



Indy Circuit
1.208 Miles

Final Instructions

22/23 August 2015

BRSCC Brands Hatch Race Weekend

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

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

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1 Permits

This event will be held under the following MSA Permit numbers:

International **N/A** National B **N/A** Clubmans **88110**

This event is **not** NEAFP permitted

2 Officials

MSA Steward	Philip Gillibrand	
Club Stewards	Bill Shewan	Gordon Wood-Hill
Senior Clerk of the Course	Derek Stanley	
Deputy Clerk of the Course	Barry Morris	
Permanent Clerk of the Course	Andy Holley (GTi & Porsche)	
Assistant Clerk of the Course	Luke Souch	
Clerk of the Course	Peter Daly (Caterham)	
Secretary of the Meeting	Judith Hibbins	
Chief Scrutineer	Colin Barnett	
Chief Medical Officer	TBA	
Chief Timekeeper	Lisa Sneader	

3 Passes

Your passes have been sent under separate cover. **Vehicle passes have not been issued for this event.** Any team member aged 13 years or over must be in possession of a valid ticket for the meeting

4 Venue Access

Access to the venue/circuit for competitors will be **from Friday at 18:00 until 23:00** and from **06:00 on Saturday**. Teams must be clear of the venue after the race meeting **by 20:00 on Sunday**. Any Team/Competitor who need to stay overnight on Sunday should speak to the circuit Duty Manager who is normally able to help find a suitable area to park up. Any competitor failing to comply with this shall be subject to pay immediately liquidated damages of £500.

5 Health & Safety

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

6 Pit & Paddock Areas

The garages have been allocated to BRSCC Alfashop Alfa Romeo and Teekay Couplings GTi Mk2 and Mk5 competitors. Please note **Garage 1/2** must be kept clear.

Any competitor who stations themselves in an incorrect position/place (according to the Paddock Plan issued by the Secretary of Meeting) and refuses to move when asked by a BRSCC Race Official, will be reported to the Clerk of the

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Course.

6.1 Engine/Noise Pollution

All competitors should note that noise testing will be carried out at this event. Engines must not be run **before 08:15 or after 18.45 on Saturday or before 09:15 or after 18:45 on Sunday**. Any team member found in breach of these times shall at the entire discretion of MSV, be removed immediately from the Venue and as such 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 waste oil is to be placed in the containers provided and all used tyres and other fuel containers are removed from the site for safe and legal disposal. Any such items not removed from the Venue shall be disposed of by MSV and the cost of doing so will be charged to the club who will in turn charge the competitor responsible.
- (c) It is forbidden to hammer pegs or stakes into any tarmac surface or mark garage floors in anyway, deposit fuel, oil or chemical substances onto any tarmac surface in the paddock area. Any person damaging the surface may be excluded from the Event and the Competitor shall be subject to pay immediately liquidated damages of £500.
- (d) Hospitality is not permitted in the paddock/pit area without the express permission of the circuit owners. The only exception to this is hospitality for competitors and official team personnel.

6.3 Pit Lane

- (a) The outer lane or lanes are to be kept unobstructed to allow safe passage of cars at all times. The onus shall be on all drivers to take due care and drive at minimum speeds in the Pit Lane.
- (b) Please observe the pit lane speed limit which is stated in your championship/series regulations.
- (c) Refuelling in the pit lane is not permitted unless allowed for in the Championship/Series Regulations.
- (d) Children under the age of 16 years are not permitted in the pit lane area.

6.4 Support Vehicles

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

7 Signing On For Competitors

Competitors based in the garages will sign on in the **Race Control Building**. All other races will sign on in the **Paddock Office** in the Outer Paddock (**except Caterham Academy who will sign on in the Hailwoods Restaurant**). In addition to the sign on times listed on the timetable, **Caterham competitors** will be able to sign on in the **Caterham Awning between 11:00 and 13:00 on Friday 21st August 2015**.

7.1 All drivers must provide at Signing On:

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

Drivers are reminded that licences, medicals and upgrade cards must be valid, bearing a recent photograph and be signed by the driver before presentation to the officials at Signing On. Without these they are not valid.

