



**Serving the Australian Auto Sport Industry
since 2001**

Operations Manual

Revision: 01/2021

Note update 7/2021 in red.

Executive Overview

Mission:

Recreation And Competitive Events Resources & Services Pty Ltd (RACERS) was created to provide Venues, Event Providers and Participants with the opportunity to run low level motorised recreational activities in a business environment which provides security and predictability for the Venues, entrepreneurial flexibility and support systems for the Event Provider, and the Participants with an easily understood set of rules and support systems that make participation in RACERS events both fun and safe. It has fulfilled these objectives in Australia; New Zealand and the USA at over 65 Venues ranging from short street sprint circuits to FIA Grade 3 tracks.

RACERS serves as a single supplier for rules and infrastructure, including insurance, for a wide range of international two and four wheel events including circuit racing, drag racing, motor cross and related dirt based activities.

The RACERS environment is a dynamic environment in which innovation and free market forces are encouraged. It does not stifle progress; or protect the mediocre.

The RACERS mantra is: “provide as many activities as possible, to as many people as possible, on as many occasions as possible, at the lowest cost that technology and efficiency can provide.”

Explanatory notes:

Safety

RACERS has developed a concise set of guidelines for designing various venues and assessing the risk and appropriate emergency procedures to mitigate the outcomes of those risks. It has also designed world's best practice injury mitigation structures (IMSS). RACERS sets out guidelines for processes and the positioning of injury mitigation structures and various emergency response assets and personnel.

RACERS operates on the premise that safety is primarily the responsibility of the individual Participant (PAX) and safety comes from them controlling their conduct. This is regardless of whether the conduct is in the preparation of the vehicle or its operation during an event. The role of the IMS and emergency assets is to reduce the harm that might result when the participant fails to meet this responsibility.

The Event Provider (EP) must ensure that PAX confusion caused by unpredictable and ambiguous signals from officials does not occur. Confusion is a frequent cause of dangerous situations that result in injury, property damage and in the worst example, a fatality. Event Providers are responsible for the quality of their Event Delivery Team (EDT) personnel and RACERS provides the RACERS Online Officials Management System (ROOMS) to facilitate the appointment of qualified members for every EDT.

Standards

RACERS is a full member of the US based SFI. SFI has shown itself to be an early adopter of progressive standards as well as developing testing regimes that reflect real world attainable requirements for people competing on a limited budget. They also come with plain English explanations and stipulations.

SFI is a non profit organisation, established in 1978 to issue and administer standards for quality assurance of equipment specifically for performance and competition vehicles.

SFI's requirements and standards are readily available for study on their web site (www.sffoundation.com) and from the RACERS website (www.racers.world)

Administration Details

PAX Licencing:

RACERS offers three types of licences to cover all disciplines:

JUNIOR: This licence is only available to young people between the ages of 14 and 17 and restricted to formula cars and sedans with less than 120 hp which are fitted with a full roll cage and anti-intrusion bars. JUNIOR licence holders are permitted to compete in Sprints and Races and must display a red capital "J" at least 100 mm high on a white background on the rear of their vehicle where it can be clearly seen. JUNIOR PAXs are subject to the Code of Conduct penalties. Any PAX, including another JUNIOR PAX, shall have the DEMERIT POINTS doubled for a TRANSGRESSION against a JUNIOR licenced PAX. Having a Junior licences does not automatically gain you access to an event. Certain events have restrictions in age through legislation or other circumstances. You should check the event regulations or check with the event organiser before entering to see if restrictions are in place for that event.

CADET: A CADET (Short Track Licences) is available from the age of 12 to 13 for PAX that have come up through our Junior Cadet licencing program, demonstrating their maturity and ability. There is minimum height requirement of 150cm (5 feet) to ensure the harnesses etc will be effective for them. Participation with a Cadet licence is restricted to approved short track events with low powered formula cars and sedans with less than 120 hp (Formula Vee, Formula Ford, Aussie Race Cars, Super Karts and Excels). Having a Cadet licences does not automatically gain you access to an event. Certain events have restrictions in age through legislation or other circumstances. You should check the event regulations or check with the event organiser before entering to see if restrictions are in place for that event.

