

THESE PROCEDURES ARE TO BE APPLIED TO ALL RALLY / ROAD EVENTS IN ACCORDANCE WITH THE MOTORSPORT AUSTRALIA NATIONAL RALLY STANDING REGULATIONS (NRSR)

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#### 1. PREAMBLE

This document sets out the requirements of organisers of Rally / Road Events in relation to members of the public at their events.

If the sport of rallying is to continue to have members of the public attend events, be they bona fide invited public (by selling/issuing tickets, spectator guides, advertising in magazines, newspapers, web sites or television) or "friends of the sport" (service crews, friends of the competitor) then the sport has a responsibility to ensure steps are taken to provide for the safety of the public as much as possible.

This "Public Safety and Control Procedures" document sets out minimum conditions which must be adhered to by organisers of all Rally / Road Events which are conducted under a Motorsport Australia permit.

It should be noted that any person attending a rally with the express purpose to view the event or a portion thereof is considered to be part of the "public".

This applies to service crews and other interested parties whilst they are not actually performing some other function. The requirements that apply to the public also apply to others whilst they are viewing the event.

#### 2. COMPULSORY MINIMUM REQUIREMENTS

- (a) Each event designated a Rally / Road Event where crews are permitted to drive outside the provisions of normal civil traffic regulations should provide at least one Public View Point from which the public can see rally cars in competition (which may include a special stage start), which must conform to the minimum requirements set out in this document.

While one Public View Point is the recommended minimum required, organisers should consider the expected numbers and movements of the public, in conjunction with the event itinerary and formulate a plan which adequately caters for safe spectating at the event.

- (b) Each designated Public View Point must be set up and equipped with a minimum of facilities as outlined in this document.
- (c) Public instructions must be issued and must conform to a minimum standard format, and include the standard disclaimer available from Motorsport Australia, together with standard advice on public safety. This advice should also be provided to residential properties situated on competition stages.
- (d) Organisers must take all reasonable steps to ensure that public use the designated viewing points.

Appropriate steps to achieve this may include publicising the official Public View Points and also providing those Public View Points with facilities that make them more attractive than other locations.

The purpose of this is to ensure as far as possible that the public do not put themselves in an uncontrolled and non-risk managed location and to eliminate the likelihood of accidents to the public occurring where organised help is not readily available.

While the above steps are designed to limit incidents, it is recognised that under some circumstances the public may be present in locations outside the control of the organisers, such as on private property adjacent to competitive stages. If the Checker/course cars or other official identifies safety issues with the location of such members of the public, the Clerk of the Course shall consider the appropriate course of action.

- (e) Each event must designate a person who will be responsible to the Clerk of the Course for the public control procedures as outlined in this paper.
- (f) For each Public View Point, the organisers must provide two diagrams, one of the "broad area" of the location of the Public View Point, the other of the "specific" point, nominating the designated viewing area/s, public access tracks and paths, controlled public crossings (if used), direction of competitor traffic, toilet, safe parking areas etc.
- (g) Each Public View Point shall be subject of a targeted risk assessment.

#### 3. SELECTION OF PUBLIC VIEW POINTS

It is essential that the Clerk of the Course exercises care in selecting Public View Points. The following comments are offered as a general guide:

- (a) Safety of the public and marshals is paramount.
- (b) Consider possibilities of car run off and, taking a conservative approach, avoid placement of the public in any areas considered anything other than highly unlikely.
- (c) In selecting points consider the access roads to ensure they are wide enough for cars to pass, and that the public can pull well to one side when parking, and that there are adequate parking facilities (taking into account possible wet weather) for the type of event you are conducting.
- (d) Consider the expected numbers of the public and whether there is a suitable space available for them to view the action.
- (e) Avoid having public and rally traffic (competitors, service crews etc.) on the same road, particularly in opposing directions.
- (f) If a stage is held close to a main road it will likely attract the public. If it is not possible to control the public appropriately, the Organisers and the Checker should carefully consider whether the stage is included in the event.
- (g) Consider as carefully as possible the anticipated number of public expected at a particular point and whether the point will hold this number (for viewing, access and parking).
- (h) Provide enough Public View Points, or design the course in such a way, to ensure that the public are able to see action on a relatively constant basis from official points.

