



TRS Ltd Woodbridge Targa Rally 30th March 2014

Final Instructions:

Important Notes:

- We will have 3 tests running simultaneously which you must drive in order. These tests run back to back,
- Bring enough fuel with you as we will not let you out during the day. You will require enough Fuel for 30 competitive miles per driver.
- If you come with one set of road tyres that are just legal, they most likely will not be when you leave, so bring spares accordingly.
- No pets are allowed at this venue. No exceptions. You will be asked to leave.
- Spill kits -All vehicles must carry a Small Spill Kit complying with J5.20.13: A self-contained spill kit capable of effectively absorbing minor spillages of up to 1.25 litres of all vehicle fluids - oils, fuels, coolants, battery acid. **This requirement will be checked at scrutineering.**
- This is a non-spectating venue. If you are not competing or marshalling, you will not see a lot from the paddock. Anyone left in the paddock will be encouraged to sign up to marshal. Anyone found wondering outside the paddocks that are not marshalling will be asked to leave the venue.
- In order for us to fit all the tests into the day, please be ready to start each test as soon as possible. Generally follow the previous car number in to queue.
- **Please remember British Summer time starts 1am on 30th March with the clocks moving 1 hour forward. Please adjust your alarm clocks accordingly before retiring Saturday evening.**

Access:

Refer to attached Venue Access Diagram.

When you enter Rock Barracks your vehicle(s) will be checked against the "Access List"

Gates will be open from 7am and locked again at 8.30am. If you arrive later than 8:30am please call one of the following to arrange access

John Conboy - 07944 641280

Paul Dumbill - 07849 275223

The speed limit is 20mph at all areas around the barracks (except for tests) - Please observe the speed limit.

Once within the Airfield Gate follow orange arrows to the Paddock. We have 75 cars to get in so space is at a premium, but respect your fellow competitor.

Scrutineering & Noise Test:

Once you have set up your service area within the paddock - please report to noise & scrutineering. Please note that if it is raining we will be doing scrutineering in the equipment shed. Please line up ready to be inspected.

We need to process you as quickly as possible so please be ready with your bonnets open and equipment stowed.

Cars must produce a current Tax Disc, MOT and a Spill Kit, These requirements will be checked (where applicable).

The cars will also be checked for basic safety such as secure seats, refer to regulations.

Signing On:

Bring your completed process sheet to signing-on. Anyone not signed on by 8.45am will not be allowed to start.

Chelmsford MC Club Cards:

The event is closed-to-club, so all competitors need to be members of Chelmsford Motor Club. If you need to join on the day, please bring a completed membership form or renewal form with you. See <http://chelmsfordmcc.co.uk/Membership>

The membership secretary will be at the start and all recently joined members will receive their cards on the day.

Your Club cards will be required - do not forget them! No Card - No Rally!

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Notices:

The Official Notice board will be located by the results area for the duration of the event. Official notices posted there will have the same force as the SRs.

Following Set-up there may be changes to the road book, please pay attention to the notice board!

Please also note that in-car video cameras are not permitted.

Crew Briefing:

There will be a crew briefing at 8.40am in the Paddock. This will be very important to you. Attend it!

Event Format & Time Table:

07:00 Noise, scrutineering & signing on

08:30 Venue gates locked - no entry or exit after this time

08:40 Crew briefing Paddock area

09:00 Driving test 1 to 6

12:00 Lunch Break 60 minutes. This allows marshals to return to the paddock. Please allow them to be served first.

13:00 Driving Tests 7 to 12

16:30 Last car completes final test. Competitors & marshals help clear up (please!!!)

All competitors and marshals are asked to help pick up cones and equipment and bring them back to the paddock once test 12 has been officially closed. Awards will not start until test equipment has been picked up from the venue.

17:00 Awards (once all equipment is cleared away).

Other notes:

Rally plates will be provided (A4 print sheet) along with two clear plastic sleeves. These are to be placed one on each side of the vehicle (i.e. on inside rear side windows) Please remember to change numbers from first to second driver when you swop roles. Please bring self adhesive tape to attach sleeves to your vehicle.

