

The Rally Bulldog

Safety Manual

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1. Forward

Welcome to the Bulldog Rally 2004.

May we take this opportunity to thank you all for your support and assistance in the running of this year's event.

We hope that you have a good days' motor-sport and have a safe journey home.

We look forward to seeing you all next year.

The Organisers

2. Health & Safety Policy

The W & S.S.C.C. applies high standards to all aspects of its organisation including health & safety matters.

In order to achieve this aim the Club will work in the spirit of the health & safety legislation rather than simply to comply with it.

In turn the Club expects that every person participating in the rally, whether competitor, official, marshal or spectator, shall take all reasonable care for the health & safety of themselves and other persons who may be affected by his/her acts or omissions during the operation of the event in order to achieve the highest standards of safety performance.

Accordingly, as a minimum, the event will be managed in accordance with: -

MSA Competitors' Yearbook

MSA Officials' Yearbook

The Clerk of the Course is the person responsible for health & safety matters in connection with the event, to whom support staff have been allocated to monitor all health & safety regulations and aspects of the event.

Areas of special concern are where competitors service and refuel their vehicles.

All work to vehicles **MUST** be undertaken with the safety of the person performing the work being of paramount importance. Refuelling of vehicles and the transport and storage of fuel must be in accordance with the latest HSE guidelines.

3. Medical & Rescue Policy Overview

The Clerk of the Course will appoint an Event Safety Officer (ESO) who will be experienced in the current operation of the rally stages and appreciate the potential of Rally cars in differing weather conditions. They will be responsible for ensuring that there are effective arrangements to supplement the general marshalling strength organised by each Stage Commander as follows: -

(a) There are predetermined arrangements available to every Stage Commander for summoning appropriate emergency services via rendezvous points if necessary, to the scene of an incident.

At each stage, unless the complete route is visible from the start or finish areas, there is provision of an effective radio communications network operated through a nominated Controller linking officials at the start, finish and intermediate points with on stage Medical and Rescue Services. This frequency must be secure from misuse and be either the MSA Safety & Medical Frequency or a privately licensed frequency to DTI regulations. The Controller must be experienced in the use of radios and in controlling a network and they must ensure the disciplined use of the radios.

That there is in use a system of ensuring that competitors are positively monitored and checked through each stage and there is in force a method for locating missing and/or overdue competitors.

A Chief Medical Officer (CMO), who must be a Doctor, must be appointed who, in consultation with the Clerk of the Course and the Event Safety Officer will be responsible for ensuring that the required level of Medical and Rescue cover is provided, and for the detailed organisation of Doctors, the planning and deployment within stages, the organisation of ambulance meeting points and the notification of hospitals in relation to the stages.

The CMO, ESO, Stage Commanders, Doctors and Rescue personnel should be aware of the ambulance meeting points relevant to the stages and the available stage short cuts.

4. Incident & Delay Procedure

The marshals will usually deal with minor incidents on the stage and every effort must be put into avoiding suspending or stopping the stage.

ONLY in the case of personal injury, fire, and danger to life and/or a stage blockage should the running of the stage be suspended and then only with the sanction of the Clerk of the Course.

Should you be required to take action with regard to one of the instances above then: -

Remain Calm

Ascertain location of the incident

Ascertain nature of the incident

Establish: Is anyone injured?

Is stage blocked?

Is there a risk of fire?

If the stage has to be suspended it is the Stage Commander's responsibility to decide on the correct level of response to be used in order to deal effectively and efficiently with the incident. Once decided upon the Stage Commander will advise the relevant personnel and update the radio network in order to advise the Organisers of the current situation.

When dealing with an incident it is vital to keep notes with timings of information received and actions taken. This is the purpose of the Incident Report Form appended to this manual.

At the scene of an incident the priority is of course minimising the danger to life. Marshals at the scene should keep spectators away from the personnel attending the incident and, if necessary, ensure that subsequent competitors are warned of any obstruction or dangers on stage.

Incident personnel should make on site arrangements to keep the Radio Controller advised of the ongoing situation in order for the information to be relayed to the Stage Commander and Event Organisers.

Should it be deemed necessary by the person in charge at the scene of an incident to request assistance from the National Emergency Services, clear and precise information concerning the type of assistance required should be passed to the Radio Controller. If requesting medical assistance this information should include number of injured parties, type and extent of injuries, rendezvous point designated and preferred route off stage.

In all cases incidents should be cleared as soon, as is practically possible in order to minimise the delay time incurred.

5. Red Flag Policy

Under normal circumstances there must be no movement of any non-competitive vehicle, (other than Official Course cars) onto the stage once it has opened, without specific approval of the Stage Commander and then only after suspending the stage and being satisfied that the stage is cleared of competing cars.

However, on any special stage where, in emergency circumstances, it may be necessary to authorise the movement onto the stage of a non-competitive safety vehicle BEFORE the stage is cleared of competing cars, a system of red flags must be in place. These are only to be situated at radio points and will only be displayed on the direct specific instruction of the Clerk of the Course or the Stage Commander.

The signs shown identify radio posts. Yellow 100yards in advance, Blue at the post



Red flags must only be used when there is a possibility of non-competitive safety vehicles moving onto a stage AHEAD of competing cars.

There must always be a red flag displayed at the point where non-competitive vehicles join the route of the stage and any subsequent radio points passed en-route to the incident.

Competitors **MUST** be advised, in writing which stages are operating this system and the procedure which competitors must adopt should they see Red Flags being deployed.

Competitors who are shown a red flag on a stage where they have been notified in advance of such a system being in use, must cease competition and come to a standstill at the side of the stage as soon as possible, ideally at a marshal's radio location. They must not continue until advised to do so by an official of the event.

Once the instruction has been given to withdraw Red Flags, competitors will usually be allowed to proceed to the end of the stage **NON COMPETITIVELY**, but specific advice should be provided to the competitors, along with the instruction to withdraw the Red Flags.

6. Senior Event Officials Contact Details

| Designation | Location/Name | Landline | Mobile |
|---------------------|----------------------|-----------------|---------------|
| Rally Headquarters | Albrighton Hall | 01939 209986 | |
| Clerk of the Course | John Trevethick | | 07718 919171 |

OFFICIAL CALL SIGNS

| | | Call sign | |
|-------------------------------------|--------------------------------------|------------------|--------------|
| Spectator Safety Car | Kevin Witton / Phil Turley | Pilot 1 | 07767 453664 |
| Course Car | Gareth Thomas / Ian Jordan | Pilot 2 | 07919 302599 |
| Course Closing Car | Dave Houghton / Rob Belcher | Sweeper 1 | 07973 443410 |
| Deputy Clerk of the Course | Ray Lloyd | Wolf 1 | 07771 976844 |
| Safety Officer | Kevin Page | Wolf 2 | 07714 232424 |
| Safety Officer / CMO | Mervyn Johnson / Dr Martin Norton | Wolf 3 | 07870 658218 |
| Chief Timekeeper | Vaughan Allcock | Clockman | |
| Assist. Timekeeper | | | |
| Assistant C of C / Equipment Van | Richard Felgate | Wolf 4 | |
| Second Equipment Van | Darren Waplington | Wolf 5 | |

COMMUNICATION CONTROL

| | | | |
|---|-----------------|--------------|--------------|
| Hafren, Sweet Lamb, Taliesin | Harold Hicken | CLIP CONTROL | 07831 240064 |
| Taliesin Link | Dave Goodwill | CLIP LINK | |
| Pantperthog, Dyfi Main Gartheiniog & Bwlch Main | Dave Allsebrook | CLIP RELAY | |
| Dyfnant | Brian Gibson | OAK CONTROL | |

AREA CONTROLLERS

| | | | |
|-----------------------------|----------------|---------|--------------|
| Hafren | Dave Talbot | Wolf 6 | 07710 947117 |
| Sweet Lamb | John Griffiths | Wolf 12 | 07889 438613 |
| Taliesin | Nigel Dawes | Wolf 7 | 07880 798704 |
| Pantperthog & Dyfi Main | Rob Richens | Wolf 8 | 07967 580222 |
| Gartheiniog & Bwlch Main | Chris Knights | Wolf 9 | 07941 142298 |
| Dyfnant | Jim Cornes | Wolf 11 | 07742 020509 |
| Field Results | Katie Carter | Wolf 13 | 07799 227706 |
| Sweet Lamb Supp. | | Wolf 14 | |

7. Time Schedule

| Route | Control | Due time Nat A | Due time Historics | Due time Nat B |
|---------------------|---------|-------------------|-----------------------|-------------------|
| Newtown Start | MC0 | 8:00 | | |
| Dolgellau Start | | | | 12:37 |
| Hafren South | ATC1 | 8:37 | | |
| | SSF1 | 8:48 | | |
| | PC1 | 8:53 | | |
| Hafren North | ATC2 | 9:03 | | |
| | SSF2 | 9:19 | | |
| Service A | TC2 | 9:27 | | |
| Sweet Lamb out | MC2 | 10:07 | 8:37 | |
| Sweet Lamb | ATC3 | 10:09 | 8:39 | |
| | SSF3 | 10:15 | 8:45 | |
| | PC3 | 10:16 | 8:46 | |
| Dyffryn Castell | | 10:21 | 8:51 | |
| Taliesin | ATC4 | 10:50 | 9:20 | |
| | SSF4 | 10:59 | 9:29 | |
| Furnace | PC4 | 11:07 | 9:37 | |
| Pantperthog | ATC5 | 11:29 | 9:59 | 13:09 |
| | SSF5 | 11:39 | 10:09 | 13:19 |
| | PC5 | 11:42 | 10:12 | 13:22 |
| Dyfi Main | ATC6 | 11:54 | 10:24 | 13:34 |
| | SSF6 | 12:06 | 10:36 | 13:46 |
| Old forestry office | PC6 | 12:07 | 10:37 | 13:47 |
| Service B | TC6 | 12:36 | 11:06 | 14:16 |
| Dolgellau out | MC6 | 13:16 | 11:46 | 14:56 |
| Gartheiniog | ATC7 | 13:46 | 12:16 | 15:26 |
| | SSF7 | 14:01 | 12:31 | 15:41 |
| Dyfi Summit | PC7 | 14:02 | 12:32 | 15:42 |
| Bwlch Main | ATC8 | 14:11 | 12:41 | 15:51 |
| | SSF8 | 14:20 | 12:50 | 16:00 |
| Dol-For | PC8 | 14:22 | 12:52 | 16:02 |
| Foel | | 14:58 | 13:28 | 16:38 |
| Dyfnant | ATC9 | 15:05 | 13:35 | 16:45 |
| | SSF9 | 15:17 | 13:47 | 16:57 |
| Pont Llogel | PC9 | 15:20 | 13:50 | 17:00 |
| Wynnstay | | 15:47 | 14:17 | 17:27 |
| Finish | MC9 | 16:42 | 15:12 | 18:22 |

8. Vehicle Movements on Stages

Vehicles will only be allowed into the stage if they have enough time to get to their allocated location safely before stage live time. After the stage has gone live the vehicles allowed in to the stage will be restricted to Safety, Stewards, Deputy Clerk of the Course and Course Cars.

After the stage is live any vehicle movements, on the stage, other than the ones detailed above should be reported to radio control.

The Deputy Clerk of the Course will open the first 2 stages, after this vehicle has entered the stage the next vehicle to enter the stage will be the first competing car. Within this period no other vehicle will be allowed to enter the stage.

A Course Car and a Spectator Safety Car will open the remaining 7 stages, the Course Car will enter the stage followed at a predetermined interval by the Spectator Safety Car and then the First Competing Car. Within this period no other vehicle will be allowed to enter the stage.

After the first competing car has entered, if required, the Rescue and Recovery vehicles can be instructed by the stage commander to enter the stage or move from their position, but this will only be done for safety reasons.

Once it has been confirmed that all competing cars have entered the stage they will be followed by a Course Closing Car, no vehicle should move until the Course Closing Car has past their location.

All course vehicles, safety cars and stewards will be identified with rally plates and decals, if other vehicles try to enter the stage they should be stopped and reported to radio control.

9. Service Area Information Sheet

Service Area A Sweet Lamb

Controllers Andy Seymour / Jim Scott

Emergency Services St Johns Ambulance

RV point RV1 Dyffryn Castell Hotel.

