



# Standing Regulations

Gravel Rallies

Version 1.0

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## 1. RALLIES CONDUCTED UNDER AASA PERMIT

- 1.1. These Standing Regulations for Rallies govern the minimum requirements for conducting Rally Events under a Permit granted by The Australian Auto Sport Alliance, (AASA). These regulations are to be used in conjunction with the AASA National Competition Rules (NCR's) and any specified Event documentation (approved by AASA) such as Supplementary Regulations or Technical Regulations.
- 1.2. Event Organisers must apply for an Event through application to the AASA, at least six months prior to its intended date of conduct. The AASA will make initial assessment of Event viability taking in to account other planned Events in the motor sport calendar, other key Events for the state or area, impact to local authority and stakeholders and other factors as applicable for the area suggested for the Event. It is the intent that no two Rallies will be permitted on the same date/s and/or that there must be geographic separation from the target markets.
- 1.3. For Rallies, the issue of an interim permit by the AASA will only be after internal consultation and approval from the AASA General Manager. An Event Organiser will be notified should any additional information be required by the AASA.
- 1.4. A Rally is considered an Event by AASA at the time of issuing an interim permit which may include a list of conditions for the Event. On evidence of completion of conditions and other application requirements AASA will issue the final Event permit. Should the Organiser not be able to satisfy the conditions of permit, the interim permit will lapse and the Event will not be sanctioned by AASA.
- 1.5. The Clerk of Course presides over the Event and must appoint person/s as required and/or delegate authority in regard to the implementation of these regulations and requirements.
- 1.6. The objective of these regulations are:
  - (a) to ensure a minimum standard of uniformity for the conduct of Rallies sanctioned by the AASA;
  - (b) to embed necessary protections for Competitors, the public and Organisers given that these Events are conducted mainly on closed public roads, with a high potential of interaction between the Event and the general public;
  - (c) in so far as is possible, enable Competitors to participate in rallies run under a permit with the widest possible eligibility, without recourse to significant change from Event to Event;
  - (d) to approve created regulations that do not give advantage to certain vehicles that happen, by virtue of their design or manufacturing technique to have certain attributes, over other vehicles competing in the same category;
  - (e) to ensure consistency of Event and safety management across all Events held on public roads.
- 1.7. All Events must adhere to the laws of the state in which it is conducted, taking into account authority permissions, exemptions and legislative controls on conditions of which a permit has been issued.

## 2. DEFINITIONS

- 2.1. Definitions for Standing Regulations for Rallies are as per the AASA National Competition Rules. The most current versions of these documents are available from AASA. The most common terms as applicable to these regulations are included here:



“**A to A’ and ‘A to B’ timing**” means the systems of Event management that enable the setting, calculation and/or recording of time penalties and/or Event scheduling.

“**Clerk of Course**“ is the person in charge of the Event. They are responsible for the activities of the Event and ensuring compliance to the regulations and safety of the Event.

“**Competitive Section**” means a section on which the passage of crews from the start of the section to the timing end point is recorded and time penalties are awarded. Competitive sections may be conducted with these controls.

“**Course Checker**” is the person appointed by Event Organisers, and approved by AASA, to travel over the course prior to the Event to check that the course is planned and executed to the requirements of accurate instructions and to the AASA rules and regulations. The Course Checker is required to report back to the AASA any non-conformances.

“**Event Checker**” means the person appointed by AASA to travel over the Rally course prior to the Event to check that the course planned by the organizers confirms with the requirements of accurate instructions to be issued to Competitors, the safety of the route, and submit a report to AASA post-check.

“**Late time**” means a cumulative time specified in the Event regulations for lateness at key control points. Where a crew exceeds the Late Time allowed in the regulations the crew shall be excluded from the Event.

“**Parc Fermé**” means an area or areas where competing cars shall be impounded and/or released/reintroduced on the instruction of the Clerk of Course.

“**Rally**” means an Event which is conducted over closed roads which are driven in a competitive manner, joined by road or transport stages on which normal traffic road rules apply.

“**Rally Base**” known as Event Command in these Regulations. Is where the Event communications are located.

“**Restricted Speed Zone**” (RSZ) means a part or parts of the route, within transport or liaison sections only, where the Clerk of Course has issued certain instructions or restrictions of speed, noise, use of lights or other behaviour.

“**Refuel Area**” means a place or places designated in the route instructions or other instructions issued by the Clerk of Course where re-fueling shall take place.

“**Road Book**” Competitors are provided with instructions relating to turnings, junctions, hazards or other information and may be used to link competitive sections.