Results will be provided during the day on the official notice board.

Judges of fact are all marshals and officials of the event. In the event of a query please fill in the form provided and hand it to our Competitor Liaison Officer - TBA or John Conboy.

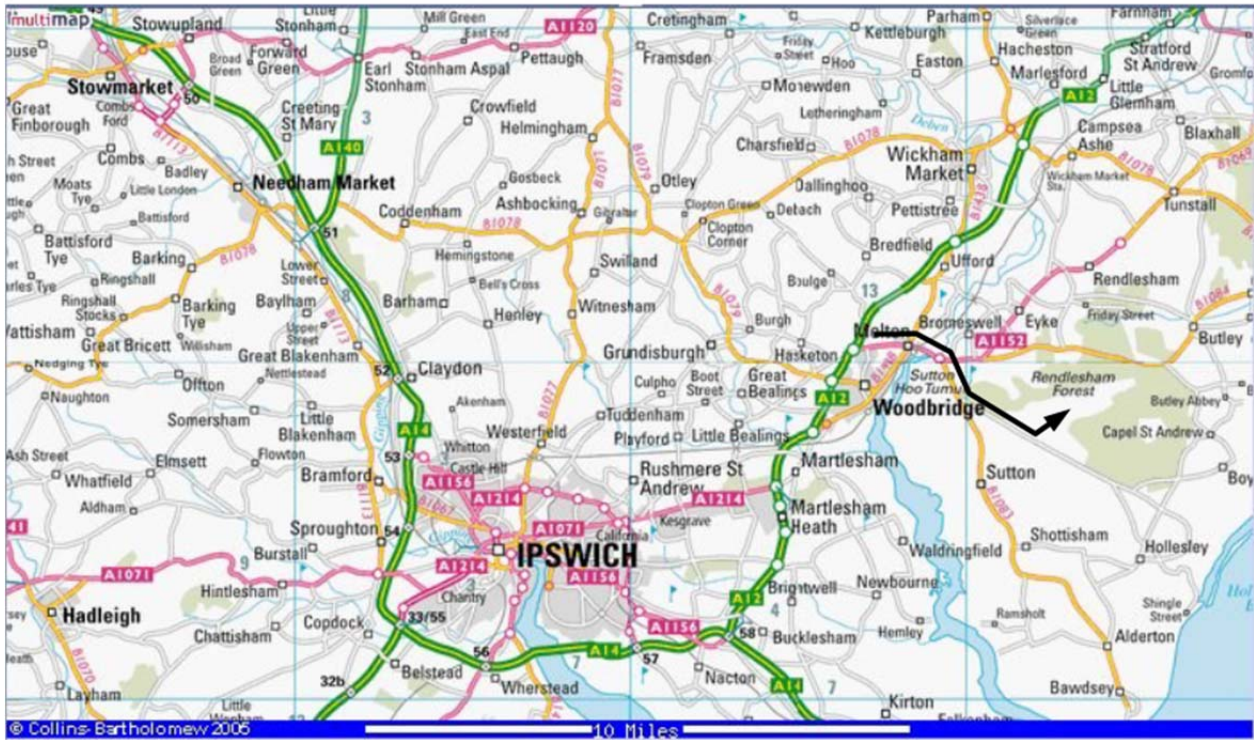
Club Steward: Alan Barnard

Refreshments will be provided within the Paddock from 8am from the Caterers.