**A44 Aberystwyth -
Rhyader Road**

M/R

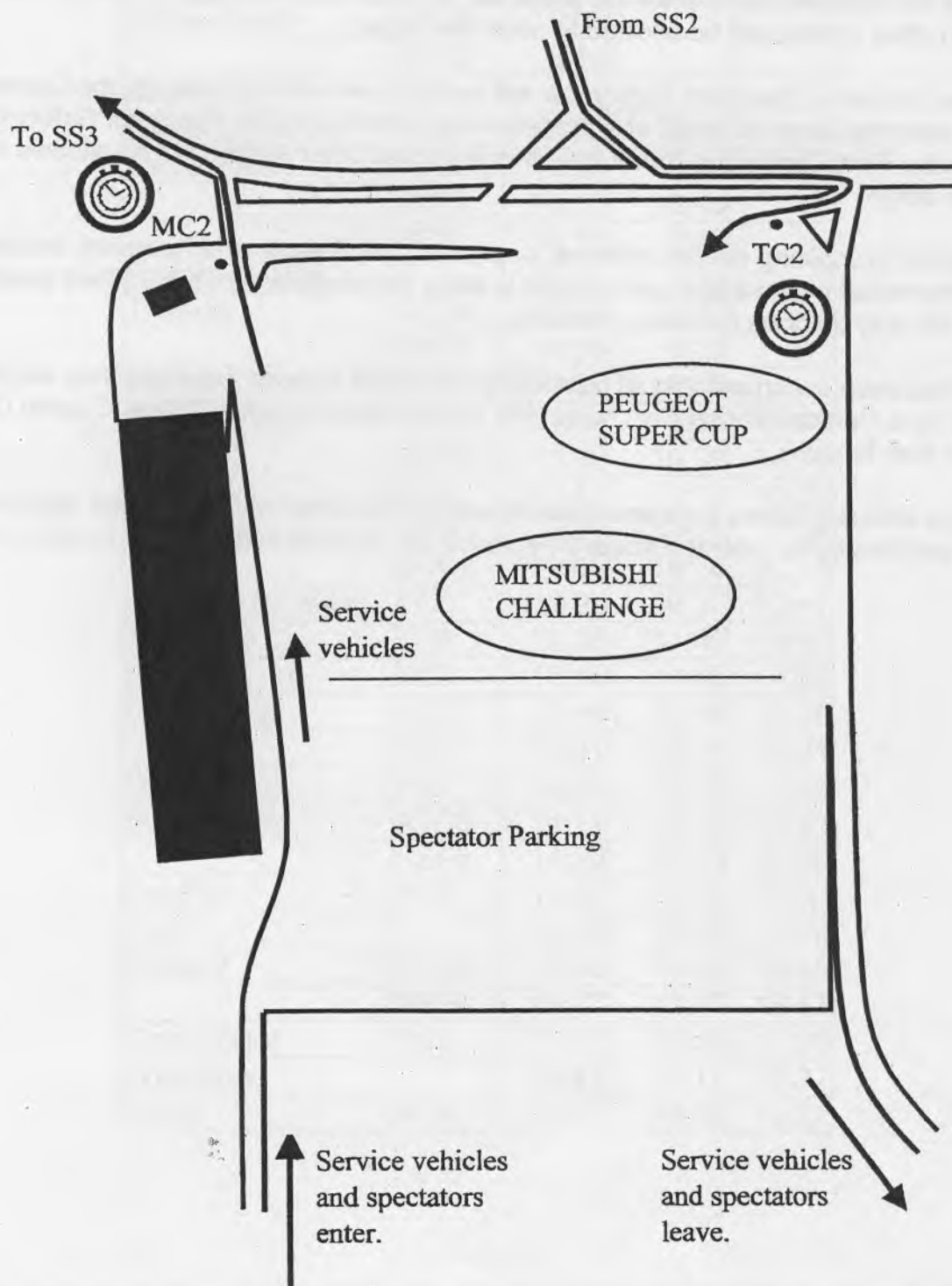
Call Sign

136/831850

Wolf 15

M/R

135/774817



Service Area B Dolgellau
Controller Bob Newell

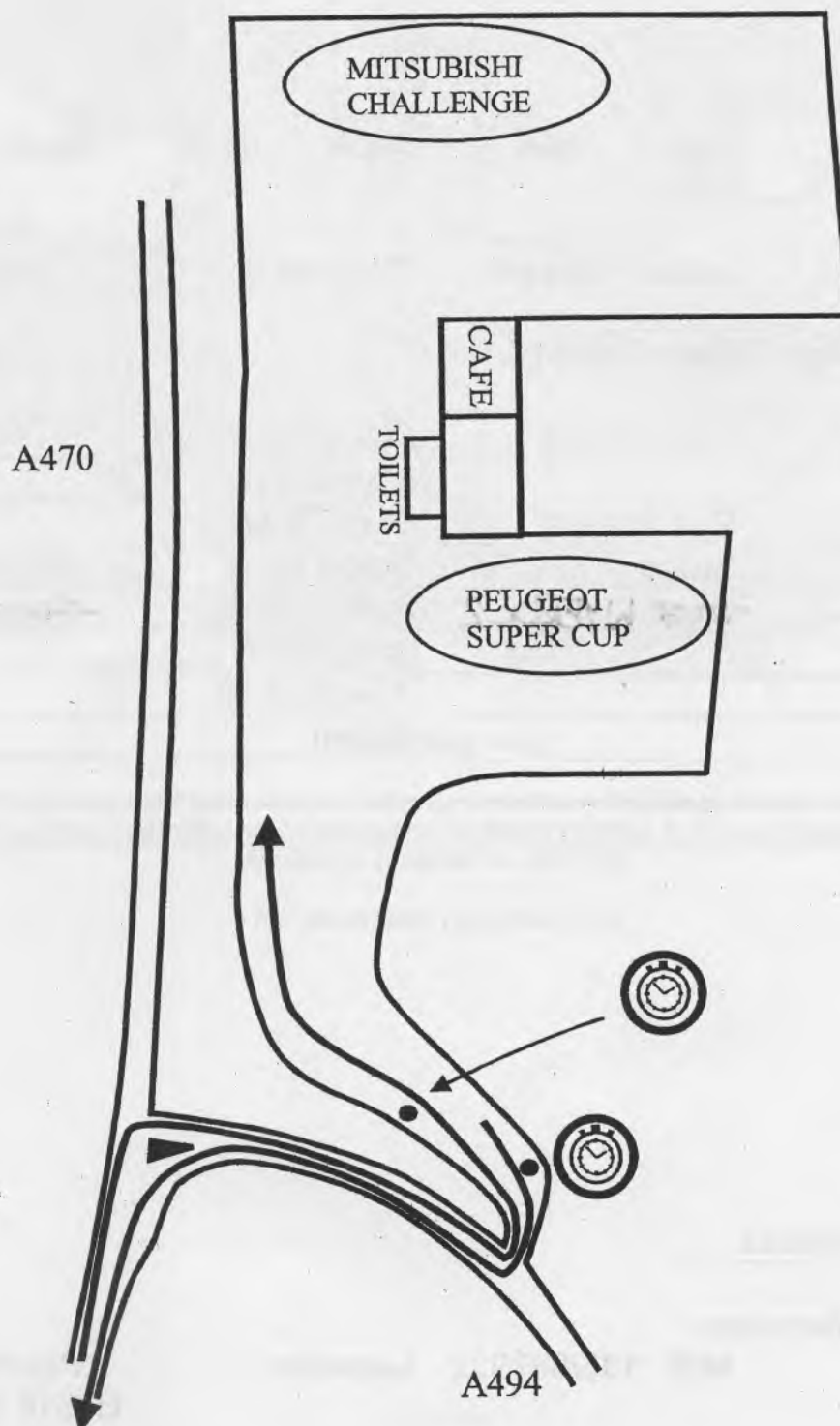
M/R
Mobile

124/734181
07734144516

Emergency Services St Johns Ambulance
RV point Entrance to Dolgellau
Cattle Market

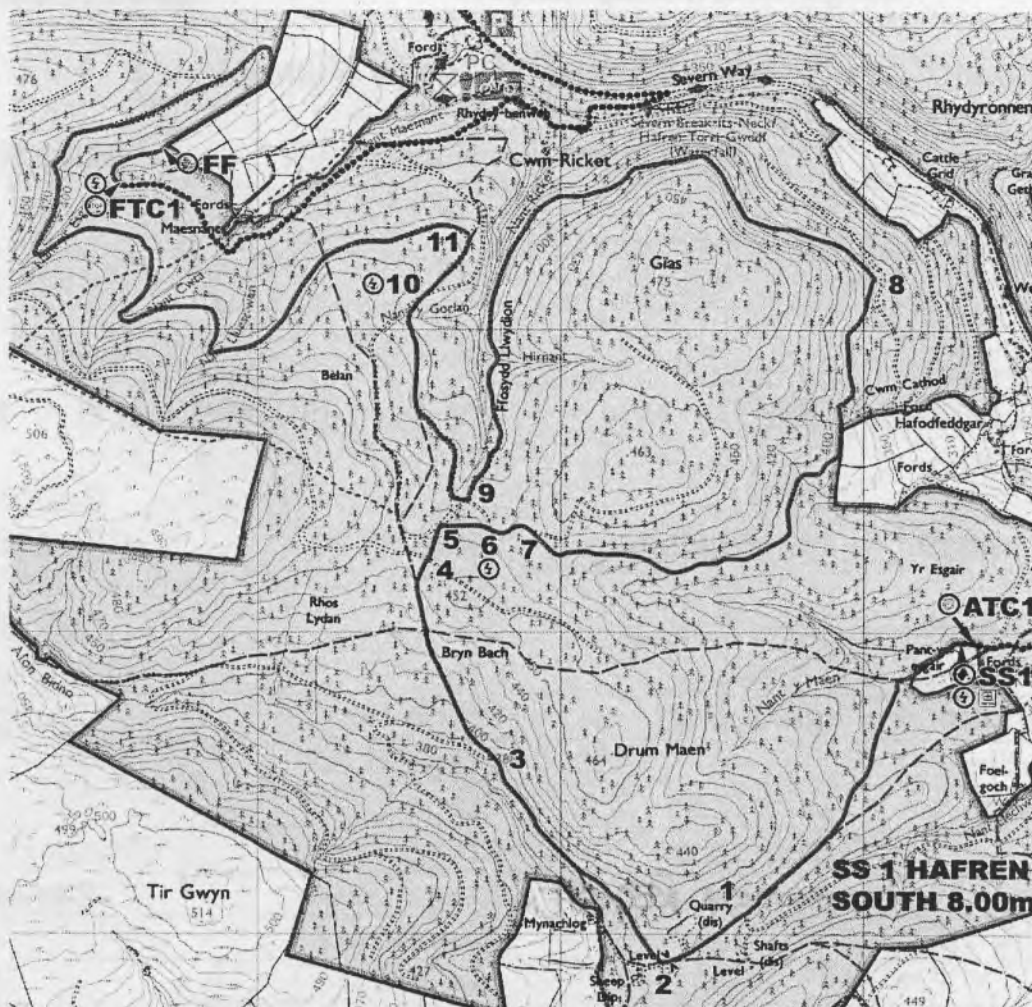
M/R

124/774817



SS 1 – Hafren South

Length – 8.00 miles

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For Illustration Purposes Only

Stage Information Sheet

RED FLAG

| | | | |
|--------------------|----------------|--------------|------------|
| Stage Name | Hafren North | Stage Number | 2 |
| Start M/R | 136/871902 | Finish M/R | 136/831870 |
| Mid Point Location | Junction 5 / 9 | | |

Timings

| | | | | | | |
|----------------|-------|-----|-------|-------|-------|-----|
| Safety Arrival | 08.00 | | | | | |
| First Car Due | Hist. | N/A | Nat A | 09:30 | Nat B | N/A |

| Radio Control | Harold Hicken | Channel 1 | Call Sign Clip Control |
|---------------|---------------|-----------|---------------------------|
|---------------|---------------|-----------|---------------------------|

Area Controller **Dave Talbot** **Wolf 6**

| | | | |
|-------------|-----------------------------|-------------|--------------------|
| Commander | Ian Jarrett | Stage Start | Salop 1 |
| Start Radio | | Stage Start | |
| Paramedic | Rick Bate | Stage Start | |
| Rescue | Champion | Stage Start | Champion Rescue |
| Recovery | Rugby 1 REGISTER | Stage Start | Rugby 4 |
| Radio | | Junction 2 | |
| Radio | | Mid Point | |
| Paramedic | Nigel Wells | Mid Point | |
| Rescue | Cam Rescue | Mid Point | Cam Rescue |
| Recovery | Rugby 2 | Mid Point | Rugby 2 |
| Radio | | Junction 7 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

Safety References

Emergency Services

| | | |
|----------|----------------|----------|
| RV.No. 2 | M/R 135/774817 | Location |
|----------|----------------|----------|

Dyffryn Castell Hotel
A44 Aberystwyth –
Rhyader Road

Length – 13.14



For Illustration Purposes Only

Stage Information Sheet

| | | | |
|---------------------------|-------------------|---------------------|-------------------|
| Stage Name | Sweet Lamb | Stage Number | 3 |
| Start M/R | 135/828851 | Finish M/R | 135/799843 |
| Mid Point Location | N/A | | |

Timings

| | | | | | | |
|-----------------------|--------------|--------------|--------------|--------------|--------------|------------|
| Safety Arrival | 07:30 | | | | | |
| First Car Due | Hist. | 08:37 | Nat A | 10:07 | Nat B | N/A |

| | | | |
|------------------------|-----------------------|------------------|---------------------|
| Radio Control | Harold Hicken | Channel 1 | Call Sign |
| | | | Clip Control |
| Area Controller | John Griffiths | | Wolf 12 |

| | | | |
|--------------------|---------------------|--------------------|------------------------|
| Commander | Mike Kennett | Stage Start | |
| Start Radio | | Stage Start | |
| Doctor | Bob Dale | Stage Start | |
| Rescue | Clip | Stage Start | Clip Rescue |
| Recovery | Zodiac | Stage Start | Zodiac Recovery |
| Radio | | Junction 8 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

