



# RALLY SAFETY DELEGATE



2021 RALLY SAFETY  
GUIDELINES



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# INTRODUCTION

**Rallying is one of the greatest tests of man and machine against the terrain and time.** A team sport consisting of not just the driver and co-driver but a full group of skilled technicians working day and night as they tackle the special stages around the host area. A sport that is accessible to the many enthusiastic spectators and general public as it passes through their towns and villages.

**Rallying is a sport that is recognised as being well organised,** under strong regulations with a strong safety record, but any deviation from that safety record could threaten the very future of the sport we love.

It is vital for the future of our sport that organisers effectively manage the safety risks to everyone – competitors, volunteers, officials, marshals, media or spectators.

One of the greatest challenges for the sport of rallying is **to ensure the safety of the public.**

The role of the Safety Delegate is key to ensuring the safety, primarily of the on-stage spectators and marshals but to also the compliance to the event safety dossier and safety road book as designed by the rally officials.

Unfortunately, too many people do not understand the potential dangers and do not comprehend the speed of the cars. Consequently, they place themselves in dangerous locations, placing far too much trust in the skill of the drivers and the reliability of the cars, and often displaying a lack of basic understanding or knowledge of the safety rules.



The International Sporting Code, Appendix V, Article 3.4.2 and Supplement 1, Roles and Responsibilities of Officials prescribe the role as:

## **ISC, Appendix V, Article 3.4.2**

*The Safety Delegate is designated to help the safety officials of the competition to perform their duties, to ensure, within their fields of competence, that all the safety regulations governing the FIA Championship are respected, to make any comments they judge necessary, and to draw up any necessary reports concerning the event. In Rallies, he has the power to delay the start of a special stage by a maximum of 30 minutes.*

## **Supplement 1**

### **a. Role**

*The role of the Safety Delegate is to review and validate the Event Safety Plan prior to the event and its implementation during the event, and to supervise the work of the Chief Safety Officer throughout.*

### **b. Responsibilities**

- *To attend safety planning and evaluation meetings in relation to the event.*
- *To monitor the safety of public and media areas.*
- *To coordinate between FIA and ASN any administrative items regarding safety.*
- *To evaluate and report on any safety-related incident at the event.*

Like the rally, this document is living: it will therefore evolve regularly, according to new regulations or the evolution of good practices.

This document should be read alongside the FIA Rally Safety Guidelines.

# PRE- EVENT WORK



# PRE-EVENT WORK

## SAFETY OF THE COMPETITORS

Before the rally the Safety Delegate has to enquire about what protection is being installed on the special stages to protect competitors from immovable hazards like trees, bridge parapets or rocks. How are these areas being set up? Have they been inserted into the safety caravan safety plan and the special stage setup diagrams? Will the material used to protect the crews absorb any impact and is there some distance, preferably 1 metre, from where the protection will be placed to the actual hazard? This additional space helps to absorb some of the initial impact.

Will the ends of guard rails be protected so they cannot penetrate the interior of the car?

Water can create a huge hazard and is covered in the FIA Rally Safety Guidelines. However, the delegate has to see if the stages pass lakes, rivers, pools or the sea and has to see what procedures are in place to protect the competitor and, if a car does enter the water, what is in place to rescue the crew?



## SAFETY DOSSIER

The Dossier is a comprehensive piece of work that **has to serve many needs and requirements**; rally organisers, local authorities, Police, Fire, Ambulance, insurance, health & safety departments as well as the work of the stage commanders, safety officers, MIVs, as well as the Safety Delegate. Not all of the dossier will be relevant to everyone and primarily the Safety Delegate is interested in the special stage

elements and safety car caravan sections. The safety car timetable and the running order of the safety cars is a crucial element of how the work of the delegate will proceed during the event.

The draft safety plan is to be shared with the FIA Rally Department **three months before** the start of the event.

## ITINERARY

The Safety Delegate work starts **as soon as the event itinerary is released**. A study of the average speeds on the liaison sections should be undertaken to ensure that they are safely

achievable on the public roads. This also works as a double check that the itinerary follows the **Sporting Regulations timelines**.