“**Service Crews and Service Areas**”. All service vehicles and service crews must be registered with the Clerk of Course. A ‘Service Area’ or a ‘Service Park’ is a place/s designated in the route instructions or other instructions issued by the Clerk of Course, where competing cars may be instructed to service.

“**Stage Commander**“ means a person in control of a stage. The stage commander is in control of the stage and takes instructions from the Clerk of Course. In the Event of an incident the Stage Commander will manage the stage and let no further vehicles enter the stage without direct instructions from the Clerk of Course.

“**Stewards**” means the person, or persons, appointed by AASA to enforce the rules under which an Event permit has been issued, and to adjudicate upon any protest or dispute, and submit a report to AASA Post-Event.

“**Transport or Liaison Section**” means a non-competitive part of the route that links competitive sections to various way points defined in the route and to the finish. Transport or liaison sections will be taken into account in the overall timing of the Event. No transport or liaison section may be set that requires an average speed in excess of 60 km/hr.



- 2.2. A Rally Event may take the format of a special stage Rally, a target time Rally, an average speed Event.

### 3. SUPPLEMENTARY REGULATIONS AND SAFETY PLANS

- 3.1. The Event Supplementary Regulations, as approved by AASA, will detail all Event specific regulations not covered in these AASA Standing Regulations for Rallies. The Supplementary Regulations may ask Event Organisers for requirements above the minimum standard as set by these regulations. All Competitors, Event management and Officials must adhere to the requirements of all issued regulations. Where two rules may clash in intent, the highest standard is deemed as applicable unless otherwise clarified by the issue of Bulletin by the Clerk of Course.
- 3.2. Event Documentation, including Supplementary Regulation and Safety Plans must incorporate the requirements set out in these AASA Standing Regulations for Rallies. For Rallies with closed (from public) stages, particular attention needs to be made to sections in this document relating to the Event Course, Closed Road Standards and Event Control (section 10).
- 3.3. Each Event shall produce a Safety Plan. The plan will be approved by the AASA prior to issue of Event Permit. AASA will cross reference with civil authority permissions to ensure the plan satisfies the minimum requirements for the Event.
- (a) This Plan must satisfy compliance with Incident response standards for Medical and Fire requirements for Competitor safety, Fire and Rescue, Medical and Ambulance coverage of each stage. Location of SOS points, and in particular spectator safety and the prevention of incidental general public access to the course should be addressed. Event Organisers need to refer to AASA Medical Service and Fire Services for the minimum requirements of Emergency Management, Crews and Vehicles. Depending on the nature of the Event additional requirements may be needed. See AASA website [Appendix 13 – Medical Services](#) and [Appendix 17 – Fire Fighting Services](#).
  - (b) Information needs to be included such as location of Event Command (Rally Base), names and contact information for all key Officials, addresses and contact details of relevant emergency services and civil authorities, Event itinerary, timetable, and procedures for keeping track of all vehicles on the Event (and Transport stages).
  - (c) Individual stages must also have a plan or sub plan, detailing stage commander contacts, detailed maps, contacts and provision of Incident response services and locations, evacuation routes, and hospitals to be used in Event of an Incident.
  - (d) Spectator safety is paramount to the AASA and motor sport industry. All advertised spectator points must be assessed for the safety of run off areas, protection by natural physical barriers such as embankments, and other physical barriers. Potential trajectories of out of control vehicles will be taken into account when assessing and approving spectator areas. Where spectators are able to interact with vehicles and crews, with the potential to be near vehicles being serviced (i.e. Service parks up), Organisers need to ensure there is adequate safety requirements and instruction to crews and Officials to ensure the safety of all persons.
  - (e) A Rally introduces the potential of interaction with roadside furniture, natural environment such as trees and man-made hazards such as power poles. A single outstanding and exceptional hazard may need individual mitigation. Road side cliffs are a case in point. Physical protection such as buffers, hard barriers and/or speed limited zones can be used in such cases and will be noted as conditions of permit approval and/or Event Checker recommendations.