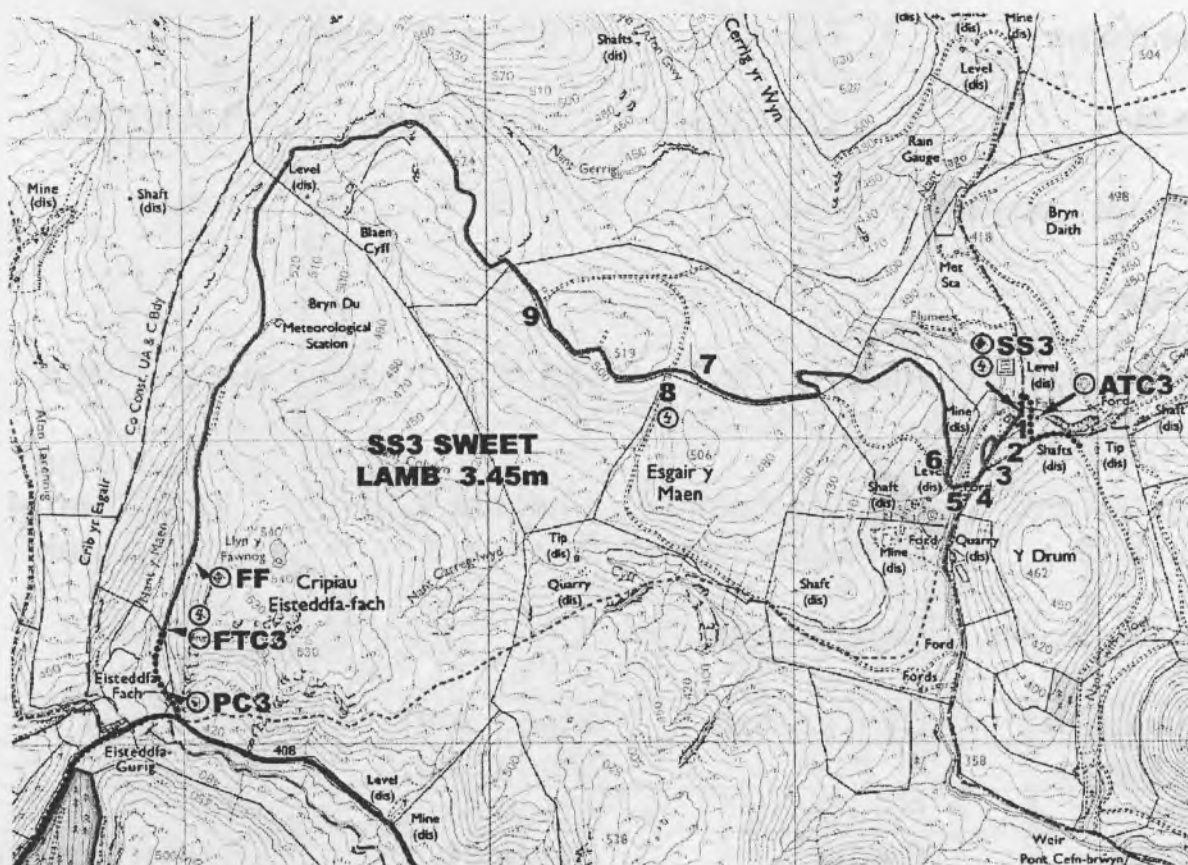
Safety References

Emergency Services

| | | | |
|-----------------|-----------------------|-----------------|------------------------------|
| RV.No. 2 | M/R 135/774817 | Location | |
| | | | Dyffryn Castell Hotel |
| | | | A44 Aberystwyth – |
| | | | Rhyader Road |

SS 3 – Sweet Lamb

Length – 3.45



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Stage Information Sheet

| | | | |
|---------------------------|----------------------|---------------------|---------------------|
| Stage Name | Taliesin | Stage Number | 4 |
| Start M/R | 135/737919 | Finish M/R | 135/678937 |
| Mid Point Location | N/A | | |
| Timings | | | |
| Safety Arrival | 08:15 | | |
| First Car Due | Hist. 09:20 | Nat A 10:50 | Nat B N/A |
| Radio Control | Harold Hicken | Channel 1 | Call Sign |
| Radio Link | Dave Goodwill | Channel 1 | Clip Control |
| | | | Clip Link |
| Area Controller | Nigel Dawes | | Wolf 7 |

| | | | |
|--------------------|--------------------|--------------------|------------------------|
| Commander | Cyril Loman | Stage Start | Sonar 1 |
| Start Radio | | Stage Start | |
| Paramedic | Paul Scott | Stage Start | |
| Rescue | Calder | Stage Start | Calder Rescue |
| Recovery | Arrowe | Stage Start | Arrowe Recovery |
| Radio | | Junction 1 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

Safety References

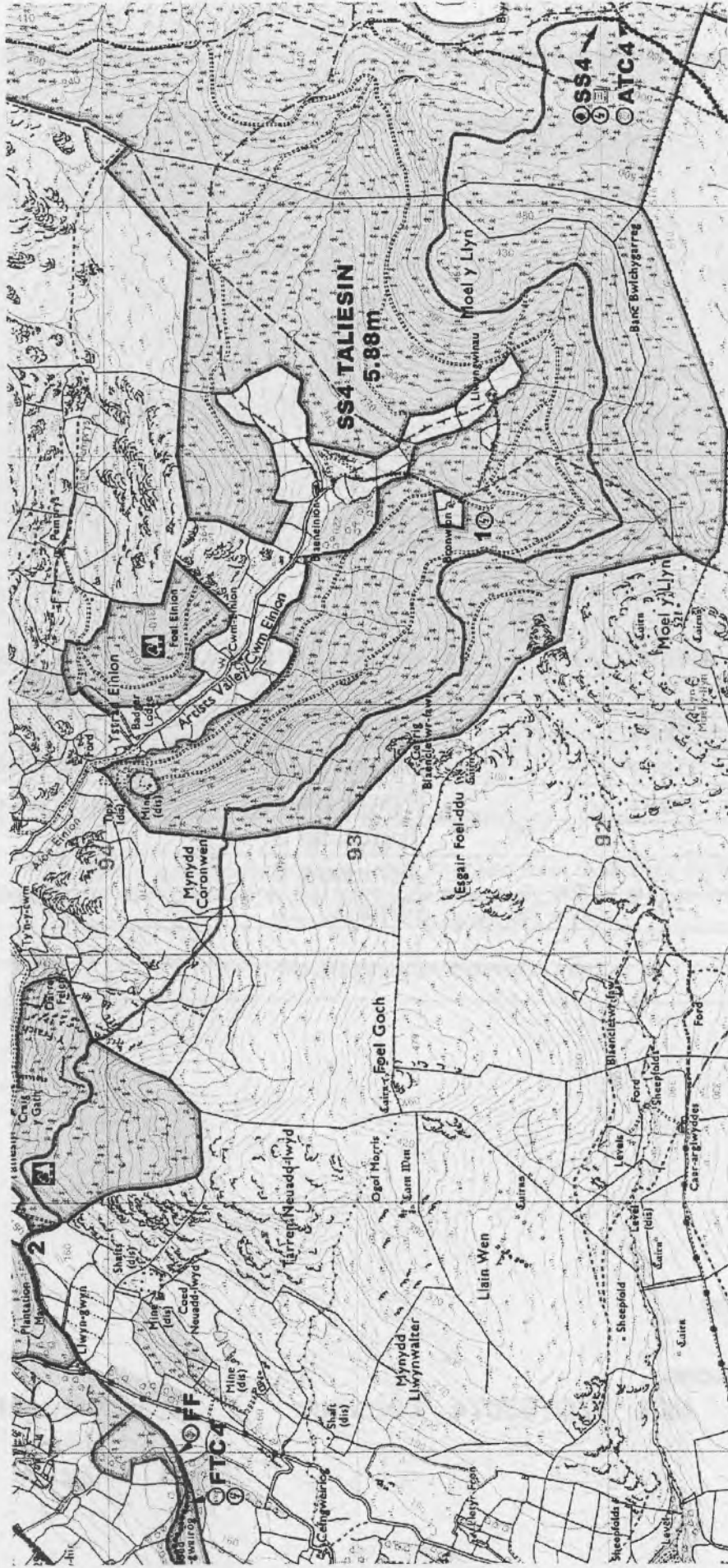
Emergency Services

RV.No. 3 M/R 135/659923 Location

**The WildFowler
Public House
Tre r Doll
Jn A489/B4353**

SS 4 – Taliesin

Length – 5.88



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| | | | |
|---------------------------|------------------------|---------------------|---------------------------------|
| Stage Name | Panthperthog | Stage Number | 5 |
| Start M/R | 124/736054 | Finish M/R | 124/744055 |
| Mid Point Location | N/A | | |
| Timings | | | |
| Safety Arrival | 09:00 | | |
| First Car Due | Hist. 09:59 | Nat A 11:29 | Nat B 13:09 |
| Radio Control | Dave Allsebrook | Channel 2 | Call Sign Clip Relay |
| Area Controller | Rob Richens | | Wolf 8 |

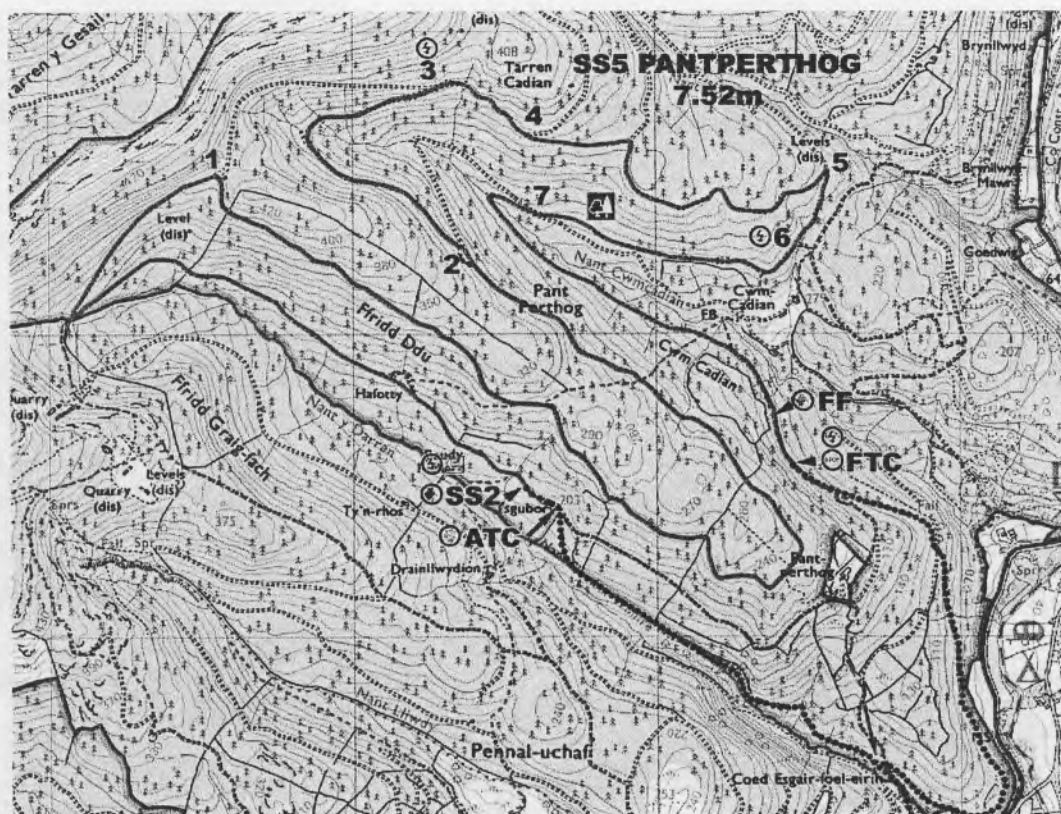
| | | | |
|--------------------|----------------------|--------------------|---------------------|
| Commander | Neil Porter | Stage Start | Via Start |
| Start Radio | | Stage Start | |
| Doctor | Vijay Anthwal | Stage Start | |
| Rescue | Care | Stage Start | Care Rescue |
| Recovery | Ram | Stage Start | Ram Recovery |
| Radio | | Junction 3 | |
| Radio | | Junction 6 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

Emergency Services

| | | | |
|----------|----------------|----------|------------------------------------|
| RV.No. 4 | M/R 124/753074 | Location | Braich Gogch Inn Corris A487 |
|----------|----------------|----------|------------------------------------|

SS 5 – Pantperthog

Length – 7.52

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Stage Information Sheet

| | | | |
|---------------------------|------------------------|---------------------|---------------------------------|
| Stage Name | Dyfi Main | Stage Number | 6 |
| Start M/R | 124/756068 | Finish M/R | 124/763067 |
| Mid Point Location | N/A | | |
| Timings | | | |
| Safety Arrival | 09:15 | | |
| First Car Due | Hist. 10:24 | Nat A 11:54 | Nat B 13:34 |
| Radio Control | Dave Allsebrook | Channel 2 | Call Sign Clip Relay |
| Area Controller | Rob Richens | | Wolf 8 |

| | | | |
|-------------|----------------|-------------|-----------------|
| Commander | Jon Cordery | Stage Start | Via Start |
| Start Radio | | Stage Start | |
| Paramedic | Steve Gratland | Stage Start | |
| Rescue | Omega | Stage Start | Omega Rescue |
| Recovery | Forest | Stage Start | Forest Recovery |
| Radio | | Junction 4 | |
| Radio | | Junction 7 | |
| Radio | | Junction 9 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

