines, the briefings will be held in small groups in the Scrutineering Bay – National Circuit, face coverings will be required.

#### Mazda MX-5 Championship

Car No's 1 – 30 Briefing time Friday 11th **7.30 pm**  
Car No's 31 – 73 Briefing time Friday 11th **8.00 pm**  
Car No's 75 – 777 Briefing time Saturday 12th **8.00 am**

#### Mazda MX-5 SuperCup Championship

Car No's 1 – 29 Briefing time Saturday 12th **3.30 pm**  
Car No's 30 – 223 Briefing time Saturday 12th **4.00 pm**

Drivers unable to attend should email Mandy Andrew ([mandy@brscc.co.uk](mailto:mandy@brscc.co.uk)) as soon as possible.

#### Touring Car Trophy / TCR UK / VW Cup Championship Briefings

A drivers briefing for TCT/TCR UK and VW Cup competitors will take place at 11:30 on Sunday. The location will be confirmed by the championship co-ordinator.

Fun Cup teams Briefing Notes will be emailed prior to the event and confirmation that they have been read must be sent

to Julian Floyd (funcup@julian-floyd.com) before qualifying.

## 11 Circuit Access

Access to the circuit will be via the Assembly Area. If you enter the paddock area during your session, you may not be able to re-join via the assembly area.

## 12 Qualifying/Grids

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. 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.

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.

### BRSCC Mazda MX-5 Championship

Competitors will qualify in one of two sessions as detailed on the timetable and entry list. Competitors may not elect to qualify in the 'opposite' session.

The session which is fastest (i.e. which has the fastest lap) will be designated Q1, with the other session designated Q2.

Competitors will be then allocated into Groups A, B & C as follows; 1st in Q 1 = A1, 1st in Q2 = B1, 2nd in Q1 = C1, 2nd in Q2 = A2, 3rd in Q1 = B2, 3rd in Q2 = C2 and so on until all competitors have been allocated into groups. Each group will then race against each other, each racing twice as follows:

- Race 1 – Group B & C
- Race 2 – Group A & C
- Race 3 – Group A & B

The grids for each race will be formed as shown below. Races 1 and 3 will have competitor A1 on pole position, whilst Race 2 will have competitor B1 on pole position.

Race 1 - Gps A & B	
A1	B1
A2	B2
A3	B3
A4	B4
A5	B5
A6	B6
A7	B7
A8	B8

Race 2 - Gps B & C	
B1	C1
B2	C2
B3	C3
B4	C4
B5	C5
B6	C6
B7	C7
B8	C8

Race 3 - Gps C & A	
A1	C1
A2	C2
A3	C3
A4	C4
A5	C5
A6	C6
A7	C7
A8	C8

### Hyperdrive ST-XR Challenge and BRSCC Fiesta Championship Racing with MRF Tyres

The Hyperdrive ST-XR Challenge and BRSCC Fiesta Championship Racing with MRF Tyres will qualify together and race on the same grid. Fiesta Championship cars will be placed at the front of the grid.

## 13 Race Start Procedure / 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 Standing Start

**TCR / TCT / VW Cup** cars will be released directly from the pit lane onto the circuit for a parade lap to the grid; the 5 minute countdown will only start once all cars are stationary. 2 minute, 1 minute and 30 second boards will be shown, and then the cars will be flagged away for the Green Flag lap.

**All other races** will be gridded up in the Assembly Area and released on to the circuit in qualification grid order onto the

grid. Once all drivers are stationary there will be a one minute countdown; 30 second board and then the cars will be flagged away for the Green Flag lap.

All competitors must maintain grid position on this lap as failure to do so may result in them being penalised. Once this lap is completed, 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.

**All championships present will use a standing start, except for Fun Cup which will be a rolling start.**

### 13.2 Fun Cup Race Start

All Fun Cup cars will pre-grid in the assembly area before being released on to the grid. A 1 minute countdown and 30 second board will be shown before the cars starting a pace lap behind the safety car.

### 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.

**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 Pit Lane Entrance.

14.2 At the end of your race, presentations may be carried out in the Paddock in accordance with championship/series regulations. **Please ensure that only essential personnel attend the presentation if carried out. Social distancing must be observed during presentations.**

## 15 Pit Stop Procedures (Fun Cup and ClubSport Trophy)

### Fun Cup

Race 2 (Fun Cup) will feature a mandatory pit window. The Pit Windows will be every 40 minutes.

