

Thank you for your entry. The organising committee hope you enjoy the day's entertainment.

PASSES

Vehicle Passes are with this Bulletin if you are receiving a printed version, otherwise they have been emailed to you, these are to be displayed in the centre upper edge of the windscreen of both the competing car and your service vehicle, even if the competing car is on the trailer. No access to the venue will be gained if these passes are not displayed.

SCRUTINEERING/SOUND TEST

Friday 23rd September 2011 (16:00 to 19:00) - Holiday Inn, Ipswich MR169/130432

Saturday 24th September 2011 (06:40 to 08:20) - MOD Woodbridge MR 169/322478

See Maps for location of Scrutineering/Sound Test locations. When you arrive please park up, unload your vehicle and proceed as per the enclosed map to Sound Test, Scrutineering and Documentation.

Cars need not be taxed but they must be presented at Scrutineering with the Vehicles Registration Document. A current MOT Certificate must be presented for all cars that are required by law to have one. At pre-event scrutineering cars will be examined for compliance with tyre and vehicle safety regulations as well as class eligibility.

VIDEO CAMERAS

In car video cameras are allowed but must be fitted prior to scrutineering and have the fitting approved by the scrutineer.

PLEASE NOTE RALLY PLATES AND COMPETITION NUMBERS ARE PROVIDED!

DOCUMENTATION

Friday 23rd September 2011 (16:00 to 19:00) - Holiday Inn, Ipswich MR169/130432

Saturday 24th September 2011 (06:50 to 08:30) - MOD Woodbridge MR 169/322478

Competitors are reminded of the MSA's Requirements for Entrants Licences as laid down on the Licence Application form. All competitors Licences, Club Cards and Permits will be inspected at signing-on together with any Championship Registration Cards. All licences must be signed. Any person who fails to produce a valid licence will be required to see the MSA Steward and complete a licence declaration before they are allowed to start.

CHECK WITH THE MSA BEFORE THE EVENT IF YOU HAVE NOT RECEIVED YOUR LICENCE. PLEASE NOTE THE FEE FOR NON-PRODUCTION OF A COMPETITION LICENCE IS £60. WE CAN NO LONGER ACCEPT A LICENCE APPLICATION FORM ON THE DAY.

A Start List with MTC1 due times will be on display at documentation.

The first car is due at MTC1 at 08.57

HOTEL

Rooms are available at the Holiday Inn Ipswich, London Road, Ipswich, IP2 0UA, 01473 786700. A discount rate of £57 for Twin/Double Bed & Breakfast room is available by phoning Kim on 01473 786741 and Quoting MC5.

SERVICE AREA

Please help to ensure this venue is kept open for motorsport by not dropping litter anywhere or leaving oil on the ground, oil absorbent materials will be available for soaking up oil. You must take your entire rubbish home with you. After unloading your car, please park your trailer behind your service bay, off the Runway. Your Service Area Allocation will be marked and you will be directed to it. **The Service Area is a no smoking area.**

Please see the attached notes issued by the MSA for Service Areas, pay particular attention to the regulation that all cars must be serviced on an Environmental Ground Sheet.



FUEL

Please note no fuel is available at the venue and you should bring enough with you, as it is not possible to leave and re enter the venue during the day.

TYRES

Slicks Tyres will be at the venue and although they will be stocked with tyres it would helpful if you get in touch beforehand with your requirements. Phone Andrew on 0114 2470485 or email andrew@slickstyres.co.uk by Tuesday for the best deal.

TRANSMISSION WARMING

For those crews that require to warm their transmission prior to a stage, an area has been set aside as shown on the map below. It will be a 'loop' marked by cones and is to be traversed clockwise only, with a strict maximum speed of 20 MPH. Anyone observed to be driving inappropriately or in excess of the speed limit will be excluded from the rally and removed from the venue.

STAGE VIEWING

Please note that the stage may be viewed from the South side of the Service area **ONLY**, as shown on the attached map. Any competing crew member or service crew member found outside of this area or crossing a no entry/no spectator barrier will result in their vehicle being excluded from the rally and their team asked to leave the venue.

GATE OPENING TIMES

Please note the Main Entrance Gate will only be open at the following times.

06:20 To 08:00

After the rally has finished

If emergency access is required at any other time, please contact the Competitor Liason Officer, Tom Ward 07811 340532.

FOOD & DRINK

Will be available from 7am.

At lunchtime please allow marshals to take priority as their time is limited and until they return to their posts the rally will not restart.

AMENDMENTS TO SR'S

Chief Medical Officer
Chief Scrutineer
Scrutineers
MSA Steward
Club Stewards
Chief Marshal

John Horton
Nick Pope 01245 380686 - 07808 763949
Brian Wilcox and Dave Nightingale
Paul Oakley
Tony Miles & Mark Andrews
John Conboy 07747 603722

EMERGENCY PHONE NUMBER

Marion Nicholls – Entries Secretary 07519 998069

The Organising Committee



SERVICE AREA HEALTH & SAFETY NOTES

Entrants, competitors and service crew members should be aware of their own and other people's safety and well being, when competing in motor sport.

1. All Competitorss should have an environmental ground-sheet in place before work commences on the vehicle.
2. All service vehicles should have an environmental spill-kit, for use in the event of liquid spillage. (Competing cars must carry a spill kit to MSA Regulations.)
3. Fire extinguishers should be readily available at all times when vehicles are to be worked on, particularly in the event of any welding or grinding being carried out and when vehicles are being refuelled.
4. Vehicles should be supported by axle stands, chassis sill stands or ramps, all with recommended base plates, when raised in the air by trolley or any other types of jack. No other work on the car should be attempted, when raising or lowering of the car is taking place.

