



SNETTERTON
CIRCUIT
2.99 Miles

FINAL INSTRUCTIONS BRSCC 300 Race Weekend

24th/25th April 2011

This meeting is organised by the British Racing & Sports Car Club Ltd governed by the General Competition Rules of the MSA, incorporating the provisions of the International Sporting Code of the FIA, additional Supplementary Regulations and any written instructions the organisers issue for the event.

These final instructions should be read in conjunction with any further instructions or bulletins issued by the organisers.

Entry Enquiries: Carole Jackson

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1 Permits

This event will be held under the following MSA Race Permit numbers:

International N/A National A N/A National B **64293** Clubmans **64290**

This event is NEAFP permitted

2 Officials

MSA Steward	Vic Parrott
Club Stewards	Mike Dixon Eric Davey
Senior Clerk of the Course	Tony Weatherley
Clerk of the Course	Terry Scannell
Deputy Clerk of the Course	Sam Moore
Permanent Clerk of the Course	Bernard Cottrell (Caterham), Derek Stanley (Fiesta), Barry Ashman (Sports 2000)
Secretary of the Meeting	Linda Stearn
Chief Scrutineer	Dick Byatt
Chief Medical Officer	Dr Mark Errington
Chief Time Keeper	Tony Daff
Chief Marshal	Peter Rodwell

3 Passes

Tickets and passes have been sent to you under separate cover. **Please note no vehicle passes have been issued for this event. Children are classed as 12 and under as opposed to 16 and under. So be aware any team member aged 12 years and over must be in possession of a valid ticket for the meeting.**

4 Venue Access

Circuit access is from **21:15hrs** on Saturday. Teams should aim to be clear of the venue after the race meeting by **22:00hrs** please.

5 Health & Safety

At all times whilst in the confines of the venue competitors should comply with the Circuit and Club Safety Guidance Notes (attached).

6 Pit & Paddock Areas

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The garages are allocated to **Caterham** competitors. A Garage Allocation will be sent to you by the Championship Co-ordinator.

Please ensure that all competitors do not park across the emergency lanes and also the area of the paddock within 25 metres of the Collecting Area entrance road (this area is reserved for Noise testing).

Any competitor/team who have stationed themselves in the incorrect place in the paddocks and has refused to move when asked by a BRSCC official, may be reported to the Clerk of the Course.

6.1 Engine/Noise Pollution

All competitors should note that noise testing will be carried out at this event. Engines must not be run **before 08:30 or after 18:45 on either day**. Any team member found in breach of these times shall at the entire discretion of MSV, be removed immediately from the Venue and as such prevented from taking any further part in the Event.

6.2 Paddock

- (a) Waste oil should be removed from the venue or disposed of in the waste oil containers where provided.
- (b) All domestic rubbish must be placed in the bins provided, any scrap vehicle parts including tyres must be removed from the venue.
- (c) Under no circumstances must any paddock surface be broken in any way i.e. tent pegs/stakes etc.
- (d) Hospitality is not permitted in the paddock/pit area without the express permission of the circuit owners. The only exception to this is hospitality for competitors and official team personnel.

6.3 Pit Lane

- (a) The outer lane or lanes are to be kept unobstructed to allow safe passage of cars at all times. The onus shall be on all drivers to take due care and drive at minimum speeds in the Pit Lane.
- (b) Please observe the pit lane speed limit which is stated in your championship/series regulations.
- (c) Refuelling in the pit lane is not permitted unless allowed for in the Championship/Series Regulations.
- (d) Children under the age of 16 years are not permitted in the pit lane area.
- (e) Competitors are reminded that they must not join the circuit until they have reach the end of the red blend line on exiting the pit lane.

6.4 Support Vehicles

The use of vehicles is not permitted unless towing a trailer for the purpose of transporting ancillary motor race equipment in the pit & paddock area. No competitor may use a support vehicle in the pit road at any time unless authorised by a race official. Any misuse of "support vehicles" will be brought to the attention of the Senior Officials and appropriate action may be taken.

