

**1.1.** No individual may compete in an event for which he is nominated as an official. This includes any person nominated as an official in the regulations or programme of an event even though the individual named does not in fact carry out his official duties.

**1.1.1.** A Registered Club will be obliged to respect the MSA pass by allowing the holder free and appropriate access to any MSA sanctioned event it organises. The Club will use its best endeavours to ensure that its staff is made aware of the MSA pass and its entitlements.

'Officers' are defined as current members of the Motor Sports Council: current Directors and Executive Staff of the MSA.

The MSA Pass, which remains the property of the MSA, will show the year of validity, carry the name and photograph of the holder and will not be transferable.

The MSA Pass will be valid for a calendar year.

The holder of an MSA Pass will submit themselves to 1.4 and will make themselves known to the Secretary of the Meeting and 'sign-on'. Save for their appointment as an official of the event the holder will not have any official duty nor have the authority to intervene in the running of the event.

**1.2. Plurality of Duties.** At an event, the same person may, if so decided by the Organisers, undertake several of the duties detailed below provided he is qualified for each duty so undertaken. However, the Stewards of the Meeting must not undertake any other duties.

**1.2.1.** Officials (other than the Stewards), may have assistants to whom any of their duties may be delegated.

**1.3.** As a general principle, all senior officials should be at least 18 years of age.

**1.4.** Every person, body or group of persons shall upon holding an appointment of the MSC, whether as an Official, Council or Committee member, be deemed to have and recognise that they have:

(i) Made themselves acquainted with these Regulations.

(ii) Submitted themselves without reserve to the consequences resulting from these Regulations.

(iii) Deleted.

**1.5. Necessary Officials.** At any event there must be a Clerk of the Course, a Scrutineer, Stewards and, in the case of competitions decided wholly or partially by time, one or more Timekeepers [2.1.1].

**1.6. Remuneration of Officials.** The Stewards of the Meeting shall act in an honorary capacity. Other officials may be remunerated for their services in accordance with the scale laid down in the relevant section.

**1.6.1.** The organising club is responsible for meeting all the set fees in respect of officials nominated by the MSA. These will be invoiced to the club by the MSA.

**1.7.** The MSA may nominate one or more Stewards or Observers to any event.

**1.7.1.** All other officials will be nominated by the organisers to the requirements of the MSA.

**1.8.** The MSA may require certain Officials to be licensed or otherwise registered. Licensed officials will normally retire at the end of the year in which they reach the age of 65, but this may be extended by the MSA annually up to the age of 70. Appointments beyond the age of 70 may only be made in exceptional circumstances.

## RESPONSIBILITIES AND DUTIES OF OFFICIALS

### 2. STEWARDS [Section U, Officials' Yearbook]

**2.1.** The Stewards of the Meeting shall not be in any way responsible for its organisation and shall not have any executive duty in connection therewith. It follows, therefore, that in the discharge of their duties they do not incur any responsibility excepted to the MSA. In a meeting comprising several events there may be different Stewards of the Meeting for each event. When the MSA has appointed one or more of the Stewards of the Meeting, such Steward, or if more than one, the Steward appointed as the Senior Steward, will act as chairman of the Stewards of the Meeting.

**2.1.1.** Except for Clubman Road/Navigation Rallies, and Clubman or National 'B' Autotest, Trials or Off Road events, there must be three Stewards of a Meeting, one of who will be the MSA Steward where appropriate. If for any reason there are not three, the first duty of the remaining Stewards is to co-opt a suitable person so as to form a quorum. In the absence of an MSA appointed Steward, the senior Club Steward will assume his responsibilities and duties. Exceptionally, at Clubman Road/Navigation Rallies and Clubman or National 'B' Autotest, Trials or Off Road events, there must be at least one Steward. There should never be more than three Stewards for any event.

**2.1.2.** Stewards should be present and are empowered to act from the moment that documentation or Scrutineering commences, and cease their duties when any appeals against decisions of the Clerk of the Course have been heard, and the time limit for any further appeals has expired. They may adjourn the hearing of any appeals until a time and place suitable to all parties.

**2.1.3.** At all times the Stewards of the Meeting should act through the Clerk of the Course.



**2.2.** The Stewards of the Meeting will satisfy themselves that the conditions of permit (and track licence if appropriate) are complied with and have power to withdraw the permit in the event of non-compliance.

**2.2.1.** Copies of all regulations, notices, etc., must be provided by the organising club for the use of the Stewards, as far as possible in advance of the event.

**2.2.2. Stewards of Meeting to Report**

[B 13.2.4]. As soon as practicable after the conclusion of an event the Stewards of the Meeting shall, with the help of information provided by the Clerk of the Course, compile, sign and send to the MSA a report giving particulars of all accidents involving injury or damage to property, all protests and appeals lodged, action taken thereon, penalties imposed together with any recommendation in respect of such cases. The report shall also contain the Stewards' general comments on the organisation of the event and the exercise of their own powers in relation thereto, and any other observations as to the conduct of the event that they consider should be made to the MSA. There shall be submitted with the report any notices of Intention to Appeal and appeal fees received in accordance with Section O of these Regulations.

**2.3.** The Stewards of the Meeting are the second judicial body at any event, and are responsible for hearing and adjudicating upon any Appeal against a Clerk of the Course's or official's decision. They are also responsible for the forwarding of any fines or protest fees that may have been collected, to the MSA.

**2.4.** The Stewards of a Meeting have another main function, that of preventing unnecessary danger. In fulfilling their duties concerning the safe conduct of an event, the Stewards should act as a body unless there are overriding considerations of urgency. However, the MSA Steward has overriding authority in matters of safety. Any individual Steward who is forced to take action should inform his fellow Stewards and the Clerk of the Course as soon as possible. No Steward should commit any act or give any order except as is required to give effect to the execution of the specific powers of the Stewards.