### BRSCC ClubSport Trophy

Each car is required to make a mandatory pit stop, which must take place after the 15-minute (Pit Open) board is shown, and before the 30-minute (Pit Closed) board is shown.

Each Pit Stop must be for a minimum duration of 2-minutes; this will be timed from a pit-start marker (white line) on the pit lane entrance to a pit-end marker on the pit lane exit. Pit lane speed limit 60 km/h.

If performing a driver change, the incoming driver must not loosen or remove their harness, FHR device, helmet or gloves until the vehicle is fully stopped in the pit lane.

## 16 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.

In accordance to post-lockdown Covid-19 guidelines, all judicial procedures undertaken will be done electronically. Penalties and decisions from the Clerk of the Course will be announced verbally, over the phone or in face-to-face meetings if the facilities permit it and then sent electronically. Competitors will be required to wear face masks and follow our guidelines when attending any interview with Clerks of the course.

**Protests and appeals must also be submitted electronically and emailed to the secretary of the meeting. The protests and appeal form is available on Motorsport UK's website (<https://www.motorsportuk.org/resource-centre/document-library/>) or on the BRSCC Event page (<https://brscc.co.uk/wp-content/uploads/2020/07/2020-07-08-protest-and-appeal-form.pdf>).** Fees related to protests and appeals must be paid to Motorsport UK by calling 01753 765 000.

## 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 Judges

Judges may be appointed as per Motorsport UK Regulation [Q 18].

## 19 Race Day Information

**All practice times, grid sheets, provisional results and official bulletins, etc. will be posted on the TSL event page and BRSCC virtual Notice Board.**

TSL: <https://www.tsl-timing.com/event/203731>

BRSCC Virtual Notice Board: [https://brscc.co.uk/newsboard\\_categories/sep-12-13-silverstone-national/](https://brscc.co.uk/newsboard_categories/sep-12-13-silverstone-national/)

## 20 Video Equipment

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

## 21 Testing

For further details and to book please contact the Circuit directly via <http://www.silverstone.co.uk/testing/>

## 22 Social Media

Please take time to read the Motorsport UK's guidelines on Social Media which can be found at <https://www.motorsportuk.org/wp-content/uploads/2019/08/Motorsport-UK-Social-Media-Policy-and-Guidance.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.

## 23 Special Circuit Notes

### 23.1 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. 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

**Qualifying – during qualifying lap times will be disallowed for each breach of track limits, persistent offenders may be shown the Black Flag or excluded from qualifying.**

### 23.2 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/s are within the framework of the vehicle.

### 23.3 Pit Lane

Only one person per competing car will be allowed to stand on the Pit Wall for the purpose of signalling. During the start of a race, no personnel are allowed on the Pit Wall until all the cars are clear of the grid.

#### **Smoking is not permitted in the pit lane**

No one is allowed to ride motor cycles or cycles in the pit road at any time when the circuit is operational. It is strictly forbidden for any vehicle to move in the wrong direction in the pit road unless directed by a marshal. The penalty could be disqualification from the meeting.

### 23.4 Damage and Recovery from the Circuit

Should oil or any other substance likely to prove a hazard be dropped from any vehicle, the relevant vehicle must stop immediately at a place of safety. Competitors are hereby notified that they may be liable for any excessive clean-up costs incurred by SCL. SCL/BRSCC or the recovery providers cannot be held liable for any damage that is caused in the course of removal of any vehicle from the circuit.

**23.5 Placement of Advertising and Signage**

Teams and competitors may use the A3 clip frame information boards provided in pit garages (where applicable). Otherwise, placards, banners, advertisements, stickers, decals or leaflets must not be attached, erected, installed or placed anywhere around the venue, including without limitation on any windows, fascias, hospitality suites or doors without SCL’s express written permission. Any cost incurred by SCL to rectify or repair any damage caused by any breach of this provision shall be immediately reimbursed by the Team or Competitor on demand.

**23.6 Parking**

There will be Strictly No Parking for competitors on the level with the Scrutineering Bay.