JUNIOR CADET: A Junior CADET (Short Track Licences) is available from the age of 6 to 13. Participation with a Junior ST licences is restricted to approved short track events with low power machines (e.g low powered motorcycles, karts). Having a Junior Cadet licences does not automatically gain you access to an event. Certain events have restrictions in age through legislation or other circumstances. You should check the event regulations or check with the event organiser before entering to see if restrictions are in place for that event.

If the PAX is under eighteen (18) years of age the Parent or Legal Guardian must attend all briefings and must be at the event at all times to represent the interests of the minor.

CLUBMAN: This licence is mandatory for all types of timed and non-timed events that have a speed, drift or timed component but do not have a "massed grid" start. This licence also enables the holder of a licence from a recognised source (e.g. IHRA, AASA, ANDRA, NASR) to compete in equivalent event risk profiles conducted under RACERS.

RACE: This licence entitles the holder to compete in all events that are accredited by RACERS at any of the Venues accredited by RACERS. This licence may also receive recognition for specific events from other accrediting bodies like AASA, and in the US the SCCA, Vintage Sports Drivers of America and the like.

WARRANT OF FITNESS TO PARTICIPATE: The "Warrant of Fitness to Participate" included as Appendix "B" must be completed as part of the application for the licence. RACERS monitors all licence applications and incident reports and may require PAX to provide further information about their medical status at the time of application, entering an event, or as a result of an Incident Report.

Code of Conduct (CoC)

To alleviate PAX confusion caused by complex rules, RACERS events are conducted under a Code of Conduct based on three (3) of matrices which define Transgressions, Demerit points and Penalties:

- In the DEFINITIONS MATRIX the TRANSGRESSIONs are defined in the left-hand column and the adjoining columns describe the various levels of ENDANGERMENT.
- In the DEMERIT POINTS MATRIX the number of DEMERIT POINTS to be allocated is defined for the TRANSGRESSION and ENDANGERMENT level in the DEFINITIONS MATRIX.
- In the PENALTY MATRIX the actual penalty(s) are defined for the number of DEMERIT POINTS that a PAX received or accrued for the TRANSGRESSION(S).

The Code of Conduct (CoC) with the matrices that RACERS has implemented is contained in appendix (A). Each matrix can be easily updated without impacting the other matrices; if & when necessary. EPs must check that they are using the current version of the CoC before commencing an activity or event.

The Code of Conduct is a living document. Periodically a number of EPs & PAX from various disciplines are asked for input on:

- The accuracy and validity of the Transgression/Endangerment descriptions contained in the Definitions Matrix
- The fairness of the Demerit Points allocated for the Endangerment level of the Transgression
- The acceptability to the PAXs of the actual penalty incurred in the Penalty Table for the number of Demerit Points awarded.

This makes the CoC, in effect, a peer to peer judiciary system where those that have to implement &/or abide by the rules and penalties get to set them. This guarantees relevance and fairness in matters arising from unacceptable behaviour during Events.

See Appendix “A” for the current matrices.

Safety of Vehicles:

RACERS requires EPs to conduct safety inspections of vehicles as, when, and to the degree that RACERS feels is necessary for the activity being undertaken.

Safety Compliance Statement: At each timed event a participating owner must provide a completed and signed Safety Compliance Statement; (See Appendix “C”) as a sample. Where deceptive or negligent behaviour is detected in completing the form the vehicle will be banned from participating in the event and no refund will be granted by the EP. If a deliberate attempt at deception by an owner occurs a second time the owner and their vehicles could be banned from participating in all future events conducted under RACERS. This is only applicable with regards to misleading statements about the safety of the vehicle and this ban is at the sole discretion of RACERS.

Appendix “C” also details the minimum requirements of safety equipment and apparel for each level of competition.

NOTE: RACERS does not take any responsibility for the compliance of a vehicle with eligibility criteria set out by any group or category for participation under their sporting regulations.