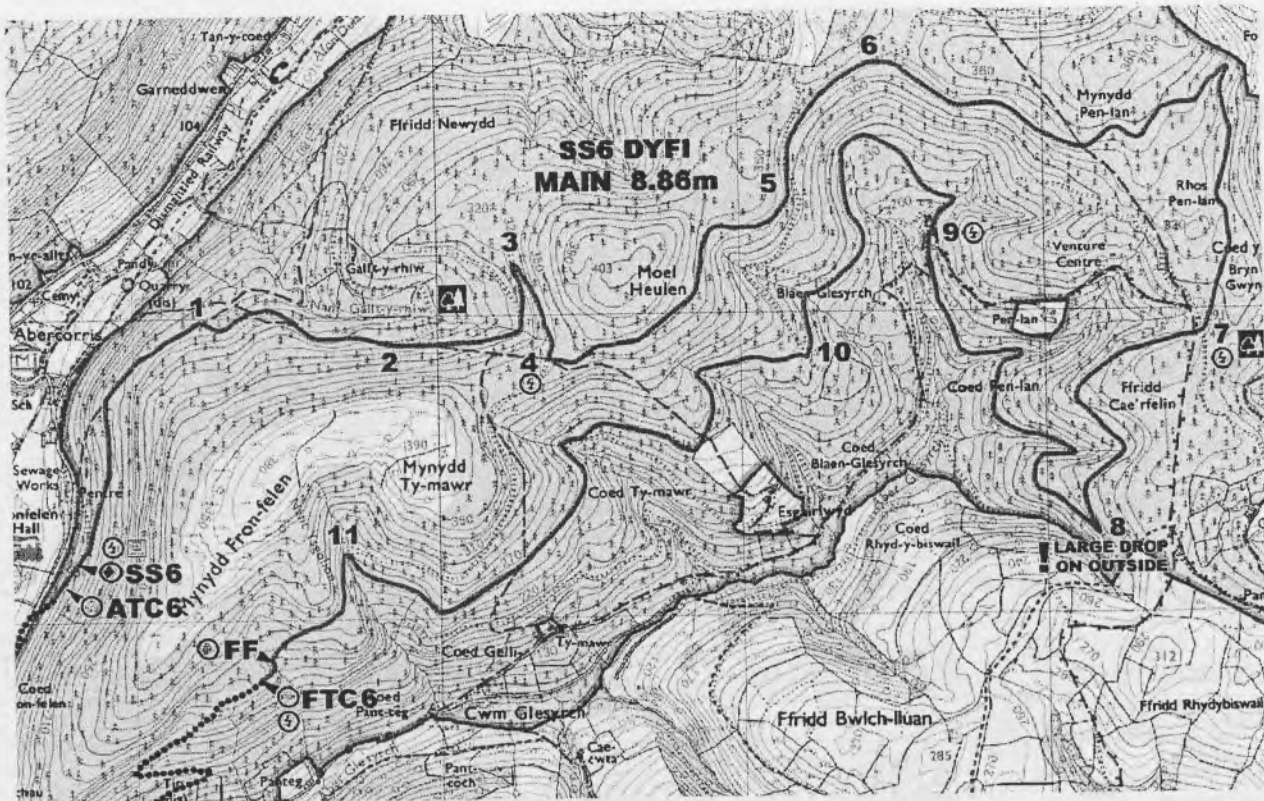
Safety References

Emergency Services

| | | | |
|----------|----------------|----------|------------------------------------|
| RV.No. 4 | M/R 124/753074 | Location | Braich Gogch Inn Corris A487 |
|----------|----------------|----------|------------------------------------|

SS 6 – Dyfi Main

Length – 8.86



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Stage Information Sheet

RED FLAG

Stage Name Gartheiniog Stage Number 7
 Start M/R 124/804116 Finish M/R 124/813109
 Mid Point Location Junction 7

Timings

Safety Arrival 10:30
 First Car Due Hist. 12:16 Nat A 13:46 Nat B 15:26

Radio Control Dave Allesbrook Channel 2 Call Sign
 Clip Relay
 Area Controller Chris Knights Wolf 19

| | | | |
|-------------|---------------------------|-------------|---------------------|
| Commander | Martin Nield | Stage Start | Via Start |
| Start Radio | | Stage Start | |
| Doctor | Mathew Short | Stage Start | |
| Rescue | Mercia | Stage Start | Mercia Rescue |
| Recovery | Wyeroc 2 VIPER | Stage Start | Wyeroc 2 |
| Radio | | Junction 3 | |
| Radio | | Mid Point | |
| Doctor | Penny Short | Mid Point | |
| Rescue | Lace | Mid Point | Lace Rescue |
| Recovery | Extractor 3 | Mid Point | Extractor 3 |
| Radio | | Junction 8 | |
| Radio | | Junction 11 | |
| Radio | | Junction 16 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

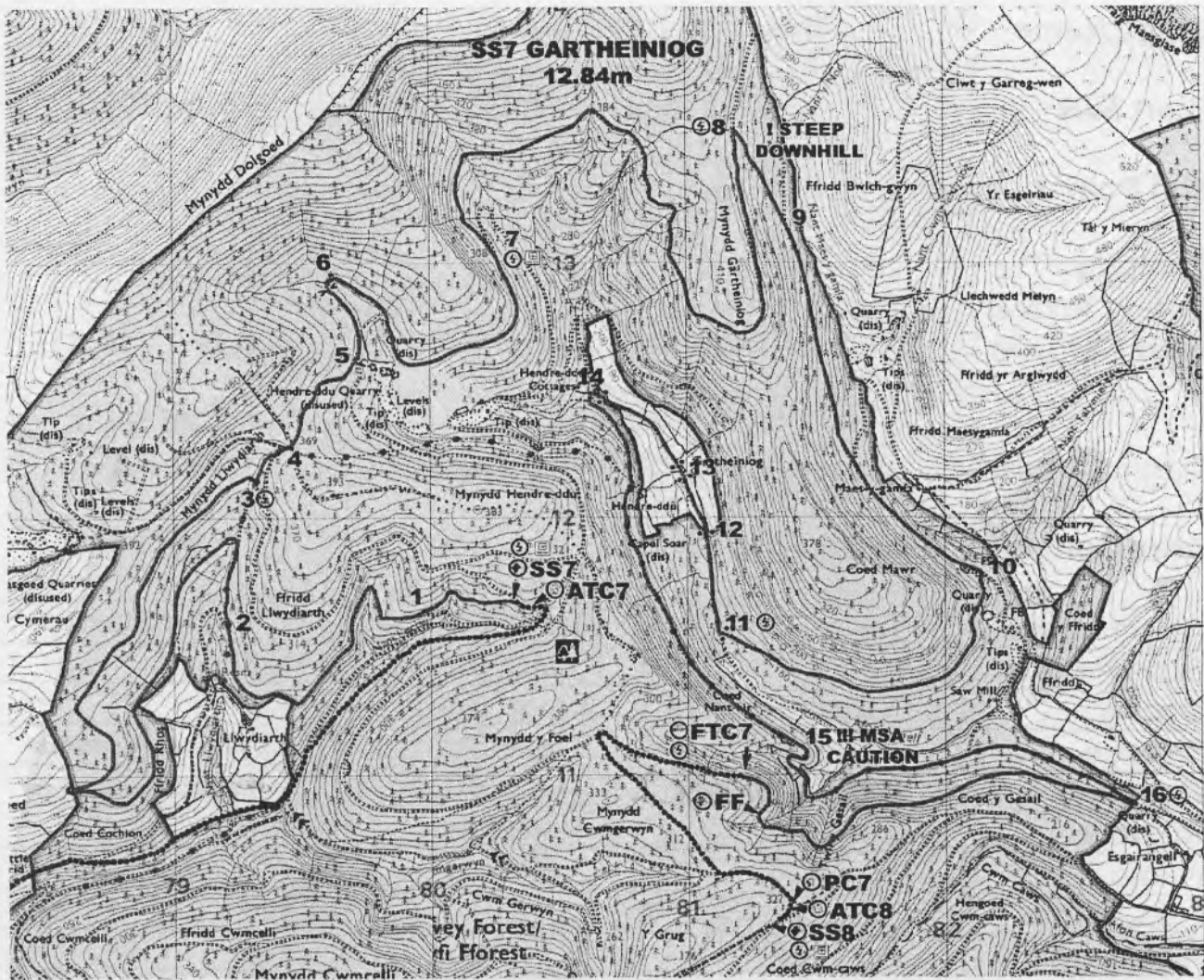
Safety References

Emergency Services

RV.No. 5 M/R 124/863125 Location Brigands Inn
 Mallwyd
 Junction A470 / A458

SS 7 – Gartheiniog

Length – 12.84



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Stage Information Sheet

| | | | |
|--------------------|------------|--------------|------------|
| Stage Name | Bwlch Main | Stage Number | 8 |
| Start M/R | 124/813104 | Finish M/R | 124/807075 |
| Mid Point Location | N/A | | |

Timings

| | | | | | | | |
|----------------|-------|-------|-------|-------|-------|-------|--|
| Safety Arrival | 11:30 | | | | | | |
| First Car Due | Hist. | 12:41 | Nat A | 14:11 | Nat B | 15:51 | |

| | | | |
|---------------|-----------------|-----------|-------------------------|
| Radio Control | Dave Allsebrook | Channel 2 | Call Sign Clip Relay |
|---------------|-----------------|-----------|-------------------------|

| | | |
|-----------------|---------------|--------|
| Area Controller | Chris Knights | Wolf 9 |
|-----------------|---------------|--------|

| | | | |
|-------------|---------------------------|-------------|---------------------------|
| Commander | Dyfan Davies | Stage Start | Via Start |
| Start Radio | | Stage Start | |
| Doctor | Stuart Hatley | Stage Start | |
| Rescue | Extractor | Stage Start | Extractor Rescue |
| Recovery | Viper WYEROC 2 | Stage Start | Viper Recovery |
| Radio | | Junction 4 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

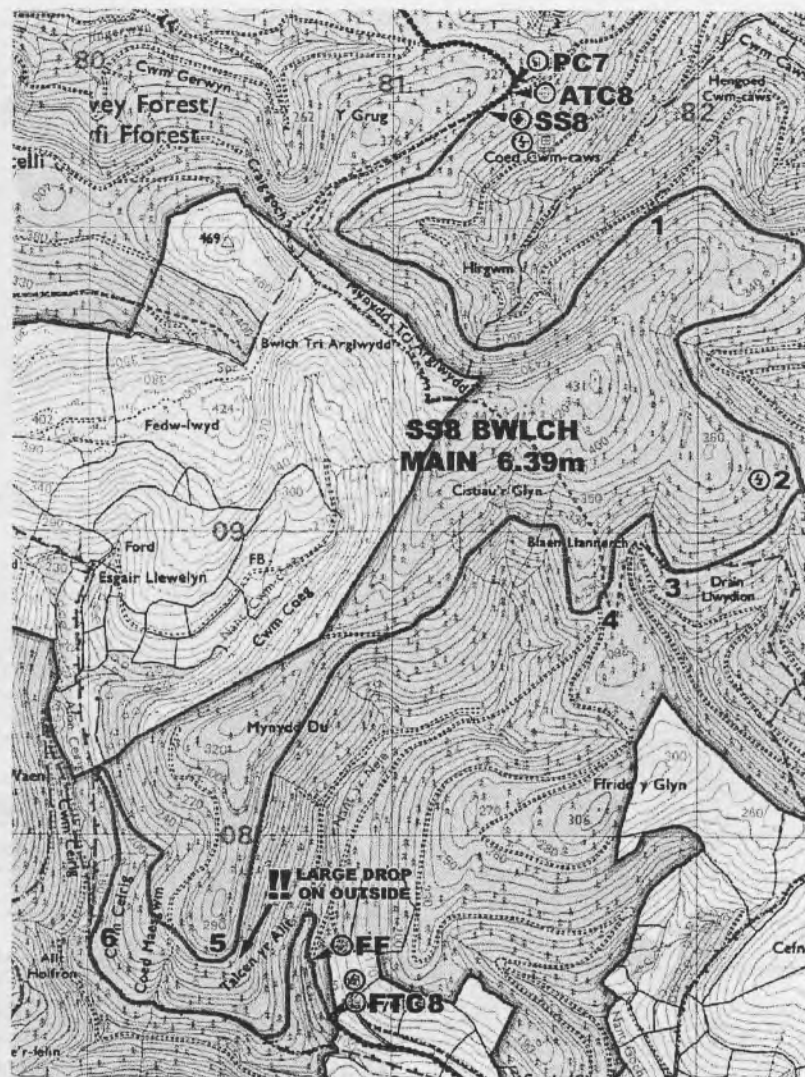
Safety References

Emergency Services

| | | | |
|----------|----------------|----------|---|
| RV.No. 5 | M/R 124/863125 | Location | Brigands Inn Mallwyd Junction A470 / A458 |
|----------|----------------|----------|---|

SS 8 – Bwlch Main

Length – 6.39



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Stage Information Sheet

RED FLAG

| | | | |
|---------------------------|-------------------|---------------------|-------------------|
| Stage Name | Dyfnant | Stage Number | 9 |
| Start M/R | 125/991138 | Finish M/R | 125/018150 |
| Mid Point Location | Junction 9 | | |

Timings

| | | | | | | |
|-----------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Safety Arrival | 12:30 | | | | | |
| First Car Due | Hist. | 13:35 | Nat A | 15:05 | Nat B | 16:45 |

| | | | |
|------------------------|---------------------|------------------|--------------------|
| Radio Control | Brian Gibson | Channel 1 | Call Sign |
| | | | Oak Control |
| Area Controller | Jim Cornes | | Wolf 11 |