Cars with gears engaged may be run whilst the driving wheels are not in contact with the ground in the service area as per the Blue Book, but the following must be adhered to.

- A A competent driver must be in the car whilst the vehicle is running.**
- B All exposed parts are adequately guarded.**
- C No work may be carried out on the car whilst the engine is running and it is on stands.**
- D No one must be directly in front or behind the vehicle.**
- E You must appoint someone to ensure that all personnel are familiar with the above.**

5. If re-fuelling is permitted in the Service Area, this should be the last operation to be carried out before the vehicles leave. The vehicle should be off any support stands, have all four wheels on the ground, have all other work ceased and have no occupants, when re-fuelling commences. Ideally re-fuelling should be by hand pumping, rather than from hand held containers.
6. Spillage of any liquid should be contained immediately by the crew concerned.

A) Storage & Use of Petroleum Spirit

1. Containers should comply with the relevant British Standard, should be marked "Petroleum Spirit-Highly Flammable" and be kept from any source of ignition.
2. All empty containers should be removed from the venue after the event.
3. Petrol is to be used as fuel only, not for any other purpose.
4. All vehicle re-fuelling is to take place in the open air. A "No Smoking" area should be enforced and an operative should be on standby with a fire extinguisher.
5. Refuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection.

B) Hazardous Substances

1. Some vehicle parts, for example brake & clutch linings, contain asbestos. Competitors are encouraged to use non-asbestos substitutes where possible. Where asbestos is used, every effort should be made to prevent dust being released.
2. Some mineral oils may cause skin cancers. Where contact does occur, contamination should be washed off immediately. The wearing of any contaminated clothing should be avoided.
3. Other substances may cause ill health. Suppliers will have information about the possible effects of their products, on request.



C) Electrical Safety

1. All electrical equipment should be maintained in a safe condition and regularly inspected.
2. Extension leads & cables should be neoprene, oil resistant flexible cable.
3. All electrical equipment used externally should be weatherproof and tools should be "double" or "all insulated" against electric shock.
4. Electrical equipment and hand tools should not be used where flammable vapours are present.

D) Fire Precautions

1. All competition and service vehicles should carry a suitable fire extinguisher.
2. Special consideration should be made before lighting any cooking appliance.
3. All sources of ignition should be kept away from any fuel store or re-fuelling area.
4. Fire extinguishers should not be moved from their known location, other than when in use.
5. In the event of any fire, a report should be made to the organisers of the event before leaving the venue.
6. All Competitors are encouraged to train their personnel in correct fire prevention and treatment procedures.

E) Compressed Air Equipment

1. Air blasts from over inflated tyres can cause severe injury. Tyres should not be inflated above manufacturers recommendation figures.
2. Always stand clear when inflating tyres.
3. Compressors & air lines should be inspected regularly.
4. Compressed air cylinders should be stored and used to suppliers recommendations.

F) General Working Practices

1. All working areas should be kept clean & tidy. All waste & spillage should be cleared up immediately, removed by the Competitor at the end of the event and disposed of in a responsible manner.
2. Trailing cables & hoses should not be allowed to create a trip hazard and should not be run across access or roadways.
3. Whenever vehicle engines are being run, adequate ventilation must be in place.
4. All safety notices should be complied with.
5. Any personnel carrying out work should ensure that they adopt safe working practices at all times.
6. Service crews and competitors need to be aware of the long periods of exposure to cold, wet or heat, experienced while on location in service areas and dress accordingly.

G) Noise

1. Exposure to excessive noise may result in hearing loss, or other complaints. These may be short term, or after prolonged exposure, permanent.
2. Where exposure to noise is unavoidable, ear defenders should be worn.

H) Manual Handling

1. Lifting, carrying and propelling of loads by bodily force is a major cause of industrial injuries. All Competitors are encouraged to train their personnel in safe manual handling techniques.

I) Waste

1. Competitors should remove all waste from the venue, including containers, packaging, tyres, oils etc. They must be disposed of it in a responsible manner.



J) Safety

1. A 10 mph speed limit should be observed at all times in a Service Area, other than for Emergency Vehicles which may be attending an incident.
2. There may be pedestrians in Service Areas. Special care must be taken in these circumstances, to avoid collisions.
3. The unauthorised use of mopeds, bicycles, motorcycles, scooters, go-peds, quads etc. is forbidden in Service Areas.
4. Vehicles may only be driven by persons holding valid driving licences for that class of vehicle except Juniors in the F1000 Championship.

K) First Aid

1. Any person sustaining injury or illness, should seek treatment from the event emergency services, by initially reporting to the Senior Official in charge of the Service Area, who will ensure the appropriate response.

L) Public Safety

1. Competitors and their associated personnel should act in a manner so as not to put either themselves or any other person at risk of injury.

M) Reporting of Accidents & Incidents

1. All accidents where any person sustains injury, or where damage to property occurs, should be reported immediately to the Senior Official in charge of the Service Area.

N) Further Regulations and Information

1. Competitors are reminded of their obligations to comply with the requirements of the appropriate sporting regulations at all times. These Guidance Notes should be read in conjunction with all relevant regulations.

