

1. Objective of Policy

Motorsport Australia has a responsibility to ensure that its motorsport passenger ride activities are conducted to the highest possible standards of safety. The objective of this Policy is to provide information to assist Championship/Series managers, Organisers, Promoters, Motorsport Australia State Councils and Commissions to meet these standards.

2. Scope of Policy

This Policy outlines Motorsport Australia's requirements for:

- (a) preparing and submitting an application to conduct a MSPRA; and
- (b) operating and administering an MSPRA.

3. Definitions

Unless otherwise specified capitalised terms have the meaning stated in the NCR and below:

- (a) **Apparel** means safety clothing as defined in Appendix A of this Policy;
- (b) **Automobile** means a vehicle running in constant contact with the ground (or ice) on at least four non-aligned wheels, of which at least two are used for steering and at least two for propulsion; the propulsion and steering of which are constantly and entirely controlled by a Driver on board the vehicle (other terms including but not limited to car, truck and kart may be used interchangeably with Automobile, as appropriate within types of Competition).
- (c) **Course** means a closed course, including the inherent installations, beginning and ending at the same point, built or adapted specifically for Automobile racing. A course may be temporary, semi-permanent or permanent, depending on the character of its installations and its availability for Competitions;
- (d) **Course Car** means an official vehicle used during on-track activities. The Course Car will only operate under instructions from the Clerk of the Course;
- (e) **Driver** means a person driving an Automobile in a competition or activity and necessarily holding a Competitor Licence issued or recognised by Motorsport Australia;
- (f) **Event** may include one or more competitions, which may comprise practice and qualifying sessions, heat/s and a final or may be divided in some similar manner, but must be completed by the end of the meeting. An event is considered to have begun as from the time scheduled for the beginning of administrative checking and/or scrutiny and shall include practice and the competition itself. It shall end upon the expiry of one or other of the following time limits, whichever is the later:
 - (i) time limit for protests or appeals or the end of any hearings; or
 - (ii) end of administrative checking and post-event scrutiny carried out in accordance with the NCR;
- (g) **Motorsport Australia** means the Confederation of Australian Motor Sport Ltd. trading as Motorsport Australia;

- (h) **MSPRA** means a 'Motorsport Passenger Ride Activity', being an activity (which may be held as a stand-alone Event or in conjunction with other sessions during an Event) on a course in which a passenger is carried in an Automobile at speed. The following shall not be considered to be a MSPRA:
 - (i) The use of a Course Car or other approved vehicle where a passenger or passengers are permitted subject to the approval of Motorsport Australia;
 - (ii) the use of a recovery, fire, medical or other incident response vehicle undertaking official duties;
 - (iii) a Parade; and
 - (iv) any other activity involving the use of a vehicle on a Course which is necessary for the operation of the Event;
- (i) **NCR** means the Motorsport Australia National Competition Rules, as published by Motorsport Australia;
- (j) **Official** means officials at an Event which includes, without limitation, stewards of Events, race directors, technical commissioners and any other official licensed by Motorsport Australia;
- (k) **Parade** means a display of a group of Automobiles at a moderate speed as defined by Motorsport Australia NCR 20A;
- (l) **Passenger** means a person nominated and accepted by the Organiser to participate under this Policy;
- (m) **Policy** means this policy;
- (n) **Promoter and/or Organiser** means:
 - (i) Except where the Promoter is also the Organiser, the Promoter of an Event will be a person or body with responsibility for financial and commercial matters only. A Promoter, who is not also the Organiser, will not intervene during a meeting in respect of matters covered by the NCR;
 - (ii) The Organiser is the person or body having responsibility for the organisation of a meeting including but not limited to technical and sporting matters in accordance with the NCR;
- (o) **Risk Warning and Disclaimer** means the risk warning and disclaimer identified for use by Passengers and which is available on the Motorsport Australia website (www.motorsportaustralia.org.au);
- (p) **TRA** means a Targeted Risk Assessment;