**2.4.1.** Stewards must cause to be investigated any incident, or breach of the Regulations, that they may observe, or which is reported to them.

**2.5.** Organisers should make available a private room for the Stewards' discussions.

**2.5.1.** The organisers should arrange for a meeting of the Stewards prior to the start of the event so that any problems that have arisen may be discussed.

**2.6.** No person should be appointed as a Steward who is not thoroughly experienced in motor sport. Of the Stewards appointed by an organising club, at least one must be a person

whose motor sporting activity is not confined to that club and who is not an official of that club.

**2.7. Power of Stewards of the Meeting.**

The Stewards of the Meeting shall have general power and authority to enforce compliance with the Regulations, and to adjudicate upon any Appeal arising during the meeting, and in particular shall have power in accordance with these Regulations to:

**2.7.1.** Modify the Supplementary Regulations in exceptional circumstances [B 8.4].

**2.7.2.** In the case of force majeure or for reasons of safety, instruct the Clerk of the Course to either (a) postpone an event or (b) abandon an event or (c) stop an event [save as provided for in J 5.4]. Any such instruction must be formally recorded. Provided that when an event is run in more than one heat or part, these powers may, if thought fit, be exercised in respect of one heat or part.

**2.7.3.** Deal with any allegation of Dangerous Driving referred to them by the Clerk of the Course. In all cases where the Stewards are satisfied that there is a case of Dangerous Driving to be answered, details should be forwarded to the MSA for a full hearing.

The Competitor's licence must be returned to the MSA pending this hearing [O 2.6.2, U 17].

**2.7.4.** Alter the composition of, or consolidate heats.

**2.7.5.** Authorise a re-run in the case of dead-heats.

**2.7.6.** Accept a correction made by a Judge [C 11].

**2.7.7.** Inflict a penalty of Reprimand, Fine, Time or Position penalty, Exclusion or Suspension but not Disqualification [O 2.6.2]. Any such penalty and the points accruing must be recorded on the competitor's licence.

**2.7.8.** Amend the results of a competition [O 2.10.1].

**2.7.9.** Order the removal from the course and its precincts, or inflict a penalty, upon any competitor or driver who refuses to obey the order of a responsible official.

**2.7.10.** Approve any request from the Clerk of the Course to modify the position of the starting or finishing line, or the course, where necessary to ensure the reasonable safety of drivers or spectators, or alter the programme if circumstances so require.

**2.7.11.** Order in writing on behalf of the MSA, the impounding or sealing of a vehicle or equipment for as long as may be necessary for technical examination, as a routine check, following an accident, or upon suspicion of non-compliance with the requirements of the Technical Regulations relating to the competition.

**2.7.12.** Sign the Record cards of Kart competitors who qualify for such signature.

**2.7.13.** In cases of force majeure, the Stewards may authorise a suitable official who does not hold the correct licence to take over the duties of an absent official.

## **2.8. CHAMPIONSHIP STEWARDS**

### **2.8.1. Duties of Championship Stewards**

The Championship Stewards may only adjudicate on any disputes, irregularities or appeals arising from the approved championship regulations. They are also empowered to consider any request from the championship co-ordinator to penalise any competitor(s) for any breach of championship regulations after holding a formal hearing to impose a penalty in accordance with O 2.1.3., subject to the rights of appeal to the MSC National Court of Appeal provided for in Section O.

## **2.9. CHAMPIONSHIP CO-ORDINATORS**

### **2.9.1 Duties and Responsibilities**

The championship co-ordinator shall be responsible for liaison with the championship stewards and between the championship organiser, the event organisers and the competitors and for the distribution of information relevant to the championship.

## **3. THE SECRETARY OF THE MEETING**

The Secretary of the Meeting will be responsible for the organisation of the Meeting as regards all material and notices required in connection therewith.

**3.1.** He must be present throughout practising and the competition in order to assist the Clerk of the Course and the other officials in the correct running of the meeting.

**3.2.** He shall be responsible for all paperwork prior to the event including acceptance of entries, allocation of numbers etc., and for the submission of items required under B 13.2 to the MSA after the event.

**3.3.** He shall be responsible for the competitors' 'signing-on' sheet including examining Licences, etc. He should maintain a list of novice drivers [5.2.22, J 4.2].

**3.3.1.** Competitors who fail to produce the necessary documents to prove their eligibility for the meeting shall be reported to the Stewards of the meeting as detailed in 5.2.7.

**3.3.2.** At Clubman and National 'B' status Events (other than Race, Stage Rally, Rallycross or Kart), a properly completed and signed licence application form, together with the appropriate fee, may be accepted instead of a Competition Licence. They must be sent to the MSA by the Secretary of the Meeting within 48 hours of the event [E 2.21.2].

**3.4.** He shall have available, for the assistance of officials and competitors, a current copy of the Motor Sports Yearbook (with amendments, if any).

**3.5.** He shall maintain the official notice board. All official bulletins, permits and authorisations,

times and results, should be posted on this board.

**3.6.** He shall be responsible for sending to the Stewards prior to the meeting all appropriate documents, including a copy of the SRs.

**3.7.** He shall be responsible for receiving any Protests or Appeals from Competitors, noting time of receipt, and ensuring that all Protests are passed on to the Clerk of the Course, and all Appeals to the Stewards of the Meeting, as rapidly as possible.

**3.7.1.** Protests or Appeals may also be received by the Assistant Secretary, the Clerk of the Course, or his Deputy. Protests received by the Assistant Secretary or the Deputy Clerk of the Course must be passed on to the Clerk of the Course, and all Appeals must be passed on to the Stewards, as rapidly as possible.

