

### Guide to Service and Competing Crews

- 1 A strict speed limit of 10 mph is in force in the service area
- 2 A one-way system must be followed
- 3 There will be pedestrians in the Service Area. PLEASE DRIVE CAREFULLY
- 4 If you have children with you / your team, you **must** ensure that they are supervised at all times and every effort is made to ensure their safety
- 5 The unauthorised use of mopeds, motorcycles, scooters, go-peds, quads, powered skateboards etc. is forbidden in the Service Area
- 6 Vehicles may only be driven by persons holding valid driving licences for that class of vehicle
- 7 All entrants must have an environmental ground-sheet in place before work commences on the vehicle
- 8 Temporary structures such as awnings and pop up tents must be erected securely and with sufficient ballast to cope with wind conditions. All structures deemed unsafe by the event organisers must be dismantled and removed
- 9 All service vehicles must have an environmental spill-kit, for use in the event of liquid spillage. (Competing cars should also carry such a kit.) Spillage of any liquid should be contained immediately by the crew concerned
- 10 Suitable fire extinguishers should be readily available at all times, **but particularly in the event of any welding or grinding being carried out, when generators are in use and when cars are being refuelled. At the specific request of the Council petrol generators may not be used without an appropriate fire extinguisher positioned adjacent to the generator and visible at all times.**
- 11 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. Engines should not be running when the vehicle is raised on stands. No other work on the car should be attempted, when raising or lowering of the car is taking place
- 12 Where necessary, as part of the service changing of fuel tank, fuel pump, fuel filter, or any other item of fuel circuit, emptying and/or refilling of the fuel tank is permitted provided that:
  - a. The work is carried out with the knowledge of the organiser
  - b. A fire extinguisher with operator is on standby
  - c. No other work is carried out on the car during this operation
  - d. A safety zone is established within which all sources of ignition are removed
  - e. A minimum amount of fuel is used and any removed fuel is stored in a sealed container
- 13 Entrants are responsible for all personnel in their team and in particular for supervising any young persons under the age of 18
- 14 All working areas should be kept clean and tidy. All waste should be removed by the entrant at the end of the event and disposed of in a responsible manner
- 15 Trailing cables and hoses should not be allowed to create a trip hazard and should not be run across access or roadways unless covered by cable protectors
- 16 Whenever vehicle engines are being run, adequate ventilation must be in place

- 17 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
- 18 Entrants are reminded of their obligation to comply with the requirements of the appropriate sporting and supplementary regulations at all times.

#### Fuel

1. All vehicle re-fuelling is to take place in the open air. Smoking and any other sources of ignition, including live electrical items, must be prohibited and a safe area should be enforced **with an operative on standby with a fire extinguisher**
2. Refuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection
3. Refuelling must be either by hand-pump or from MOD/UN specification 20 litre jerry cans with the purpose made flexible metal spouts. **Funnels are NOT permitted.**
4. Containers should comply with the relevant British Standard, and should be marked "Petroleum Spirit-Highly Flammable" and be kept from any source of ignition.
5. All empty containers should be removed from the venue after the event
6. Petrol is to be used as vehicle fuel only, not for any other purpose
7. Refuelling should be the last operation to be carried out before the vehicle leaves the service zone
8. When refuelling,
  - a. Refuelling must not commence until there are no occupants in the vehicle.
  - b. Engines must be switched off throughout the refuelling process.
  - c. No other activity is permitted when refuelling
  - d. The vehicle should be off any support stands
  - e. Have all four wheels on the ground
  - f. All sources of ignition must be removed from the area
  - g. Refuelling operatives, including those standing by, should ensure they are wearing protective clothing, including suitable non-absorbent gloves and eye protection.

**For a full list of Motorsport UK Service Area Guidelines please see the rally web site or Motorsport UK web site <https://www.motorsportuk.org/wp-content/uploads/2022/03/Annex-P-Service-Area-Guidelines-January-2022.pdf>**