



# **Standing Regulations for Hill Climb Events**

**V0.4 May 2019**

## Contents

1. Hill Climb Events conducted under AASA Permit
  2. Definitions
  3. Supplementary Regulations and Safety Plans
  4. Officials
  5. Licence requirements
  6. Categories of vehicles
  7. Requirements for competing vehicles
  8. Requirements for competitors
  9. Route Instruction
  10. Course Design and Road Closure Standards
  11. Course Control
  12. Incident Control
  13. Post event review
- APPENDIX 1 – Disclaimer Form for Issue of Route Instruction

## 1. Hill Climb Events conducted under AASA Permit

- 1.1 These Standing Regulations for Hill Climb Events govern the minimum requirements for conducting Hill Climb 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), AASA Event Operations Manual 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 two months prior to its intended date of conduct. The AASA will make initial assessment of event viability taking into 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 Hill Climb events will be permitted on the same date/s and/or that there must be geographic separation from the target markets.
- 1.3 For Hill Climbs, the issue of an interim permit by the AASA will only be after internal consultation and approval from the AASA Chairman and CEO. An event organiser will be notified should any additional information be required by the AASA.
- 1.4 A Hill Climb 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 promoter 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 Hill Climb events sanctioned by the AASA;
  - (b) to embed necessary protections for competitors, the public and organisers given that these events may be conducted on closed public roads, with a high potential of interaction between the event and the general public;
  - (c) in so far as is possible, to enable competitors to participate in Hill Climbs run under a permit with the widest possible eligibility, without recourse to significant change from event to event;
  - (d) to create regulations that do not impart 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; and
  - (e) to ensure consistency of event and safety management across all events.

- 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 Hill Climb events are as per the AASA National Competition Rules and associated appendices. The most current versions of these documents are available from AASA. The most common terms as applicable to these regulations are included here:

“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.

“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. This role may be fulfilled by the Clerk of Course and/or the Safety Officer. The Course Checker is required to report back to the AASA any non-conformances.

“Hill Climb” means a sprint style event which is conducted over closed tarmac roads, which can be at a dedicated facility, not exceeding 10 kilometres in length, which are driven in a competitive manner. The end of the course will generally be at a higher elevation than the start line.

“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.

“Refuel area” means a place or places designated where re-fuelling shall take place. At permanent venues, this area should already be designated, but where a closed to public road is being used, a suitable area should be designated in the event Supplementary Regulations and/or the Safety Plan.

“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.

“Steward/s” 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.

## 3. Supplementary Regulations and Safety Plans

- 3.1 The Event Supplementary Regulations, as approved by AASA, will detail all event specific regulation not covered in these AASA Standing Regulations for Hill Climb Events. The Supplementary Regulations may ask 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 a 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 Hill Climb Events. For Hill Climb events on closed (from public) roads, particular attention needs to be made to sections in this document relating to Course and Closed Road Standards and Course 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 may cross reference with civil authority permissions to ensure the plan satisfies the minimum requirements for the event.
- (a) This Plan must satisfy compliance with requirements for competitor rescue and safety, Fire, Medical and Ambulance coverage, and in particular spectator safety and the prevention of incidental general public access to the course. Event Organisers need to refer to the relevant AASA Appendices for the minimum requirements of Emergency Management Crews and Vehicles. Depending on the nature of the event additional requirements may be needed.
  - (b) Information needs to be included such as location of event headquarters, names and contact information for all key officials, addresses and contact details of relevant emergency services and civil authorities, event itinerary and timetable, and procedures for keeping track of all vehicles on the course.
  - (c) Spectator safety is paramount to the AASA and the 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. pits or park up areas), organisers need to ensure there is adequate safety requirements and instruction to crews and officials to ensure the safety of all persons.
  - (d) A Hill Climb event may introduce 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 Course Checker recommendations.
  - (e) 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 Hill Climb will vary depending on the scope of the event. However, the basic capability to effect 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.