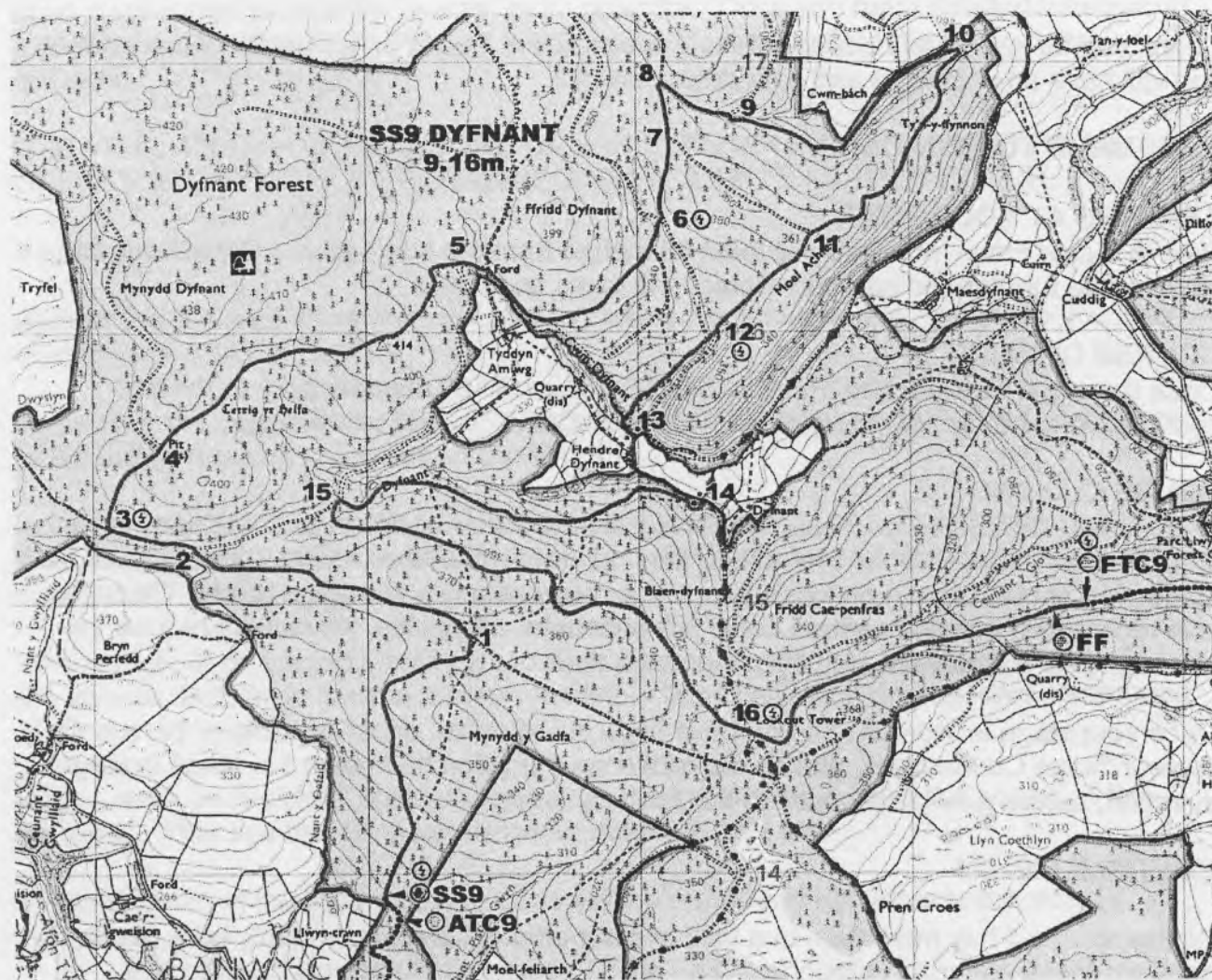
| | | | |
|--------------------|--------------------|--------------------|------------------------|
| Commander | Neil Cross | Stage Start | Cheriton 1 |
| Start Radio | | Stage Start | |
| Paramedic | Ian Roberts | Stage Start | |
| Rescue | Cam 2 | Stage Start | Cam 2 Rescue |
| Recovery | Tunnel | Stage Start | Tunnel Recovery |
| Radio | | Junction 3 | |
| Radio | | Junction 6 | |
| Radio | | Mid Point | |
| Doctor | Rick Bate | Mid Point | |
| Rescue | Champion | Mid Point | Champion Rescue |
| Recovery | Zodiac | Mid Point | Zodiac Recovery |
| Radio | | Junction 12 | |
| Radio | | Junction 16 | |
| Radio | | Finish | |
| Add. Radio | | | |
| Add. Radio | | | |

Safety References**Emergency Services**

| | | | |
|-----------------|-----------------------|-----------------|--------------------------|
| RV.No. 6 | M/R 125/012107 | Location | Cann Office Hotel |
| | | | Llangadfan |
| | | | A458 Welshpool - |
| | | | Mallwyd |

SS 9 – Dyfnant

Length – 9.16



The Bulldog Rally

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11. Appendices

Appendix 1 - Marshals' & Radio Operators' Safety Notes

Radio operators are also Marshals.

Thank you for giving your assistance to this event, it is greatly appreciated. We trust that you will have an enjoyable and safe day's rallying.

REMEMBER TO SIGN-ON...!

ARRIVING AT YOUR POST

Park in a safe place, preferably at least 30 metres from the stage route. If you have to move stage furniture ensure you replace the items as found.

COURSE OPENING

Once the stage has reached 'READY STATUS' (*usually 60 minutes prior to the first competitive car due*) only designated 'COURSE CARS' should be on stage.

COUSE CLOSING

A 'COURSE CLOSING CAR' will be running as close as possible behind the last competitor. As there will be live competitors on stage when the Course Closer enters the stage, you should remain on location until the closer reaches the stage finish. This action is in recognition that competitors could still encounter difficulties, which may require the attendance of the Rescue Unit from the stage start.

Once your stage is 'closed' and you have been stood down, either by radio or personally by your Stage Commander, please dismantle your junction and leave the stage in stage direction, unless given instruction to the contrary, exercising care.

MULTIPLE FIELDS

Where an event has more than one field of competitors there will probably be a gap between these separate categories. You **MUST** remain on station and alert to any unauthorised movement on stage.

SPECTATORS & MEDIA

Ensure that no unauthorised vehicles drive onto the stage.

Public footpaths will not be closed. Please advise walkers, cyclists and others, of the event - its direction, dangers and the code of safe spectating.

Ensure spectators are kept well back from the stage route and away from the outside of bends. It is easier to stop spectators entering these areas than to move them once they have become established.

If there are more spectators than you can adequately control, inform your Stage Commander via the nearest radio point.

Representatives of the media will be clearly identified and are allowed to place themselves anywhere, **HOWEVER**, they should be encouraged to stand in safe areas and at no time place themselves or anyone else in danger. Remember that these individuals will have signed-on and therefore operate under their own cognisance.

INCIDENT PROCEDURE

Should you witness directly or be advised of an incident, BEFORE investigating yourself, send a colleague to alert the nearest radio operator. Once you have detailed information regarding the incident ENSURE that this is passed immediately to the nearest radio operator.

IT IS VITAL THAT YOU ADVISE THE ORGANISERS VIA YOUR NEAREST RADIO OPERATOR OF DETAILS REGARDING ANY INCIDENTS AS THEY OCCUR.

If appropriate: -

Render the required assistance in order to protect the scene and to help those involved directly in/or with the incident.

Make sure the competitors OK/SOS board is out with the side relevant to the seriousness of the incident facing on-coming competitors.

In cases where there is a danger to the life of the occupants i.e. vehicle fire, vehicle over a drop, immediately assist the crew from the car, with your personal safety as a paramount concern

Where there is no immediate danger to life but there are injuries, leave the occupants in the vehicle, but talk to them and observe their actions until the help you have summoned arrives

With a serious incident, do not move any objects or items from the scene of the incident. This applies to stage furniture, logs, debris etc.

On completion of the incident make out a written report and hand this to the closing vehicle.

If you are involved or associated with any incident, please ensure that you make no comment regarding any aspect of it to a member of the public or media.

Any requests for comments or information should be directed to rally Headquarters.

Appendix 2 – Radio Users' Operation Notes

1. Introduction

The Bulldog Rally 2004 will use as it's primary safety and medical communications system the MSA 81.575 Mhz FM frequency radios. All radios on this channel will operate through a radio controller or their designated relay/link. All senior officials of the event will be equipped with a radio on this frequency.

2. Responsibilities

2.1. Stage Radio Supervisor

- 2.1.1. Will ensure that all radio crews are in position at least 1 hour before the first car is due.
- 2.1.2. Will ensure that all radio crews keep a check sheet (supplied).
- 2.1.3. Will supply radio control / relay with a list of active radio crews and location on the stage.
- 2.1.4. Will be responsible for supplying the following information:
 - Stage Ready
 - Doctor, Rescue and Radio Crew in Position and Ready.
 - Passage of Official Vehicles
 - First competing car and time entered stage
 - Time Stage Stopped
 - Action taken
 - Time Stage Restarted
 - Last Three Car Numbers and final cars time
 - Total Number of Cars Completing Stage
 - Passage of Closing Car

2.2. Stage Radio Crew

- 2.2.1. Report that you are in position with the stage radio supervisor
- 2.2.2. Park in a place of safety where the stage can be seen clearly
- 2.2.3. Keep timely and accurate check sheet of all passing vehicles
- 2.2.4. Make themselves known to the marshal in the immediate vicinity
- 2.2.5. Advise Radio Control of any problems
- 2.2.6. Operate in accordance with Normal MSA Procedures

3. Basic Do's and Don'ts

3.1. Do:

- Ensure that you know which channel the stage is being run on and that your radio is set to that channel
- Make sure that the Radio is manned at all times
- Listen to your radio at all times. Other information may be relevant to you
- Keep the Radio in view. *To ensure the transmit light is out before transmitting your message.*
- Keep message brief.
- Transmit any long messages in small sub messages. Channel 81 times out after 30 seconds.
- Make note of any radios you can hear well.
- Make sure that your push to talk button does not get stuck open.
- *Wait a moment after PTT button is pressed before talking.*
- If radio fails check all connections and try to let another official know if the failure is terminal.
- Run the vehicle engine every so often to keep the battery fully charged

3.2. Don'ts

- Use channel 81 as a chat channel. You may be putting lives at risk.
- Put the radio/loudspeaker where others can overhear it i.e. on the roof of the car.
- Park under trees or near other radio communication or computer equipment
- Try to listen to a number of radios at once. You may miss an important message.

4. *Special Calls*

4.1. **SAFETY** – Possible safety problems (Spectator overcrowding)

4.2. **URGENT** – More Important message (Suspected injury or Stage Blocked)

4.3. **PRIORITY** – Confirmed injury / Life and Death Situations Only

4.4. Strict Discipline must be observed at all times and any misuse of these calls will be dealt with severely.

4.5. In safety, urgent or priority situations Radio Control will state the fact and call for radio silence. Please do not transmit unless the message is very relevant to the current situation. Listen carefully your help may be required.

4.6. Calls should be initiated as follows:

"PRIORITY, PRIORITY ...RADIO CONTROL FROM WOLF ONE."

4.7. Wait for the controller to acknowledge message and clear down the air before passing the message. **STAY CALM.**

4.8. **All special calls have precedence over administration calls.**

5. *Problem Resolution.*

5.1. If you cannot resolve a problem please consult the Radio Controller for advice.

Finally have an enjoyable day and thank you for your support.

Appendix 3 – Additional Radio Frequencies

(Preamble outlining specific operation, deployment and usage of each additional radio frequency)

Upon arrival at your stage or given location please check that your set is switched on, the microphone and speaker are connected and that the volume and squelch (if fitted) are adjusted to the correct levels. **MAKE SURE YOUR AERIAL IS CONNECTED AND THAT THE COAXIAL CABLE IS INTACT AND IS NOT TRAPPED PRIOR TO SWITCHING ON YOUR SET.**

Ensure that your radio is monitored at all times. Radio traffic not directed to you is still important and you need to listen to it.

ENSURE THAT YOU ARE AWARE OF WHERE YOUR MICROPHONE IS AND THAT THE PTT (press to talk) BUTTON IS NOT TRIGGERED UNNECESSARILY.

Even if you are using a duplex frequency a microphone activated in error will disrupt the efficiency of this frequency.

Make sure that you know your call sign and all those on your stage or specific location.

Do not park close to other vehicles using radio equipment or computer equipment.

Do not park under trees or beneath electricity cables.

(Continue with additional notes, which relate to application and operation of each additional frequency).