4. MSPRA Administration Procedure

- (a) Each MSPRA shall be conducted in accordance with this Policy and with Motorsport Australia's rules, policies and procedures.
- (b) The process for the conduct of each MSPRA is:
 - (i) The details of a proposed MSPRA shall be included in the relevant application form submitted to Motorsport Australia for approval prior to the MSPRA being conducted;
 - (ii) Each Passenger is requested to disclose details of any medical condition which may make them unfit to participate in an MSPRA;

- (iii) A briefing of each Driver and Passenger (and guardians of each Passenger if the Passenger is under 18 years of age) shall be conducted by the Clerk of Course (or their delegate) prior to a MSPRA commencing. The briefing shall be read to each Driver and Passenger and contain as a minimum the items identified in Appendix B. A printed copy of any material used in the briefing shall be given to each Driver and Passenger;
- (iv) A Risk Warning and Disclaimer must be signed by each Passenger following the compulsory briefing and prior to participating in a MSPRA. In the case of a Passenger under 18 years of age, the Risk Warning and Disclaimer must be signed by a parent or legal guardian of the Passenger who has the authority to do so.

5. MSPRA Operational Requirements

5.1 General

- (a) Each MSPRA shall be conducted comfortably and clearly within the limits of the Automobile and its Driver and at significantly less than racing or normal competition speed.
- (b) A Driver should not lose control or allow the Automobile to leave the Course while a MSPRA is being conducted. Overtaking is not permitted, save for circumstances where an Automobile has stopped on the Course in a safe position or otherwise is moving slowly due to a mechanical failure or similar problem. Where a Driver leaves the Course and is unable to continue, the Driver shall immediately pull clear of the Course where it is safe to do so and wait for further direction from an Official.
- (c) Each MSPRA shall be under the control of a designated Clerk of Course (or their delegate) who shall be responsible for all operational matters for the MSPRA. In addition to their normal duties, the Clerk of Course (or their delegate) shall:
 - (i) take a cautious approach to the design and conduct of each MSPRA;
 - (ii) approve each Driver, Passenger and Automobile combination which has applied to participate in a MSPRA;
 - (iii) monitor each Driver and Automobile during a MSPRA to ensure that they are acting in accordance with this Policy; and
 - (iv) ensure adequate numbers of appropriately experienced Officials and assistants at each Course to:
 - (A) ensure that each Passenger is correctly:
 - (I) fitted and restrained as required for each Automobile with proper consideration for the physical attributes (height, weight, etc.) of each Passenger; and
 - (II) attired in accordance with this Policy at all times during the MSPRA while the Automobile is on the Course; and
 - (B) ensure a safe environment for the conduct of a MSPRA.

NOTE: Resourcing requirements may vary depending on the Course and the discipline (and the broader Event if relevant).

- (d) Except where stated otherwise, any permission or approval under this Policy which is required to be given by Motorsport Australia may be given by the Stewards of the Meeting at which an MSPRA is being conducted.

5.2 Panic Codes

A panic code shall be determined and agreed upon by each Driver and Passenger that can be used by the Passenger to indicate that they are no longer agreeable to the continuation of a MSPRA. In the event of the panic code being used or displayed by a Passenger, the Driver shall promptly slow down and exit the Course.

5.3 Scrutiny

Each Automobile and the Apparel to be used in a MSPRA shall pass scrutiny in accordance with the NCR and meet any stated requirements for the MSPRA.

5.4 Format and Duration

Unless approved otherwise by Motorsport Australia, each run in a MSPRA shall consist of no more than two laps of a continuous Course or one run of a non-continuous Course.

5.5 Number of permitted passengers

Unless approved otherwise by Motorsport Australia, each Automobile shall carry only one Passenger at a time during each run in a MSPRA.

5.6 Separation of Automobiles

The minimum Automobile separation stated in Appendix A shall be maintained during each MSPRA unless approved otherwise by Motorsport Australia.