**3.8.** Publicity for the event can be arranged after B 2 has been complied with, to ensure that the general public are aware of the meeting. If an event is cancelled the appropriate media services in addition to the MSA and MSA Steward must be advised.

**3.9.** All documents and programmes issued for an event shall contain information as required by B 8.2.

**3.10.** All results bulletins etc., should be marked with the date and time of issue.

**3.11. Length of Meetings.** The Secretary of the Meeting must liaise with the Chief Time-keeper regarding the practicability of the proposed timetable, and if it is scheduled to last more than nine hours from the time of the officials signing-on, prior notice must be given to the Chief Scrutineer, Chief Timekeeper and other Senior Officials, so that they can make appropriate arrangements for the relief of their teams. Where a meeting lasts more than nine hours due to unavoidable circumstances, adequate breaks for refreshment must be allowed.

**3.12. Numbers** [E 11.3.11, J 12]. With the exception of events restricted to cars of periods A to F [see Section P] race organisers must not use three figured numbers unless previously agreed in writing by the MSA.

## **4. THE EVENT DIRECTOR**

(Race Director, Rally Director etc.)

An official appointed at major International Meetings by the organising committee, or the MSA, who is responsible for the overall planning of the meeting and for maintaining the timetable of the meeting, including its non-sporting aspects, and for the compliance of the meeting with the prescriptions and protocol of the FIA and the MSA.

## **5. THE CLERK OF THE COURSE** [D 1.5.3]

**5.1.** The Clerk of the Course has overall responsibility for the general conduct and control of an event in accordance with the

Regulations, Programme and Organising Permit. He commences his duties at the opening date for receiving entries, and concludes them when the results have been finalised, the protest time having expired, all protests and appeals dealt with, and any post event inspections of vehicles or components have been completed and reported upon. He must be present throughout practising and the competition in order to carry out his specified duties.

**5.1.1.** The MSA may require certain Clerks of the Course to be licensed officials.

**5.2. Responsibilities and Duties.** He shall, either directly, or through his powers of delegation:

**5.2.1.** Ensure that all relevant regulations are complied with and that all the equipment needed to do so is at hand or in use as appropriate.

**5.2.2.** Keep order in conjunction with the officials appointed with special responsibility for public security.

**5.2.3.** Ensure that all officials are provided with the information necessary for carrying out their duties.

**5.2.4.** Ensure that the appropriate officials are at their posts, and report accordingly to the Stewards of the Meeting before any event commences.

**5.2.5.** Ensure that the conditions of the permit and track licence (where appropriate) have been fulfilled before the start of the practice or the competition (as appropriate), and report accordingly to the Stewards of the Meeting. Before making such a report the Clerk of the Course, or his Deputy, shall except for Rallies and Classic Reliability Trials, inspect the course and its installations. Any proposals to vary the manning or equipment levels must receive the specific written approval of the Stewards of the Meeting before the event can commence.

**5.2.6.** Make arrangements with the Secretary of the Meeting to satisfy himself and the Stewards of the Meeting that all drivers, co-drivers and entrants are in possession of the appropriate Competition Licence/Medical Certificate and Club Membership card (as applicable) [C 3.3].

**5.2.7.** Except as provided for in 3.3.2 any competitor who cannot produce any document necessary to prove his eligibility at an event may not be allowed to start except with the agreement of the Stewards of the Meeting and on payment of a non-returnable fine. In the case of any person so permitted to run, the Clerk of the Course must ensure that the indemnities required by B 9.4 have been signed.

**5.2.8.** Deleted.

**5.2.9.** Arrange for all cars to be routed to the Scrutineering area or Parc Fermé (as appropriate).

**5.2.10.** Ensure that every accident or incident involving a competing vehicle is reported to the Stewards of the Meeting and the Chief Scrutineer, and that the Chief Medical Officer shall be informed if any competitor is injured. Ensure that the competitor's Medical Certificate/Licence is returned to the MSA if the Chief Medical Officer considers it appropriate.

**5.2.11.** Ensure that any car or vehicle which is to give a performance demonstration or take part in a high-speed parade, has been examined and approved by the Chief Scrutineer, and that the driver has 'signed-on'.

**5.2.12.** Ensure that each vehicle carries the proper identification marking in accordance with the programme.

**5.2.13.** Ensure that the correct driver is in each vehicle and marshal the vehicles as necessary.

**5.2.14.** Send the vehicles to the starting line in the right order, personally start all races or delegate this responsibility to a competent official. The same official shall start all scratch races throughout a meeting except in the case of force majeure.

**5.2.15.** Convey to the Stewards of the Meeting any proposal to modify the programme or its contents.

**5.2.16.** Collect the reports of the Timekeepers, Scrutineers, Technical Commissioners, Pit Observers, Driving Standards Observers and Judges of Fact together with such other official information as may be necessary for the determination of the results.

**5.2.17.** Prepare or arrange for the Secretary of the Meeting to prepare a statement of the information necessary to enable the Stewards of the Meeting to complete their report [2.2.2].

**5.2.18.** Relieve from duty any official or marshal who the Medical Officer considers as possibly unfit by reason of health, consumption of alcohol or drugs (including amphetamines or amphetamine like substances).

**5.2.19.** Ensure that any driver of a Safety Car during a Race (n.b. not including the driver of any car controlling a formation lap) holds a Competition Licence appropriate to the type and status of the event [J 4.8].

**5.2.20.** Deal with any Protests from competitors.

**5.2.21.** Deleted.

**5.2.22.** [C 3.3, E 2.15, J 4.2]. Sign Record Cards as required for upgrading a competition licence (except in respect of Kart Races). As a guide, the following conditions will need to be met before a signature is given on Car Race Record Cards:

(a) A competitor must perform satisfactorily at competitive speeds and must not receive any adverse reports regarding his driving.