**23.7 Timing Modules**

All competitors will be required to fit Electronic Self Identification Modules to their cars for the purposes of accurate timing. Holders for these and detailed fitting instructions will be issued with the transponders and it will be the responsibility of the competitor to fit these in the car in the position and manner specified. The Modules must be in place and functioning correctly for all Championship/Series qualifying practice sessions and races.

**23.8 Filming and Photography**

**Permitted Filming/Photography/Drones**

Other than the taking of still photographs for personal, non-commercial and non-promotional use by Teams, Competitors or their guests, the production and/or reproduction of any audio and visual coverage is not permitted without prior consent.

**23.9 Media Accreditation and Control of Photographers**

All journalists, photographers and/or cameramen must complete a Media Accreditation Applications Form supplied by the BRSCC, accompanied by the relevant supporting documentation. Only accredited photographers wearing an identifiable tabard issued to them by SCL are entitled to enter otherwise restricted areas of the venue and must only access restricted areas using official access gates. They must not place themselves in areas of excessive risk, stay behind barriers and do not cross the circuit at any point unless authorised to do so by Club or SCL officials.

**23.1 Food and drinks to “grab and go” will be available at the Paddock Grill.**

**24 Paddock Plan**



**25 Garage Plan**

**Saturday**

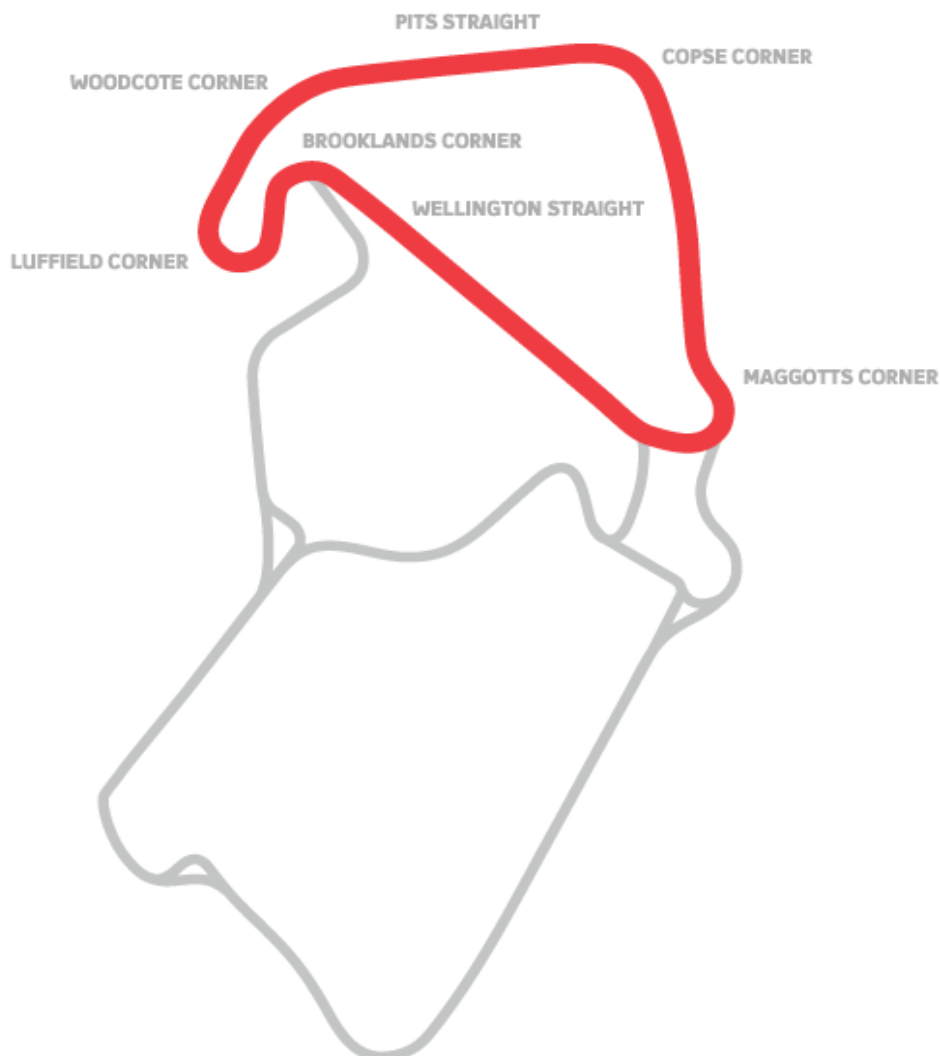




Sunday

Roadway - Keep Clear					
Pit Wall	Pit Apron	Garage 12E	TCR/TCT/VW	41	VW/Civic
		Garage 12D	TCR/TCT/VW	40	VW/Civic
		Garage 12C	TCR/TCT/VW	39	VW/Civic
		Garage 12B	TCR/TCT/VW	38	VW/Civic
		Garage 12A	TCR/TCT/VW	37	VW/Civic
		Garage 11C	TCR/TCT/VW	36	VW/Civic
		Garage 11B	TCR/TCT/VW	35	VW/Civic
		Garage 11A	TCR/TCT/VW	34	VW/Civic
		Garage 10C	TCR/TCT/VW	33	VW/Civic
		Garage 10B	TCR/TCT/VW	32	VW/Civic
		Garage 10A	TCR/TCT/VW	31	VW/Civic
		Garage 9C	Civic Cup	30	VW/Civic
		Garage 9B	Civic Cup	29	VW/Civic
		Garage 9A	Civic Cup	28	VW/Civic
		Garage 8C	Civic Cup	27	VW/Civic
		Garage 8B	Civic Cup	26	VW/Civic
		Garage 8A	Civic Cup	25	VW/Civic
		Garage 7C	Civic Cup	24	VW/Civic
		Garage 7B	Civic Cup	23	VW/Civic
		Garage 7A	Civic Cup	22	VW/Civic
		Pit Wall	Pit Apron		
				20	Fiesta/Fiesta Junior