#### 4. LAYOUT OF PUBLIC VIEW POINTS

- (a) Areas where the public are NOT to stand are to be marked by prominent signs bearing the words, "NO GO AREA" OR by another means which clearly defines areas that not for the public (i.e. different coloured tape or barriers). Appropriately identified marshals must be in or near the no go/prohibited areas and should continually ensure that the public are not standing in those no go/prohibited areas.
- (b) "PROHIBITED AREA" signs should be kept for use at Refuels, Regroups, Controls etc. and should read "PUBLIC PROHIBITED AREA"
- (c) The actual public area under the organiser's control is to be marked at each end, and on both sides of the road. If the public venture outside this area, they will be considered to be beyond the control of the organisers. They should be discouraged from straying outside the designated area. If they have moved outside the public area, they should be politely asked to return to the area under control, while explaining the reasons.
- (d) Where any super special, town or similar stages are proposed a plan of the area showing public control and protection measures MUST be submitted to Motorsport Australia six weeks prior to the event.
- (e) The Public View Point layout shall not be in conflict with the diagrams in the Attachment unless a specific risk assessment has been undertaken which details further measures or features of the terrain which will provide protection for the public from competing cars which have left the competition surface.

#### 5. PUBLIC INSTRUCTIONS

- (a) Some standard information must be included in printed public instructions. This will include information pointing out the dangers of standing in no go/prohibited areas; that the stage will be cancelled if instructions are not obeyed; how to park etc.; as well as the Motorsport Australia disclaimer.
- (b) Each diagram of the Public View Points is to be accompanied by a legend with all the following details included:
  - (i) the road and direction of travel by competitors;
  - (ii) location of bunting/tape defining the public area;
  - (iii) location of any specifically prohibited areas;
  - (iv) limits of the public area;
  - (v) controlled crossing locations (if used);

- (vi) toilet location;
- (vii) first aid.

## 6. ACTIVITY AT PUBLIC VIEW POINTS

To ensure the Public View Point is correctly set up an accurate plan must be produced which includes at least the details outlined in the Public Instruction diagram.

- (a) An appropriate number of Spectator Marshals shall be appointed to control the number of expected public. Except in extraordinary circumstances, two Spectator Marshals would be the minimum number.
- (b) The Spectator Marshals must be readily identifiable. The Spectator Marshals must be equipped with at least one whistle and if the rally is at night, a suitable torch.
- (c) For ARC, tarmac rally and other events expected to attract significant numbers of the public, each designated Public View Point must be equipped with a suitable public address system for use by the Spectator Marshall when needed.
- (d) The route to Public View Points must be clearly marked.
- (e) The area in which the public may view the rally is to be clearly defined with bunting or tape.
- (f) In situations where the viewing area is on both sides of the road, the only access will be via a controlled crossing. Crossings are to be manned by only experienced marshals and it is desirable that one has a 'local' radio. Groups of the public will be permitted to cross the course as directed by the marshal.
- (g) Crossing is permitted once the Horn or other means of indication has been sounded.
- (h) In the event of a Rally Car incident within the Public View Point zone, the Marshal must ensure that all members of the public remain within the point perimeters.
- (i) The Spectator Marshal must be given a copy of all Authority Forms, which will be issued. This will prove the Spectator Marshall has authority.
- (j) The Spectator Marshal must be provided with a quantity of "Accident / injury Report Forms", for any injury that may occur (e.g. officials, public etc.) together with a list of emergency contacts.
- (k) The Spectator Marshal shall recommend to the Clerk of the Course or Stage Commander to stop the stage if it is believed the public control situation is "out of hand" and in their view an injury may result.
- (l) Prior to the stage commencing, the Clerk of the Course shall confirm (possibly via the Checker/course cars) that each senior spectator marshal is satisfied that their Public View Point is set up in accordance with the plan and is acceptable for competition conditions.