## MAPS: OVERALL AND EACH DAY

The overall map gives the delegate a 'feel' for the event and for the flow of the itinerary. The maps should be clear and of sufficient scale to assist in orienting the area. Diagrams should be clear and easy to follow. A scale and compass indicating north must be included.

The map should be of a high quality, not too cluttered and should have the rally route and special stages superimposed, numbered and named, for easy identification. The Service Park should be pinpointed.



## SAFETY DOSSIER INCLUDING SAFETY ROAD BOOK

It is recognised that the full Safety Dossier is too bulky for the occupants in the safety cars to easily work with whilst out on the rally route. Therefore, **the organiser should create a safety car road book for these crews**. This section of the safety dossier needs to have road book tulips with details of what marshal numbers, if any should be in position at each tulip post.

**Individual set up and detailed drawings need to be in place for spectator areas.** These need to show where the spectator viewing zones are to be located, highlighting where the taping / netting needs to be erected. Where any radio car, MIV, TIV and marshals are to be positioned and the ideal locations for marshals to be stationed. These drawings also have to show any First Aid posts and spectator crossing points,

if these are at these locations. No-Go zones also need to be highlighted so that those in the safety cars can quickly assess that everything is set-up as it should be and prepared for the stage to start.

Studying these drawings in advance of the event will demonstrate to the delegate what thought and pre-planning has gone into the safety of the event and the plans on how to deal with any incident, should it arise.

All event organisers should prepare this safety car road book to the same template as the competitor's road book with extra sections for inserting the spectator zone diagrams and a column for marshal numbers.

## SAFETY CAR CARAVAN TIMETABLE

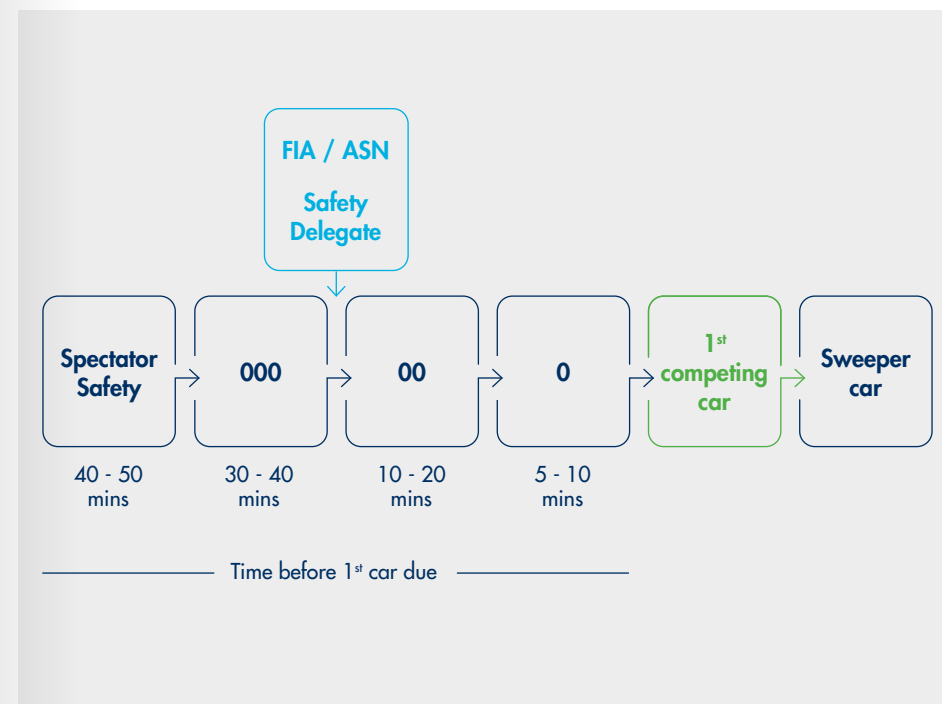
Before the event **the safety car schedule needs to be studied** to ensure that there is sufficient time for the delegate to traverse the special stages safely and allowing for the stage to be inspected before the first car is due. It may be that on stages over 30kms that additional safety cars, starting from the mid-point, need to be planned to allow the convoy to keep to schedule.

