



# Middlesex County Automobile Club Ltd

Affiliated to The Motor Sports Association

JOB LIST on Rallies.

In no particular order or importance...

1, Indoors, or in a gazebo!

A Scrutineering. Technical checks of the car and driver's equipment to make sure all conform to regulations.

B, Secretary of the Event. Apart from months of work before the event, the Secretary will check MSA licences and other documents before the crews sign-on for the event. Will issue documents such as the Road Book, or Stage Plans, and the Time Cards. Will provide an accurate entry list for the Results Team.

C. Results Team. Will use the computer to log the times coming in from the Start and Stop-line crews. These times will be published, and posted in the Rally Headquarters and possibly to an on-line page. The Competitor Liaison Officer will receive queries from competitors and check with the results team to clarify these queries.

D. Clerk of the Course. May have assistants to help, but is in charge of running the whole event as far as the competition is concerned. Will be overseen by the Stewards, one of which is appointed by the MSA. Will be assisted by the Radio Control Team who may or may not be able to see any action. They will be in contact with most of the marshal points, the Rescue and Recovery Crews, and the Officials of the event using 2 different radio systems and mobile phone if required.

E. Chief Marshal. Will have recruited marshalling staff in the months prior to the event and will allocate them to the needed locations. Will be available to move staff around during the event and be a liaison point for marshalling problems. May have to fill a gap if there is a shortage.

F. Sponsor Liaison Officer. Will meet, greet and assist the sponsors where required.

G. Press Liaison Officer. Meet and sign-on the Press, Photographers, Video Crews etc. brief them on locations and assist where needed. May have to report on incidents.



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## 2, Outdoors!

A. Safety Officer, Safety Car(s), Rescue and Recovery Crews. Safety Officer makes sure the rally is run to safest possible standards and to a pre-determined Safety Plan. Safety Cars will then drive the stages to check layout before any competition starts. Rescue and Recovery Crews are the people who tend to incidents requiring specialist skills.

B. Stage Layout and Change Crews. These crews are responsible for arrowing, blocking and all other stage equipment. They will alter the equipment to the next layout prior to it being inspected by the Safety Car. The Equipment Officer will have obtained the required amount of stage furniture and stakes before the event and will normally carry spares in case of damage during the event.

C. Arrival Control and Passage Control. These are before and after the competitive stage and allocate the start times and collect the completed Time Cards for dispatch to the Results Crew.

D. Timing Crews. The start line marshals will start the cars at (usually) 30 second intervals on Single Venue events or 1 minute intervals on Multi-venue rallies. The finish crew will record the times as they complete the stage. Timing at the Flying Finish line is usually done by a broken beam system, but double records are usually taken in case of timing equipment failure. All times are recorded as "Time of Day" and entered onto the competitor's Time Card.

E. Radio Marshals. Located at the Start, Finish and at most junctions to monitor and record the passage of cars. Will report incidents and anomalies to Radio Control. Will pass messages to local marshals when required.

F, Stage Marshals. Watching from a safe distance, they will watch the cars and assist if in trouble. Will replace cones and stage markings where moved by errant cars.

G. Judges of Fact. Placed where required to check that competitors drive the stage correctly and do not miss lapping or take a short cut.