Garage 6C	ClubSport Trophy			19	Fiesta/Fiesta Junior
Garage 6B	ClubSport Trophy			18	Fiesta/Fiesta Junior
Garage 6A	ClubSport Trophy			17	Fiesta/Fiesta Junior
Garage 5C	ClubSport Trophy			16	Fiesta/Fiesta Junior
Garage 5B	ClubSport Trophy			15	Fiesta/Fiesta Junior
Garage 5A	ClubSport Trophy			14	Fiesta/Fiesta Junior
Garage 4C	ClubSport Trophy			13	Fiesta/Fiesta Junior
Garage 4B	ClubSport Trophy			12	Fiesta/Fiesta Junior
Garage 4A	ClubSport Trophy			11	Fiesta/Fiesta Junior
Garage 3C	ClubSport Trophy			10	Fiesta/Fiesta Junior
Garage 3B	ClubSport Trophy			9	Fiesta/Fiesta Junior
Garage 3A	ClubSport Trophy			8	Fiesta/Fiesta Junior
Garage 2C	ClubSport Trophy			7	Fiesta/Fiesta Junior
Garage 2B	ClubSport Trophy			6	Fiesta/Fiesta Junior
Garage 2A	ClubSport Trophy			5	Fiesta/Fiesta Junior
Garage 1C	ClubSport Trophy			4	Fiesta/Fiesta Junior
Garage 1B	ClubSport Trophy			3	Fiesta/Fiesta Junior
Garage 1A	ClubSport Trophy			2	Fiesta/Fiesta Junior
Garage 0	Briefing Room			1	Fiesta/Fiesta Junior
Pit Wall	Pit Apron	<b>Race Control</b>			

## 26 Circuit Map



## 27 Circuit & Club Safety Guidance Notes

It is the sole responsibility of the Entrant/Competitor to ensure that all of the below safety requirements are enforced. The Entrant/Competitor acknowledges that the below list is not an exhaustive list and that it is their responsibility to enforce the below items and any other such safety measures they deem appropriate.

Please can you ensure that you adhere to the following:

- Please be aware of other teams, participants, contractors, pedestrians and SCL staff in the paddock, garages and pit lane. You are responsible for your own safety and that of other users of these areas who may be affected by your operation.
- It is your responsibility to risk assess your operation and take the appropriate action to remove or minimise any hazards.
- If you are reversing HGVs or other vehicles with restricted viewing then please have a banksman to help you reverse, and ensure that they are wearing hi-vis clothing.
- Please do not leave any cables or hoses across walkways. Use the cable ducts provided, or cable matting.
- Please make yourself familiar with the garage, paddock and pit rules.
- You are permitted 1 truck wash upon entry to the venue. If you are caught washing your vehicle without permission you may be subject to a £100 fine.
- If you have any issues of concern or see any hazards please report them to race control.