The delegate needs to be inserted into the caravan at -30min, to match the movement restrictions on the stage, after the spectator safety car and 000 cars and before the 00 vehicle. This allows the delegate to travel through the stage close to the due time for the first car but to still have the use of the crew in 00 to assist with any issues the delegate may come across. Only the zero car should be in 'race

conditions' with helmet, FHR and overalls. All other safety cars, including 000 and 00, drive through the stage with the safety road book and in road cars.

The safety dossier and safety car road book should detail what radio communications are to be in place between the safety cars and also back to Rally Control. Detail on where any changes to the radio channel to be operating on should be placed into the relevant tulip in the safety car road book.

Clear communication and exchange between the safety cars, especially 000, Safety Delegate, 00 and 0 is of utmost importance.



## PREVIOUS SAFETY DELEGATE REPORTS

The best reference place before arriving at any rally is to research into any **previous safety delegate reports**. What were the positive aspects of the event? Where there any negative points that need to be revisited before this edition?

Any issues that may have been raised from previous reports should be discussed with the

rally organisers in advance so that revised plans can be reviewed and understood ahead of the rally.

Checking with the Safety Delegate Report that you will have to submit following the event will help you to know what points you absolutely must check whilst on the rally.

## INFORMATION ON ANY NEW STAGES ON THE RALLY

Detailed special stage maps on any new stages need to be studied in advance. Check that the proposed positions for MIV, TIV, radios all work and comply with the regulations as detailed in ISC Appendix H. New stages need more attention as there will be no data available about

them from previous reports; enquire if there is a dash cam video of the new stage that can be viewed? Are there any hazards throughout the stage – long drops, water, obstacles close to the edge of the track that need to be assessed?



# ON EVENT ROLE





# ON EVENT ROLE



## MEETING WITH THE SAFETY CAR CREWS

The Safety Delegate has to integrate themselves with the full safety car caravan. The teams in these vehicles are the ones that will ensure the final checks of the stages and that they are prepared as per the event plans.

The crews in the 000 and 00 cars are the ones that will work most closely with the Safety Delegate. By monitoring the radio communications of what work the early safety cars are doing on each special stage, lets the delegate identify specific areas that may need even more attention when they get to that location on the stage. If something is still

not right and it cannot be sorted immediately by the delegate, the message to ensure that it is corrected must be passed to the crew of the 00 car. This is where the trust in the ability and skill set in the 000 and 00 crews is of utmost importance to the delegate.

During the first meeting of the Safety Car crews the Delegate must detail how they expect the safety caravan to work together, to confirm the radio operations and to ask about any concerns or route highlights that may have arisen during the week leading up to the rally.

## INSPECTION OF THE SPECIAL STAGES

### STAGE STARTS

At each special stage start the safety delegate should ensure that the following are all in place and have open, clear access to the stage after the start line:

- MIV and equipment
- TIV and equipment
- Fire extinguishers
- Area secured from spectators
- Clocks
- Clear access to the stage for the Doctor, MIV and TIV
- Communications are operational on the stage and to Rally Control
- The stage commander is comfortable with the set-up of his stage
- News on spectator numbers and positions

### STAGE MID-POINTS

At each special stage mid-point, the safety delegate should ensure that the following are all in place and have unimpeded access to the stage:

- MIV and equipment
- TIV and equipment
- Fire extinguishers
- Area secured from spectators
- Clear access to the stage for the Doctor, MIV and TIV

### RADIO POINTS

At each special stage radio point, the safety delegate should ensure that the following are all in place:

- Radio boards are in place
- Marshals radio car away from the stage, in a safe location and unlikely to be hit by debris
- That at the radio point that the red flag is displayed to the delegate's car as they travel through the stage

### STAGE FLYING FINISH

At each special stage flying finish, the safety delegate should ensure that the following are all in place:

- Ensure that the Flying Finish is not on a corner or another hazard
- The timing beams are located in an area that is unlikely to be hit
- The marshals are safely located and unlikely to be hit by debris
- Communications between Flying Finish and Stop Line are in place
- Area is protected from spectator access
- That the stage signage, yellow advance and red flying finish boards are in place

## STAGE STOP LINE

At each special stage Stop Line, the safety delegate should ensure that the following are all in place:

- The area from the Flying Finish to the Stop Line needs to be protected and free from spectators
- The distance from the Flying Finish to Stop Line should be a minimum of 200m
- Fire extinguishers in place at the Stop Line
- Check that communications throughout the stage and back to Rally Control are all operational
- Check that the stage signage is in place with the Stop sign