## 7. SPECTATOR CONTROL MARSHALS

- (a) When there are more than one Public View Points active at one time an event is to have a "Chief Spectator Marshall" who is responsible for all aspects of public control during the running of the event.
- (b) Each Public View Point is to have one marshal in charge, clearly identified as such,
- (c) The Clerk of the Course shall ensure that marshals have been briefed on their responsibilities regarding advice to Event Command if it is believed there is a risk to the public's safety. Any communications should only be carried out by the senior marshal at the point. This may be regarding either set up of a point, including questioning the safety of the initial plan, or in relation to behaviour of the public.
- (d) Spectator Marshals should be reminded that they are not permitted to drink or be affected by alcohol or performance impairing drugs when "on duty" (refer Drugs in Sport policy).
- (e) Cameras should not be used for taking photographs of competing cars by spectator marshals when on duty.

## **8. WARNING OF APPROACHING CARS**

It is recommended that an audible warning device in the form of a horn, whistle and/or other suitable method be used at all points, particularly where intervals between cars may be inconsistent or extended.

Such warning of approaching cars is given because:

- (a) If cars arrive at less than the time to which the public are accustomed, members of the public moving about may be caught unaware or "on the hop".
- (b) Some points may be set up so that cars cannot be heard from a distance that provides adequate warning of their approach.

## **9. COMMUNICATIONS**

- (a) Communication between the Public View Point and rally headquarters or the Stage Commander is compulsory. This may be by two-way radio or mobile phone.
- (b) This is to ensure marshals are able to inform rally headquarters of any issues or emergencies which in turn enables event command to alert the stage start to hold cars or dispatch emergency vehicles accordingly.

## **10. ROLE OF EVENT COURSE CHECKER**

- (a) The Checker is required to review the plan and risk assessment relating to each designated Public View Point carefully.
- (b) The Checker is the first independent person responsible to Motorsport Australia to view the event and has the appropriate power to require changes to the Clerk of the Course's plan.
- (c) The Motorsport Australia Course Checker for each rally shall be responsible for monitoring the safety of the event in general and specifically the safety of public and the suitability of Public View Points.
- (d) The Clerk of the Course shall take note of all recommendations and advice from the Rally Checker, who in relation to these matters is the senior Motorsport Australia advisor.
- (e) Noting that the Clerk of the Course has ultimate responsibility for the conduct of the event, the Clerk of the Course must take note of any advice or recommendation of the Rally Checker. Failure to do so will be reported to the Stewards who have supreme authority over the event under the National Competition Rules and who have the power under those rules to cancel the event or any part of it.
- (f) The Checker must discuss any problems with the State Rally Panel Chairman (state level events or below) or the Motorsport Australia (national level and above) if they and the Clerk of the Course are unable to resolve differences.

#### ATTACHMENT A - PUBLIC INSTRUCTIONS

The following is the minimum requirement for public instructions for any event.

**All events must prominently display the disclaimer below at Public View Points and this message must be included in all public instructions.**

**Motorsport Activities are inherently dangerous recreational activities and there is significant risk of injury, disability or death.**

If you do not wish to be exposed to such risks, then you should not attend at or participate in Motorsport Activities.

**WARNING:** If you participate in these activities your rights to sue the supplier under the **Competition and Consumer Act 2010 (Cth)\*** if you are killed or injured because the activities were not supplied with due care and skill or were not reasonably fit for their purpose, are excluded, restricted or modified in the way set out in or on this sign.

In exchange for being able to attend or participate in the Motorsport Activities, **you agree:**

- to **release** the Confederation of Australian Motor Sport Ltd trading as Motorsport Australia (**Motorsport Australia**) and the **Entities\*\*** to the extent that any or all of them are providing recreational services from all liability for:
  - a) your **death**;
  - b) any **physical or mental injury** (including the aggravation, acceleration or recurrence of such an injury);
  - c) the contraction, aggravation or acceleration of a **disease**;
  - d) the coming into existence, the aggravation, acceleration or recurrence of any other **condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs:**
    - i. that is or may be harmful or disadvantageous to you or the community; or
    - ii. that may result in harm or disadvantage to you or the community,howsoever arising from your participation in or attendance at the Motor Sport Activities;
- to indemnify and hold harmless and keep indemnified Motorsport Australia and each of the Entities to the maximum extent permitted by law in respect of any claim by any person; and
- to attend at or participate in the Motorsport Activities at your own risk.

NOTE: The change to your rights, as set out in or on this sign, does not apply if your death or injury is due to reckless conduct on the supplier's part.

**"Motorsport Activities"** means any motorsport activities or recreational services which are permitted or approved by Motorsport Australia.