Appendix 4 – Example Radio Check Sheet

RADIO CHECK
SHEET*The* **Bulldog** *Rally*

STAGE No.

| Total | List of Cars In Order by Number | | | | | | | | | | Control | | | | | | | | | | |
|---|---------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------------------------------|-----------|--------|-------|--------|-------|-----------|-----|-----|--|--|
| 0 | | | | | | | | | | | Course Cars | | | | | | | | | | |
| 10 | | | | | | | | | | | Last 3 Previous Stage | | | | | Total | | | | | |
| 20 | | | | | | | | | | | Time 1st Car | | | | | In | | Out | | | |
| 30 | | | | | | | | | | | Last 3 In Stage | | | | | Total | | | | | |
| 40 | | | | | | | | | | | Time Last Car | | | | | In | | Out | | | |
| 50 | | | | | | | | | | | Last 3 Out Of Stage | | | | | Total | | | | | |
| 60 | | | | | | | | | | | Cars Stopped in This Stage | | | | | | | | | | |
| 70 | | | | | | | | | | | Car No | Junc. | Car No | Junc. | Car No | Junc. | | | | | |
| 80 | | | | | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | | | | | |
| 100 | | | | | | | | | | | Other Radio Cars In This Stage | | | | | | | | | | |
| 110 | | | | | | | | | | | Junc. | Call Sign | | | | Junc. | Call Sign | | | | |
| 120 | | | | | | | | | | | | | | | | | | | | | |
| 130 | | | | | | | | | | | | | | | | | | | | | |
| 140 | | | | | | | | | | | | | | | | | | | | | |
| 150 | | | | | | | | | | | | | | | | | | | | | |
| 160 | | | | | | | | | | | | | | | | | | | | | |
| 170 | | | | | | | | | | | | | | | | | | | | | |
| 180 | | | | | | | | | | | | | | | | | | | | | |
| 190 | | | | | | | | | | | | | | | | | | | | | |
| Cross off the Car No. On The Chart Below As It Passes Your Location | | | | | | | | | | | | | | | | | | | | | |
| 01 | 02 | 03 | 04 | 05 | 06 | 07 | 08 | 09 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | | |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | | |
| 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | | |
| 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 | 100 | | |
| 101 | 102 | 103 | 104 | 105 | 106 | 107 | 108 | 109 | 110 | 111 | 112 | 113 | 114 | 115 | 116 | 117 | 118 | 119 | 120 | | |
| 121 | 122 | 123 | 124 | 125 | 126 | 127 | 128 | 129 | 130 | 131 | 132 | 133 | 134 | 135 | 136 | 137 | 138 | 139 | 140 | | |
| 141 | 142 | 143 | 144 | 145 | 146 | 147 | 148 | 149 | 150 | 151 | 152 | 153 | 154 | 155 | 156 | 157 | 158 | 159 | 160 | | |
| 161 | 162 | 163 | 164 | 165 | 166 | 167 | 168 | 169 | 170 | 171 | 172 | 173 | 174 | 175 | 176 | 177 | 178 | 179 | 180 | | |
| 181 | 182 | 183 | 184 | 185 | 186 | 187 | 188 | 189 | 190 | 191 | 192 | 193 | 194 | 195 | 196 | 197 | 198 | 199 | 200 | | |

From Wolverhampton & South Staffs Car Club Ltd. *Thank you For Marshalling*

Appendix 5 – Marshal Instructions

1. Introduction

Welcome to **The Bulldog Rally 2004**. Please read these instructions carefully even if you have marshalled on other events. Everyone can always learn something new. Please remember **Safety** is always the **priority**.

2. Signing On / Job Location

Please "Sign-On" as soon as possible on an official sign-on sheet, to make sure you will be covered by the event insurance. If you don't already know, your stage commander will allocate you to a location in the stage and give you any specific instructions. Please proceed to your allocated location when requested to do so, please remember that the stage will not be "LIVE" and set up activities may still be taking place and other officials may arriving at their locations and settling down. Please take note of your nearest radio point and how to get there quickly and safely while the stage is running. If possible make contact with the radio operator before the stage starts and advise them of your location using the post number.

3. Personal Equipment

Due to the time of year the event runs please ensure that you are equipped to deal with inclement weather, this should include warm & waterproof clothing, warm drinks and food and sensible foot wear. Other items that will be useful include a torch, knife, whistle and if possible a fire extinguisher.

4. Identification

All officials will be identified with either a name badge or car sticker. Press and VIP's will have a letter issued by the Clerk of the Course, please remember this does not give them the right to stand or go where they like, they should follow your advice.

For your own safety, please wear a high visibility tabard either supplied by the event or if you have your own please use it. This will help competitors and the other officials to identify you, also it will give you some authority over spectators.

5. Job Functions

a. Safety Marshals

Safety marshals are positioned at points throughout the special stages to ensure the stage is set up, run and clear safely.

To provide emergency assistance to competitors in need.

To ensure spectators are not a hazard to competitors or themselves.

Marshals are usually the first on the scene of an incident and as such they should protect the scene and follow the incident procedure. By use of whistles the marshals will indicate to spectators that the stage is live and a competing vehicle is approaching. Manning should be at least of adequate numbers for the particular stage location.

b. Radio Marshals

Are placed at key points in the stage to report on possible incidents and keep a track of cars that have passed their location. They must also keep the Stage Commander informed of incidents in their sector of the stage. The competing number and order of cars that passed the location are recorded on check sheet include in the pack for each radio point. When the radio operator arrives at the location on stage they must report into the radio controller and inform them of their call sign and location. Radio operator can operate individually but teamwork with safety marshals is usually essential.

c. Time Control Marshal.

Records the time that the competing vehicle entered the Time control. The information is written onto the competitors' timecard and a control check sheet. The time must be taken from the official clock and crews are allowed to enter the time control 59 seconds prior to the minute they require. Time given is to the previous whole minute. At Least 2 Marshals required per Time Control.

d. Stage Arrival Control Marshal.

Record time from the ATC clock that the competing vehicle entered the control and allocates a proposed stage start time. This is the time of arrival at the control plus at least 3 minutes. This is not to be deviated from unless the stage commander instructs the marshals to do so. The competing vehicle is allowed to enter the control 59 second prior to the minute required. The information is written onto the competitors' timecard and a control check sheet. Ideal manning should be at least 2 Marshals per Stage Arrival.

e. Stage Start Marshal

Confirms the Start time issued at ATC to the competing vehicle and follows the start procedure. The start time is recorded on the timecards of the competing crew and on the corresponding check sheet. The event will be using an automated start lights that will ensure the stage time for the competitors will be timed to tenths of a second. The instructions for use of the timing equipment will be included in the control pack. If the marshals have not used the equipment previously instructions will be included for dummy runs as well. Ideal manning should be 3 Marshals per stage start.

f. Flying Finish Marshal

The marshal must record the time at which the car completes the stage on the check sheets provided and this time will be communicated to the Stop Line Marshal. The Marshal on the Flying Finish will act as a backup the automatic timing system fails. Minimum manning should be at least 2 marshals per flying finish.

g. Stop Line Marshal

Record the time the competing vehicle crossed the Flying Finish on to the competitors' timecards and a corresponding check sheet. Minimum manning should be at least 2 marshals per stop line

6. Paperwork

A list of paperwork is included in every pack and if you are missing anything please inform your stage commander who will have spares. Examples of the Timecards will be included in the packs. **Unless otherwise specified in your pack, the Course Closing car will collect all control check sheets including any written reports from Stage Commanders and judges of fact.**

7. Stage Furniture (Arrows etc.)

Arrows, tape, stakes etc. will be put in place before the marshals get to their location, occasionally to aid marshals getting into position tape might not be tied off in the correct manner and therefore the marshals will need to complete a little set up work. Make sure the rally route is clearly defined, stop a course car if you have any concerns.

Marshals need to protect and replace the arrows etc. when rally cars or spectators dislodge or remove them. The course cars will carry addition equipment and if required please flag down and tell them what you require.

When the stage is fully complete please breakdown the majority of the signage, leaving one arrow at the junction in place for the equipment van. Please place the remaining equipment in a pile by the remaining direction arrow.

8. Stages

It is this rally organisers' policy to run only the minimum required number of course cars, none of which will traverse the stage at competitive speed. The first car to traverse the stage will be the clock delivery car, which is normally between 2 and 1 hours before the first competitor is due. The clock delivery car crew sets up and tests the timing equipment. This car will be identified clearly and this vehicle may cut or reroute depending on time schedule restrictions.

The stage will be LIVE 30 Minutes before the first competitive car is due.

Approximately 30 minutes before the first competitor is due will be the spectator safety car. This vehicle will traverse as many stages as possible but will pass through all stages with designated spectator areas. The prime function of the crew in this vehicle is to check the stage set up and ensure vehicles, spectators and marshals are positioned in places of safety. This vehicle will be clearly identified and once on the stage the vehicle will follow rally route.

Approximately 15 minutes before the first competitor is due will be the Course Car. A vehicle of this denomination will traverse ALL stages and check the stage set up and safety of the stage. No other vehicle will traverse the stage between this vehicle and the first competing car. Both the Spectator Safety Car and the Course Car will check the functionality of the timing equipment. All the course cars will carry dummy time cards and will be used for practise.

Once the Course Car has completed the stage and everything is to the satisfaction of the crew, the stage will be ready for the first competing car. The Competing cars will start at 1-minute intervals, due to the nature and number of events there will be gaps between competing vehicles running on the same stage.

Please remain at your post until the Course Closing Car has past your location **AND** the stage commander stands you down.

9. Spectators

As a marshal always try to lead by example, do not stand in dangerous locations and please ensure that you do not stand in groups chatting or fool around.

When talking to the spectators please adopt a non-confrontational, friendly approach and speak to them, as you would like to be spoken to yourself. Do not let spectators settle in a dangerous position or areas designated as PROHIBITED, it is always easier to move them before they "set up camp". If you ask someone to move please try and explain why you think it is not a good idea to stand in that particular place and suggest another position. If spectators wish to move location suggest they walk through the trees rather than on the stage.

If you encounter a particularly difficult group of spectators who will not move please inform the nearest radio point and get them to inform the organisers.

Press photographers if they are 'signed on' and identified do not necessarily have to stand in designated spectator areas. They should take your advice as to their 'no go' areas. If they do not cooperate then find out whom they are and send a written report to rally HQ.

10. And Finally.....

Always **THINK SAFETY** Competitors, officials, yours and the spectators. If you have any further questions please don't hesitate to contact me on 07767 453 664.

Thank you for marshalling and I hope you have a
Good Days Rallying!

Kevin Witton – Chief Marshal

Appendix 6 – Service Area Risk Management

Entrants, competitors and service crew members should be aware of their own and other people's safety and well being, when competing in motor sport.

- All entrants should have an environmental ground sheet in place before work commences on the vehicle
- All service vehicles should have an environmental spill kit, for use in the event of liquid spillage. (Competing cars should also carry such a kit)
- Fire extinguishers should be readily available at all times when vehicles are to be worked on, particularly in the event of any welding or grinding being carried out and when vehicles are being re-fuelled.
- Vehicles should be supported by axle stands, chassis sill stands or ramps, all with recommended base plates, when raised in the air by trolley or any other types of jacks. Engines should not be run when the vehicle is raised on stands. No other work on the Car should be attempted, when raising or lowering of the car is taking place.
- If re-fuelling is permitted in the service area, this should be the last operation to be carried out before the vehicles leave. The vehicle should be off any support stands, have all four wheels on the ground, have all work ceased and have no occupants when re-fuelling commences. Ideally re-fuelling should be by hand pumping, rather than from hand held containers.
- The crew concerned should contain spillages of any liquid immediately.

Storage & use of petroleum spirit

- Containers should comply with the relevant British Standard, should be marked "Petroleum Spirit - Highly Flammable" and kept from any source of ignition.
- All empty containers should be removed from the venue after the event.
- Petrol is to be used as fuel only, not for any other purpose.
- All vehicle refuelling is to take place in the open air. A "NO SMOKING" area should be enforced and an operative should be on standby with an appropriate fire extinguisher.
- Re-fuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection.

Hazardous Substances

- Some vehicle parts, for example brake & clutch linings contain asbestos. Competitors are encouraged to use non-asbestos substitutes where possible. Where asbestos is used, every effort should be made to prevent dust being released.
- Some mineral oils may cause skin cancers. Where contact does occur, contamination should be washed off immediately. The wearing of any contaminated clothing should be avoided.
- Other substances may cause ill health. Suppliers will have information about the possible effects of their products available on request.

Electrical Safety

- All electrical equipment should be maintained in a safe condition.
- Extension leads & cables should be neoprene, oil resistant flexible cable.
- All electrical equipment used externally should be weather proof and tools should be "double" or "all insulated" against electric shock.
- Electrical equipment and hand tools should not be used where flammable vapours are present.

Fire Precautions

- All competition and service vehicles should carry a suitable fire extinguisher.
- Special consideration should be made before lighting any cooking appliance.
- All sources of ignition should be kept away from any fuel store or re-fuelling area.
- Fire extinguishers should not be moved from their known location, other than when in use.
- In the event of any fire, a report should be made to the organisers of the event before leaving the venue.
- All entrants are encouraged to train their personnel in the correct fire prevention and treatment procedures.

Compressed Air Equipment

- Air blasts from over inflated tyres can cause severe injury. Tyres should not be inflated above the manufacturers recommended figures.
- Always stand clear when inflating tyres.
- Compressors and airlines should be inspected regularly.
- Compressed air cylinders should be stored and used to suppliers' recommendations.

General Working Practices

- All working area should be kept clean and tidy. All waste and spillage should be cleared up immediately, removed by the entrant at the end of the event and disposed of in a responsible manner.
- Trailing cables & hoses should not be allowed to create a trip hazard and should not run across access or roadways.
- Whenever vehicle engines are being run, adequate ventilation must be in place.
- All safety notices should be complied with
- Any personnel carrying out work should ensure that they adopt safe working practices at all times
- Service crews and competitors need to be aware of the long periods of exposure to cold, wet or heat, experienced while on location in service areas and dress accordingly.
- Children under 18 years of age are to be closely supervised and should not leave your designated area un accompanied. They are children and as such your responsibility.

Noise

- Exposure to excessive noise may result in hearing loss, or other complaints. These may be short term , or after prolonged exposure, permanent.
- Where exposure to noise is unavoidable, ear defenders should be worn.