(b) In races up to 10 laps he must be classified as a finisher. It should be noted that, in some cases, particularly where a race includes

several classes of widely differing performances, a competitor may not complete the full distance of the race.

(c) In races over 10 laps he must complete at least 10 laps.

(d) There must be at least 10 starters.

(e) A high-speed trial will qualify as a race for the purposes of upgrading of licences and the signing of record cards.

(f) Not more than two signatures (one per race) per competitor may be given at any one car race meeting [E 2.15].

(g) If a Clerk of the Course refuses to sign a Record Card, the competitor concerned may Appeal against that decision to the Stewards as provided for in Section O.

**5.2.23.** Notify the landowner and the Local Environmental Health Officer of any injury requiring overnight hospitalisation incurred during the meeting.

**5.2.24.** Stop a race in accordance with J 5.4 [C 2.7.2].

**5.2.25.** Authorise the use of flashing yellow warning lights when the control of these lights is from Race Control [D 10.4].

**5.3.** Additional Duties and Responsibilities are detailed in the respective Specific Regulations.

**5.4. Powers.** The Clerk of the Course is the first judicial body.

The Clerk or his Deputy shall, except in cases of a grave and weighty nature (which will be referred to the Stewards of the Meeting), have the power to impose penalties in accordance with O 2.1.3 (excluding (e) & (f)) and the following:

**5.4.1.** Exclude from the results of practice or the competition, or prohibit from competing, any Competitor or Vehicle that has been reported to be unsafe or ineligible.

**5.4.2.** Penalise any driver reported for not complying with flag signals.

**5.4.3.** Penalise any competitor reported for being in contravention of these Regulations or the SRs.

**5.4.4.** Exclusions can be enforced either by the use of the Black Flag during a race, or after interviewing the driver concerned at the conclusion of the competition or practice.

**5.4.5.** Penalise any competitor found guilty of breaching E 5.1.8. or careless driving [O 1.1.6].

**5.4.6.** Penalise any competitor found guilty of reckless driving. This does not preclude the competitor being reported to the Stewards of the Meeting for further penalties under O 2.6.2 [O 1.1.5].

**5.4.7.** Penalise any competitor found guilty of abusive language or abusive behaviour or physical assault or threat of physical assault. This does not preclude the competitor being reported to the Stewards of the Meeting for further penalties.

**5.4.8.** Report to the Stewards of the Meeting any driver alleged to be guilty of dangerous driving during an event.

**5.4.9.** Impose a time penalty of up to 10 seconds for competitions of 30 miles or less or up to one minute if over 30 miles, upon any competitor in a race meeting who he considers has gained an unfair advantage (whether inadvertently or not). This regulation does not preclude such a competitor being reported to the Stewards for alternative penalties. In untimed Kart Races, this penalty may be replaced by a position penalty [O 2.3.1].

**5.4.10.** Impose a fine as detailed in Z 13.7(ii) on any competitor who fails to attend, or who reports late at, a scheduled drivers' briefing, or on any driver who has not raced at the circuit before, and who fails to report for a pre-practice briefing [J 4.2.1].

**5.4.11.** All driving penalties applied must be recorded on the Driver's Competition Licence.

**5.4.12.** All exclusions, penalties or fines must be reported by the Clerk of the Course personally to the Stewards of the Meeting. Fines must be handed to the Stewards for onward transmission to the MSA.

## **6. TIMEKEEPERS, HANDICAPPERS AND TECHNICAL OFFICIALS [C 7, C 8, O 3]**

**6.1. Requisite Qualifications.** Timekeepers, Handicappers and Technical Officials shall be appointed and licensed annually by the MSA and shall be subject to an annual review of their ability, experience and record of active participation. The MSA reserves the right to revoke an appointment at any time.

**6.1.1.** They should have no connection with any particular trader's or manufacturer's business that might benefit in a direct or indirect way from the result of the competition.

**6.1.2.** They shall be selected from amongst persons holding the relevant annual appointment of the MSA, except for National 'B' or Clubman non-speed competitions, when this requirement will only apply if specifically imposed by the MSA as a condition of granting an Organising Permit.

**6.1.3.** Timekeepers may only officiate in accordance with their appointed grade and using the appropriate certified equipment and procedures relevant to the event.

**6.2.** All Special Stage Rallies must have an MSA licensed Scrutineer.

**6.3.** The Chief Scrutineer and Chief Timekeeper are responsible for the staff to be employed, and their condition of employment. The organising club shall provide all information that may be required and shall be responsible for meeting all approved costs of these officials, and for providing adequate facilities for them to carry out their duties.

**6.3.1.** The Chief Scrutineer and Chief Timekeeper may, on their own responsibility, agree to employ other suitably experienced assistants. Lay assistants are not empowered to give final approval to the participation of any vehicle.

**6.4 Expenses.** Out of pocket expenses may be claimed in accordance with the appropriate sections in the Officials' Yearbook.

## **7. DUTIES OF TIMEKEEPERS [C 6]**

**7.1.** The principal duties of Timekeepers shall be:

**7.1.1.** At the commencement of the event to report personally to the Chief Timekeeper.

**7.1.2.** Each Timekeeper is responsible for using the appropriate certified equipment for the type and grade of event and for the authenticity of the results produced.

**7.1.3.** To register such times as are appropriate having regard to the conditions of the competition, or as required by the Clerk of the Course.

**7.1.4.** Individual Timekeepers will sign the reports relating to the timing which are their individual responsibility, and will pass them to the Chief Timekeeper.

**7.1.5.** If so requested they will send their original time sheets to the Clerk of the Course, the Stewards of the Meeting or to the MSA.

**7.1.6.** To communicate any times or results only to the Clerk of the Course, the Stewards of the Meeting or in accordance with their instructions.