- 3.5 At least one Patient Transfer Vehicle (PTV, or in some cases replaced with a First Intervention Vehicle FIV) must be provided for the event. Medical personnel in attendance must include at least one level 2 practitioner, as well as two level 3 or level 4 practitioners. Please refer to AASA Appendix 13 – Medical Services Policy for further clarification. FIV crews must be manned by at least 2 persons, experienced in resuscitation, trauma management, and fire suppression. Safety Plans should include where the vehicle or vehicles will be positioned to provide appropriate coverage of the stage. Given the varying lengths and potential locations of Hill Climb events, the medical requirements may vary and are subject to approval by the AASA.
- 3.6 The location of any civil ambulances stationed at an event should be located at the event start line and must act only on the instructions of the Clerk of Course. 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 Where closed public roads are being used, a comprehensive public information program must occur some weeks prior to the event, targeting local residents, heavy users of the road, business that use the local road such as couriers, quarries and 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 or community notice advertisements.
- 3.9 Event Security is paramount in the design, checking, setup and running of a Hill Climb. Closed areas may also include assembly areas, service areas and liaison areas 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 unfettered access for AASA appointed officials, and all essential officials of the event, to all documentation, restricted areas of command, and any area of headquarters 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 Hill Climb events, or must have at least the level equivalence of another motor sport discipline, such as sprints or

circuit racing. A Clerk of Course new to Hill Climbs may 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 and, if applicable, the 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 the commencement of the event, and on the day of the event as deemed appropriate.
- 4.4 A Course Checker may be appointed by the Event Promoter/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 approve 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 liaison 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 Club Racing licence.
- 5.2 Competitors for Hill Climb events aged under 18 years old must have their entry and disclaimer countersigned by their parent or guardian. Where the event is to be held on closed public roads, they may, as a minimum, be required to hold a civil licence of probationary level or higher.
- 5.3 Any competitor holding a civil licence at probationary level must adhere to vehicle restrictions as prescribed in the State of licence issue while driving on non-closed road sections associated with the event. 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.

- 5.4 Each competitor holds responsibility for ensuring their competition 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

- 6.1 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. The Event Supplementary Regulations will clarify the vehicle requirements.

- (a) Vehicles that have current registration or a suitable permit from a competent civil authority, must compete with a current policy of third party insurance, need to include 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 laminated glass windscreen unless fitted otherwise with a non-glass windscreen by the OEM. Open Wheeler vehicles are exempt from this ruling.
- (d) Vehicles must be fitted with safety harnesses for driver that comply with the requirements listed below or specified in the Supplementary Regulations for the event. AASA recommends the use of 3 inch five/six-point belts as the standard for Hill Climb competition.

Safety harnesses shall be marked as having compliance to one or more of the following standards

- ECE 16 (European Standard)
- SFI 16.1 (SFI Standard)
- AS 2586 (Australian Standard)

Additionally, harnesses meeting the requirements of internationally recognised motorsport sanctioning bodies will be deemed acceptable.

A harness previously in compliance with an internationally recognised standard other than SFI 16.1, such compliance having lapsed through the efflux of time, may continue to be used for 5 years post the last date of compliance provided upon visual inspection it remains in serviceable condition. Any harness showing visible signs of wear, damage or degradation will be rejected.

The Safety harness may be mounted to either the OEM harness mounting points, to the safety cage, or to additional mounting points on the vehicle structure. Additional mounting points shall incorporate a steel reinforcement at least 3mm in thickness and in contact with surrounding vehicle structure over an area not less than 3750mm<sup>2</sup>.

The fitment of harness mounting points to automobiles constructed of a material other than steel will be authorised by the AASA on an individual basis and recorded in the AASA Vehicle Passport

- (e) Vehicles must be equipped with a drivers seat, each seat must be compliant with any one or more of the following:
- The original seat as supplied by the OEM for the vehicle; or
  - A seat licensed by the SFI Foundation to the SFI 39.2 standard; or
  - A seat in compliance with the requirements of an internationally recognised motorsport sanctioning body; or
  - A seat that has no provision for backrest adjustment, incorporates a head restraint and is supplied by a manufacturer recognised by the AASA.