7 Signing On for Competitors

All races will be signed on in the Paddock Office located at the bottom of Race Control. **All championships must sign on at the times allocated on the attached timetable.**

7.1 All drivers must provide at Signing On:

- (a) MSA Competition Race Licence and MSA Entrants Licence (Where applicable)
- (b) Drivers Medical Certificate (if not incorporated in the Licence)
- (c) Valid Club Membership (where applicable)

Drivers are reminded that licences and upgrade cards must be valid, bearing a recent photograph and be signed by the driver before presentation to the officials at Signing On.

7.2 It is the responsibility of the driver to collect his/her licence and/or upgrade card after the event.

8 Scrutineering

ALL cars will be scrutined in the **SCRUTINEERING BAY** at their set time and will need to be presented with the **CORRECT** competition number and the **CORRECT** driver details. **This includes those that have been allocated garages.**

The entrance to the scrutineering bay is via the gate next to the signing on office and the Parc Fermé area.

At Scrutineering drivers must provide:

- (a) Competition Car
- (b) Paperwork from BRSCC Officials confirming driver has signed on.
- (c) Crash helmet, visor or goggles and overalls
- (d) Vehicle Identification forms (if required)
- (e) MOT/road fund licence (if required)

9 Eligibility

In addition to the series Eligibility Scrutineers, eligibility may be checked by a member of the MSA Technical Commission as listed in the MSA Officials' Yearbook Appendix 4(e). In addition the following licensed eligibility scrutineers are authorised to carry out any inspections for all BRSCC Championships: M Hibbins, A Billett, N Jones.

10 Driver's Briefings

- (a) All competitors will be issued with Briefing Notes at Signing On.
- (b) Individual Championship/series briefing's maybe called as required and where not listed below, a bulletin will be issued.

Ford Fiesta Championship	12:45 on Sunday	Scrutineering Bay
Alfa Romeo Championship	TBA	TBA

11 Circuit Access

All competitors (including those in the garages) will access the track via the Assembly Area to permit noise testing prior to practice and to put the cars in grid order before proceeding to the grid for their race(s).

Competitors in the garages will need to take their cars **via the rear of the garages** to the Assembly Area. **Under no circumstances** are cars in the garages to use the pitlane to access the Assembly area.

12 Qualifying/Grids

Qualifying will take place as per the timetable. It is the driver's responsibility to be ready at least 20 minutes before their timetabled session. Scrutineering Labels must be affixed to the vehicle and clearly displayed before it is allowed onto the track. Drivers should go to the assembly area 20 minutes before published times and then, when directed by the course marshal, they should proceed onto the circuit.

Double Header Races: Unless championship/series regulations stipulate otherwise, grids for the second race of a Double Header event with only one qualifying session will be based on the finishing order of the first race. Retirements will be placed at the back of the grid in reverse order of retirement.

13 Race Start Procedure / Safety Car

All start procedures will be in accordance with the Championship/Series regulations. It is the competitor's responsibility to ensure that they are ready in good time. Under ideal conditions the racing programme may be brought forward. Grids will be formed as per Championship/series Regulations and the terms of the Circuit Licence.

Where races are for a set time duration, the chequered flag will be shown to the race leader the first time he passes the Finish Line after the time has elapsed.

13.1 Standing Start

Vehicles will be released from the Assembly Area onto the grid. The marshals will direct you to the correct

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qualification grid position. Once all drivers are stationary there will be a one minute countdown; 30 second board and then the cars will be flagged away for the green flag lap. Once this lap has been completed and vehicles are stationary (and in their correct positions) the 5 second board will be shown and then the red lights will be displayed. At some time between 2 and 7 seconds the red lights will switch off – signalling the start of the race.

The following Championships/Series will use a Standing Start

- **Avon Tyres Caterham Supersport/Roadsport A Championship**
- **Competition Car Insurance Ford Fiesta Championship**
- **Avon Tyres Caterham Roadsport B Championship**
- **BRSCC Alfashop Alfa Romeo Championship**
- **BRSCC Formula Jedi Championship**
- **SRCC Sports 2000 Duratec Championship**
- **SRCC Sports 2000 Pinto Championship**

Rolling Start

Vehicles will be correctly positioned in the assembly area, then proceed as directed onto the grid where they will begin the rolling lap behind a pace car. Once the course car has returned to the pits the red lights will switch off – signalling the start of the race.