### 1 Storage and Use of Petroleum Spirit

- i) All petroleum spirit must be stored in metal containers complying with the relevant European Standard, away from any source of ignition.
- ii) All containers must be indelibly marked "Petroleum Spirit - Highly Flammable."
- iii) All empty containers must be removed from the Venue after the Event.
- iv) Petrol is to be used as a fuel only, and not for any other purpose.

- v) All vehicle refuelling is to take place in the open air. The person in charge of the refuelling process must enforce a no smoking ban.
- vi) Your attention is drawn to the Petroleum (Consolidation) Act 1928, and the Petroleum Spirit (Motor Vehicles) Regulations 1929 and Petroleum Consolidation Regulations 2014.
- vii) Competitors and entrants are reminded that fuel is available for sale at the Venue. As such it is unnecessary for competitors to carry large quantities of fuel inside vehicles.

## **2 Hazardous Substances**

- i) 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.
- ii) 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.
- iii) Various other substances may cause disease or ill health even after very short exposures e.g. degreasers. Manufacturers and suppliers of such substances are obliged to provide customers with information about the possible harmful effects of their products upon request. Where hazardous substances are brought on site a Material Safety Data Sheet (MSDS) must be available upon request.
- iv) Where any person is at work, the requirements of the Control of Substances Hazardous to Health (COSHH) Regulations 2002, must be complied with.
- v) The Championship Regulations must always be complied with when selecting vehicle parts.

## **3 Electrical Safety**

- i) Power cables must not be connected to the toilet blocks. If onsite power is not available, for example outside of the paddock areas then the teams must bring their own power.
- ii) Extension leads 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.
- iii) All electrical equipment to be used externally should be weatherproof.
- iv) Hand tools should preferably be of the “double insulated” or “all insulated” type, as these provide valuable protection against electric shock.
- v) 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.
- vi) Where any person is at work the requirements of the Electricity at Work Regulations 1989 must be complied with.
- vii) Only diesel generators are permitted on site NOT petrol.
- viii) Cables must not cross any walkways if at all possible. If they do cross walkways they must be properly secured so as not to present a trip hazard
- ix) All portable appliances must be PAT tested and all electrical equipment must be maintained in a safe condition.

## **4 Fire Precautions**

- i) Smoking is prohibited in all pit garages and in the pit lane and within all buildings within the venue.
- ii) All potential sources of ignition should be kept away from petroleum spirit and vapours.
- iii) The lighting of barbecues is prohibited in the pit garages, paddock and pits area. Any teams found lighting barbecues will be subject to a £1,000 plus VAT fine.
- iv) All teams should carry a suitable fire extinguisher in accordance with the relevant Governing Body’s regulations.
- v) Fire extinguishers should not be removed from fire points unless they are to be used on a fire.
- vi) All fires must be reported immediately to an official or member of the Venue management.
- vii) Teams are encouraged to train their members in the correct use of fire extinguishers.
- viii) All fire notices and orders to evacuate must be complied with.

## **5 Compressed Gas Equipment**

- i) Air blasts from the over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturers' recommendations.
- ii) All airlines should be in good condition and be inspected regularly.
- iii) Always stand clear when inflating tyres.
- iv) Any form of horseplay involving compressed air or gas is prohibited.
- v) Compressed gas cylinders should be stored in accordance with the relevant working practices.
- vi) Where any person is at work the requirements of the Pressure Systems and Transportable Gas Containers Regulations 2000, must be complied with.

## **6 Jacks and Axle Stands**

- i) Vehicles should only be raised on jacks which are in good condition, and rated to lift the vehicle weight safely.

- ii) Jack vehicles only on level undamaged floors.
- iii) Use the hand brake and /or chocks to stop the vehicle moving.
- iv) Jacks should only be used for lifting the vehicle. Axle stands should always be used to support the vehicle weight.
- v) Vehicle engines should not be run whilst the weight of the vehicle is supported by axle stands

## **7 General Working Practices**

- i) All working areas should be kept clean and tidy, and any waste should be removed regularly and placed in the containers provided.
- ii) All spillages should be cleaned up immediately.
- iii) All trailing wires and hoses should not be allowed to create a trip hazard.
- iv) Whenever vehicle engines are being run, adequate ventilation must be ensured.
- v) All safety notices must be complied with.
- vi) Any person carrying out any work must ensure that they adopt safe working practises at all times, and comply with any relevant statutory provision and/or published guidance.
- vii) Persons under the age of 16 are not allowed in the pits area or pit lane and must be accompanied by an adult at all times.