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

8 Scrutineering

Those competitors who have been allocated garages will be scrutineered at the times stated in the timetable with the scrutineer coming to your garage. Scrutineering for all other competitors will take place in the Scrutineering Bay in the Outer Paddock.

At Scrutineering, drivers must provide:

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

Please do not go before your allotted time.

9 Eligibility

In addition to the series Eligibility Scrutineers, eligibility may be checked by a member of the MSA Technical Commission, as listed in the MSA Officials' Yearbook Appendix 4(e).

10 Drivers Briefings

- (a) **Drivers who have not raced at the circuit** in its current configuration should collect a copy of the New Driver's Briefing Notes when they sign on and read them prior to their first practice or qualifying session.
- (b) Individual Championship/series briefing's maybe called as required and where not listed below, a bulletin will be issued.
- **Avon Tyres Caterham Tracksport Championship at 08:00 on Saturday in the Caterham Race Centre**
 - **Avon Tyres Caterham Supersport Championship at 08:30 on Saturday in Caterham Race Centre**
 - **Avon Tyres Caterham Roadsport Championship at 10:00 on Saturday in the Caterham Race Centre**
 - **GQ Caterham Academy – Green Group at 11:00 on Saturday in Hailwoods Restaurant**
 - **GQ Caterham Academy – White Group at 14:00 on Saturday in Hailwoods Restaurant**
 - **Toyo Tires Porsche Championship at 12:45 on Saturday in the PDA Hospitality**
 - **Teekay Couplings GTi Mk5 Series – 12:15 on Saturday in the Brands Hatch Media Centre**
 - **Teekay Couplings GTi Mk2 Championship – 10:45 on Sunday in the Brands Hatch Media Centre**

11 Circuit Access

Competitors located in the pit garages will access the circuit via the Pit Lane exit **for practice and qualifying only**. All vehicles must be Noise tested prior to their first session on the circuit. Cars having failed or who have not been noise tested will **not** be admitted to the track.

All other competitors will access the track via the Assembly Area at the far end of the Grand Prix Paddock unless directed by an official.

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. Scrutineering labels must be affixed to the vehicle and clearly displayed before it is allowed onto the track. Drivers should go to the assembly area 20 minutes before published time and then, when directed by the course marshal, they should proceed onto circuit.

Grids will be formed as per Championship/Series Regulations and according to the terms of the Circuit Licence.

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

13 Race Start Procedure/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 they pass the Finish Line after the time has elapsed.

13.1 Standing Start

Vehicles will be released from the Assembly Area on to the circuit. Marshals will direct you to the correct qualification grid position. 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. Once this lap has been completed and vehicles are stationary the 5 second board will be shown and then the red lights will be displayed. At some time between 2 and 7 seconds the red lights will switch off – signalling the start of the race.

The following Championships/Series will use a Standing Start

- **Avon Tyres Caterham Roadsport Championship**
- **Avon Tyres Caterham Tracksport Championship**
- **Avon Tyres Caterham Supersport Championship**

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- Teekay Couplings Production GTi Mk2 & Mk5
- GQ Caterham Academy – Green & White Group
- Toyo Tires Porsche Championship
- Honda VTEC/4TwoCup
- BRSCC Alfashop Alfa Romeo Championship

13.2 Rolling Start

Vehicles will be correctly positioned in the assembly area, then proceed as directed onto the grid where they will begin the rolling lap behind a pace car. The start procedure will be in accordance with Championship Regulations.

The following Championship/Series will use a Rolling Start:

- N/A

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. In addition the Clerk of the Course will have the facility to use the Safety Car during qualifying. 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 slip road at **post 8 onto Cooper Straight** and will exit the circuit **via the Pitlane 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 as directed by officials.
- 14.2 At the end of your race, presentations will be carried out in accordance with championship/series regulations if time permits. Please follow instructions of race marshals etc. In the case where the presentation does not take place immediately after the race, competitors should report to the Paddock/Race Secretaries office.