Whilst on the Rolling Lap the Pace Car Driver or Observer will judge the grid and if they are not satisfied that the formation is correct, they may elect to do a further Rolling Lap prior to the start to allow drivers to regain their correct positions. If after the Pace Car has pulled into the Pit Lane, the Starter judges that the grid is not in good formation as it approaches the Startline, he may leave the Start Lights at Red. In these circumstances all cars should proceed slowly round the circuit and stop back in position on the grid. The Start procedure will be recommenced at the 1 minute signal. It is the drivers responsibility to insure they are fully aware of the full start procedures.

The following Championships/Series will use a Rolling Start

- **N/A**

13.3 Safety Car Intervention

The Clerk of the Course will have the facility for the use of the safety car in accordance with the Championship / Series regulations. It is the driver's responsibility to make sure they are fully aware of these regulations. The safety car will join the circuit from the pit lane exit and will exit the circuit via the pit lane entrance.

In the event of circuit light failure for either start type the Union /National flag will be used to start all races.

14 End of Track Session Procedure

14.1 At the end of each track session be it qualifying or the actual race, all vehicles must slow down after taking the chequered flag and leave the circuit **via the Pitlane Entrance**.

14.2 At the end of your race, presentations will be carried out in accordance with championship/series regulations if time permits. Please follow instructions of race marshals etc. In the case where the presentation does not take place immediately after the race, competitors should report to the Paddock/Race Secretaries office.

15 Judges

Judges may be appointed as per MSA Regulation [Q 18]

16 Race Day Information

The organisers will try to run the programme as published, but they reserve the right to delay or bring forward event times to suit the conditions of the day. Copies of practice times, grid sheets, provisional results & official bulletins etc will be available from the Paddock Office.

17 Video Equipment

Any video equipment must be fitted to the vehicle prior to scrutiny and the scrutineer must be advised.

18 Special Circuit Notes

18.1 Track Behaviour

Drivers who fail to negotiate the left hand bend at the end of Revett Straight and continue along the tarmac run-off area, should NOT turn round and rejoin the track at the end of the straight. They should carry on to the back of the run-off area where a roadway permits them to rejoin the track between Esses and the Bombhole. Drivers should obey any marshal's signals given to aid their rejoining of the track.

18.2 Track Limits

Any competitor driving beyond the extent of the race track surface, to include kerbs, and driving on the grass/dirt through corner cutting and running wide, may, if adjudged to have done so, be subject to the issuing of a time penalty or in the case of a more serious offence or repeated offence be subject to a stop/go or drive through penalty. For this purpose the designated stop/go box is at the base of Race Control.

18.3 Pit Lane

Only two people per competing car will be allowed to stand on the Pit Wall for the purpose of signalling. During the start of a race no personnel are allowed on the Pit Wall until all the cars are clear of the grid.

Smoking is not permitted in the pit lane or garages

No one is allowed to ride motor cycles or cycles in the pit road at any time when the circuit is operational. It is strictly forbidden for any vehicle to move in the wrong direction in the pit road unless directed by a marshal. The penalty could be exclusion from the meeting.

18.4 Damage and Recovery from the Circuit

Should oil or any other substance likely to prove a hazard be dropped from any vehicle, the relevant vehicle must stop immediately at a place of safety. Competitors are hereby notified that they may be liable for any excessive clean-up costs incurred by MSV.

MSV cannot be held liable for any damage that is caused in the course of removal of any vehicle from the circuit.

18.5 Placement of Advertising and Signage

Teams and competitors may use the A3 clip frame information boards provided in pit garages (where applicable). Otherwise, placards, banners, advertisements, stickers, decals or leaflets must not be attached, erected, installed or placed anywhere around the MSV venue, including without limitation on any windows, fascias, hospitality suites or doors without MSV's express written permission. Any cost incurred by MSV to rectify or repair any damage caused by any breach of this provision shall be immediately reimbursed by the Team or Competitor on demand.

18.6 Pit Garages

No children under the age of 16 are allowed in the Pit Garages.

18.7 Green Flag Lap

Competitors will be directed from the Assembly Area straight on to the grid where they will stop. Unless conditions warrant more than one acclimatisation lap, which will be at the sole discretion of the Clerk of the Course, the Green Flag lap shall count as the warm-up lap for the race.