## **8 Noise**

- i) Exposure to excessive noise may result in hearing loss or other complaints. These may be short term, or, after repeated exposure, permanent.
- ii) All persons should avoid being exposed to excessive noise, and where this is unavoidable, they should wear earplugs or defenders to the appropriate British Standards.
- iii) Where any person is at work the requirements of the Noise at Work Regulations 2005, must be complied with.

## **9 Manual Handling of Loads**

- i) Lifting, carrying and propelling loads by bodily force is a major cause of injuries. All teams are encouraged to train their members in safe manual handling techniques.
- ii) Where any person is at work the requirements of the Manual Handling of Loads Regulations 2002 must be complied with.

## **10 Waste**

- i) All waste oil must be placed in the containers marked “waste oil.” **Nothing other than waste oil only must be put in to these containers.**
- ii) Waste tyres and empty petrol/oil containers should not be left at the Venue.
- iii) Teams and competitors 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. Black – General Waste and Green – Paper and Cardboard. All tyres/fuel cans and carpet remains to be taken off site on departure. Please note that they will be a charge for all tyres, carpet and waste oil cans left on site.
- iv) Your attention is drawn to the requirements of the Environmental Protection Act 1990,
- v) Sewage/foul waste from motor homes must not be disposed of onsite, including into toilets. Any Teams and Participants found to be violating this condition will be subject to pay any costs incurred by SCL as a result including any additional cleaning services. Additionally, waste point plugs must not be left open to allow waste to drain on site or public roads. The only exclusion is if motor home waste can be carried to the applicable waste point in a cassette. Caravan waste contained within a cassette can be disposed of in the designated waste point which is in Bay 51 of the support Paddock adjacent to the Heritage (National) Paddock. In the International Paddock, the waste point is to the right of Garage 41, just outside the Paddock. Under no circumstances must the public toilets be used.
- vi) Only one truck wash is permitted upon arrival to at the venue. Anyone caught washing their truck more than once may be subject to a £100 fine.
- vii) No stickers or tape are permitted on any walls, doors or floors. Any costs incurred by SCL to remove such items will be passed onto the Teams.
- viii) Please do not put any metal items in the bins. Metal items will damage the waste compactors. Please discard those items appropriately.

## **11 Vehicle Safety**

- i) A 20 mph speed limit is in force in all areas of the Venue APART FROM THE Paddock WHERE IT IS 5MPH. Vehicles moving to and from the assembly area or when leaving the circuit following a race must also take particular care when moving through pedestrians. This applies to all vehicles, including moped, motorcycles and buggies, with the exception of emergency vehicles attending an incident. Failure to adhere to this speed limit may result in the offending vehicle/driver being removed from the Venue.
- ii) Other than speed restrictions, the normal rules of the road apply whilst on site. Vehicles should not be used for purposes other than their design and the number of passengers should not exceed the design limit. For the avoidance of doubt

scooters, quad bikes and motorcycles are not permitted on any grass verges, banks or any general public areas such as trade malls and food courts.

- iii) Persons riding mopeds and motorcycles up to a capacity of 125cc must have a current UK provisional driving license or its international equivalent.
- iv) Persons riding motorcycles with a capacity of greater than 125cc must have a current full UK motorcycle license or its international equivalent.
- v) Any motorcycle, moped, scooter or other such bike/trike/quad must be ridden with all due care, the rider must have an appropriate safety helmet, and the vehicle must be road-legal, taxed and insured.
- vi) All vehicles must at all times keep to the marked roads when moving around the Venue.
- vii) Mini Motos are not allowed at the venue
- viii) Quads can only be driven by persons who hold a valid full UK licence (or international equivalent). Unless the quad has been adapted then no more than one person should ride on it. Helmets should be worn at all times.
- ix) No persons should ride on any trailer at any time and tail lifts must be left either up or down, not half way.
- ix) Persons under 16 years of age are not allowed at any time to drive a motorised vehicle.