15 Judges

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

16 Race Day Information

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

17 Video Equipment

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

18 Testing

Please call the circuit direct or check out <http://www.brandshatch.co.uk/testing.aspx>

19 Special Circuit Notes

19.1 Track Limits

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

- 2nd offence - warning flag
- 3rd offence - 5 second penalty
- 4th offence – 10 second penalty
- 5th offence - drive through penalty
- 6th offence - exclusion

Breach of track limit during qualifying will result in that lap time being disallowed.

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Track Limit cameras and sensors have been installed at the exits of Turn 1 (Paddock Bend), Turn 2 (Druids Bend) and Turn 3 (Graham Hill Bend). At other locations instances of drivers exceeding track limits will be reported by appointed Judges of Fact.

19.2 Pit Lane

Only two people per competing car will be allowed to stand on the Pit Wall for the purpose of signalling. At 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 exclusion from the meeting.

19.3 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 MSV.

MSV and BRSCC cannot be held liable for any damage that is caused in the course of removal of any vehicle from the circuit.

19.4 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 MSV venue, including without limitation on any windows, fascias, hospitality suites or doors without MSV's express written permission. Any cost incurred by MSV to rectify or repair any damage caused by any breach of this provision shall be immediately reimbursed by the Team or Competitor on demand.

19.5 Paddock Bikes

Excessive speed or riding in a reckless or dangerous manner in areas open or areas available to the public is forbidden. The use of Paddock bikes and such equipment by children or someone not holding the appropriate permit / driving licence and relevant insurance policies are forbidden. Paddock bikes and such equipment must not be driven in public spectator areas, and the number of passengers must not exceed the number of passenger seats/places provided. Failure to meet with these requirements may result in removal from the venue.

19.6 Garages

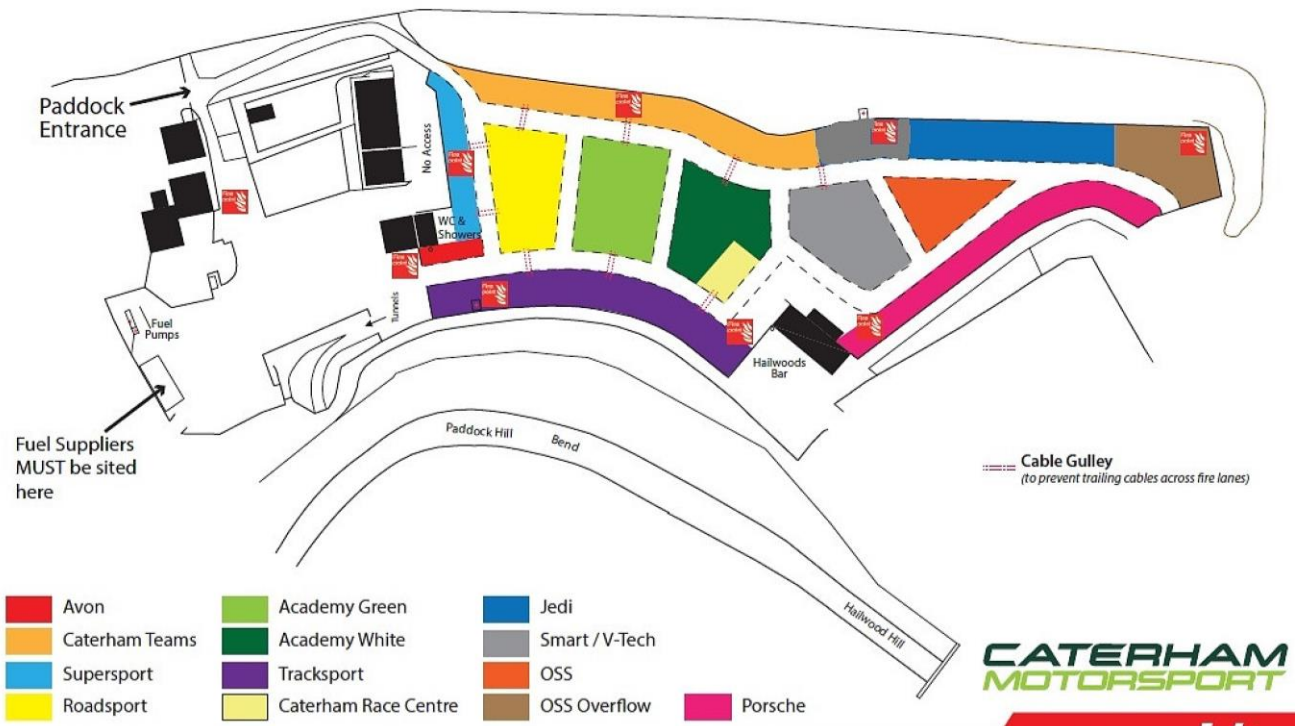
Teams located in the pit garages will be subject to a payment from the team to MSV of a deposit for the issuing of a pit garage key. The deposit will be refunded to the team on safe return of the pit garage key and subject to no loss or damage having been caused to the garage during the occupation, including any defacing caused by the removal of decals, stickers etc.