- (f) Notification should be made to relevant public and civil stakeholders of the planned course, prior to the Event, as deemed appropriate by the necessary authorities, Event planners, Organisers, or as instructed by the AASA.
- 3.4. Medical Requirements for a Rally will vary depending on the Event. However the basic capability to effect fire rescue and medical support to individual Incidents will be consistent across all Events. The Safety Plan will include input from the Medical Manager of the Event. This person may also be the Clerk of Course in the case of professional motor sport support Organisations. See [Appendix 13 – Medical Services](#) and [Appendix 17 – Fire Fighting Services](#).
- 3.5. At least one Incident Response Vehicle (IRV) or in some cases Medical Intervention Vehicle (MIV) must be provided for each stage run concurrently. IRV crews must be manned by at least 2 persons, experienced in resuscitation, trauma management, and fire suppression. Longer stages will have more than one IRV available. There is no upper limit to the number of IRV's and or fire suppression vehicles available to a specific stage. Safety Plans will include where these IRV's should be positioned to provide appropriate coverage of the stage.
- 3.6. Any civil ambulances stationed at an Event may only be located at a stage start, and must act only on the instructions of the Clerk of Course or Stage Commander. For Events in remote areas, or where long response times are expected, the Event Organisers should pay for the civil services to be at or near the Event location.
- 3.7. Event Organisers should consider the medical needs of invited spectators at viewing points and, where appropriate, provide medical assistance to Event Officials, Competitors and the public as needed.
- 3.8. A comprehensive public information program must occur some weeks prior to the Event, targeting local residents, heavy users of the roads, business that use the local roads, such as couriers, quarries, the timber industry and primary producers. Event publicity information can assist in relaying a positive message to those members of the public who may be disrupted by the Event. Public communication can take many forms but at a minimum should include:
- notification to residents on the projected course (including visits where appropriate),
  - local meetings held in conjunction with local authorities,
  - temporary sign boards advising road closure dates and times,
  - signage at intersections that lead to an intersection affected by the course, and
  - newspaper, social media or community notice advertisements.
- 3.9. Event Security is paramount in the design, checking, setup and running of a Rally. Closed (to the public) stages are a unique challenge in execution of the successful conduct of a Rally. Closed areas may also include assembly areas, service areas and transport sections of the Event. Event Organisers must also attempt to ensure the most civil and least disruptive methods for Competitors to transport between special stages.
- 3.10. All Event Organisers will give unrestricted access for AASA appointed Officials, and all essential Senior Officials of the Event, to all documentation, restricted areas of Event Command, and any area of Rally Officer or control centres as the Event may have.

#### 4. OFFICIALS

- 4.1 The Clerk of Course must be an experienced Official in the discipline of rallying or must have at least the level equivalence of another motor sport discipline, such as gravel rallying or circuit racing. A Clerk of Course new to Rallies shall be supervised by Officials as nominated by the AASA.



- 4.2 The Clerk of Course, or delegate, must provide daily briefings to Event Officials where detail will be communicated such as allocation of duties, clarify any questions raised by Officials or to Officials and reiterate safety messages for the Event.
- 4.3 There shall be an appointed Safety Officer, with overarching powers in that respect. The Safety Officer shall work in accord with the Clerk of Course, Stage Commanders, and Course Checker, and will be responsible for appropriate placement of control points, stop points, speed restriction points, and the like. The Safety Officer activities should occur prior to issue of the road book for the Event, and on the day of the Event as deemed appropriate.
- 4.4 A Course Checker will be appointed by the Event Organiser/Clerk of Course and approved by the AASA prior to the issue of an Event permit. The role of the Course Checker is to be a second line overseer. A Course Checker must have the appropriate experience and/or guidance from senior Officials for this position. The Course Checker will approve the Event Safety Plan prior to its authorisation by AASA. The Course Checker will ensure that all aspects of compliance for medical, safety and recovery are enacted at the Event, that spectator areas are controlled in accordance with course plans and there is adequate protection against incidental general public access to the course during each stage. The role will include:
- be familiar with and check off on the Event Safety Plan,
  - assessment of the course,
  - safety of the public and Officials (including checking processes associated with that function),
  - assess the Safety Plan for rigour as appropriate,
  - assist with relationships between organisers and civil authorities,
  - have oversight to the suitability for Competitors to comply with the Event schedule and pre-Event reconnaissance,
  - make sure that instructions for Spectators, Officials' travel and Transport are appropriate for the Event, and
  - make sure any Official Road closure notices to the public are appropriate and workable, and in place at appropriate times.

## 5. LICENCE REQUIREMENTS

- 5.1 Competitors must hold a current AASA National Rally Licence if driving, or an AASA National Rally Navigator Licence if navigating only, (except when exempted within a component of the Event). Sub-Events may be exempt from National licencing, with the licence requirements of those detailed in the Event Supplementary Regulations.
- 5.2 Drivers for Rallies aged under 18 years old must, as a minimum, hold a civil licence of probationary level or higher. No civil licence learner drivers are permitted to enter the Event unless individual application is made to AASA and approval granted by AASA and appropriate civil authorities.
- 5.3 Navigators for Rallies must be a minimum age of 14 years.
- 5.4 Any competitor holding a civil licence at probationary level must adhere to vehicle restrictions as prescribed in the State of licence issue. High performance vehicles which are restricted for drivers on the civil licence will not be permitted for use at an Event unless individual application is made to AASA and approval granted by AASA and appropriate civil authorities.