**7.1.7.** Timekeepers at Speed Events must not accept responsibility for ensuring that the course is clear and that it is safe to permit the next competitor to start. The Clerk of the Course must appoint a Starter whose duty it shall be to notify the Timekeeper when the course is ready for the next competitor [C 5].

**7.1.8.** The Chief Timekeeper will prepare and sign a report relating to the timing and send it with all necessary supporting documents, to the Clerk of the Course or, in the case of an attempt at record, to the MSA.

**7.1.9.** The Chief Timekeeper will be Judge of Fact in respect of timing matters at Race and Speed Events. At Kart Race Meetings, if there is no Chief Timekeeper, the Chief Lap Scorer will be a Judge of Fact in respect of laps completed and finishing order.

**7.1.10.** The organisers must ensure that all time-sheets are kept for a minimum of four years after an event.

**7.2. Timing Requirements** [see Section FF in Officials' Yearbook]

**7.2.1.** When using any equipment that is manually operated, times may be given to not less than 0.1 second. Automatically operated apparatus (e.g. beam operated) is limited in its accuracy by the classification of the equipment.

**7.2.2.** When times are being read to increments of less than 1 second, they must be truncated to the accuracy required.

**7.2.3.** When calculating average speeds, the result should be consistent with the accuracy of time and distance measured, and must be rounded down at all times.

**7.2.4.** No minimum standard of equipment applies where race and lap times are not published, and speeds are given to the nearest mile per hour.

### **7.2.5. Standing Start Speed Events**

(a) For hill climbs and sprints, timing up to an accuracy of 0.1 or 0.01 seconds only is permitted.

(b) Where vehicle activated timing is used, the positional alignment shall be such that the time indicated as being the start is that at which a specific part of the vehicle is determined to have moved forward 100mm from rest. The permitted tolerance for this alignment is  $\pm 50\text{mm}$  or  $\pm 5\text{mm}$  for times issued to 0.1 sec or 0.01 sec respectively.

(c) For hill climbs, sprints and record attempts, the Chief Timekeeper will arrange for an appointed Timekeeper to be positioned at the start line to ensure that each vehicle is correctly aligned before being permitted to start.

(d) Where timing is actuated by a light beam, times must not be recorded for any car not fitted with a timing strut [L 10.9.1].

(e) For Speed Events (except Drag Races) the light beams shall be set parallel to, and between 280mm and 430mm above the road surface. The light beam at the finish must be set at the same height as the start beam. Competitors must be positioned at the start so that the part of the car that will break the beam is 100mm behind that beam [L 10.12.1].

(f) For Speed Events (except Drag Races) the Course Clear/Closed Signal must be separated from any other signal.

(g) The Course Closed Signal must be red and if it is a light must be fitted with at least two bulbs. The Course Clear Signal must be green and be activated in accordance with 7.1.7.

Where alignment lights are used they must be in a separate housing and can be of any colour except red or green. It is permitted to incorporate a repeater of the Course Clear Signal in this housing (when course conditions necessitate this).

**7.2.6. Autocross and Rallycross.** The start of timing should be synchronous with the starting signal, and not activated by a light beam.

**7.2.7. Rallies.** Where times are recorded to whole minutes, a timepiece with an accuracy validated against BBC or Telecom Time is permitted [K 3.12.]

**7.2.8. MINIMUM** permitted grade of timekeeper in charge is as table opposite.

**7.2.9.** (a) Equipment in use at an MSA permit event shall have a licence plate affixed, and proof of current certification must be available at all times.

(b) For Stage Rallies, the Chief Timekeeper must provide the MSA Steward, or within seven days send to the MSA, the standard report form listing the certificate numbers, serial numbers and names of the suppliers of the clocks being used.

**7.2.10. Laser Equipment**

(a) It is mandatory for any Laser equipment to have the approval of the MSA before use. Full details and specifications must be submitted to the MSA in writing.

(b) Adequate warning signs must be positioned to indicate a laser beam is being used, and precautions must be taken to prevent any person looking directly into the beam as this may cause serious eye damage.

**7.3. Handicapper.** At events the results of which depend upon a handicap, there shall be an MSA licensed Handicapper in attendance throughout the event. He shall be responsible for the application of all handicaps and for any adjustment as appropriate.

**7.3.1.** The Handicapper shall, after entries have closed, prepare the handicaps in accordance with the SRs. The SRs shall state if any handicap in a competition is to be varied as a result of a performance made in a previous event at the same meeting.

**7.3.2.** In the case of a handicap race, where the handicap is applied at the start, the starter must be a Timekeeper.

**7.4.** Deleted.

**7.4.1.** Deleted.

**8. TECHNICAL OFFICIALS, SCRUTINEERS AND TECHNICAL COMMISSIONERS**

[C 6, O 3]

**8.1.** At all events there shall be a Chief Scrutineer.

**8.1.1.** The MSA may nominate the Chief Scrutineer, or may appoint officials for specific duties in connection with the eligibility of vehicles, otherwise the organising club shall be responsible for appointing these Officials.

**8.1.2.** At the commencement of a meeting Scrutineers will report to the Chief Scrutineer.

**8.1.3.** Scrutineers/Technical Commissioners appointed to an event by the MSA will report any findings to the Chief Scrutineer and Clerk of the Course, with a copy of their notes being supplied direct to the MSA.

**8.1.4.** At all events the Chief Scrutineer shall make a written report to the Clerk of the Course in respect of all vehicles examined, noting those accepted and those rejected and reasons for rejection.

**8.2.** The decision of a Scrutineer may be overruled by the Stewards of the Meeting in the course of adjudicating on a properly registered Appeal.

