

Service Area Risk Management

Entrants, competitors and service crew members should be aware of their own and other people's safety and well being, when competing in motor sport.

1. All entrants should have an environmental ground-sheet in place before work commences on the vehicle.
2. All service vehicles should have an environmental spill-kit, for use in the event of liquid spillage. (Competing cars should also carry such a kit.)
3. Fire extinguishers should be readily available at all times when vehicles are to be worked on, particularly in the event of any welding or grinding being carried out and when vehicles are being refuelled.
4. Vehicles should be supported by axle stands, chassis sill stands or ramps, all with recommended base plates, when raised in the air by trolley or any other types of jack. Engines should not be run when the vehicle is raised on stands. No other work on the car should be attempted, when raising or lowering of the car is taking place.
5. If re-fuelling is permitted in the Service Area, this should be the last operation to be carried out before the vehicles leave. The vehicle should be off any support stands, have all four wheels on the ground, have all other work ceased and have no occupants, when re-fuelling commences.
Ideally re-fuelling should be by hand pumping, rather than from hand held containers.
6. Spillage of any liquid should be contained immediately by the crew concerned.

A) Storage & Use of Petroleum Spirit

1. Containers should comply with the relevant British Standard, should be marked "Petroleum Spirit-Highly Flammable" and be kept from any source of ignition.
2. All empty containers should be removed from the venue after the event.
3. Petrol is to be used as fuel only, not for any other purpose.
4. All vehicle re-fuelling is to take place in the open air. A "No Smoking" area should be enforced and an operative should be on standby with a fire extinguisher.
5. Refuelling operatives, including those standing by with fire extinguishers, should ensure they are wearing protective clothing, including gloves and eye protection.

B) Hazardous Substances

1. Some vehicle parts, for example brake & clutch linings, contain asbestos. Competitors are encouraged to use non-asbestos substitutes where possible. Where asbestos is used, every effort should be made to prevent dust being released.
2. Some mineral oils may cause skin cancers. Where contact does occur, contamination should be washed off immediately. The wearing of any contaminated clothing should be avoided.
3. Other substances may cause ill health. Suppliers will have information about the possible effects of their products, on request.

C) Electrical Safety

1. All electrical equipment should be maintained in a safe condition.
2. Extension leads & cables should be neoprene, oil resistant flexible cable.
3. All electrical equipment used externally should be weatherproof and tools should be "double" or "all insulated" against electric shock.
4. Electrical equipment and hand tools should not be used where flammable vapours are present.

D) Fire Precautions

1. All competition and service vehicles should carry a suitable fire extinguisher.
2. Special consideration should be made before lighting any cooking appliance.
3. All sources of ignition should be kept away from any fuel store or re-fuelling area.
4. Fire extinguishers should not be moved from their known location, other than when in use.
5. In the event of any fire, a report should be made to the organisers of the event before leaving the venue.
6. All entrants are encouraged to train their personnel in correct fire prevention and treatment procedures.

E) Compressed Air Equipment

1. Air blasts from over inflated tyres can cause severe injury. Tyres should not be inflated above manufacturers recommendation figures.
2. Always stand clear when inflating tyres.
3. Compressors & air lines should be inspected regularly.
4. Compressed air cylinders should be stored and used to suppliers recommendations.

F) General Working Practices

1. All working areas should be kept clean & tidy. All waste & spillage should be cleared up immediately, ***removed by the entrant at the end of the event and disposed of in a responsible manner.***
2. Trailing cables & hoses should not be allowed to create a trip hazard and should not be run across access or roadways.
3. Whenever vehicle engines are being run, adequate ventilation must be in place.
4. All safety notices should be complied with.
5. Any personnel carrying out work should ensure that they adopt safe working practices at all times.
6. Service crews and competitors need to be aware of the long periods of exposure to cold, wet or heat, experienced while on location in service areas and dress accordingly.
7. Children under 16 years of age are to be closely supervised and should not leave your designated area unaccompanied.
They are children and as such are your responsibility!!

G) Noise

1. Exposure to excessive noise may result in hearing loss, or other complaints. These may be short term, or after prolonged exposure, permanent.
2. Where exposure to noise is unavoidable, ear defenders should be worn.

H) Manual Handling

1. Lifting, carrying and propelling of loads by bodily force is a major cause of industrial injuries. All entrants are encouraged to train their personnel in safe manual handling techniques.

I) Waste

1. Entrants ***should remove all waste*** from the venue, including containers, packaging, tyres, oils etc. ***They must be disposed of it in a responsible manner.***

J) Vehicle Safety

1. A 10 mph speed limit should be observed at all times in a Service Area, other than for Emergency Vehicles which may be attending an incident.
2. There may be pedestrians in Service Areas. Special care must be taken in these circumstances, to avoid collisions.
3. The unauthorised use of mopeds, motorcycles, scooters, go-peds, quads etc. is forbidden in Service Areas.
4. Vehicles may only be driven by persons holding valid driving licences for that class of vehicle.

K) First Aid

1. Any person sustaining injury or illness, should seek treatment from the event emergency services, by initially reporting to the Senior Official in charge of the Service Area, who will ensure the appropriate response.

L) Public Safety

1. Entrants and their associated personnel should act in a manner so as not to put either themselves or any other person at risk of injury.

M) Reporting of Accidents & Incidents

1. All accidents where any person sustains injury, or where damage to property occurs, should be reported immediately to the Senior Official in charge of the Service Area.

N) Further Regulations and Information

1. Entrants are reminded of their obligations to comply with the requirements of the appropriate sporting regulations at all times. These Guidance Notes should be read in conjunction with all relevant regulations.

The MSA Rallies Committee are indebted to the following for assistance in the compilation of this paper:-

The Rallye Sunseeker & Southern Car Club.

Neil Roden – Safety Officer of the Rallye Sunseeker.

Peter Clingan – MSA Environmental Scrutineer of Dumfries.

John Arnold – Hon. Secretary. Association of West Midlands Car Clubs.