- 5.5 Each competitor holds responsibility for ensuring their licence is valid and can be shown as part of entry to the Event, in advance of the Event date. The Event secretary may refuse entry to an Event should there be inadequate documented proof of the licence held.

## 6. CATEGORIES OF VEHICLES

Eligibility of vehicles will be specifically defined by the Supplementary Regulations pertaining to the specific Event or series. Further detail may also be found in Technical Regulations for the category or series, as applicable.

## 7. REQUIREMENTS FOR COMPETING VEHICLES

- 7.1 Competition vehicles covered under this regulation must conform to the following technical notes. Some of these items might not be required for Touring Events. The Event Supplementary Regulations for Touring Events will clarify the vehicle requirements.
- (a) Vehicles must be the subject of a valid registration or a suitable permit from a competent civil authority, complete with a current policy of third party insurance, including where necessary an extension for competition use relevant to state or territory requirements from the state of issue.
  - (b) Competing vehicles must be the subject of a Vehicle Passport issued by AASA, and as required by the conditions of the Event Regulations.
  - (c) Vehicles must be fitted with a RallySafe® in-car vehicle communication system unit, or commercial equivalent, as required in the Event Supplementary Regulations. This might not be required for certain Sub-Events, as approved by the AASA.
  - (d) Vehicles must have lighting and signaling equipment that complies with civil regulations applicable to the State(s) or Territory(ies) where the Event takes place.
  - (e) Vehicles must be fitted with a laminated glass windscreen unless fitted otherwise with a non-glass windscreen by the OEM.
  - (f) Vehicles must be fitted with safety harnesses for each crew member that comply with the requirements listed in [Appendix 5 – Occupant Restraint Services](#) or specified in the Supplementary Regulations for the Event. AASA recommends the use of 3 inch five/six-point belts as the standard for rally competition.
  - (g) Vehicles must be fitted with a safety cage in compliance with AASA [Appendix 1 – Safety Cage Regulations](#). (Safety cages might not be required for certain touring Events, as per Event Supplementary Regulations approved by the AASA.)
  - (h) Vehicles must be equipped with seats for each occupant, each seat being compliant with see AASA website [Appendix 5 – Occupant Restraint Services](#).
  - (i) Vehicles must be fitted with an effective exhaust muffler so that the maximum noise emitted is 95dB(A) when measured 30m from the edge of the at any point on a competitive stage determined by the Clerk of Course. Refer to Supplementary Regulations for clarification of noise limits for each Event.
  - (j) Vehicles must carry at least two reflective ‘safety triangles’ which are fit for the purpose of display near a stopped vehicle, to following Competitors.





- (k) Vehicles must be equipped with two or more hand held fire extinguishers in compliance with Australian Standard AS1841, suitable for use in motor vehicles and having a combined extinguishant capacity of at least 2 Kilograms. Where an extinguisher is fitted it shall comply with either AS1841.4 (Foam) or AS1841.5 (Dry Chemical).

Extinguishers and Fire Balls shall be mounted so as to remain restrained when subject to a force of 25 times the gross weight of the container in any direction and be removable without the use of tools.

Each extinguisher must be maintained in compliance with AS1851 (severe environment provisions).

A non-removable plumbed fire suppression system may be installed as a supplement to the above requirement.

Due to the widely varying structure of competition automobiles, advice is not provided as to the location of each fire extinguisher but at least one extinguisher must be within the cockpit. Consideration should be given to allowing access to each extinguisher by the crew and other parties from within and outside of the vehicle. Access to extinguishers in the luggage compartment must not require the use of keys or internally located release mechanisms.

These requirements do not apply to Touring Events.