**8.3.** The Scrutineers are responsible for checking the mechanical state of vehicles both in regard to compliance with the requirements of these Regulations, the SRs, and in the interests of safety. [E 4.1.]

**8.3.1.** In particular, Scrutineers shall:

- (a) Make inspections before an event at the request of the organisers or the MSA.
- (b) Make inspections during or after a competition or practice if so requested by the Clerk of the Course, Chief Scrutineer or Technical Commissioner.
- (c) Use only such measuring instruments as may be specified or approved by the MSA.
- (d) Communicate official information only to the Clerk of the Course, the Stewards of the Meeting or the MSA.
- (e) Prepare and sign the reports of their inspections and hand them to the Clerk of the Course and the MSA, if appropriate.

**8.4.** In addition to the Chief Scrutineer, there shall be not less than one Scrutineer for every 45 vehicles entered for the event.

**8.4.1.** The time allowed for scrutiny shall be such that not more than 10 vehicles per hour are required to be examined per Scrutineer.

**8.4.2.** The Chief Scrutineer and his Deputy shall remain on duty throughout the event and each Scrutineer who is responsible for finally approving any vehicle taking part in the event shall remain on duty until all vehicles he has approved have completed the competition (including any post-competition scrutineering period), or until released by the Chief Scrutineer.

Event Status	Race	Kart	Speed incl. Records	Stage Rally
International	Int'l Race		Int'l Speed	Int'l Rally
National 'A'	Nat 'A' Race	Timekeeper Kart	Nat 'A' Speed	Nat 'A' Rally
National 'B'	Nat 'B' Race	Timekeeper Kart	Nat 'B' Speed	*Nat 'B' Rally
Clubman	Nat 'B' Race	Timekeeper Kart	Timekeeper Speed	*Nat 'B' Rally

\* Includes Timekeepers proposed by Regional Associations and approved by the MSA but only when manual timing is used. When automatic timing is used minimum grade is Nat 'A' Rally with Certificate of Competence from timing equipment manufacturer.

**8.4.3.** Scrutineers in checking vehicles in accordance with B 19.1.2 and 8.3. will signify the acceptance of the vehicle by issuing a label that must be clearly marked with the details of the event and if the event is one that requires a MSA Scrutineer it must bear an official MSA logo. This label must be attached to the vehicle for the duration of the event and made available on request. [E 4.1.]

**8.4.4.** When a Scrutineer rejects a vehicle, details should be put in writing, and a copy, timed and signed by the competitor, retained by the Scrutineer.

**8.5. International Events.** The SRs for meetings or events that are being run to Appendix 'J' of the International Sporting Code will require that the Entrant shall produce and make available throughout the event a copy of the Homologation Papers if appropriate to the type of vehicle participating.

### **8.6. Scrutineers Groups**

**Trainee Scrutineers** will be detailed by the Chief Scrutineer, to assist in order to obtain on-the-job training and experience while progressing towards official appointment as Scrutineers.

**Scrutineers** are empowered to sign for cars in their own right, and may assist more senior grades at any type of meeting.

**National 'B' Scrutineers** are empowered to take charge of scrutineering at events up to National 'B' status including race meetings.

**National 'A' Scrutineers** are empowered to take charge of scrutineering at events up to National 'A' status.

**International Scrutineers** are empowered to take charge of scrutineering at any type of event up to International status including FIA championship events.

#### **8.6.1. Upgrading**

[See Section EE in Officials' Yearbook.]

**8.6.2.** It is a requirement that all Scrutineers attend two out of three annual Seminars to maintain their appointment.

### **8.7. Technical Commissioners/ Eligibility Scrutineers**

**8.7.1. Technical Commissioners** are empowered to check the eligibility of vehicles regarding compliance with the specific Technical Regulations and to undertake any measurements or examination as required.

**8.7.2. Eligibility Scrutineers** may be appointed for certain approved Formulae for which Technical Commissioners have not been specified. They must be licensed Scrutineers and will always work in conjunction with the event Chief Scrutineer or Technical Commissioner regarding 'Judgements of Fact'. If required to undertake measurements that require stripping they must be licensed to do so. Their names will be published. Measurements which can be performed without stripping may be undertaken by a licensed scrutineer.

**8.7.3. Eligibility Scrutineers** appointed to International Rallies are empowered to carry out and/or to request any stripping and dismantling that may be needed.

**8.7.4.** 'Codes of Practice' are provided separately for Technical Commissioners and Eligibility Scrutineers.

**8.7.5.** Technical Commissioners and licensed Eligibility Scrutineers are deemed to be members of the Technical Commission.

## **9. PIT OBSERVERS**

The Pit Observers/Marshals at an event shall:

**9.1.1.** At the commencement of the meeting report to the Chief Pit Marshal, and act under his orders.

**9.1.2.** Report immediately any infringement of the Regulations by a competitor to the Chief Pit Marshal, for communication to the Clerk of the Course.

**9.1.3.** At the conclusion of the event submit their reports to the Chief Pit Marshal for communication to the Clerk of the Course.

## **10. RACE OBSERVERS AND FLAG MARSHALS**

**10.1.** Observers, who are the eyes and ears of the Clerk of the Course, shall occupy posts along the course allocated to them by the Chief Observer.

**10.1.1.** Upon taking up their post, they will report to the Clerk of the Course on the equipment and manning of the Post. They will pass on to the other members of the post team any instructions they have received from the Chief Observer. They will ensure that watches are synchronised with Official Timekeeper's time.

**10.1.2.** The Observer is responsible for the efficient operation of the post team, but should not personally become involved in dealing with incidents.

**10.1.3.** Each Observer is under the orders of the Clerk of the Course, to whom he shall immediately report, by telephone or radio, all incidents that occur on the section of track for which he is responsible. The time that an incident occurred should be verbally reported.