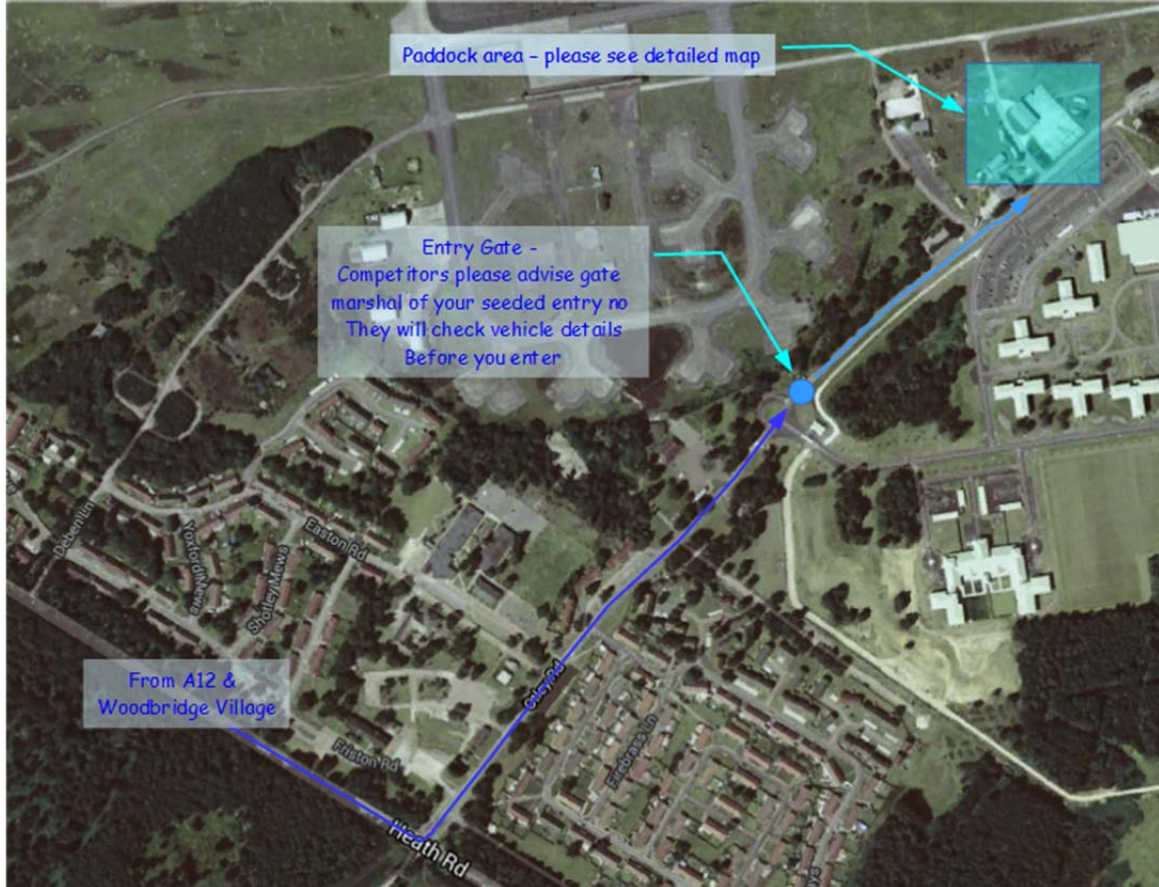
Toilets will be provided in the Paddock.

CMC Polo shirts will be available for club members who wish to purchase on the day from Debbie Dumbill. £20 for one or £35 for two.