18.8 Circuit Petrol Station

The circuit petrol station is open on race day 09.00 - 12.30 and 13.00 - 16.30 (Strictly cash sales only - no credit cards)

18.9 Live Snatch

During all practice, qualifying and races, the Clerk of the Course will have the option to carry out "live snatches" under local Yellow Flags

18.10 BRSCC East Anglian Centre Awards

The Archie Scott Brown Trophy will be awarded to the overall winner of the two Itchy Feet OSS Championship races. Points will be awarded to the first 8 cars in each race and the Trophy will be awarded to the competitor with the highest numbers of points after the two races. In the event of a tie, the winner will be determined on the basis of their fastest laps in either race.

The Peter Swinger Memorial Trophy will be awarded to the winner of the first Caterham Supersports race.

19 Circuit Map



20 Directions

Contact Details

Snetterton Circuit

Norwich, Norfolk NR16 2JU
Tel: 01953 887303 Fax: 01953 888220

The circuit is 10 miles north-east of Thetford on the A11 from London to Norwich.

Appendix A – Safety Guidance Notes

MSV adheres to the Health and Safety at Work Act 1974 and its supporting legislation, regulations and guidance and we expect the same high standards and best practice from those coming to our sites.

All teams and contractors must appoint a designated responsible person to oversee the safety of activities carried out on site. This name and contact mobile number should be known by their whole team and passed on if requested by an MSV representative on request.

1. **Storage and Use of Petroleum Spirit**

- 1.1 All petroleum spirit must be stored in metal containers complying with the relevant British Standard, away from any source of ignition.
- 1.2 All containers must be indelibly marked "Petroleum Spirit - Highly Flammable."
- 1.3 All empty containers must be removed from the Venue after the Event.
- 1.4 Petrol is to be used as a fuel only, and not for any other purpose.
- 1.5 Generators should be powered by diesel.
- 1.6 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using petrol.
- 1.7 All vehicle refuelling is to take place in the open air. A no smoking ban must be enforced by the person in charge of the refuelling process.
- 1.8 Your attention is drawn to the Petroleum (Consolidation) Act 1928, and the Petroleum Spirit (Motor Vehicles) Regulations 1929, The Control of Substances Hazardous to Health Regulations 2002 (and amendments) and The Regulatory Reform (Fire Safety) Order 2005 must be complied with.
- 1.9 Competitors and entrants are reminded that fuel is available for sale at the Venue. As such it is unnecessary for competitors to carry large quantities of fuel inside vehicles.

2. **Hazardous Substances**

- 2.1 Some vehicle parts, for example brake and clutch linings contain asbestos. Entrants are encouraged to use non-asbestos substitutes wherever possible. Where asbestos is used, every effort should be used to prevent asbestos dust getting into the air.
- 2.2 Some mineral oils may cause skin cancer. Prolonged contact should therefore be avoided wherever possible. Where contact does occur any contamination should be washed off immediately. The wearing of contaminated clothing (including overalls) should also be avoided.
- 2.3 Various other substances may cause disease or ill health even after very short exposures. Manufacturers guidance must always be followed. Manufacturers and suppliers of such substances are obliged to provide customers with information about the possible harmful effects of their products upon request (Safety Data Sheets).
- 2.4 Personnel must be suitably trained and wear appropriate personal protective equipment (PPE), before using any COSHH substances.
- 2.5 The requirements of the Control of Substances Hazardous to Health Regulations 2002 (COSHH) (as amended) must be complied with.
- 2.6 The Promoter Regulations must always be complied with when selecting vehicle parts.

3. **Electrical Safety**

- 3.1 All electrical equipment must be maintained in a safe condition and hold a valid Portable Appliance Test (PAT) Certificate.
- 3.2 Extension leads cables should be flexible and not of semi rigid cable of the type used for household wiring and covered by matting. Neoprene covered cable will resist damage by oil.
- 3.3 All electrical equipment to be used externally should be weatherproof.
- 3.4 Only British Standard UK plugs or adaptors permitted in site sockets and no overloading of circuits, particularly in the pit garages.
- 3.5 Hand tools should preferably be of the "double insulated" or "all insulated" type, as these provide valuable protection against electric shock.
- 3.6 Electrical equipment and hand tools should not be used in areas where flammable vapours may be present, for example where fuel is being stored or refuelling is taking place.
- 3.7 The Electricity at Work Regulations 1989 must be complied with, or any deviations documented.

