Annex G – Marshal Information

Thank you very much for agreeing to marshal at this event. Marshals are a key part of the rally team and the rally wouldn't run without you.

Your job is to keep yourself and others safe on the stage. Safety at the event, and especially out on the live stages, is our main concern.

The more experienced marshals will be used in the appropriate places with buddying arrangements in place on the stage for new and less experienced marshals. Experienced marshals may be asked to buddy up with new marshals as part of their training.

Marshal training/briefing has been arranged on ..... at ..... o'clock please attend. This will be face to face/online.
To ensure you are covered by Motorsport UK insurance, you are required to sign-on… either include an electronic signing-on link or advise where it is taking place..
Signing on is taking place at .....

Don't forget.
Appropriate clothing, food and drink as you may be on duty for several hours in extreme conditions

REPORTING TO YOUR STAGE
When you arrive on stage, report to your Stage Commander at the stage start by the time requested and you will be given your duties and a short briefing.

PLEASE WEAR YOUR MOTORSPORT UK MARSHAL TABARD AT ALL TIMES WHILST OUT ON STAGE AND UNTIL THE STAGE IS CLOSED. If you don't have one, please flag that up to your Stage Commander or the Chief Marshal before the event.

You should ensure that you know:

- Where the nearest radio car is to your location;
- Where the nearest red flag point is to your location;
- Who to contact in the event of any concerns you have about safety issues arising on stage (by radio or mobile phone) – *INSERT KEY CONTACT TEL NUMBERS:*
- Stage Commander;
- Deputy Stage Commander;
- Rally Control;
- *What to do in the event of an incident or stage blockage (partial or full)*

OUT ON STAGE

Several safety cars will pass through the stage prior to the 0 car and first competing car. These cars are:

LIST OF SAFETY CARS FOR THE EVENT

- Spectator Safety
- 000
- Motorsport UK Safety Delegate
- 00
- 0
- Sweeper Car

For a Closed Road event include the additional information about Road Close Times, the Road Closing Car (and its identification as well as the Road Opening Car and identification). Depending on where in the country the event is running, you may also wish to brief on the relevant laws as they apply to the geographic area you are in.

In order to communicate with the Safety Cars (especially the Safety Delegate), marshals should use the FIA specified gestures below to indicate whether you are satisfied with the safety situation at your location (All OK) or whether you have any problems (Stop I need support). The two gestures are shown below:



All OK



Stop I need support

Marshals are the means of controlling safety on a stage and will often be in the front line if an incident happens.

Remember to bring your whistle for use on stage, you should blow you whistle whenever you hear an approaching car including the Safety Cars. This whistle is to be used for two purposes:

To advise the spectators and other marshals in your location of the approach of a vehicle, whether that is an official car, a safety car or a competitor

To advise the spectators (at exactly 30 minutes before the First Car is Due) that there is to be no further movement on the special stage. This is to be done by a long continuous whistle at FCD minus 30 minutes.

MARSHAL ROLES AND RESPONSIBILITIES

- Ensure spectators stay in designated spectator viewing areas at your location or otherwise in safe locations – preferably several metres back from the stage at all times and behind tree lines as appropriate;
- Where there is more than one Marshal at a location you should not stand in groups, **please** spread out around the area to be covered. Always ensure that the end of Spectator areas (usually where there are notice Ds) you either staff these areas at all times or patrol to those areas regularly throughout the event.
- Take control and move spectators where you want them to be as they start arriving – BE POLITE BUT FIRM. Use peer pressure from other spectators if someone refuses to move;
- Be aware of the arrangements for media access;
- Do not take photographs or video or share any information on social media whilst marshalling – stay alert at all times;
- If there is a delay to the stage or a temporary halt, find out what is happening and keep spectators informed– they will be less likely to move;
- Keep everyone off the live stage – **remember** to use **your** whistle to alert **others of** approaching cars. Always ensure that spectators are in a safe place and kept back from the edge of the stage – preferably several metres back.

NO-ONE IS ALLOWED TO STAND IN PROHIBITED AREAS AT ANY TIME SPECTATORS, MARSHALS OR MEDIA.

These areas will be shown by Motorsport UK notices B, C and D and/or red & white tape and include box junctions intended as run off areas for cars that fail to make a turn and are generally the outside of bends. However, be aware that rally cars can leave the stage at any point so be alert at all times.

If you have concerns about safety on stage or spectators/media refuse to move from an unsafe location, make this known to your Stage Commander – tel xxxxxxx. A decision will be taken on whether to suspend or stop a stage and you will be supported by The Stage Commander and Clerk of the Course in taking this action – we want to support a good competition, but safety always comes first.

RED SIGNALS (FLAGS)

A red flag/signal system will be in operation on the event on stages XX and YY. Ensure that you know the location of the nearest red flag ***to you*** and who will display it if required. The decision will be taken by the Stage Commander or Clerk of the Course and communicated to radio locations. Any marshal displaying the red flag/signal must wear a tabard and hold the flag stationary without waving it. Competitive cars, on seeing the flag, are required to slow down to a non-competitive speed as a rescue vehicle may be on stage.

IF AN INCIDENT HAPPENS

You should remember the following:

- Stay calm and assess the situation – your own safety is the first priority;
- Ensure spectators are kept back – where there are several marshals, ensure that some remain to control spectators and guide them to avoid positions of danger.
- When an incident happens, a marshal's primary responsibility is to act as a look out to allow another person to assess the needs of the competitor;
- If the incident has created a blockage or partial blockage and there are sufficient marshals on the stage, an additional marshal should go further up the stage to warn approaching cars; if possible, let the following crews continue to the end of the stage to avoid any blockage.
- Are the competitors OK – have they put out their OK sign and warning triangle? To be effective, at least 100 metres, appropriate to the approaching speed of following competitors and off the competing line but clearly visible to oncoming competitors. if so, ensure they move well away from the vehicle into a suitable location
- If the incident involves assisting competitors ensure that you have a lookout, that you are in a safe position, that the SOS/OK board carried by all competitors is being shown and ensure that someone takes and displays the warning triangle at least 100 metres down the stage. The SOS board should be shown at the vehicle itself if a competitor needs medical assistance;
- If the following competitors are shown an SOS board should know what to do next. Their role is to wait until the following car arrives and pass on whatever information they have gleaned. The second car on scene should then travel to the next radio point to advise them so they can let Rally Control know what the situation is. Try to provide this second crew with as much information as possible in a clear, concise and accurate form. Await the rescue unit and medical teams. If you have received First Aid or First on Scene training and feel comfortable doing so, please put it to good use.
- Report circumstances as quickly as possible to radio crew if nearby or stop the next competing car and ask them to report:
- Any medical assistance required;
    - Location;
    - Car number;
    - Whether blocking stage and to what extent (clear, passable with care, blocked);
    - Any other relevant information.
- Replace any damaged stage furniture and ensure stage is kept clear of spectators.

AT THE END OF THE STAGE

- Wait until given the message to stand down;
- If driving on the stage always drive in the direction the competing cars took and not the wrong direction (WD) back down the stage;
- If you can, dismantle stage furniture and leave at the end of the stage.

Thank you very much for marshalling and enjoy the event!
XXXXXX Rally Organisers

Contact Details:

Emergency Number _____
Rally Control _____
XX _____