19.7 Live Snatch

During all practice, qualifying and races, the Clerk of the Course will have the option to carry out "live snatches" under lights and local Yellow Flags.

19.8 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.

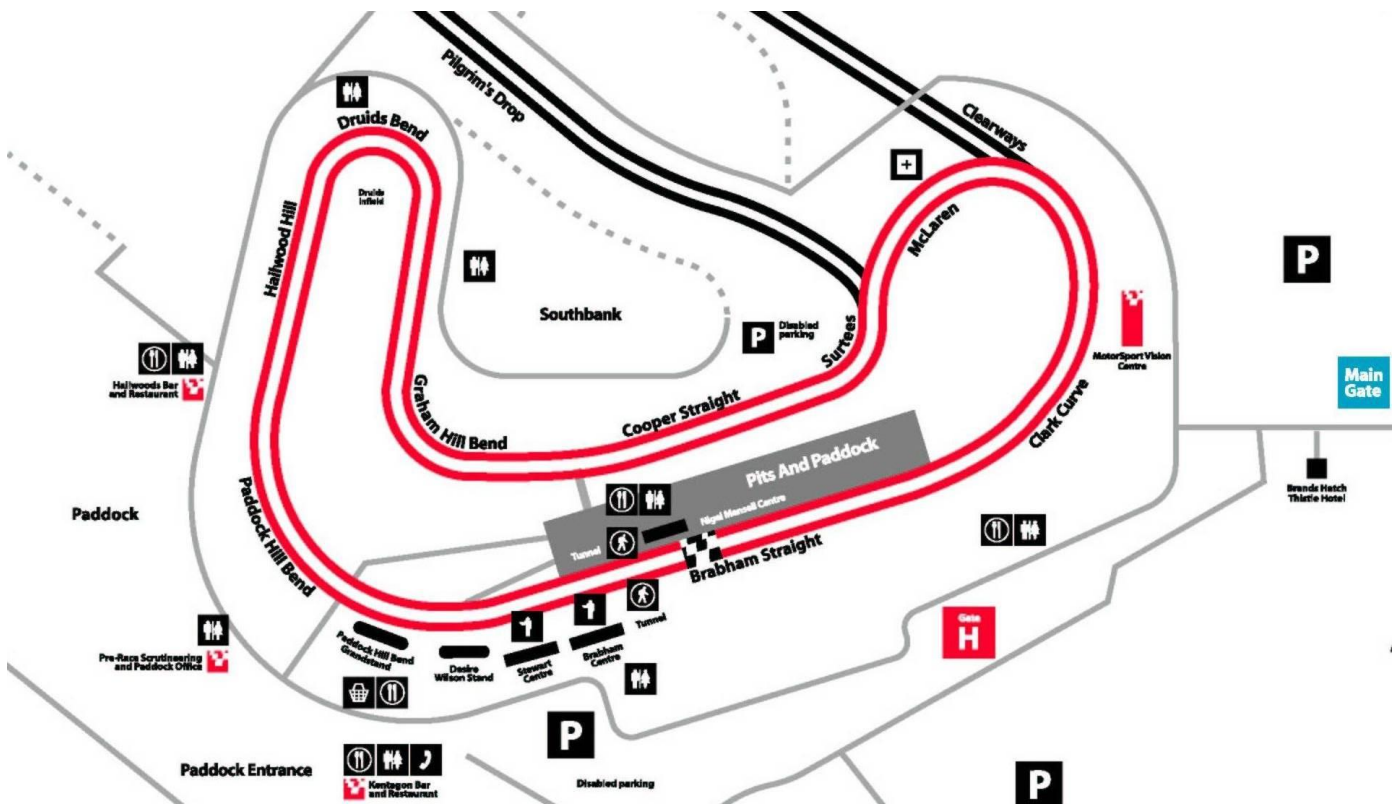


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|----------------|----------------------|----------------|
| Avon | Academy Green | Jedi |
| Caterham Teams | Academy White | Smart / V-Tech |
| Supersport | Tracksport | OSS |
| Roadsport | Caterham Race Centre | OSS Overflow |
| | | Porsche |



www.brandshatch.co.uk

21 Circuit Map



22 Health & Safety Guidance Notes For Use By Entrants and Competitors

1. Storage and use of Petroleum Spirit

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

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

3. Electrical Safety

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

4. Fire Precautions

- 4.1 Smoking is prohibited in all enclosed areas, including without limitation in the pit garages and in the pit lane. Smoking is also prohibited in all MSV vehicles.
- 4.2 All potential sources of ignition should be kept away from petroleum spirit and vapours. Clear no smoking signage displayed where possible.
- 4.3 The lighting of barbecues is prohibited in the paddock and pits area and cooking is not permitted in the pit garages.
- 4.4 Temporary structures to have a minimum of 4m gap separating them.
- 4.5 Fire lanes and roadways to be kept clear and not blocked
- 4.6 Ensure safe access and egress is available in and around team areas, this includes the provision of adequate lighting levels.
- 4.7 All teams should carry a suitable fire extinguisher in accordance with the relevant Governing Body regulations.
- 4.8 Catering outlets should hold a minimum of one additional suitable fire blanket and one fire extinguisher.
- 4.9 Teams working in and near catering outlets (using gas and electricity) must know where the "shut off" valves/switches are, in case of emergency.
- 4.10 Fire extinguishers should not be removed from fire points unless they are being used on a fire.

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- 4.11 All fires must be reported immediately to an official or member of the venue management, even if extinguished
- 4.12 Teams are encouraged to train their members in the correct use of fire extinguishers.