Seats shall be mounted in accordance with the seat manufacturer's instructions. This shall include the use of each required mounting point and associated components supplied. Seats may be mounted, either separately or in combination, to

- the unmodified OEM seat mounting points on the vehicle's structure; or
- the safety cage; or
- additional mounting points, each incorporating a steel reinforcement at least 3mm in thickness and in contact with surrounding vehicle structure over an area not less than 3750mm<sup>2</sup>. The fitment of additional seat mounting points to automobiles constructed of a material other than steel will be authorised by the AASA on an individual basis and recorded in the AASA Vehicle Passport.

- (f) 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 tarmac at any point on a competitive track determined by the Clerk of Course. Refer to Supplementary Regulations for clarification of noise limits for each event.

- (g) Vehicles must be equipped with one 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 a single extinguisher is fitted it shall comply with either AS1841.4 (Foam) or AS1841.5 (Dry Chemical). Additional extinguishers may include those to AS1841.2 (Stored pressure-water).

Extinguishers 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.

- (h) 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.
  - (i) 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
- 7.2 Competition vehicles covered under these regulations must always conform to these requirements immediately prior to the commencement of competition, during competition and for a period defined in the Event Regulations immediately after competition.

## **8. Requirements for competitors**

- 8.1 During competition, competitors must wear apparel as required by the AASA NCR's, Appendix 4 – Apparel Requirements (to Speed Events Club Level) and Event 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.

## **9. Course Design and Road Closure Standards**

- 9.1 Adherence to standards of physical barring to a closed road 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 detail on Course Control in section 10 of this document.
- 9.2 The standard for road closure is as approved by the Event Checker. The following can be used as a guide for road closure standard:
- 9.3 Where a closed road 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, needs to be present at all times on each side of road crossings.
- 9.4 Where a closed road event 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.

- 9.5 Where a closed road 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.
- 9.6 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.
- 9.7 Tags should be placed on the edges of any areas where the public and spectators are not to proceed.
- 9.8 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).
- 9.9 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.
- 9.10 Tapes should be used consistently for Hill Climbs in respect to colour and use, as crews and officials will identify the purpose of tape with the colouring. Orange webbed mesh is a material of choice to block unmanned roads / tracks rather than tape and tags.
- 9.11 Tags and signage need to be at least A4 in size, legible by persons approaching the area and be adequately protected from weather damage, wear and tear.
- 9.12 Event management plans should include the requirements of road closure, including examples of barriers, barricades, tape, tag and signage.
- 9.13 Events run on dedicated Hill Climb tracks must be run in accordance with the track licence, and generally within the operational requirements of the circuit (if applicable).
- 9.14 At a Hill Climb finish, the course design will require much consideration to ensure adequate control, run off area and safety. In general, and where possible, finish signs 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 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 finish line.
- 9.15 For determining initial start order of competitors for an event, an experienced Clerk of Course can seed competitors from past performances. In-field re-seeding may occur, and competitors may also agree to rearrange themselves in start order, prior to commencing. Dependent upon the timing systems used it may not be possible to change a start order, consultation with timing contractors will be required.