5.7 Experience and Familiarisation with Course

Before commencing a MSPRA with a Passenger, each Driver shall as a minimum:

- (a) complete a Course familiarisation on the day of the MSPRA as stated in Appendix A; and
- (b) be able to demonstrate that they have participated in at least three events of an equivalent status and type as the MSPRA.

5.8 Licencing

Each Driver in a MSPRA shall hold a Competition Licence which meets the following criteria:

- (a) where a Driver is participating in that Automobile in another session of the Event in which the MSPRA is being conducted, a level of Competition Licence sufficient to permit that Driver to participate in that Automobile in that other session of the Event; and
- (b) in any other case, a Competition Licence which permits the Driver to participate in the level and discipline of the MSPRA as stated by Motorsport Australia in the applicable permit for the MSPRA.

5.9 Automobile

Each Automobile in an MSPRA shall:

- (a) comply with all Motorsport Australia rules, policies and procedures;
- (b) be passed as suitable for carrying a Passenger in a MSPRA by the Chief Scrutineer (or other Official appointed by the Event Organiser); and
- (c) meet the following requirements;

- (i) where the Automobile is entered in another session of the Event in which the MSPRA is being conducted, in accordance with any rules, policies and procedures which otherwise apply to the entry of the Automobile in that session of the Event; and
- (ii) in any other case, as required for an Automobile in the level and discipline of the MSPRA as stated by Motorsport Australia in the applicable permit for the MSPRA.

5.10 Apparel

During a MSPRA each Driver shall as a minimum wear the following level of Apparel:

- (a) where a Driver is participating in that Automobile in another session of the Event in which the MSPRA is being conducted, Apparel sufficient to permit that Driver to participate in that Automobile in that other session of the Event; and
- (b) in any other case, as required for a Driver in the level and discipline of the MSPRA as stated by Motorsport Australia in the applicable permit for the MSPRA; and
- (c) a Passenger shall as a minimum wear the level of Apparel stated in Appendix A.

5.11 Age Limits

Each Passenger shall be at least 12 years of age.

5.12 Passengers with a Disability or Impairment

No Passenger suffering from a disability or other impairment which may reasonably compromise their ability to safely participate and self-extricate in an MSPRA shall be permitted to participate in a MSPRA without prior approval of Motorsport Australia.

NOTE: Refer to Motorsport Australia Medical Standards for further information on conditions which may reasonably compromise a Passenger's ability to participate in a MSPRA.

5.13 Medical Requirements

- (a) Where a MSPRA is held in conjunction with other sessions of an Event, the minimum medical requirements during the MSPRA shall be the same as those which apply to the Event.
- (b) In any other case, the minimum medical requirements during the MSPRA shall be the same as those required for the relevant Motorsport Australia discipline at a Multi-Club Event level.

6. Discipline Specific Requirements

6.1 Rally/Road and Off Road

Each MSPRA conducted in the Rally/Road and Off Road disciplines is subject to the following additional requirements:

- (a) At any time when the Clerk of Course is not directly controlling a MSPRA, a stage commander or similar Official shall be appointed;
- (b) The start of each run of the MSPRA must always be controlled by an Official who shall ensure that the Course is safe before allowing the next Automobile to enter the Course.

6.2 Race and Speed

Each MSPRA conducted in the Race and Speed disciplines is subject to the following additional requirements:

- (a) Unless otherwise approved by Motorsport Australia, each MSPRA which is held in conjunction with other sessions in an Event shall only be conducted using an Automobile which is being driven in another session in the same Event. Organisers of each Event during which an Automobile participates in a MSPRA but which is not otherwise participating in the Event shall apply to Motorsport Australia for approval for that Automobile to be used in the MSPRA before commencement of the MSPRA;
- (b) No Automobile is permitted to enter the Course during a MSPRA unless specifically instructed to do so by an Official.