**10.1.4.** He is responsible for advising the Clerk of the Course should he think it desirable to stop the race.

**10.1.5.** At the end of each competition or practice, or as required, all Observers must give to the Clerk of the Course, a written report of all incidents or accidents that have occurred in their sector. Written reports should clearly show the official time that any incident occurred, the identities of all persons and vehicles involved in the incident, and include full details of the incident.

**10.1.6.** Should a vehicle stop in their sector, it should only be moved if the Observer, or

appointed Deputy, is satisfied that this can be done without unreasonable risk to marshals, otherwise he should report immediately to the Clerk of the Course that the vehicle can not be moved.

**10.1.7.** The Observer is responsible for the use of the flashing yellow warning lights when the control of these lights is from the observer's post [D.10.4].

**10.2.** Flag Marshals are marshals appointed to give signals by flags to the competitors in accordance with these Regulations. They may also act as Observers.

**11. JUDGES OF FACT – (Judges)** may be appointed by an organising club, the MSA or, with the approval of the MSA, a Regional Association, to adjudicate on any instantaneous factual occurrence, or question of eligibility.

**11.1.** A Protest or Appeal can not be made against a Judge in relation to a statement of fact, which shall be accepted as a fact and shall be final unless corrected as hereinafter provided.

**11.1.1.** The decision, shall not constitute a statement of results, nor shall the Judge be empowered to impose a penalty, since he will not necessarily have taken into account the conditions appertaining.

**11.1.2.** Except for events where any part takes place on the public highway every Judge will report to the Clerk of the Course for the necessary action to be taken. See 12 for the procedure on rallies and other events.

**11.1.3.** A mistake by a Judge may be corrected by him with the approval of the Stewards of the Meeting.

**11.2.** The SRs for an event will specify the facts to be judged, and the specific officials who will judge them.

**11.2.1.** The use of a camera or similar apparatus to facilitate a Judge's decision is allowed but only if the apparatus is under the control of the Organisers, and in such a case the Judge may delay his decision until its evidence is obtained. Evidence from any other camera or like apparatus will in no case be taken into consideration.

**11.3.** The Chief Scrutineer of an event and members of the Technical Commission will be considered as Judges in respect of Vehicle Eligibility [O 3].

**11.4.** Environmental Scrutineers and Officials in charge of Sound Meters will be considered as Judges in respect of Sound.

## **12. SOUND CONTROL**

**12.1.** At all Rallies catering for cars built after 1941 and other events using the public highway, the Organisers must appoint an Environmental Scrutineer to check on sound

levels of competitors' cars and Course Cars both at Scrutineering and during the event, to determine excessive sound either with a meter or by other means. He has the power and authority to refuse a start or withhold Time Cards or route information from competitors deemed to have made excessive sound.

He may also instruct that Course Cars may not be used or continue on the event. The MSA may directly appoint such an official.

**12.1.1.** The Sound Test prior to the start of a Rally will be conducted in accordance with E 12.17 and shall, unless exceptionally agreed by the MSA or the appointed Environmental Scrutineer, be undertaken at eight metres from the centre of the car.

**12.2.** At all other events the organiser, in conjunction with the Chief Scrutineer, may appoint an Environmental Scrutineer to check the sound level of competitors' vehicles, both at Scrutineering, and during the event, to determine excessive sound, either by a meter, or by other means. Organisers should liaise with the landowners as appropriate.

**12.3.** A Protest or Appeal may not be made against the decision of an Environmental Scrutineer, whose decision shall be final.

**12.4.** The SRs or the Final Instructions for the event should carry a reminder that a sound test will be carried out.

**12.4.1.** The name of the Environmental Scrutineer should be given either in the Final Instructions, or should be posted on an official notice board at signing-on, before the start of Scrutineering.

**12.5.** Environmental Scrutineers must provide a full report, in writing, to the Clerk of the Course at the earliest possible opportunity prior to the publication of provisional results.

**12.5.1.** Details of any penalty applied by the Environmental Scrutineer must be included in the published results.

**12.5.2.** The duties of the Environmental Scrutineer may be combined with that of a Driving Standards Observer as detailed in C 13.

**12.6.** To assist Owners and Organisers the MSA has set up an Auditing Inspectorate of Environmental Inspectors who are Judges of Fact.

**12.6.1.** These Environmental Inspectors have undergone training and are licensed by the MSA. They will attend Motor Sporting Events and carry out measurements in conformity with E 12.17.

## **12.7. SOUND METER STANDARDS**

(minimum requirements).

Type 1 or 2 Instrument (to be calibrated regularly).

International Standard IEC 651.  
British Standard BS 5969.

Range 70–120 dB(A).  
 Weighting 'A'.  
 Time Constants Fast/Slow.  
 Maximum 'Hold' recommended.

### 13. DRIVING STANDARDS OBSERVERS (NON-RACE) [H 2.4.2, K 5.1.1, K 13.2, K 24.2.12]

**13.1.** At all events wholly or partly held on the Public Highway, the Organising Club, the MSA or, with the approval of the MSA, a Regional Association, may appoint an Observer(s) to check on driving standards, (including excessive sound, excessive speed or driving likely to bring the sport into disrepute).

**13.1.1.** A Protest or Appeal may not be made against the decision of a Driving Standards Observer, whose decision shall be final.

**13.2.** The SRs for the event should state that such Observers are being appointed.

**13.2.1.** The names of the Observers should be given either in the Final Instructions, or should be posted on an Official Notice Board at signing-on, not less than 30 minutes before the first car is due to start [K 3.14].

**13.3.** Driving Standards Observers are empowered to inform competitors that they will be penalised in accordance with the regulations, or that they must withdraw from the event if the regulations provide for such a penalty.