## 10. Course Control for Closed Road Events

- 10.1 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.
- 10.2 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 headquarters.
- 10.3 Access to a closed road Hill Climb 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.
- 10.4 Preparation for closure of a road 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 track. Following the official road closure time, only authorised vehicles of the event may enter the Hill Climb area. This is limited to vehicles under the command of the Clerk of Course and may include civil authorities and any official vehicles on their way to deployment within the competition area.
- 10.5 Media may only enter a course, 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 Headquarters.
- 10.6 On the day of the event, no competition is to commence until the completion of a track inspection by the Clerk of Course and Event Stewards, and at the discretion of AASA.
- 10.7 The event plans must include the format by which the course is set up for competition, readied for competition and authorised for start. At all times there will be no less than minimum safety requirements in place.
- 10.8 The event plans must include the timing of course closure applicable to the event. This must include timeframes for road closures and course checks (including all officials in place).
- 10.9 After the road has been physically closed from public vehicle entry and the course set up, no vehicle may traverse the course other than in the direction of competition, or on the approval of the Clerk of Course. This would be allowed only on an “amber” course, where the course is still unusable for competition. In such a case of vehicles needing to return down the course, the cars designated to check a course must only enter after all prior vehicles have exited the competitive surface of the course. This might include being parked up in a designated area.
- 10.10 Overall, the public must not be able to access the course, and must be suitably informed by road closure officials as to activities at the event. As required, AASA Stewards and any Police presence are to be involved in this process to ensure the public is suitably informed.
- 10.11 An event official, such as the Clerk of Course, Safety Officer, or, if appointed, 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, that no safety issues present themselves, and the course is as intended by the 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;
  - (c) all medical services are in place;
  - (d) that spectator points are set out as inferred in documentation;
  - (e) that media personnel on course boundaries 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 the course requirements are “repaired” prior to competition, and
  - (h) that any alterations to instructions or advices are accurately relayed to the Clerk of Course and Start Line Officials.
- 10.12 Once the track is competition ready, all event vehicles must be on the Event Communication Channel appropriate to the vehicle. At this point, all communications should be functioning and tested.
- 10.13 The AASA Stewards and/or Course Checker can declare the stage competition ready when the above checks are completed to their satisfaction and to the satisfaction of any civil authority present in or with the vehicle Stewards. The Checker must also ensure that any alterations to instructions are accurate and interpretable. A course will be deemed “green” close to the start time of competition.
- 10.14 Any AASA appointed Stewards 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.
- 10.14.1 If there is an issue which cannot be remedied, 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.
- 10.15 Once the track is deemed to be competition ready, the event may commence.
- 10.16 Once competition has commenced, any course breach must be immediately reported to Event Headquarters and the Clerk of Course. The event should be halted until the breach is rectified to the satisfaction of the Clerk of Course and/or the Event Stewards.

## 11. Incident Control

- 11.1 All officials are to report any incident direct to Event Headquarters or, where necessary, the next posted official. Reports need to be made, detailing the observations of an Official, of any incident involving a competitor vehicle or persons requiring medical assistance.
- 11.2 Should a competitor vehicle leave the course or un-expectedly stop during competition the management plans for the event will be enacted. No further competitors will be released until the course is once again declared ready for competition, by effecting management of an incident or stopped vehicle.
- 11.3 The Clerk of Course may immediately close the track to further competition, allowing only MIV and course safety vehicles to enter if required. Once the competitors have been removed from the scene via the appropriate course vehicle, it is up to the Clerk of Course to oversee the removal of the vehicle from the competition track.
- 11.4 Any on track 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 track.
- 11.5 Calling of civil ambulances to effect patient transfers and assist to transport patients will be at the discretion of the Medical Manager.
- 11.6 Upon safe removal or securing of the parked vehicle, the Clerk of Course will then advise that the course is again competition ready, provided they are satisfied no breach to the course safety and setup has occurred.
- 11.7 If there is a breach by public (i.e. vehicle, motorbike or bicycle from an unknown source) then the AASA Stewards and Course Checker will re-examine the track and can declare the course competition ready once again when the appropriate checks are completed to their satisfaction, and to the satisfaction of any civil authority present at the event.
- 11.8 At the completion of the event it will be up to the Clerk of Course to decide when a vehicle may be recovered. This may involve the recovery after the road has been reopened to public. At that point in time relevant safety precautions must be put in place.
- 11.9 Should an incident be deemed critical, and other emergency authorities be involved, then the competition would be declared complete, but the road would still remain closed. Under no circumstances should emergency vehicles enter a closed road without the express permission of the Clerk of Course, who would be controlling the incident until such time as the local Police take over.
- 11.10 Re-opening of the road is then up to the local authorities, in consultation with the Clerk of Course.
- 11.11 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.

- 11.12 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.
- 11.13 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.
- 11.14 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.
- 11.15 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.

## **12. Post event review**

- 12.1 The Event 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 Steward Event Report.
- 12.2 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.
- 12.3 The AASA will expect the utmost assistance from organisers and promoters in any review process.
- 12.4 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.