

Flag Marshal's Briefing Notes

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1. Welcome

Thanks for volunteering your time today. As well as being a crucial part of running a Supersprint Day, Flag Marshalling can be quite enjoyable as Flaggies have some of the best seats on the track! Because we operate from close to the racing surface, **safety is paramount**.

In terms of the **priority** of safety – **You are number 1**, followed by the **Driver**, then the **Spectator** and lastly the **Car**.

Do not go onto the track after it has been “closed” unless specifically directed by Race Control, and drink plenty of water (which is supplied) to avoid dehydration.

2. Checklist for Today's Programme

- a. Collect your Flag Post's Radio, any snacks and bottles of water. Check what frequency your radio needs to be tuned to.
- b. Sign on the Officials Sign On Sheet, and find out what flag post (ie corner number) you have been assigned to.
- c. Collect your post's Flags, a High Visibility Vest and Flaggies Folder that includes Incident Report sheets, pen etc.
- d. Attend the Officials Briefing.
- e. Check your radios are working before departing.
- f. **Be in position and ready by to commence duties on time.** (Refer to section 4 below “Commencing Duties”)
- g. Race Control will do a radio check of all radios.
- h. Prior to the start of racing, a vehicle containing CAMS Stewards and Clerk of Course will conduct final inspection lap of track. **Wave the advised Flag while this car is on the circuit.** Race control will tell you the colour when you are on post. This process shows that your communications work and that you are alert and ready for the session to start.
- i. When competition ends, return and hand back your Radios, Flags, High Visibility Vests and Flaggies Notes folder.
- j. If you have an Officials License or Trainees Form have it signed by the Chief Flag Marshall or Clerk of the Course.

3. Your Responsibilities

You are responsible for (a) keeping drivers safe by means of flag signals, (b) keeping Race Control informed about incidents in your sector and (c) carrying out other duties as directed by Race Control, which may include sweeping debris off the track and the like.

Your sector commences at your Flag Post and continues up to the next manned Flag Post. If an incident occurs in another sector, it is to be reported by that Flag Post, except where they don't have visibility & you do.

Flaggies work as a team. If an incident happens before your Flag Post which requires Yellow Flag(s) but it is out of sight to the previous Flag Post, you should immediately radio the incident in so that the previous Flag Post can display Yellow to warn drivers of the unseen danger ahead.

If another Flag Post misses an incident, then you can help out by advising Race Control.

Sometimes a car stops in your sector but its number is not visible to you. In this case you can request the closer Flag Post help identify the car's number for Race Control, but it is still your responsibility to report it.

If you see a spectator that is not behind the fence, or someone who is in Pit Lane or on the Pit Wall, you are empowered to order them to return to a position of safety, and report the incident to Race Control. If your verbal instructions are not obeyed, advise Race Control that Security is required.

Report any reckless driving endangering other competitors to Race Control such as drifting, dive bombing, blocking or obstructing faster cars or overtaking under yellow or red flags. Also report any fluid or smoke coming from cars as well as petrol, coolant, debris etc that is on the track which could potentially cause loss of adhesion.

4. Commencing Duties

Once you have reached your Flag Post, position your flags so they can be quickly accessed.

Fit your radio gear (headset, microphone etc), turn it on and read section 7 "Using Your Radio". Then contact Race Control saying "Race Control this is Flag Post X. Radio Check Please." This allows Race Control to know that you are ready ("On Post") and that the radio link works.

Ensure that Flags are not visible to a driver unless they are intended to be – ie don't hold the flag against your chest.

If you need a toilet break that cannot be covered with other people at your Post, wait for a period of downtime (eg a car being recovered) and advise Race Control you need to "Go Code 20". Advise Race Control immediately you return to your Post.

5. How the Runs Will Work

Grid Marshalls will release cars in pre-defined groups. They will then radio Race Control the number and type of car of the last vehicle out.

The format of the day will be described at the Officials Briefing, as well as the track clearance protocol. Always keep an eye on the last car in the session so we know it is accounted for before the next session can start.

6. If a Car Goes Off the Track

If the car is mobile, drivers will be instructed to move to a position where they can be seen by the nearest flag post. You should indicate to them when they may rejoin the track – that is, when it is safe to do so. If the car is immobile, drivers will be instructed to signal to nearest Flag Post:

(a) “thumbs up” to indicate driver is OK;



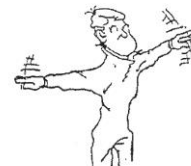
(b) Arms crossed across drivers chest / over his head indicates medical help is needed;



(c) Arms stretched out means a flat tow is required, or



(d) Arms outstretched but raised means that tilt tray is required.