## **12 First Aid**

- i) Any person sustaining an injury or feeling unwell should seek treatment from the onsite emergency services or the Medical Centre.
- ii) To call the first aid or emergency services contact any official or member of the venue management.
- iii) Please check with the Club or Organiser to understand what time medical cover is available at the Circuit. Outside of these hours please call 999 and notify an official as well as Venue Control who can be contacted on 01327 320 308.

## **13 Public Safety**

- i) 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
- ii) Competitors and entrants should exercise particular caution when the paddock is busy, and during pits and circuit walkabouts.

## **14 Incident Reporting**

All accidents where any person sustains injury, or could have potentially sustained an injury i.e. a 'Near Miss' or where damage to property occurs must be reported immediately to an official or a member of the venue management. Any serious incidents – including those on track – must be reported to the SCL Duty Manager ASAP and the form included within this agreement must be completed. It is the responsibility of the Client where applicable to report all accidents and incidents under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) to ensure that any incidents and/or accidents are reported to the regulatory authority.

## **15 Governing Body Regulations**

Competitors and entrants are reminded of their obligations to comply with the requirements of the appropriate Governing Body's regulations at all times and these Guidance Notes should be read in conjunction with all other relevant regulations.

## **16 Work at Height**

**All work at height must be carried out in accordance with The Work at Height Regulations 2005.**

The Regulations require employers to ensure that:

- all work at height is properly planned and organised;
- A risk assessment is carried out to decide whether precautions are needed and in what form.
- those involved in work at height are competent;
- the risks from work at height are assessed and appropriate work equipment is selected and used;
- the risks from fragile surfaces are properly controlled.
- equipment for work at height is properly inspected and maintained.

## **17 Marquee Erection**

Marquees or other temporary structures used to accommodate people will have the following hazards associated with their construction:

- Underground services – cable strike potential
- FLT movement
- Collapse of structure
- Injury from or by neighbouring contractors
- Accidents to members of the public
- Fire

A risk assessment and method statement should be submitted prior to any marquees or temporary structures being erected. Work must be planned accordingly in order to reduce such risks. Work will not be permitted until the contractor is instructed on the location (or absence) of services in the designated area.

Contractors must ensure that members of the public and other non-essential personnel are not allowed access to the work area.

Please note that Contractors should not attempt to drill or stake any concrete or tarmac surface without the express written confirmation from SCL. Failure to do so will render the Contractor liable to the full cost of repair to these surfaces and any resulting damages incurred. Under no circumstances must marquees or other temporary structures be tethered to any fences or buildings.

## **18 Site Entry/Parking**

No private motor vehicle shall be brought onto the Company's premises unless it is necessary for the conveyance of materials to the work site. A temporary pass must be obtained from Security on each occasion that this is necessary. This must be displayed in the vehicle windscreen at all times. Contractor's vehicles must be properly roadworthy, insured, carry appropriate documentation, and be driven by competent persons.

Unless otherwise authorised to stay on site, cars and vans must be returned to the outside car parks after delivery of equipment. If permitted to remain on site, vehicles must only be parked in positions approved by Security. Under no circumstances are contractors private vehicles allowed on to the circuit.

## **19 Garage Rules**

### **i) Overnight**

- Space heaters must not be left unattended, and must be switched off when not in use.
- All electrical equipment must be unplugged when not in use.

### **ii) Waste Disposal**

- Please use the drums provided for the disposal of any oil.
- DO NOT use the drains.
- DO NOT put anything other than waste oil in the drums.
- Tyre disposal is that of the owner not SCL. It is the Customer's responsibility to ensure this is communicated to teams and enforced. If waste tyres are left on site after the Event SCL will charge the Customer £500 to cover removal costs.
- Oil can disposal / removal is the responsibility of the Customer, Competitors and Teams. Disposal costs will be applicable for any oil cans left on site
- Large items that are left behind may incur disposal costs so please ensure that these items i.e. carpet, display boards etc. are taken with you

### **iii) Assistance**

- Please note that the garage floor is potentially slippery when wet
- Please use the signs available