- (l) Vehicles must carry a first aid kit appropriate for the Event, reasonably protected from dust, water or other contaminants and secured so as not to be a potential hazard in the Event of a collision. First aid kit requirements will be specified in the Event supplementary regulations. The contents of the first aid kit must be in date, usable and sterile (where applicable). Competitors are responsible for ensuring the contents of the first aid kit is maintained and ensure it is available for inspection by Event Officials as required.
- (m) Vehicles must carry a 'Red SOS/ Green OK' Board, min. A5 size and of sturdy material. Neither the printing nor integrity of the board must be affected by prolonged exposure to water.
- (n) Vehicles must be fitted with appropriate tow hooks front and rear, fitted forward of the front axle and to the rear of the rear axle, clearly visible from front or rear of the car and indicated by 'Tow' signs. Each towing point shall be capable of permitting the insertion of a circular pin of diameter 40mm and be of sufficient strength to permit the vehicle to be towed with its wheels locked on an asphalt surface.
- (o) Vehicles must comply with such other regulations that may be defined in the Event Supplementary Regulations and/or appendices to those Regulations or other documents issued by or referred to by the Clerk of Course.
- (p) Vehicles should, when possible, carry two way radio equipment and or mobile telephone capability. This equipment should be fitted and used in accordance with relevant civil regulations. This will be outlined in the regulations for those Events. All Competitors should carry a mobile phone at all times.
- 7.2 Competition vehicles covered under these regulations must conform to these requirements at all times immediately prior to the commencement of competition, during competition and for a period defined in the Sup Regulations immediately after competition.
- 7.3 The AASA will be the final arbiter on eligibility of vehicle make/type. Organisers have the right to refuse the participation of any vehicle seeking entry based on it not being within the spirit of the rules or Event concept.



## 8. REQUIREMENTS FOR COMPETITORS

- 8.1 During competition, Competitors must wear apparel as required by the AASA [Appendix 4 – Apparel Requirements](#) of the AASA Regulations. In the interests of Competitors wellbeing and the reputation of the sport, it is recommended that the highest possible level/specification of apparel and associated equipment be utilised by Competitors.
- 8.2 A Frontal Head Restraint is a required safety item for all drivers and navigators entered in Competition Section or Rally Events. Further detail can be found in supplementary regulations for the Event.
- 8.3 Subject to use in accordance with civil regulations, the use of 2-way radios is encouraged in the interests of crew welfare and the conduct of the Event.

## 9. ROUTE INSTRUCTION

- 9.1 Route instructions - All Competitors must be issued with route instructions for the Event. Route instructions may be issued at any control point on condition that they are issued at least two minutes before a competitor is required to start from that control.

**Disclaimer** - Before Route Instructions are issued to each crew, the following disclaimer must be separately signed by either the individual Driver OR Co-Driver (Disclaimer Form is on the final page of this document):

*“I/ We acknowledge that the route instructions should not be relied upon, nor will I/we rely upon the route instructions to estimate, assess or judge the extent or nature of the route, built or natural hazards or other Competitors and/or their vehicles that I/we may encounter along the route. Nor will I/we rely on the route instructions to determine the manner in which I/we exercise control over the competing vehicle. I/we acknowledge that we have been advised to exercise caution throughout the route in following these instructions or the instructions of Event Officials. I/we acknowledge that I/we are the person/s in sole control of the vehicle.”*

- 9.2 Stage Notes are permitted in Rallies.
- 9.3 Instructions regarding service area/s or park/s and the route/s to be followed by service crews shall be issued before the start of the Event by the Clerk of Course.
- 9.4 Instructions regarding the need for vehicles to be placed in Parc Fermé, whether as the entire field, place getters or individual vehicles shall be communicated by the Clerk of Course.
- 9.5 Vehicles may not be serviced in Parc Fermé unless at the express permission of the Clerk of Course. Application should be in writing by the competing Crew.

## 10. COURSE DESIGN AND ROAD CLOSURE STANDARDS

- 10.1 Adherence to standards of physical barring to a closed stage is paramount. This preventative control must be incorporated with suitable Incident mitigation processes as part of the Event management and Safety Plan documentation. See further details on Course Control in section 11 of this document.
- 10.2 The standard for each section of road closure is as approved by the Event Checker. The following can be used as a guide for road closure standard:
  - (a) Where a closed section requires closing of a crossing intersection where numerous public vehicles could be expected:



A barrier or barricade that crosses the intersecting road, an additional tape or orange webbed fencing at least 25m prior to the barrier, with signage of 'Road Closed' facing to any public vehicle approaching the area. The Road Closure Officials stationed at this type of road closure should be well experienced with road closures from previous Events of this Event type. An Official need to be present at all times.

- (b) Where a closed section requires closing of a minor road where some public vehicles could be expected:

A barrier or barricade that crosses the intersecting road, an additional tape or orange webbed fencing at least 25m prior to the barrier, with signage of 'Road Closed' facing to any public vehicle approaching the area. The Road Closure Official/s stationed at this type of road closure should be well experienced with road closures from previous Events of this Event type.

- (c) Where a closed section requires closing of a road with a number of house driveways:

In the first instance, all residents should already be aware of the road closure procedures. Tape or orange webbed fencing blocking the access, with signage of 'Road Closed' facing the resident access to the course area. A Road Closure Official/s will be stationed to monitor this type of road closure and communicate as required with residents as to the times for road closure.