7. Using Your Radio

To transmit: depress the button and pause slightly, send the message, pause again, then release the button. Start your message with “Race Control this is Flag Post X”, wait for acknowledgment and then convey your message in a calm and concise manner. Be brief, clear and professional. **Do not tie up the channel with unnecessary chatter.**

When reporting an incident, provide Race Control with the vehicles number and position on the track, referring to either “driver’s left” or “driver’s right”. Advise them if the car is moving or stationary, whether it is in a safe or unsafe position or if the impact was a hard one where there could be a possibility of injury to the driver. Race Control should respond with “Copy That”. If you think that Race Control has not heard your message, ask Race Control “Did you Copy?”

When calling in an incident where you have the Yellow Flag displayed, advise Race Control “Waving Yellow” and then briefly describe the incident. Do not keep the radio channel continuously open for a long time as that cuts off communications to Race Control from other areas. Give brief updates followed with the words “more to follow”. Refer to the next section for more detailed information on Flag use.

If the car has stopped, assess whether it needs a flat tow (ie pulled) or a lift (carried). Hopefully, the driver will communicate to you via hand signals. Advise Race Control of what recovery action is needed. Do not leave your Post and go onto the track unless cleared to do so by Race Control.

8. Using Flags

One Flag Marshal at least at each manned Flag Post must be visible to the drivers during a session, even when not signalling

It is best practice to have two Flag Marshals operating at each post, facing each other. One looking back at approaching traffic, the other observing their own sector carrying a Yellow Flag.

The Flag Marshal looking back towards the oncoming traffic must immediately warn the other Marshal (whose back is to the traffic) if a car is approaching out of control.

The Flag Marshal facing the Flag Point’s Sector should carry the Yellow Flag and should warn oncoming traffic immediately an incident occurs, and should concurrently communicate details of that incident to Race Control.

The Red Flag is only to be used when directed by Race Control. Be constantly alert for Race Control to call “Red Flag”, and when that signal is heard, immediately wave the Red Flag. Do not withdraw it until instructed by Race Control. Do not use the word “Red” during communications. Describe a car’s colour as “crimson” or “tomato”. This is to prevent other flag points mistakenly waving a Red Flag which will automatically end the session and then require a re-start.

Flag Signals:

Yellow (Held stationary)

Hazard beside or partly on the track

(for example a car is off the circuit that has not resumed)

This could be in any of the upcoming corners.

A stationary yellow flag may also warn you of a waved yellow flag ahead.

Cars are to proceed with caution, reduce speed, not overtake and be prepared to avoid something.



Yellow (Waved)

Hazard wholly or partly blocking the track

(for example a car blocking the circuit that has not resumed)

Cars are to apply caution, greatly reduce speed, not overtake and be prepared to avoid danger or stop.



NO PASSING is allowed under either the stationary or waved yellow flags. Once a driver has reached a manned flag post which is not displaying a flag he can continue his session as normal and begin overtaking again.

Yellow & Red Striped (Held stationary)

Fluid or Debris on the track

(Shown when there is reduced adhesion on the track)

Cars are to apply caution.



Red (Waved)

Stop the Session

(All Points are to wave concurrently & only on the instructions of Race Control)

Cars are to cease competition immediately. They are to return to pits slowly, are not to overtake and be prepared to stop.



Special Flag Signals *used at Start / Finish Only:*

Black & White Chequered (Waved)

The Session has completed

Cars are to cease racing after crossing the Finish Line.



Black (Waved)

Waved and pointed at Driver.

Used if there is a problem with a car or demonstrable reckless driving.

Car is to return to pits slowly and off race line to talk with officials.



9. Reporting Incidents

If there has been an incident involving:

- (a) Car to car contact
- (b) Car to barrier contact
- (c) Apparent injury to any person
- (d) Possible infringement of the Rules where danger has been created by this action

A Motorsport Australia *Form EP-107* (copies are included in your Flaggies Folder) is to be completed and forwarded to the Clerk of the Course.

Include the information required on this form, including a diagram of the incident and include any observations from other witnesses. Be as specific as possible and use the Track Map included in your Flaggies Folder to help define exactly where the incident took place on the circuit.

10. Thanks.

Thanks for giving up your time and making this event possible. We hope you will enjoy your experience, and the organising club would welcome any comments on how they could improve things.

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