## **20 Dos & Don'ts**

### **i) Dos**

- Beware of and give way to pedestrians.
- Park in the allocated bays.
- Remove your rubbish to the designated storage area.
- Store any fuel safely.
- Dispose of any waste oil in the drums provided.
- If camping overnight keep to the designated areas.
- Keep tail lifts either fully down or fully up.
- Leave the area as you would like to find it.
- Supervise your children at all time.
- Wear hi-vis clothing at all times during build and break down and when reversing vehicles
- Remove any tape used in the pit lane on the concrete area

### **ii) Don'ts**

- Use Copse runway, adjacent car parks or other roads inside the circuit as practice areas.
- Ride a scooter/moped if you don't have a licence.
- Leave any tyres. Take them away with you.
- Travel on the back of a trailer.

- Ride more than 2 up on a scooter or a quad.
- Drive on the grassed areas around the circuit.
- Trail cables and/or hoses across walkways.
- Block bins or they will not be emptied
- Put stickers on doors.
- Drill on the pit wall without prior consent from SCL
- Use any form of tape on doors or walls both internally and externally

## **20 Storage and Use of Liquefied Petroleum Gas (LPG) Refuelable Cylinders**

Liquefied Petroleum Gas (LPG) is the generic term used to describe propane, butane, or mixtures of the two gases. It is heavier than air and will therefore collect at the low levels such as cellars, pits, drains or basements. LPG is extremely flammable and readily forms explosive air-vapour mixtures. The main hazards in the storage and use of LPG are leakage, which leads to possible fire or explosion risks; and inadequate ventilation, which leads to the build-up of toxic gases due to incomplete combustion.

In addition to the general requirements of the Health and Safety at Work etc Act 1974, and the subsequent Management, Provision and Use of Work Equipment the Dangerous substances and Explosive Atmospheres Regulations 2002 also apply

### **Storage and Use of LPG in cylinders**

- Cylinders in use should preferably be located in the open air, but where this is not possible they should be positioned so that there is adequate ventilation at low level to the open air.
- Quantities of LPG should be kept to the minimum needed.
- Warning signs must be displayed indicating the presence of LPG and prohibiting smoking and the use of naked flames.
- Appliances/equipment using LPG should be installed, commissioned and regularly maintained in accordance with the manufacturers/suppliers instructions.
- Regular inspections for leaks should be carried out. Naked lights must not be used for this purpose.
- Empty cylinders should be treated in the same manner as full ones but should be kept separate, and the valves should be closed.
- Cylinders should be used with the valves in the upright position.
- Cylinders not to be changed in the presence of naked lights.
- Pipework should be rigid metal, but the final pipe connection to the appliance may be of purpose made rubber hose which must comply with BS3212. This must be replaced before the date printed on it. Hoses should be kept as short as possible
- Clips should be used to hold the rubber hose onto the fitting instead of just pushing the pipe on
- Each and every LPG supply must terminate with an accessible emergency shut off valve immediately before the appliance.
- Regulators should comply with BS 3016 or BS EN 12864 and be correctly matched to both the type of gas and the appliances in use.
- All fittings and threads which connect to the cylinder must be clean and undamaged.
- Sealants must never be used.
- Where spanners are in use they must be those produced for the purpose (e.g. Calor Spanner).

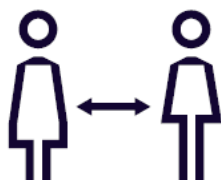
### **In the Event of Fire**

- Inform Race Control immediately they will call fire brigade if required.
- Shut all valves on cylinders.
- Keep cylinders cool by water spray if possible.
- It is inadvisable for untrained personnel to attempt to extinguish a fire involving LPG

# COVID-19 GUIDANCE FOR RACE MEETINGS

## BEHIND CLOSED DOORS EVENTS

Silverstone Circuits Ltd are currently running all race meetings behind closed doors. This means that only operational personnel including teams, marshals, officials and those requiring access for work can attend. Sadly, friends and families are unable to attend unless it is for operational purposes.



Social distancing - maintain a distance of 2m from other people wherever possible



A mask should be worn if 2 metre social distancing cannot be maintained



Follow any one-way systems in operations in buildings



Use the hand sanitisers and wash hands regularly throughout the day



Contactless payments only at the venue



Temperature checks will be in operation at the main gate



If you experience any Covid-19 symptoms you must stay at home and self-isolate