4. Fire Precautions

- 4.1 Smoking is prohibited in all enclosed areas, including without limitation in the pit garages and in the pit lane. Smoking is also prohibited in MSV vehicles.
- 4.2 All potential sources of ignition should be kept away from petroleum spirit and vapours. Clear no smoking signage displayed where possible.
- 4.3 The lighting of barbecues is prohibited in the paddock and pits area and cooking is not permitted in the pit garages.
- 4.4 Temporary structures to have a minimum 4m gap separating them.
- 4.5 Fire lanes and roadways to be kept clear and not blocked.
- 4.6 Ensure safe access and egress is available in and around team areas, this includes the provision of adequate lighting levels.
- 4.7 All teams should carry a suitable fire extinguisher in accordance with the relevant Governing Body's regulations.
- 4.8 Catering outlets should hold a minimum of one additional suitable fire blanket and one fire extinguisher.
- 4.9 Teams working in and near catering outlets (using gas and electricity), must know where the 'shut off valves/switches are, in case of emergency.
- 4.10 Fire extinguishers should not be removed from fire points unless they are to be used on a fire.
- 4.11 All fires must be reported immediately to an official or member of the Venue management, even if extinguished.
- 4.12 Teams are encouraged to train their members in the correct use of fire extinguishers.
- 4.13 MSV permission is required before hot works commence on site.
- 4.14 All fire notices and orders to evacuate must be complied with.
- 4.15 The requirements of the Regulatory Reform (Fire Safety) Order 2005 must be complied with.

5. Working at Height

- 5.1 Teams are encouraged to work at ground level where at all possible.
- 5.2 Only well trained competent personnel to work at height.
- 5.3 Personnel working at height must be protected from falling eg. using harnesses and ropes or handrails.
- 5.4 All working at height must be well planned and supervised with safe systems of work followed.
- 5.5 Reassess working at height safe working practices during adverse weather conditions.
- 5.6 Team members shouldn't work underneath those at height unless wearing head protection.
- 5.7 Appropriate non-slip footwear and protective equipment to be worn.
- 5.8 The Working at Heights Regulations 2005 must be adhered to.

6. Compressed Gas Equipment

- 6.1 Air blasts from the over inflation of tyres can cause injury. Tyres should therefore not be inflated to pressures above the manufacturers' recommendations.
- 6.2 All airlines should be in good condition, well maintained and be inspected regularly.
- 6.3 Always stand clear when inflating tyres and wear protective eye wear.
- 6.4 Compressed gas equipment to be used by well trained personnel only, no under 16 yr olds. Any form of horseplay involving compressed air or gas is prohibited.
- 6.5 Compressed gas cylinders should be stored in accordance with the relevant working practices and legislation.
- 6.6 Where any person is at work the requirements of the Pressure Systems Safety Regulations 2000 must be complied with.

7. Jacks and Axle Stands

- 7.1 Vehicles should only be raised on jacks and supported by axle stands which are in good condition, well maintained, and rated to lift the vehicle weight safely.
- 7.2 Jack vehicles only on level undamaged ground.