**13.3.1.** Driving Standards Observers must provide a full report, in writing, to the Clerk of the Course at the earliest possible opportunity prior to the publication of provisional results.

**13.3.2.** Details of any penalty applied by the Driving Standards Observer must be included in the published results.

### 13.4. DRIVING STANDARDS OBSERVER (RACE) [J 4.7, J 19.3]

**13.4.1** At all grades of Race meetings, the Organising Club and/or the MSA may appoint MSA licensed Driving Standards Observer(s) to monitor driving standards. An MSA licensed Race Clerk of the Course will automatically be considered as an MSA licensed Driving Standards Observer.

**13.4.2** The names of the Driving Standards Observers should be given either in the Final Instructions, or should be posted on the Official Notice Board, not less than 30 minutes before the start of the first practice session.

**13.4.3** The Driving Standards Observer(s) should provide a full report on any matter observed involving adverse driving standards, in writing, to the Clerk of the Course at the earliest possible opportunity for his consideration, and copied to adjoining observers' posts as appropriate for their information.

## 14. MARSHALS

**14.1.** An adequate number of competent marshals must be on duty throughout the event. Marshals should be allocated to locations and duties commensurate with their individual experience and training.

**14.1.1.** Marshals appointed to control spectators or competitors should be on duty at least half-an-hour in advance of the expected time of arrival.

## 15. DECLARATION AND UNDERSTANDING

### 15.1.1. Officials.

All officials and marshals must identify themselves by signing-on, to obtain the benefit of Personal Accident Insurance. In addition all officials and marshals of events must sign the following undertaking:

'I agree to act in an official capacity at this meeting and in consideration of the organising club(s) having effected for my benefit a Personal Accident Insurance Policy for death or benefits as prescribed more specifically by the MSA. I have been given an opportunity to read the General Regulations of the Motor Sports Association and, if any, the Supplementary Regulations for this event and agree to be bound by them. I declare that I am physically and mentally fit to carry out my duties and that I will inform the organisers immediately should any change in my condition occur which I have reason or ought to have reason to believe would affect my ability to carry out my duties. I acknowledge that I understand the nature and type of competition and that as an official, I may be exposed to the potential risk inherent in motor sport and I will undertake my duties with their associated risks with due and proper regard for my safety and that of others. Further, I understand that all persons having any connection with the promotion and/or organisation and/or conduct of the event are insured against loss or injury caused through negligence. I declare that I am not suffering from any infirmity or physical disability likely to affect the performance of my duties as an official of the event.'

**15.2.** All officials, marshals and members of the media must be identified by armbands, tabards or badges [B 18.7.1], which are not transferable. They undertake their duties at their own risk and must not go nearer the course than is essential to the performance of their duties. No official under the age of 18 should be given duties that require him to be outside an enclosure unless he is under the direct supervision of an experienced adult official. Organising clubs should refrain from using any person under the age of 16 for any duty that may place him in a position of danger. Organisers should be in possession of the addresses of all marshals and officials.

**15.2.1.** Any person under the age of 18, 'signing-on' as laid down in 15.1.1, must produce a letter of agreement from a parent or legal guardian.

**15.3. Accredited members of the Media**

Each member of the media (who must be at least 18 years of age), must sign the following undertaking:

'I declare that I am over 18 years of age and agree to act, at all times, in accordance with the instructions of officials of the event. I further declare that I am physically and mentally fit to carry out my function and that I will inform the organisers immediately should any change in my condition occur which I have reason or ought to have reason to believe would affect my ability to carry out my function. I acknowledge the nature and type of the competition and that while undertaking my duties I may be exposed to the potential risk inherent in motor sport and that I will undertake my function with its associated risks with due and proper regard for my safety and that of others. I understand that all persons having any connection with the promotion and/or organisation and/or conduct of the event are insured against loss or injury through their negligence.'

**16. COMMENTATORS**

The commentator is not an official of the meeting, but must nevertheless be very careful that any comment he might make should not imply that a regulation has been broken, or that action should be taken against a competitor or official. Any official statement must only be issued under the authority of the Clerk of the Course.

**17. MEDICAL ARRANGEMENTS**

**17.1.** All doctors attending motor sport meetings as medical officers must be fully registered with the General Medical Council, must be members of a recognised medical defence organisation and be covered for work outside a hospital.

**17.1.1.** Doctors must be aware that they are expected to provide themselves with such equipment as they deem necessary for the proper performance of their duties.

**17.1.2.** It is recommended that Doctors should wear overalls for protection which as with any tabard, should be readily identifiable in colour (preferably red). The back of the overalls or tabard should be labelled with the word Doctor.

**17.2.** Details of Equipment required and duties of Medical personnel are given in Section S of the Officials' Yearbook.

**17.3.** The Anti-Doping Control Official, in conjunction with the Clerk of the Course and the Stewards, may carry out spot checks on competitors or officials, to ascertain whether they are using drugs or alcohol [B 12.1.13, C 5.2.18].

**18. OFFICIEL D'HONNEUR**

When certain officials have completed their active service, they may be invited by the MSA to become an Officiel d'Honneur, and will then be entitled to various privileges. Further, it is expected that their advice may be called upon to make optimum use of their wealth of experience.

## Officiel d'Honneur Appointments

The below named have accepted the position of Officiel d'Honneur for 2005 :

*M F L Allison*

*W Beattie*

*D J Beeney*

*I D Bennie*

*D C Black*

*D R Broadhurst*

*G P Byford*

*J De Garis*

*B B Duthie*

*J D Madden*

*W M Patterson*

*J D Romain*

*P J Smith*

*V J Sparkes*

*J E Starsmore*

*G J Sweetapple*

*A R Temple*

*D F Truman*

*G C Twigg*

*G W G Ward*

*R E Warren*

*M Wilcock*