- (d) Where no public vehicle access is expected, the minimum requirement is for tape or orange webbed fencing blocking the access, with signage of 'Road Closed' facing to any potential persons approaching the area.
- (e) Signage should be placed on the edges of any areas where the public and spectators are not to proceed.
- (f) Any barriers must be constructed of solid material that would cause an oncoming competitor vehicle to be stopped from passing that point (i.e. not pass the barrier).
- (g) A barricade is set up as an indicator of no entry and can be made of various materials such as railings, wide webbing, large rocks, fallen logs etc. that will indicate the need for a vehicle to stop.
- (h) Tapes should be used consistently for Rallies in respect to colour and use, as crews and Officials will identify the purpose of tape with the coloring. Orange webbed mesh is a material of choice to block unmanned roads / tracks rather than tape and tags.
- (i) Signage need to be at least A5 in size, legible by persons approaching the area and be adequately protected from weather damage, wear and tear.
- (j) Event management plans should include the requirements of road closure, including examples of barriers, barricades, tape, tag and signage.

10.3 All aspects of Town stages (or stages in built up areas) MUST be specifically approved by the AASA and may require extra requirements to those mentioned above.

10.4 Stages and Sub-Events run on race circuits must be run in the direction of the track licence, and generally within the operational requirements of the circuit.

10.5 In general, stages should not be planned that exceed 130km/hr average speed, by the Competitors. There are various ways of slowing speeds, the most effective being the inclusion of "virtual chicanes" into the course. The AASA believes the use of physical chicanes has been superseded by technology.

10.6 Restricted speed zones are another method of speed control with electronic surveillance making other methods of monitoring obsolete. Some stages may also have a maximum attainable speed set for Competitors, where a penalty may apply for exceeding a certain speed for longer than a period of 5 seconds.



- 10.7 Technology now allows the ability to control maximum attained speeds on stages, (and indeed monitoring on open roads). Any required maximum speeds for a specific stage or the entire Event will be specified in Supplementary Regulations or by Event Bulletins.
- 10.8 At a stage “flying finish”, the course design will require much consideration to ensure adequate control, run off area and safety. In general, and where possible, flying finishes should be positioned on a straight section where Officials can be positioned safely, well back from the road, and not be on the outside of a corner. It is desirable to have a stop point visible at a flying finish, except where this distance exceeds 300 meters. Organisers must assess and provide safety management between the finish line and the stop point. Vehicles slowing down may become unstable, and vigilance of all Officials is required until the vehicle is at a stop after the flying finish.
- 10.9 Notification of at least 200 meters is to be provided prior to any manned stop point. Unmanned points may be driven through to continue to the next stage or sector of the Event. Manned stop points may wave Competitors through, if appropriate and as instructed by senior Officials.
- 10.10 For determining initial start order of Competitors for an Event or Sub-Event, an experienced Clerk of Course can seed Competitors from past performances. A prologue may be used to determine start order but noting there needs to be a shakedown stage prior. In-field re-seeding may occur, and Competitors may also agree to rearrange themselves in start order, prior to commencing a stage.

## 11. COURSE CONTROL

- 11.1 Road Closure Officials and Contractors must be in possession of sufficient paperwork to verify the legality of the road closure at the site. They must be able to answer public queries as to length of time the road is closed and an approximate time of re-opening. Reference should be made, where applicable, to Section 10 for the standards of Road Closure.
- 11.2 Road closure personnel must be kitted out as would be a roadside worker, wearing high-vis vest, appropriate identification, signage and lights as appropriate for the point. Road closure Officials are expected to have been briefed to diplomatically handle queries from the public or any authorities in attendance and be equipped to communicate with Event Command.
- 11.3 Access to a stage must be physically blocked by various methods, and senior Event Officials will check this as part of the road closure process, as preparation for competition.
- 11.4 Preparation for road closure for a stage will vary from site to site, but plenty of time should be allowed for set up whilst the road is still open. Barriers, bunting and tape can be prepared in such a way as to allow rapid deployment to effect physical blockage of transit to the stage. Following the official road closure time, only authorised vehicles of the Event may enter the stage. This is limited to vehicles under the command of the Stage Commander and or Clerk of Course and may include civil authorities and any official vehicles on their way to deployment within the stage.
- 11.5 Media may only enter a stage, prior to competition, with the express permission and instruction of the Clerk of Course. Media will only be free to move between positions when safe to do so and instructed by Event Officials in communication with Event Command. Media must be instructed to remain in place after the passage of the Course Car as the Final Course car. Media must be signed on, have High-VIS-Vest and be positioned behind suitable barriers.
- 11.6 On the day of the Event, a number of vehicles (as dictated by Event Regulations and Plans) shall traverse the course prior to competition, making sure the course set up complies with documentation, and as intended by the Clerk of Course.