Disputations and Appeals:

- The appeal can only be made against the application of the RACERS CoC in a particular Circumstance and NOT the CoC itself – CoC compliance is a pre-condition of entry.
- The Notice of Dispute must be lodged with the Event Secretary as soon as practical after the penalty has been applied.
- The Event Secretary shall decide if there is just cause to dispute the Penalty applied on the information given by the PAX – opinions of third parties other than official of the meeting will not be heard.
- In car video evidence can be supplied by the PAX to support his request for further consideration
- Representations made to any Official during the conduct of the Event will automatically void the right to dispute the Penalty and is likely to incur a further penalty for interfering with Officials whilst attempting to fulfil the responsibilities to the rest of the competitors.

Hearings will be before a council of five people comprised of:

- One senior member of the promoter's staff with event & racing experience
- One member of the Management or Committee of the PAX's participant group
- The Traffic Manager at the time the incident occurred.
- The Incident Manager at the time the incident occurred.
- One person appointed by the PAX as their representative.

The Appellant and officials will make individual presentations to the Council which will then decide in camera whether to sustain, increase, decrease or dismiss the penalty given the Council's view of the Circumstances. Appeals will not necessarily be heard on the day of the event.

Risk Assessment & Emergency Procedures

RACERS has developed a concise set of guidelines for designing various venues and assessing the risk and appropriate emergency procedures to mitigate the outcomes of those risks.

It has also set out guidelines for processes and the positioning of injury mitigation structures and various officials.

Helpful Notes for Event Providers (EPs)

An Event Provider is a Club, person, company or loosely aligned group of people that delivers an Event to Participants. It provides an Event Delivery Team consisting of a Traffic Manager, Incident Manager, Driving Standards Officer plus supporting officials and contractors.

Event: A collection of activities defined and provided by the Event Provider and accredited by RACERS through the provision of a Product Description plus any event specific additions to the RACERS Code of Conduct.

Code of Conduct: is all of the Code of Conduct matrices displayed in the RACERS operations manual.

Traffic Manager (TM): is the person who controls the delivery of all of the Activities. Their authority commences with calling the PAX to the start of activity and ends when the last PAX has departed from Activity Area.

Incident Manager (IM): is the person with the authority to deploy the medical, emergency, recovery and rescue resources in the event of an incident or crash.

Driving Standards Observer (DSO): Works in Event Control during the activities to ensure that any breaches of the Code of Conduct's Transgressions and Endangerment levels are enforced. The DSO then meets with the people involved in the Incident and deals with the situation decisively and promptly. **The DSO is to deal only with the PAX, who if under eighteen (18) years of age must be accompanied by a parent or legal guardian. The parent or legal guardian is not to engage with the DSO. Any concerns from pit crew, parents/legal guardians or management teams must be relayed to the PAX who can then present them to the DSO.**

NO Activity can be started until the DSO is in Event Control.

The DSO must notify RACERS of all PAX who received Penalty Points during the Event.

Technical Compliance Officer (TCO): The TCO will inspect vehicles to determine that they meet the RACERS requirement. Inspections must occur before the vehicle commences an Activity and at any time a vehicle has been involved in an Incident. If any vehicle is not deemed safe the TCO will advise the EP that the vehicle will not be participating in the Activity(s) until remediation has occurred.

With regard to the Event the EPs responsibilities are:

- Sign-off that the Venue ready for the Event and the activity(s) being undertaken as defined in the RACERS approved Venue Configuration document
- To procure and certify the usability of the equipment required to safely conduct the Event.
- Enlisting Traffic Manager, Incident Manager and other Officials to conduct the Event.
- Provide the medical resources and safety personnel required by RACERS and detailed in the Product Description.
- Create the Event Entry forms in the RACERS online event entry system.
- Check for the correct completion of your customer's entry details including valid and current RACERS licence, and other demographic details; e.g. address, next of kin details etc.
- Where required, compliance checking after completion – e.g. weighing in.
- Maintaining discipline within your group and managing inter-personal disagreements
- Creating a general feeling of Bon Homme amongst your customers to keep them satisfied and coming back.
- Advise your customers, usually through the DSO, of any penalties they have incurred and why.
- Use the tools provided by the RACERS On-line Entry System to ensure that any of your customers who have been banned from activities do NOT get their entry accepted.
- It is the EPs responsibility to ensure that entries are NOT accepted if a licence suspension is in place.