Manual Handling

Lifting, carrying and propelling of loads by bodily force is a major cause of industrial injuries. All entrants are encouraged to train their personnel in safe manual handling techniques.

Waste

Entrants should remove all waste from the venue, including containers, packaging tyres, oils etc. They must be disposed of it in a responsible manner.

Vehicle Safety

- A 10 m.p.h. speed limit should be observed at all times in a service area, other than for emergency vehicles which may be attending an incident.
- There may be pedestrians in service areas. Special care must be taken in these circumstances, to avoid collisions.
- The unauthorised use of mopeds, motorcycles, scooters, gopeds, quads etc is forbidden in the service areas.
- Persons holding valid driving licences for that class of vehicle may only drive vehicles.

First Aid

Any person sustaining injury or illness should seek treatment from the event emergency services, by initially reporting to the Senior Official in charge of the service area, who will ensure the appropriate response.

Public Safety

Entrants and their associated personnel should act in a manner so as not to put either themselves or any other person at risk of injury.


Reporting of Accidents & Incidents

All accidents where any person sustains injury, or where damage to property occurs, should be reported immediately to the Senior Official in charge of the service area.

Further Regulations and Information

Entrants are reminded of their obligations to comply with the requirements of the appropriate sporting regulations at all times. These Guidance Notes should be read in conjunction with all relevant regulations.

Appendix 7 – Event Risk Assessment



|  Event Risk Assessment | | | | |
|--|---|---------------|------------|---|
| Compiled by: Kevin J. Witton, Spectator Safety Officer | | | | |
| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures |
| Albrighton Hall Hotel Event Headquarters | Personal Injury | All | Low | <p>A qualified contractor will install all office machinery utilised by the event.</p> <p>Trailing wires will be minimised or taped</p> <p>HQ event equipment will be tidily stored and monitored by event official in charge of the Headquarters.</p> <p>All rooms hired by the event will be locked when not in use for prolonged periods of time.</p> <p>“Authorised Personnel Only” signs will be display where necessary.</p> |
| Catering | Hygiene Standards Fire risks Personal Injury due Hot Surfaces and Boiling Water | All | Medium | <p>Catering concessions will be provided by reputable, licensed and known vendors who are subject to local authority Environmental Health Inspections and regulations</p> <p>Food preparation area will be separated from the public area</p> |
| Officials Carrying Out Their Duties | Unsure of arrangements and procedures. Lack of Communication | Officials | Low | <p>The event will use experienced officials.</p> <p>Task relevant information will be distributed to named officials in advance of the event. This will include contact information and incident procedures.</p> <p>The names of key officials will be published on the contact information sheet and all will have at least one radio utilising the MSA safety frequency.</p> <p>Specific arrangements for contacting emergency services will be detailed in safety manual</p> |
| | | | | Further Action |

| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures | Further Action |
|--|--|------------------|------------|--|----------------|
| Suitability of Competing Vehicles / Adequacy of Safety Equipment | Personal injury including death due to impact | Competitors | Medium | Vehicles must comply with "Road Vehicle Construction and Use" legislation and "Road Vehicle Lighting" legislation. All competing vehicles will be inspected before the event by qualified MSA scrutineer to ensure its compliance with MSA regulations. All personal protective equipment of the competing crew will be inspected for MSA regulations' compliance. Significant hazards at venues will be removed or competing crews will be advise in writing of the location of such hazards. | |
| Special Stage Set-up | Personal Injury Fatigue Hypothermia | Set-Up Officials | Medium | Experienced Deputy or Asst. Clerk of Course will supervise special stage set-up activities Experienced set-up officials will be employed Set-up officials will take Regular breaks Telephone / Radio Communications will be employed by the set-up officials before and during the event. | |
| Marshals | Personal Injury including death from impact by vehicle or debris Fatigue Hypothermia Assault by spectator | Officials | Medium | The event will be run in accordance with MSA regulations Radio and Marshalling locations will be sited to minimise the risk from competing vehicles. Experienced stage commanders or area coordinators will supervise or delegate supervision of all marshals under their control. Marshals will wear high visibility tabards or jackets supplied by themselves or the event. Fatigue will be kept to a minimum by utilising stages only once. Marshals will be advised to wear the appropriate clothing for the conditions and time of year. Experienced marshals will be allocated to spectator areas. | |
| Marshals Contd.... | | | | | |
| Emergency Services Procedures | Lack of knowledge to respond to situation | All | Low/Medium | Emergency Services procedures and evacuation procedures will be detailed in safety manual. | |
| Rally Stages (General) | Personal Injury from a number of sources including flying stones, Rally car incidents and | All | Medium | The event can only take place after an MSA permit is issued The event will be organised in accordance with MSA regulations, including the layout of stages, prohibited areas etc. Adequate emergency personnel and radio operators allocated to each stage, including response vehicles, safety marshals, doctors | |

| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures | Further Action |
|---|---|---------------|------------|---|----------------|
| | Spectators walking on Stage | | | <p>etc.</p> <p>The organisers of the event will encourage spectators to attend designated spectator areas. This will be achieved through event publicity material i.e. National Motoring press, spectator information and website</p> <p>Spectator fencing will be erected at a safe distance from the stage route.</p> <p>Spectators will be given a free leaflet about the hazards of rally car behaviour when entering spectator area.</p> <p>Signage will be used to indicate prohibited and dangerous areas</p> <p>Competitors will be issued with information about the stage route, track surface and location of recognised hazards.</p> <p>Tracks and openings along the special stage route that could incorrectly read as the stage route will be taped off.</p> | |
| Rally Stages (General) Cont | Personal Injury to persons not involved in spectating or officiating on the event | All | Low | <p>All public rights of way (as indicated by Landranger Ordnance survey maps and/or documents from organisations responsible for land being access by the event) crossing the rally route will display warning signs, as detailed in MSA regulations and at the point where the Public right of way and the rally route meet a physical barrier of red and white tape will be employed to ensure no one can access the rally route without notification. Where practicable marshals will be employed at the Public right of way and rally route crossing points. Where practicable the event will avoid using public rights of way as rally route.</p> | |
| Rally Stages – Forestry Enterprise land | As general plus log piles and Forestry Plant and equipment | All | Low | <p>Where practicable the route of the special stage will avoid locations of timber extraction and storage.</p> <p>Where timber storage cannot be avoided log piles will be taped and competitors advised in writing of their location.</p> | |
| Fire Precautions Special Stages | Personal injury including death Forestry Fires Panic Damage to Property | All | Low | <p>The planned date of event will minimise the risk of forestry fires. The Emergency Services will be informed that the event will be taking place.</p> <p>Marshals will guide spectators and competitors away from incident.</p> <p>Radio Operators utilising MSA safety frequencies will be located at mandatory positions throughout the special stages.</p> <p>Fire Extinguishers sited at the start and finish of stage</p> <p>Response and competing vehicles will carry extinguishers in accordance with MSA regulations</p> | |


| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures Specific Arrangements for contacting Emergency Services will be detailed in the event safety manual | Further Action |
|---|--|---------------------------------|------------|---|----------------|
| Vehicle and Pedestrian Access to Stages | Personal Injury and damage to vehicles | Officials, Spectators and Press | Low | Spectator Traffic and Pedestrian spectators will be segregated where possible from competition traffic. Where possible the event will employ one way systems for competing traffic entering and exiting special stages. If this is not possible the competing crew will be advise the location of two way traffic. Speed limits will be employed to reduce the risk where practical. Road signage will be employed to direct spectators, service vehicles, Competing Vehicles and management vehicles to the designated locations. Spectator Parking will be available at designated stage locations. | |
| Adverse Weather | Personal Injury | All | Medium | Event publicity (Programme, website) will advise individual to wear appropriate clothing. Medical facilities available at all Special Stages | |
| Crowd Management at Special Stages | Attempts to gain access to prohibited areas | Spectators | Low | Event publicity will advise the special stages that have designated spectator areas. Fencing, Taping and correct signage will be erected at spectator area to define the bounds of that area. | |
| Children at Special Stages | Personal Injury including Death | Children | Medium | Children under 16 will not allowed to act as officials in accordance with MSA regulations. A responsible adult must accompany any spectator under 16. | |
| First Aid Facilities | Dealing with Medical incidents | All | Medium | The facilities arranged for by the event organisers will be in accordance with MSA regulations. In accordance with MSA regulations the required number of Recovery, Rescue and Paramedic/Doctors will be in attendance on each special stage Additional first aid facilities staffed by St John's will be available at service area's | |
| Drug and Alcohol abuse | Reduced perception and reaction time A few spectators may become aggressive and violent | All | Low | All officials and competitors will be subject to MSA regulations, including random testing by the Chief Medical Officer. No event authorised facilities will be available for spectators to purchase alcohol at special stages. | |

Appendix 8 – Scrutineering Area Risk Assessment

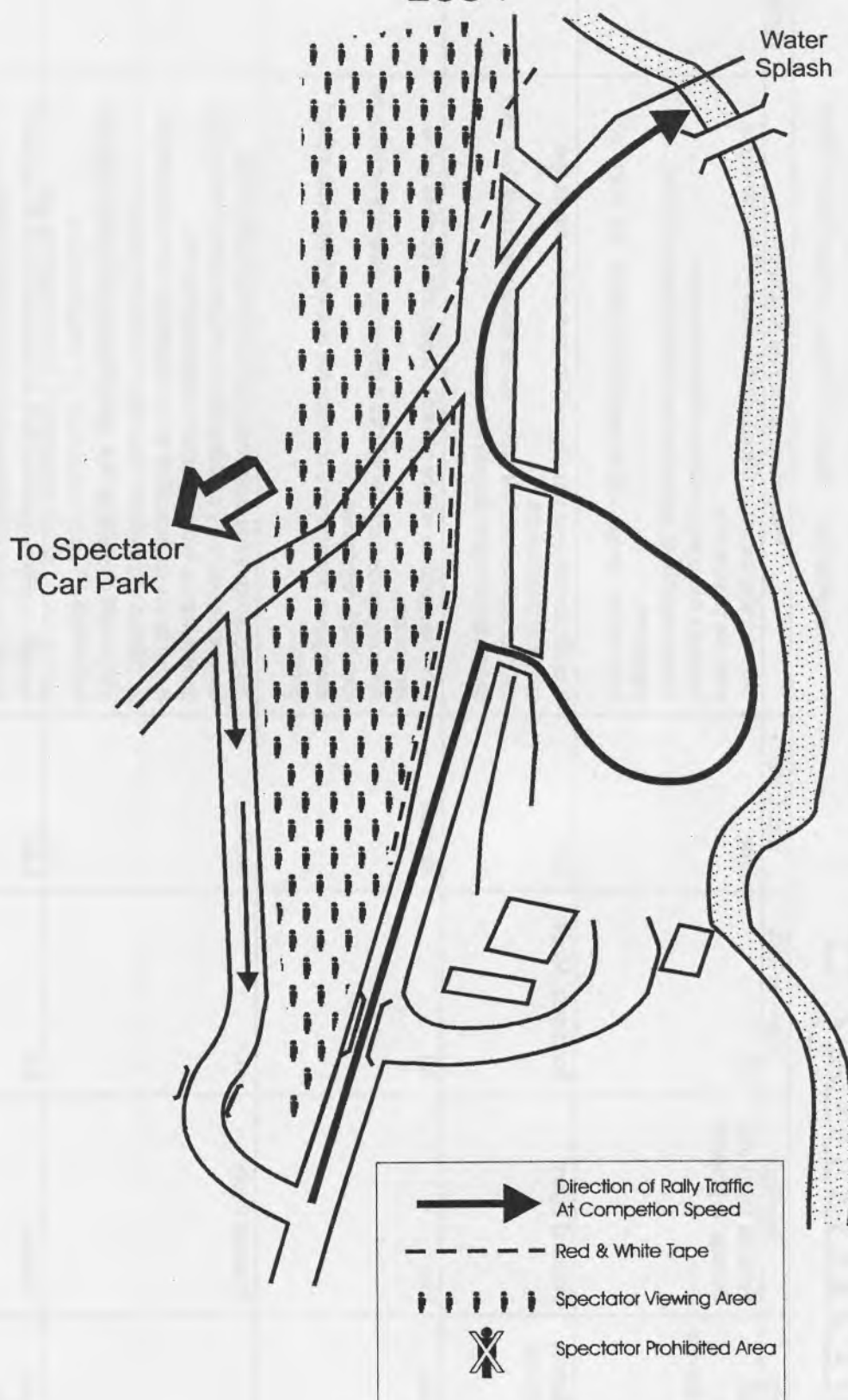
|  The Bulldog Rally  | | | Scrutineering Area Risk Assessment | | |
|--|--|------------------------------------|---|--|----------------|
| Compiled by: Kevin J. Witton, Spectator Safety Officer | | | | | |
| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures | Further Action |
| Spectators | Access to the Scrutineering Venue | Spectators | Low | Marshal will be in attendance to ensure only authorised individuals are permitted access. The event organisers will not advertise the location of the scrutineering venue in any spectator publicity materials i.e. the spectator information, web site etc. | |
| Vehicle Movement | Personal Injury including Crush Injuries from Vehicles | Scrutineers, Marshals, Competitors | Low | Experienced Marshals will organise the competitors into waiting queues and all cars will be processed on a first in first out basis. Competitors will be made aware of this in their final instructions. Only authorised officials and competitors will be allowed within the scrutineering area, this will include employees of the scrutineering venue. Marshal will wear high visibility tabards | |
| | Property Damage | All | Low | Where possible officials car parking and competitors vehicles will be segregated. | |
| Scrutineering Process | Personal Injury including Exhaust Inhalation | All | Medium | Where the scrutineering process takes place within a enclosed space the vehicles will not be allowed to run the engine other than to enter and exit the area. Only authorised officials and competitors will be allowed within the scrutineering process area. No other process will be conducted within this area i.e. Documentation, media sign-on etc. The Chief Scrutineer will be in control of this area. All officials will be responsible for ensuring all leaks or spills from cars are cleaned up as soon as practicable | |

| Activity | Hazard(s) | Who's at Risk | Risk Level | Precautions or Control Measures | Further Action |
|----------|-----------|---------------|------------|--|----------------|
| | Fire | All | Medium | <p>No Smoking in the scrutineering process area will be enforced.</p> <p>All competing vehicles will carry fire extinguishers in accordance with MSA regulations</p> <p>All Fire exits will be signed and kept clear at all times during the scrutineering process.</p> <p>If not supplied by the scrutineering venue additional fire extinguishers will be supplied by the organising club.</p> <p>All flammable materials will be disposed of in a timely manner</p> | |