- 11.7 The Event plans must include the format by which stages are set up for competition and authorised for start. The multiple use of stages and number of concurrently run stages, and their traverse times will all impact on the number and allocation of course cars for these tasks.
- 11.8 The Event plans must include the timing of stage closure applicable to each stage of the Event. This must include timeframes for road closures, course checks (including all Officials in place), course “amber”, course “green”, and any ‘ZERO’ vehicles traverse the course.
- 11.9 After the road has been physically closed to the public, for vehicle entry and course set up. No vehicle may traverse the stage other than in the direction of competition, other than vehicle approved by the Clerk of Course. This would be allowed only on an “amber” stage, where the course is still unusable for competition. The cars designated to check a course must only enter after all prior vehicles have exited the competition area of the stage. This might include being parked up in a designated area.
- 11.10 The public must not be able to access the course and must be suitably informed by road closure Officials as to activities or the Event. As required, AASA Stewards and any Police presence are to be involved in this process to ensure the public is suitably informed and in safe areas.
- 11.11 The Course Checker, will travel the course in an appropriate course car at no more than 80% of competition speed, making sure the course set up complies with all documentation, and is as intended by the Event Organiser and Clerk of Course. The personnel in this vehicle are to check and ensure:
- (a) that the course is secure to the general public;
  - (b) that all necessary personnel are on station in each stage;
  - (c) all medical services and fire rescues are in place;
  - (d) that spectator points are set out as per the Event documentation;
  - (e) that media personnel on course are identifiable and in positions deemed safe;
  - (f) that any casual spectators, such as property owners and those who have gained access to the boundaries of the course are spoken to and given instruction as to the suitability of their position;
  - (g) that any defects to any stages of the course requirements are “repaired” prior to competition, and
  - (h) that any alterations to instructions or advices are accurately relayed to the Event Command, Clerk of Course and stage starts.
- 11.12 The final sign of will be made by the Course Checker appointed by the Clerk of Course. They will traverse the course and on confirming the course, the course will be considered as “Amber”. Once Event Command has been informed.
- 11.13 All Event vehicles must be on the Event Communication Channel appropriate to the vehicle. At this point, all communications should be functioning and tested.
- 11.14 The AASA Stewards and/or the Course Checker can declare the stage “green” (upgrading from amber) when the above checks are completed to their satisfaction and to the satisfaction of any civil authority present in or with the Stewards. A stage will be deemed “green” close to the start time of competition.
- 11.15 The AASA appointed Officials hold the overriding decision on satisfaction of course readiness. They may delay, and seek remedy, if there is an issue preventing the start of an Event. Event Officials may liaise with Police or other civil authorities as required to seek remedy.



If there is an issue which cannot be remedied on course, therefore causing the Event or stage to not proceed, the Clerk of Course holds the responsibility for announcement to Competitors, Officials and any key stakeholders.

- 11.16 Once the course is deemed “green” and competition ready, a ZERO car (if specified in the Event Regulations), may enter the course at pace, as indicated in such regulations.
- 11.17 Once competition has commenced, any stage breach must be immediately reported to Event Command and the Clerk of Course. Stage shut down should be activated immediately in such circumstances.

## 12. INCIDENT CONTROL

- 12.1 All Officials are to report any incident direct to Event Command (Rally Base) or, where necessary, the next posted Official. Reports need to be made, the vehicle, Incident location, whether fire or medical is required or whether stage is blocked.
- 12.2 Should a competitor vehicle leave the course or un-expectedly stop during competition the stage safety plan for the Event will be enacted. No further Competitors will be released from the start of the impacted stage until full stage “green” is obtained, by safe management of an incident or stopped vehicle.
- 12.3 Stage Commanders may immediately close the stage allowing only IRV’s and safety vehicles to enter if required. Once the Competitors have been removed from the scene via the appropriate IRV’s, it is up to the Clerk of Course to assess whether the competition vehicle is to be removed (due to dangerous position) or remain and be suitably bunted. IRV should give
- 12.4 Any on stage response by a medical vehicle to an incident may only be at the specific direction of the Clerk of Course, who is best placed to understand and co-ordinate the logistics of such a deployment, with minimal interaction with competitive vehicles. Technology allows management of that process if competition needs to be shut down for Competitors already traversing a stage.
- 12.5 Calling of civil ambulances to effect patient transfers and assist to transport patients will be at the discretion of the Medical Manager, Event Command and the Clerk of Course.
- 12.6 Upon safe removal or securing of the parked vehicle, the Clerk of Course will then advise the Stage Commander that the stage will be given a full stage “green”, provided they are satisfied no breach to the stage’s safety and setup has occurred.
- 12.7 The Rally Safe, or in-car safety communication system, will alert further competing vehicles as to the whereabouts of any such vehicles as required, well in advance of their location.
- 12.8 If there is a breach by public (i.e. vehicle, motorbike or bicycle from an unknown source) then the AASA Stewards and/or Course Checker(s) will re-examine the stage and can declare the stage “green” when the appropriate checks are completed to their satisfaction, and to the satisfaction of any civil authority present at the Event.
- 12.9 At the completion of the stage it will be up to the Clerk of Course to decide when a vehicle may be recovered. This may involve recovery after the road has been reopened to public. At that point in time relevant safety precautions must be put in place.
- 12.10 Should an incident be deemed critical, and other emergency authorities be involved, then the stage would be declared complete, but the road would still remain closed. Under no circumstances should emergency vehicles enter a closed road stage without the express permission of the Clerk of Course, who would be controlling the incident until such time as the local Police take over. The Stage Commander should be briefed by the Clerk of