- 4.13 MSV permission is required before hot works commence on site.
- 4.14 All fire notices and orders to evacuate must be complied with.

5. Working at Height

- 5.1 Teams are encouraged to work at ground level where at all possible.
- 5.2 Only well trained competent personnel to work at height.
- 5.3 Personnel working at height must be protected from falling e.g. Using harnesses and ropes or handrails.
- 5.4 All working at height must be well planned and supervised with safe systems of work followed.
- 5.5 Reassess working at height safe working practices during adverse weather conditions.
- 5.6 Team members shouldn't work underneath those at height unless wearing head protection.
- 5.7 Appropriate non-slip footwear and protective equipment to be worn.
- 5.8 The Working at Heights Regulations 2005 must be adhered to.

6. Compressed Gas Equipment

- 6.1 Air blasts from the over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturer's recommendations.
- 6.2 All airlines should be in good condition, well maintained and be inspected regularly.
- 6.3 Always stand clear when inflating tyres and wear protective clothing.
- 6.4 Compressed gas equipment to be used by well trained personnel only, no under 16 yr olds. Any form of horseplay involving compressed air or gas is prohibited.
- 6.5 Compressed gas cylinders should be stored in accordance with the relevant working practices and legislation.
- 6.6 Where any person is at work the requirements of the Pressure Systems Safety Regulations 2000 must be complied with.

7. Jacks and Axle Stands

- 7.1 Vehicles should only be raised on jacks and supported by axle stands which are in good condition, well maintained and rated to lift the vehicle weight safely.
- 7.2 Jack vehicles only on level, undamaged ground.
- 7.3 Use the handbrake and chocks to stop the vehicle moving by supporting the wheels.
- 7.4 Jacks should only be used for lifting the vehicle. Axle stands should always be used to support the vehicle weight.
- 7.5 Vehicle engines should not be run whilst the weight of the vehicle is supported by axle stands.
- 7.6 Follow manufacturer's guidance for using and maintaining equipment. Thorough examination and testing require every 6 months minimum, with regular inspections and checks when used.
- 7.7 Lifting Operations and Equipment Regulations 1998 (LOLER) and Provision and Use of Work Equipment Regulations 1998 (PUWER), must be adhered to.