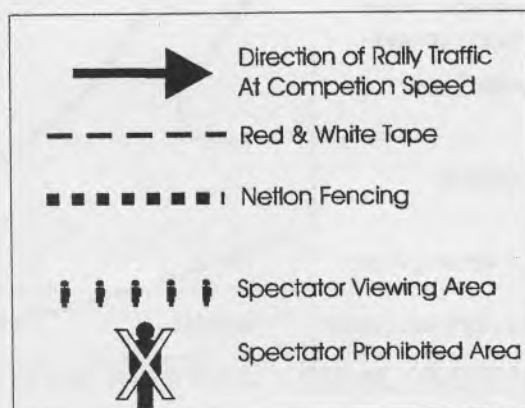
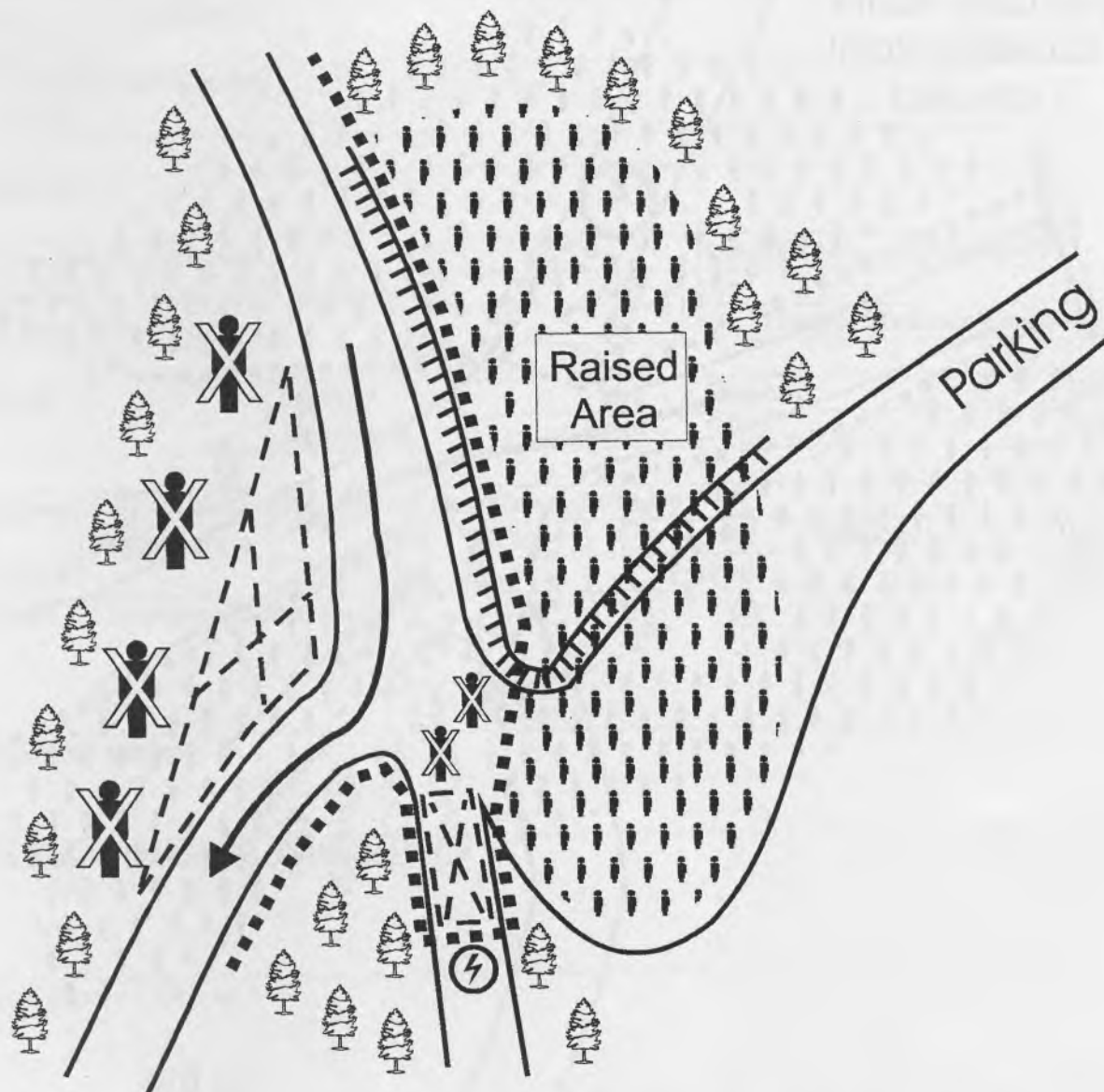
Appendix 9 – Service Area Risk Assessment

|  | | | | | Service Area Risk Assessment | |
|---|---|----------------------|--|--------|---|----------------|
| Compiled by: Kevin J. Witton, Spectator Safety Officer | | | | | Risk Level | Further Action |
| Activity Vehicle and Pedestrian Access to Service areas | Hazard(s) Personal Injury and Damage to property | Who's at Risk All | | Low | Only vehicles carrying official identification will be allowed to enter the service area. Marshals will control access to the service areas Where possible all pedestrian and vehicular access will be segregated. Appropriate signage will be employed to inform "No Entry" etc | |
| Viewing Service Area Operations | Personal Injury | Spectators, Media | | Low | Specific service area warnings will be included in media and spectator publications. All competitors and their crews will be made aware that there may be spectators within the services areas. | |
| Service Area (General) | Fire | All | | Medium | Fire Extinguishers will be placed at supervised locations in the service area. All competition vehicles will have fire extinguishers in accordance with MSA regulations. Emergency Services will be contacted in accordance with safety manual. | |
| | Personal Injury | All | | Medium | All competitors and their crews will be advised in the event documentation to try to assess the risk of any activity before they commence i.e. Working under a suspended vehicle. It will be the responsibility of the competing crew to ensure that all rubbish and spills are cleaned up in a timely manner. The competing crew or their representatives will clean up all fuel spills immediately. | |
| Service Area Procedures | Various | All | | Low | Competing crews including their representative will be advise of any safety requirement through the event documentation. | |
| First Aid Facilities | Medical Emergencies | All | | Medium | First Aid facilities will be located at all designated service areas | |

Appendix 10 - Spectator Area Diagrams

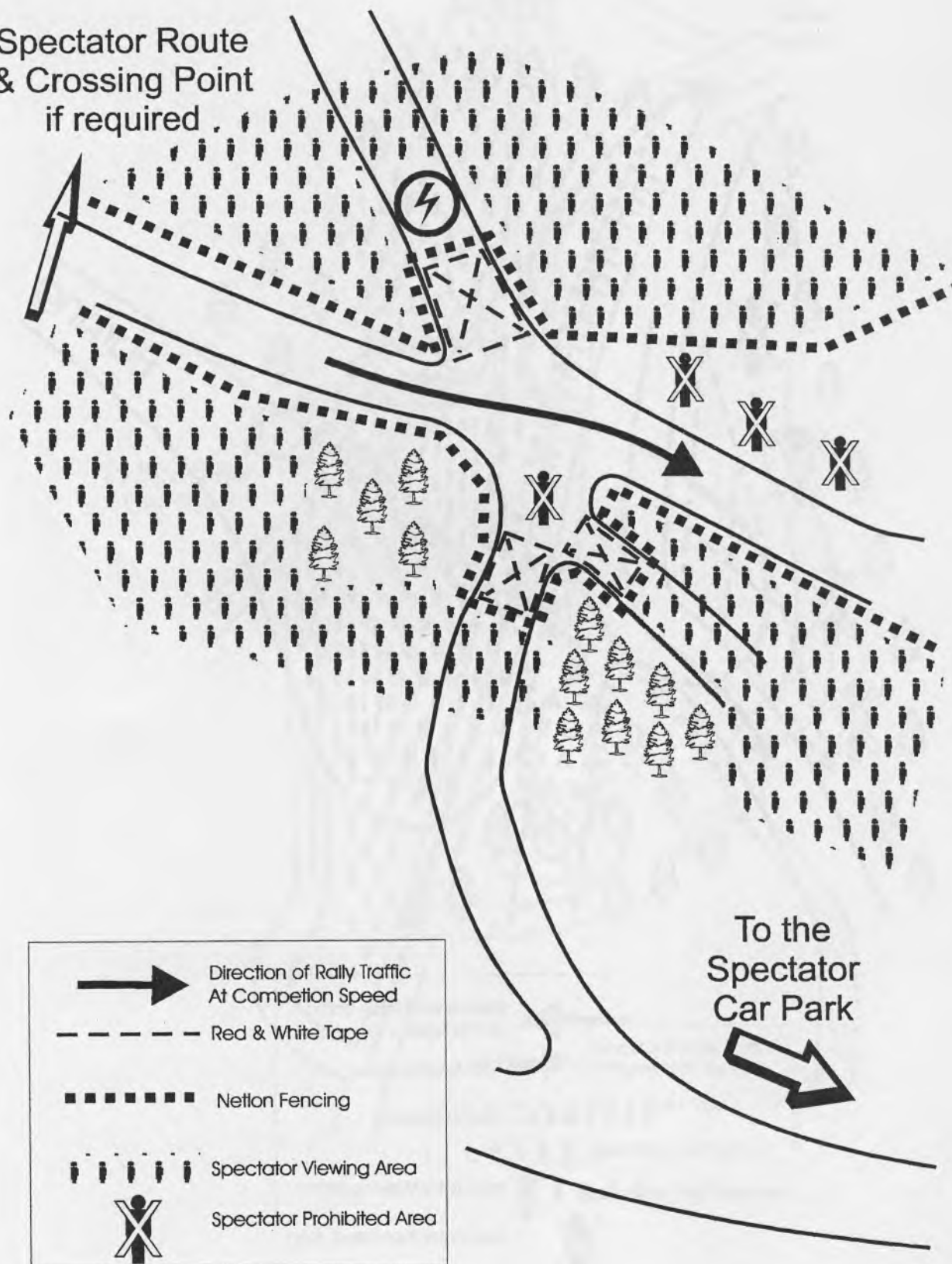
Sweet Lamb Spectator Area
2004

Bwlch Main Spectator Area 2004



Dyfnant Spectator Area 2004

Spectator Route
& Crossing Point
if required



Appendix 11 – Incident Report Form

PLEASE TAKE TIME TO COMPLETE THIS FORM AS SOON AS IS PRACTICAL WHEN COMPLETED
PLEASE HAND THIS FORM TO THE STAGE COMMANDER OR THE CLOSING VEHICLE.

| | | | |
|---|-----------|-------------------------------|--------|
| Stage Name | | Stage No | |
| Location of Incident / Occurrence | | | |
| Competitor number(s) involved | | | |
| TIMINGS | | | |
| Of incident/occurrence | | Hrs (Witnessed/Advised)* | |
| Reported to Control/Organisers* | | Hrs | |
| Request for assistance | | Hrs (Doctor/Rescue/Recovery)* | |
| Arrival of | Doctor | Hrs | Rescue |
| | Recovery | Hrs | SSO |
| Request for National Emergency Services made by | | | |
| At | Ambulance | Hrs | Fire |
| Arrived | | Hrs | |
| | | Hrs | Police |
| | | Hrs | |
| Nature Of Incident/Occurrence | | | |
| Action(s) taken | | | |
| Witnesses (Names & Address) | | | |
| Condition of Driver | | | |
| Condition of Co-Driver | | | |
| Condition of Other | | | |
| Signed | | Name | Date |

Please use the other side of this sheet for any further information. Thank you for your co-operation

*Delete as applicable

Incident Report Form – Additional Information

Amendments to Safety Manual

Stage 1 Start Recovery Unit is now Wyeroc2

Stage 2 Start Recovery Unit is now Register

Stage 2 Mid Point Recovery Unit is now Cam

Stage 3 Start Recovery Unit is now Rugby2

Stage 3 Start Rescue Unit is now Platinum with Paramedic

Stage 4 Delete Paramedic Paul Scott

and replace with Dr. Martin Gibbs

Stage 6 Delete Paramedic Steve Gratland

and replace with Dr Bob Dale

Stage 7 Start Recovery Unit is now Viper

Stage 8 Start Recovery Unit is now Wyeroc2

Stage 9 MidPoint Recovery is now Cam

Friday, 22 October 2004 19:40