Course and Competitors who have not yet competed be given alternate advice. See AASA website [Appendix 14 – Critical Incident Response](#).

- 12.11 Re-opening of the road is then up to the local authorities, in consultation with the Clerk of Course.
- 12.12 The AASA has a comprehensive process to investigate serious and fatal accidents, incidents of a serious nature and their background, using observation and electronic data. On site Officials will produce reports as comprehensive as possible at the scene, and these reports will be provided to the attending AASA Official(s) at the Event. Reports from observations will be collated with whatever data is available at the Event and placed in the care of the AASA for later investigation by AASA Management.
- 12.13 Causation of incidents should not be assessed or relayed to media at the time of the Event, without consultation of the AASA. Media comment should relay nothing more than an assessment of what occurred. The AASA will be the body which follows up for receipt, collation and assessment of any supporting evidence such as in car video, data logging, and in-car safety data, passage traces and signals. AASA will determine if further formal investigation and follow up of an incident is appropriate.
- 12.14 All Event Organisers, Competitors, and on site Officials are expected to co-operate with provision of assistance and evidence, as a condition of AASA licencing and the Event Permit.
- 12.15 Any vehicle that has been involved in an Incident must be checked by Event Scrutineers prior to re-entry to the Event. The Chief Scrutineer will ensure all necessary paperwork, as detailed in the Event Report Kit issued to the Clerk of Course is completed at the time of scrutineering and re-checking of vehicles after Incident. Vehicles involved in Incidents may also be impounded by the AASA and Clerk of Course.
- 12.16 The Clerk of Course for each Event is responsible for ensuring all areas complete the necessary reports required in the AASA Report Kit issued to the Organiser with the AASA Event Permit. All completed reports must be sent back to AASA at the completion of the Event.

### 13. POST EVENT REVIEW

- 13.1 The Clerk of Course, Course Checker and Safety Officer will participate in all post Event de-briefs. The appointed AASA Steward/s may also attend in addition to submitting the required AASA Stewards Report on the Event.
- 13.2 The AASA may appoint Event Observers, notwithstanding that the Event Stewards may also act in that role. If appointed, an Event observer must also participate in Event de-briefs.
- 13.3 The AASA will expect the utmost assistance from Organisers and Promoters in any review process.
- 13.4 Persons involved in an Event de-brief are to raise all point of concern, or indeed highlight excellence, in the conduct of the Event. This point of critical Event review is the method by which the AASA will assess and factor in improvements to processes to potentially upgrade or alter future rules and regulations.



## AASA Disclaimer Form for Issue of Route Instruction

Before Route Instructions are issued to each crew, the following disclaimer must be separately signed by either the individual Driver OR Co-Driver.

“I/ We acknowledge that the route instructions should not be relied upon, nor will I/we rely upon the route instructions to estimate, assess or judge the extent or nature of the route, built or natural hazards or other Competitors and/or their vehicles that I/we may encounter along the route. Nor will I/we rely on the route instructions to determine the manner in which I/we exercise control over the competing vehicle. I/we acknowledge that we have been advised to exercise caution throughout the route in following these instructions or the instructions of Event Officials. I/we acknowledge that I/we are the person/s in sole control of the vehicle.”

Event: \_\_\_\_\_

Competitor Number: \_\_\_\_\_

Issued to: \_\_\_\_\_

(Driver / Co-Driver – circle as appropriate)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Issued to: \_\_\_\_\_

(Driver / Co-Driver – circle as appropriate)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_