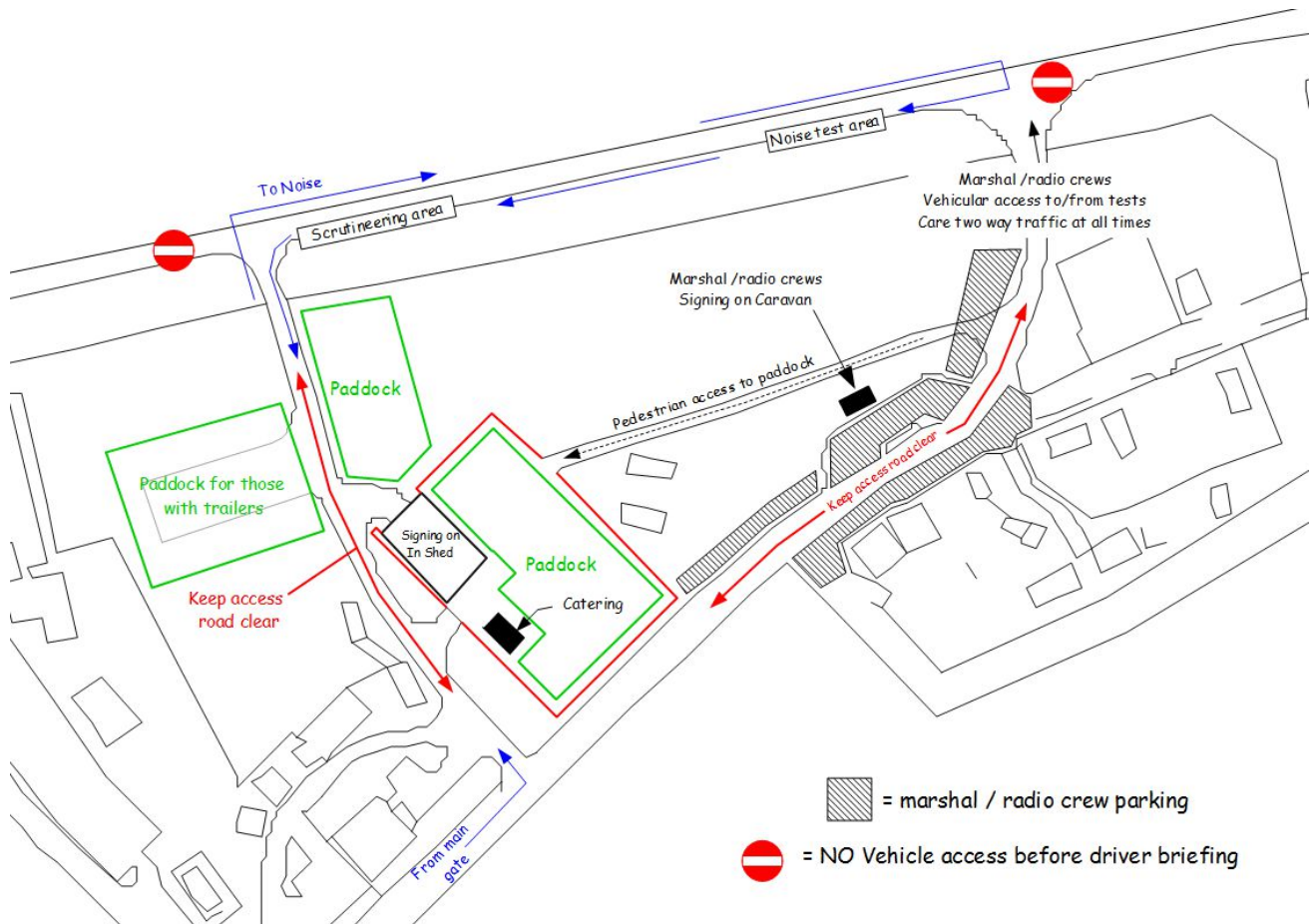
Route from A12 to venue



RAF WOODBRIDGE (map ref: 169/322478) - Heath Road, Sutton, Woodbridge, Suffolk, IP12 4TN



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Detailed Paddock Area - TRS Ltd Woodbridge Targa Rally

OPERATIONS HEALTH AND SAFETY REGULATIONS

1. GENERAL

Every person participating in the Event, whether employed or voluntary, shall take reasonable care for the health and safety of themselves or other persons who may be affected by his/her acts or omissions during the operation of the event. In the implementation of these requirements the Organisers have:

Appointed the Clerk of the Course as the person responsible for all health and safety matters in connection with the event, to whom support staff have been allocated to monitor all health and safety regulations and aspects of the event. Arranged for those participating in the event, whether employed or voluntary to be provided with a copy of this statement. Provided training and instructions to officials who will supervise health and safety aspects of the event at Service Areas and Support Areas. Taken steps to ensure that, as far as reasonably practicable, those not directly involved in the event, but who may be affected thereby, are not thereby exposed to risks to their health and safety by virtue of non-compliance with this statement and the attached instructions.