8. General Working Practices

- 8.1 All working areas should be kept clean and tidy, and any waste should be removed regularly and placed in the containers provided.
- 8.2 All spillages should be cleaned up immediately.
- 8.3 All trailing cables, wires and hoses should not be allowed to create a trip hazard, use cable matting or fly them safely, where possible, burying of cables is not permitted.
- 8.4 Whenever vehicle engines are being run, adequate ventilation should be ensured.
- 8.5 Pathways and roads should not be obstructed by storage boxes, vehicles or kit.
- 8.6 All safety notices must be complied with.
- 8.7 Any person carrying out any work must ensure that they adopt safe working practices at all times and comply with any relevant statutory provisions and/or published guidance.
- 8.8 Persons under the age of 16 are not allowed in the pits or pit lane.

9. Noise

- 9.1 Exposure to excessive noise may result in hearing loss or other complaints. These may be short term or, after repeated exposure, permanent.
- 9.2 All persons should avoid being exposed to excessive noise and where this is unavoidable, they should wear ear plugs or defenders to the appropriate British Standards.
- 9.3 It is recommended ear protection is worn when working in pit lanes and in pit garages, where particularly high levels of noise are recorded.
- 9.4 Where any person is at work, the requirements of the Noise at Work Regulations 1989 must be complied with.

10. Manual Handling of Loads

- 10.1 Lifting, carrying and propelling loads by bodily force are a major cause of injuries. All teams are encouraged to train their members in safe manual handling techniques.

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- 10.2 All manual handling lifting should be well planned and safe, with the weight of loads being lifted known.
- 10.3 Where any person is at work, the requirements of the Manual Handling of Loads Regulations 1992 must be complied with.

11. Waste

- 11.1 All waste oil must be placed in containers marked "Waste Oil".
- 11.2 Waste tyres and empty petrol/oil containers should not be left at the venue.
- 11.3 Teams and competitors are urged to take any other form of waste with them when they leave the venue, or to leave it in the refuse containers provided.
- 11.4 Your attention is drawn to the requirements of the Environmental Protection Act 1990.

12. Vehicle Safety

- 12.1 A maximum 10 mph speed limit is in force in all public areas (unless 5mph signage is displayed) including paddocks and service roads at all of the venues. This applies to all vehicles including mopeds and motorcycles, with the exception of emergency vehicles attending an incident.
- 12.2 Public members (and accompanied children) are permitted in working paddock areas, therefore drivers are requested to take extra care on these tight localised areas.
- 12.3 Venue signage must be adhered to.
- 12.4 Persons riding mopeds and motorcycles up to 125cc must have a current UK provisional driving licence or its international equivalent.
- 12.5 Persons riding motorcycles with a capacity of greater than 125cc must have a current full UK motorcycle licence or its international equivalent.
- 12.6 Any motorcycle, moped, scooter or other such bike/trike/quad must be ridden with all due care, the rider must have an appropriate helmet, and the vehicle must be road-legal, taxed and insured. There will be no access outside the Paddock Area.
- 12.7 All vehicles must at all times keep to the marked roads when moving round the venue.
- 12.8 Vehicles must be driven or ridden as per manufacturer's instructions and with the set amount of passengers.
- 12.9 Breaches to this guidance may result in vehicles keys being taken away and the vehicle being confiscated until teams leave site.

13. First Aid

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

14. Public Safety

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

15. Incident Reporting

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

16. Temporary Structures

- 16.1 All temporary structures must be constructed as per manufacturer's instructions, adhering to safe method statements and safe working practices, by competent, well trained personnel only.
- 16.2 Structural plans and weight loading calculations must be known and adhered to during build and breakdown activities.
- 16.3 Emergency procedures to be devised and staff trained on them e.g. closing structure down in high winds.
- 16.4 Competent supervisor to sign-off the structure before being used by public or circuit staff.

17. Governing Body Regulations

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.