6.3 Timing and Results

- (a) Timing of Automobiles during a MSPRA may be undertaken by the Organiser only for the purpose of ensuring that each Automobile is being driven in compliance with this Policy.
- (b) No official results or lap times for a MSPRA shall be published.

7. Exemptions to MSPRA Policy

- (a) Motorsport Australia acknowledges that there are some unique activities (such as Charity Ride Days etc.) that may not be able to comply with the MSPRA in its entirety, due to the particular circumstances of such events, and their prospective participants. Event organisers may seek an exemption from Motorsport Australia in relation to specific requirements of the MSPRA policy in order to be able to conduct such activities.
- (b) Event Organisers will need to submit a detailed TRA for each individual requirement of the MSPRA that they are unable to comply with, highlighting mitigation measures that will be put in place by the Event Organisers to address any potential risks that may be identified. The application for any exemption to vary the requirements of the MSPRA must be submitted to Motorsport Australia Permits (permits@motorsport.org.au) at least 8 weeks prior to any proposed activity.
- (c) Exemptions will only be granted in exceptional circumstances, and where Event Organisers can demonstrate a comprehensive management and mitigation of all risks.

8. Implications for Non-Adherence

- (a) Any breach of this Policy may result in disciplinary action being taken by the Motorsport Australia Group. Disciplinary action may include but not be limited to suspension of duties or obligations or termination of employment or other arrangements with the Motorsport Australia Group.
- (b) One or more penalties may be imposed upon any Organiser, Driver or competitor who has breached this Policy in accordance with the NCR.

9. Related Rules, Policies or Procedures

- (a) Motorsport Australia OH&S Policy
- (b) Motorsport Australia Risk Management Policy

10. General

- (a) The Policy Manager is the Motor Sport Safety Advisor to whom any questions in relation to this Policy should be directed.
- (b) This Policy will be reviewed every 2 years if not sooner.

Policy Creation Date	1/1/2017
Policy Review Date	1/1/2019
Policy Review Date	1/1/2020
Policy Review Date	

Appendix A – Requirements for an MSPRA

Discipline	Autotest	Speed	Rally/Road	Off Road	Race
Minimum Course Familiarisation	Driven the Course at least once prior to the commencement of the MSPRA.	Completed at least two laps or runs of the Course. Note: This may include a sighting lap or timed practice.	Driven on or conducted reconnaissance of the Course at least once with a licensed Co-Driver.	Driven on or conducted reconnaissance of the Course at least once with a licensed Co-Driver.	Completed at least three laps or runs of the Course. Note: This may include practice, qualifying or race laps.
Minimum Automobile Separation	As determined by the Clerk of Course.	<ul style="list-style-type: none"> 40% (rounded up to the next whole number) of the 'group 3' Course density stated on the Track Licence. In the case of the use of a single road being used in an 'up and back' manner (as opposed to a 'loop') and in addition to the above separation, the MSPRA shall be subject of a risk assessment and appropriate tracking of Automobiles on and off the Course. At no time shall more than one Automobile at a time be permitted on the Course or designated Course in this situation. 	<ul style="list-style-type: none"> Two Automobiles at a minimum interval of 60 seconds (or longer as required so that under normal circumstances the Automobiles shall not catch each other.) In the case of the use of a single road being used in an 'up and back' manner (as opposed to a 'loop') and in addition to the above separation, the MSPRA shall be subject of a risk assessment and appropriate tracking of Automobiles on and off the Course. At no time shall more than one Automobile at a time be permitted on the Course or designated Course in this situation. 	<ul style="list-style-type: none"> Two Automobiles at a minimum interval of 60 seconds (or longer as required so that under normal circumstances the Automobiles shall not catch each other.) In the case of the use of a single road being used in an 'up and back' manner (as opposed to a 'loop') and in addition to the above separation, the MSPRA shall be subject of a risk assessment and appropriate tracking of Automobiles on and off the Course. At no time shall more than one Automobile at a time be permitted on the Course or designated Course in this situation. 	40% (rounded up to the next whole number) of the 'group 3' Course density stated on the Track Licence.