- 7.3 Use the hand brake and chocks to stop the vehicle moving by supporting the wheels.
- 7.4 Jacks should only be used for lifting the vehicle. Axle stands should always be used to support the vehicle weight.
- 7.5 Vehicle engines should not be run whilst the weight of the vehicle is supported by axle stands
- 7.6 Follow manufacturer's guidance for using and maintaining equipment. Thorough examination and testing required every 6 months minimum, with regular inspections and checks when used.
- 7.7 Lifting Operations and Equipment Regulations 1998 (LOLER), and Provision and Use of Work Equipment Regulations 1998 (PUWER), must be adhered to.
8. **General Working Practices**
- 8.1 All working areas should be kept clean and tidy, and any waste should be removed regularly and placed in the containers provided.
- 8.2 All spillages should be cleaned up immediately.
- 8.3 All trailing cables, wires and hoses should not be allowed to create a trip hazard, use cable matting or fly them safely, where possible, burying of cables is not permitted.
- 8.4 Whenever vehicle engines are being run, adequate ventilation must be ensured.
- 8.5 Pathways and roads should not be obstructed by storage boxes, vehicles or kit.
- 8.6 All safety notices must be complied with.
- 8.7 Any person carrying out any work must ensure that they adopt safe working practices at all times, and comply with any relevant statutory provision and/or published guidance.
- 8.8 Persons under the age of 16 are not allowed in the pits area or pit lane.
9. **Noise**
- 9.1 Exposure to excessive noise may result in hearing loss or other complaints. These may be short term, or, after repeated exposure, permanent.
- 9.2 All persons should avoid being exposed to excessive noise, and where this is unavoidable, they should wear earplugs or defenders to the appropriate British Standards.
- 9.3 It is recommended ear protection is worn when working in pits lanes and in pit garages, where particularly high levels of noise are recorded.
- 9.4 Where any person is at work the requirements of the Noise at Work Regulations 2005, must be complied with.
10. **Manual Handling of Loads**
- 10.1 Lifting, carrying and propelling loads by bodily force is a major cause of injuries. All teams are encouraged to train their members in safe manual handling techniques.
- 10.2 All manual handling lifting should be well planned and safe, with the weight of loads being lifted known.
- 10.3 Where any person is at work the requirements of the Manual Handling Operations Regulations 1992 must be complied with.
11. **Waste**
- 11.1 All waste oil must be placed in the containers marked "waste oil."
- 11.2 Waste tyres and empty petrol/oil containers should not be left at the Venue.
- 11.3 Teams and competitors are urged to take any other form of waste with them when they leave the Venue, or to place it in the refuse containers provided.
- 11.4 Your attention is drawn to the requirements of the Environmental Protection Act 1990.
12. **Vehicle Safety**
- 12.1 A maximum 10 mph speed limit is in force in all public areas, (unless 5mph signage is displayed), including paddocks and service roads at all of the venues. This applies to all vehicles, including moped and motorcycles, with the exception of emergency vehicles attending an incident.
- 12.2 Public members (and accompanied children) are permitted in working paddock areas therefore drivers are requested to take extra care in these tight localised areas.
- 12.3 Venue signage must be adhered to.
- 12.4 Persons riding mopeds and motorcycles up to a capacity of 125cc must have a current UK provisional driving licence or its international equivalent.

- 12.5 Persons riding motorcycles with a capacity of greater than 125cc must have a current full UK motorcycle licence or its international equivalent.
- 12.6 Any motorcycle, moped, scooter or other such bike/trike/quad must be ridden with all due care, the rider must have an appropriate safety helmet, and the vehicle must be road-legal, taxed and insured. There will be no access outside the Paddock Area.
- 12.7 All vehicles must at all times keep to the marked roads when moving around the Venue.
- 12.8 Vehicles must be driven or ridden as per manufacturers instructions and with the set amount of passengers.
- 12.9 Breaches to this guidance may result in vehicles keys being taken away and vehicle confiscated until teams leave site.
13. **First Aid**
- 13.1 Any person sustaining an injury or feeling unwell should seek treatment from the on site emergency services.
- 13.2 To call the first aid or emergency services contact any official or member of the venue management.
14. **Public Safety**
- 14.1 Competitors and entrants should be aware that the Paddock may be open to the public and should act in a manner so as not to put either themselves or any other person at risk from injury.
- 14.2 Competitors and entrants should exercise particular caution when the paddock is busy, and during pits and track walkabouts.
15. **Incident Reporting**
- All accidents where any person sustains injury, or where damage to property occurs must be reported immediately to an official or a member of the venue management.
16. **Temporary Structures**
- 16.1 All temporary structures must be constructed as per manufacturer's instructions, adhering to safe method statements and safe working practices, by competent, well trained personnel only.
- 16.2 Structural plans and weight loading calculations must be known and adhered to during build and breakdown activities.
- 16.3 Emergency procedures to be devised and staff trained on them eg. closing structure down in high winds.
- 16.4 Competent supervisor to sign-off the structure before used by public or MSV staff.
17. **Governing Body Regulations**
- Competitors and entrants are reminded of their obligations to comply with the requirements of the appropriate Governing Body's regulations at all times and these Guidance Notes should be read in conjunction with all other relevant regulations.