**"Reckless Conduct"** means conduct where the supplier of the recreational services is aware, or should reasonably have been aware, of a significant risk that the conduct could result in personal injury to another person and engages in the conduct despite the risk and without adequate justification. See section 139A of the Competition and Consumer Act 2010.

\* Please note that in Victoria and South Australia, similar warnings and statutory guarantees apply under The Australian Consumer Law and Fair Trading Act 2012 (Vic), The Australian Consumer Law (Vic), The Australian Consumer Law (SA) and the Fair Trading Act 1987 (SA).

\*\* A full list of Motorsport Australia associated entities can be viewed at [motorsport.org.au](http://motorsport.org.au)

**Minimum size A3**

**\*Please refer to Motorsport Australia web site to ensure this disclaimer is current at the time of your event.**

The standard information used on the following pages must be included in all written advice to the public.

## STANDARD TEXT FOR INCLUSION IN ALL PUBLIC INSTRUCTION PUBLICATIONS

### PUBLIC INSTRUCTIONS

*(Please Read)*

1. Public are directed to view the cars whilst standing within the markers indicating the limits of the controlled public area - viewing outside those areas indicated is prohibited.
2. Public must not stand in prohibited areas and must at all times stand behind the bunting/tape or barriers which mark the public area.
3. The instructions of the Spectator Marshals must be obeyed. The Spectator Marshal has the power to have a stage postponed until the Public View Point is controlled to their satisfaction.
4. It is prohibited to ignore the public instructions and find your own way around. Not only is there a danger of meeting up with an oncoming vehicle, but many roads have wash-away, collapsed bridges, etc. which are potentially hazardous for the driver. The main public route has been surveyed and is safe.

## STANDARD TEXT FOR INCLUSION IN ALL PUBLIC INSTRUCTION PUBLICATIONS

### DO'S AND DON'TS OF SPECTATING

*(Please read)*

1. Cars under competition conditions can lose control and leave the defined road at any time. Do not stand in any areas which are not authorised, or which are contrary to the advice of the organisers and officials/marshals.
2. Be prepared. Weather wise, bring hats, ground cover, sun screen and protection in case of rain or cold weather. Food and drink outlets may be provided at the Public View Point (refer to public instructions), but if not, ensure you have some of your own food and drinks available.
3. Park your car sensibly so that it will not obstruct emergency vehicles, competitors, service crews or other members of the public. In all cases obey parking instructions given by supervising officials. It is usually best to park your car facing the way out.
4. Do not try to emulate drivers. Remember that if you give cause for complaint it will reflect badly on the event and the sport as a whole. Drive carefully both to and from Public Viewing Areas and be ready to give way if necessary, on narrow stretches of road.
5. Please do not take dogs or young children to Public View Points. If you have to, make sure they are completely under your control and please make sure that animals and children do not get in the way of competing cars or mechanics or officials when they are working.
6. Do not light fires (unless otherwise permitted to do so in a safe environment) or smoke in the Public View Points. Do not smoke near a car that is being serviced or refuelled.
7. At all times keep clear of controls, including from the timing marker to the control area. If control officials ask you to move, please help them by doing so - remember they have a job to do which can be difficult enough as it is. If you do want to see a control point in action, remember to stand well back from the control area.
8. Take your entire litter home with you - it is handy to have a bag or carton in your boot. Litter left at Public View Points reflects badly on the event.
9. At service points do not crowd mechanics when they are working. They would not appreciate it. Neither will you if someone drops a wheel or a sump guard on your foot!



## MARSHALS' ACCIDENT REPORT

(For use in radio or other communication transmission to the Clerk of the Course/Event Command)

**Please follow this sequence when reporting an accident.**

**Speak slowly and remain calm - don't shout into the radio microphone.**

1. Who is calling? (name, status.)
2. Where are you calling from? (section, distance, Public View Point.)
3. What is the nature of the incident and are there any injuries? (briefly.)
4. How many vehicles/people are involved?
5. Are any people trapped?
6. Is there a fire?
7. Can you handle the situation, or do you need help?
8. Is there a need to halt the stage?