Discipline	Autotest	Speed	Rally/Road	Off Road	Race
Minimum Apparel	As per the minimum requirements for the Driver.	As per the minimum requirements for the Driver.	As per the minimum requirements for the Driver (including helmet and FHR where required), save for the following: <ul style="list-style-type: none"> • Flame-retardant overalls to be a minimum of FIA 8856-2000, FIA 1986, or SFI 3.2A/1 (single layer) or superior are mandatory. • Flame-retardant underwear is not mandatory. • Minimum footwear is enclosed shoes. • Flame-retardant socks are not mandatory. • Gloves are not mandatory. 	As per the minimum requirements for the Driver (including helmet and FHR where required), save for the following: <ul style="list-style-type: none"> • Flame-retardant overalls to a minimum of FIA 8856-2000, FIA 1986 or SFI 3.2A/1 (single layer) or superior are mandatory. • Flame-retardant underwear is not mandatory. • Minimum footwear is enclosed shoes. • Flame-retardant socks are not mandatory. • Gloves are not mandatory. 	As per the minimum requirements for the Driver, (including helmet and FHR where required), save for the following: <ul style="list-style-type: none"> • Flame-retardant overalls to a minimum of FIA 8856-2000, FIA 1986 or SFI 3.2A/1 (single layer) or superior are mandatory. • Flame-retardant underwear is not mandatory. • Minimum footwear is enclosed shoes. • Flame-retardant socks are not mandatory. • Gloves are not mandatory.

Appendix B – Driver/Passenger Briefing

1. Driver Briefing

Each Driver shall be briefed as a minimum in the following matters before participating in a MSPRA:

- (a) Motorsport Australia Safety 1st Policy and its effect on the MSPRA;
- (b) Passenger disclaimer completion and handover process;
- (c) Marshalling procedure/requirements;
- (d) Driver and Passenger Apparel;
- (e) Course entry and exit locations and procedures;
- (f) Location of marshals and fire point;
- (g) Flag signals to be used;
- (h) Number of laps or time on Course;
- (i) Speed restrictions (pit lane, paddock, on Course-if applicable);
- (j) Overtaking rules and restrictions (if applicable);
- (k) Driving standards and expected behaviour;
- (l) Behaviours that may result in action being taken against participants. For example:
 - (i) Racing.
 - (ii) Aggressive manoeuvres (cutting off, blocking, etc.).
 - (iii) Drivers not driving an Automobile clearly within their limits and at significantly less than usual competition speed;
- (m) Sanctions may be imposed for breaches of this Policy, including but not limited to the imposition of a warning, fine or exclusion from the Event;
- (n) Procedure if Automobile is stopped on Course. For example:
 - (i) Exit Automobile and proceed to safe location (behind barriers);
 - (ii) Do not work on or push Automobile;
- (o) Other items, regulations or conditions relevant to the MSPRA;
- (p) Provide each Driver with a Course map with relevant markings for the MSPRA (exit points, fire points etc.);
- (q) Panic code (i.e. hand signal, verbal comment such as 'stop the ride' or similar).

2. Passenger Briefing

Each Passenger shall be briefed as a minimum in the following matters before participating in a MSPRA:

- (a) Motorsport Australia Safety 1st Policy and its effect on the MSPRA;
- (b) Passenger disclaimer completion and handover process;
- (c) What to expect while participating;
- (d) Apparel for Passengers;
- (e) Procedure if Automobile is stopped on Course. For example;
 - (i) Exit Automobile and proceed to safe location (behind barriers);
 - (ii) Do not work on or push Automobile;
- (f) Panic code (i.e. hand signal, verbal comment such as 'stop the ride' or similar);
- (g) The Passenger shall not place any part of their body outside the Automobile or undertake any action such as filming the ride by handheld means while participating in a MSPRA;
- (h) The Passenger shall not engage in any action that may impede, distract or cause effect to the Driver.