Published recommendations for distribution to competitors relating to the manner in which servicing and re-fuelling of competing cars shall take place in Service Areas and Support Areas and the manner in which petroleum spirit is conveyed and stored.

2. OFFICIALS' OBLIGATIONS

All officials are required to acknowledge in writing that they have received, read and understood this statement.

All officials are required to take reasonable care throughout the event for the health and safety of themselves, the competitors and all personnel operating on their behalf and all other persons who may be affected by their operations during the event.

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3. COMPETITORS' OBLIGATIONS

All competitors are required to acknowledge in writing that they have received, read and understood this statement and that all personnel operating on their behalf have received suitable training and carry a copy of this statement. All competitors are urged to comply with the published recommendations relating to:

- o Refuelling of competing cars.
- o Conveying and storage of petroleum spirit.
- o Equipment and working practices.

All competitors are required to take reasonable care throughout the event for the health and safety of themselves, all personnel operating on their behalf and all other persons who may be affected by their operations during the event.

4. RE-FUELLING OF COMPETING CARS

The re-fuelling should be the last task to be carried out when a car is being serviced. No other work on the car should be carried out while the car is being re-fuelled. During re-fuelling a Service Team member must be available in the immediate vicinity of the re-fuelling activity, equipped with a suitable and sufficient fire extinguisher. Where reasonably practicable a re-fuelling zone should be created around the car of not less than 7 metres (20 feet). Persons not engaged in the re-fuelling should be outside this area. Only the relevant quantity of fuel, required to undertake the refuelling, should be placed in the re-fuelling zone.

An ample supply of dry sand or other suitable absorbent material, in a suitable container, together with the means of application must be readily available in the event of spillage of petroleum spirit. Non-static protective flame retardant clothing should be worn at all times by those working within the re-fuelling zone, whether undertaking vehicle servicing or re-fuelling. In the case of any fuel spillage on the flame retardant clothing, this clothing should be removed immediately and replaced with clean flame retardant clothing. Those carrying out the re-fuelling or who are in the refuelling zone should wear oil resistant shoes, no metal soles, and not carry any method of ignition. Smoking is not permitted in service areas, or whilst servicing or re-fuelling is being carried out. No potential source of ignition should be allowed within the re-fuelling zone.

5. THE CONVEYING AND STORAGE OF PETROLEUM SPIRIT

It is required that the conveyance of petroleum spirit on vehicles (other than that contained in the vehicle's fuel tank) complies with the Classification, Packaging and Labelling of Dangerous Substances regulations 1984. The vehicles must carry the necessary identification, both front and rear, the fuel containers must be marked "Flammable Liquid", and in the driving compartment there must be the correct transport emergency card.

Note: All labels and emergency cards are available to competitors from the MSA.

6. EQUIPMENT AND WORKING PRACTICES

Where reasonably practicable when a car is raised on a jack, axle stands must be put in place before any work is carried out on the vehicle.

The use of electric power tools is not recommended unless these are intrinsically safe for use in flammable atmospheres. The use of pneumatic tools is encouraged. Teams should ensure that all tools are kept in good and safe condition. The use of suitable protective clothing is recommended: the correct eye protective equipment when undertaking welding or grinding and suitable hand protection and fire proof blankets when handling sharp, heavy or hot parts of the vehicle. When carrying out any work relating to the fuel system of the car, the battery must always be disconnected.

7. SERVICE AND SUPPORT AREAS - HEALTH AND SAFETY MEASURES

The organisers have arranged, in relation to each of the Service Areas and Support Areas:

Supervision by a the Event Safety Officer who will operate under the auspices of the person appointed in terms of paragraphs 1.a. above and who has authority to report any competitor who fails to comply with the requirements and recommendations set out in this document.

The supply of suitable and sufficient fire extinguishers.

The provision of suitably equipped and crewed safety vehicles.

The provision of a direct means of contact with the emergency services.