***Then answer these very important medical questions, in relation to each injured person.***

1. Is the person conscious? (Yes / No)
2. If conscious, is he/she aware or confused?
3. Is their breathing: normal (and patient talking) / noisy / or absent?
4. Is the patient bleeding? If so, from where? How much? (Slow trickle, spurting.)
5. Is there obvious injury? If so, what and where?
6. Other problems? (e.g. vomiting, fits, etc.)

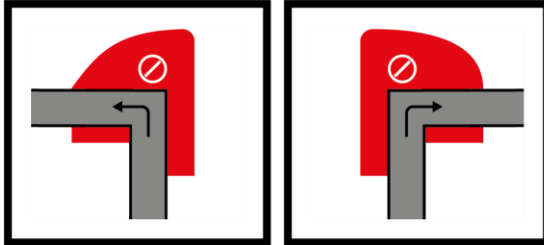
**REMEMBER - BE CALM, SPEAK SLOWLY AND CLEARLY!**

**YOUR ACTIONS MAY SAVE A LIFE!**

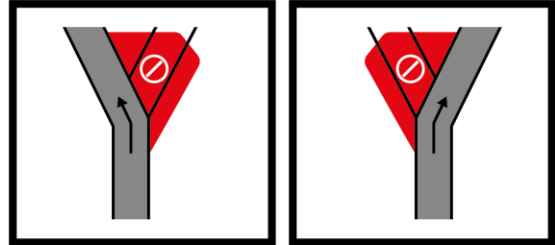
A copy of the Marshals' or event Incident/Accident Report Form must be given to all control and Spectator Marshals.

#### ATTCHMENT B - EXAMPLE OF NO GO ZONES

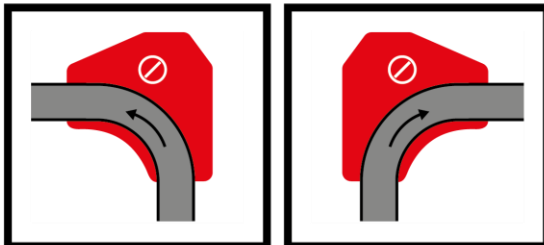
TIGHT LEFT OR RIGHT CORNER



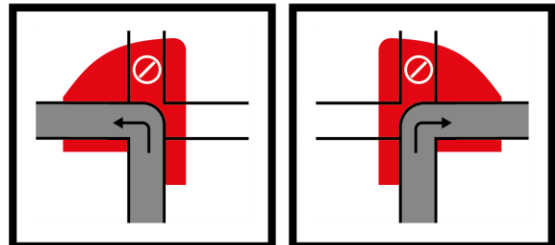
KEEP LEFT OR RIGHT CORNER



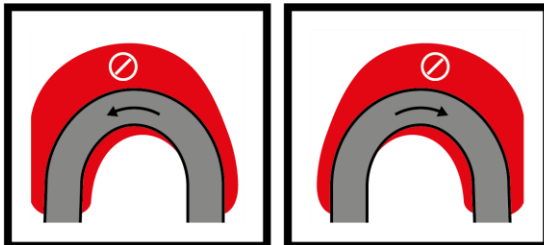
LEFT OR RIGHT SWEEPING BEND



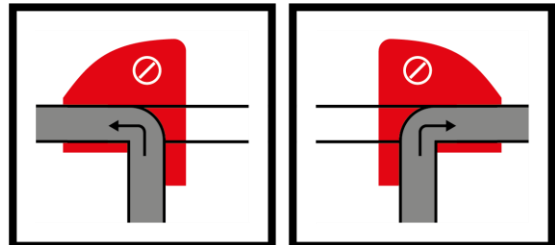
TURN LEFT OR RIGHT AT CROSS ROAD



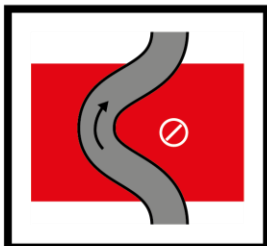
LEFT OR RIGHT HAIRPIN



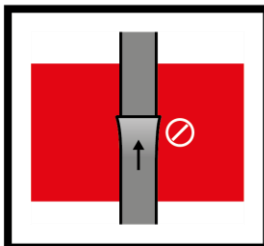
TURN LEFT OR RIGHT AT T-JUNCTION



CHICANE



JUMP



#### KEY

- Direction of travel
- Prohibited area