## SPECTATOR AREAS SET-UP VS SAFETY DOSSIER

Through the pre-event work the safety delegate should be aware of what spectator zones there are planned for each special stage. The important part is now to ensure that the planned set-up is mirrored with what is actually prepared on the ground and that the area is safe. It could be that on the day, even though the set-up matches that of the Safety Dossier that something could stand out as not being safe on the day. That is then a judgement call from the Safety Delegate that must be talked through with the clerk of the course and the marshals on the ground to resolve. This will entail a dynamic risk assessment being undertaken to solve the issue.

When the delegate arrives at the spectator zone are the marshals displaying the recognised hand signals and are there any warning signals coming from the marshals? If so, these have to be dealt with immediately by the delegate.

**Take time to view the zone** to see that it matches the safety dossier diagram and that there are sufficient marshals, as prescribed in the plan for the area.

If there are any crossing points; are these well manned and the spectators held back from the stage when waiting to cross? No-one, not even

the marshal, is to stand in the crossing point access area when there is a rally car passing.

Do the spectator numbers correlate to the anticipated spectator numbers from the plan? Is there a danger of the area becoming overcrowded, and if so, where would the over-spill go and could that area cope? Is there security to be able to handle any spectator movement?

Are the media in safe areas and are the marshals' content with the regulations for media personnel being able to move around whilst the stage is running?

Media, because they are wearing a tabard, can be mistaken by the spectating public as an event official. The media must respect their extended access to stage locations but must behave responsibly throughout.

When the safety delegate is driven through the stage, they must **be aware of every spectator, marshal and media person alongside the road**. Those who are not in a spectator area must be managed and either directed to a safe zone or, if needed, an extra marshal is requested to come and manage them.

The safety delegate must always be ready to deal and discuss kindly with anyone in a wrong

location in the stage in order to efficiently deal with the matter and to avoid conflicts.

## MARSHALS POSITIONING AND SIGNAGE

When traversing each special stage, the safety delegate must compare the marshals positioning and numbers with that published in the delegate's special stage safety plan road book. If the minimum numbers are not reached, the delegate must work with Rally Control and the stage commander to ensure that the minimum marshals' numbers for each post are achieved.

**Marshals must not congregate in groups but work over the whole spectator area** to give a clear message to spectators and to ensure that control can be achieved over the specified area. All marshals need to be in position before the spectators start to arrive and also have to be 'stage ready' for when the safety car caravan starts to travel through the stage.

It is important to check that all marshals are in a **safe position** when travelling through the stage. A marshal cannot send the correct message to spectators if they are not in a safe location themselves.

All marshals need to show the recognised sign language to the safety cars so that there is no misunderstanding if a marshal feels uncomfortable in their role in their area. The safety delegate must respond to the sign language with a thumbs up, if all is OK, to acknowledge the marshals message and to keep up the communication between the safety caravan personnel and the on-stage team.



## SPECTATOR CONTROL

It is detailed above how the delegate must check how the spectator zones relate to the pre-event planning for these areas. However, the delegate's role is not just to inspect the safety in the areas that were recognised would attract spectators in advance but to also check for any spectators who have gained access to the stages away from the published areas.

Some of these spectators may be local to the area and not necessarily knowledgeable on the safest locations to stand. The delegate must instruct them on the best place to spectate and pass the message onto the OO car to ensure that they have moved to the suggested location.

The dedicated rally fans can sometimes look to

gain access to areas away from the published spectator zones. These fans know the role of the safety delegate and the safety car caravan and may look to 'hide' as these cars pass through. It is for the delegate to look for the signs of any spectators that may have hidden during their passage. This may be through seeing bags or flags stage side as the people hide from the road. These spectators create the most danger to our sport as they often look to pursue that 'unique' photo or video image that places them, the crew and our sport in danger.

The Safety Delegate has the ability to delay a stage for up to 30 minutes if they are not satisfied with the safety on the stage whilst they, and the marshals on the ground look to sort any issue.

## ON-EVENT TRACKING

The tracking system can vary from country to country, even event to event. The delegate must ensure that they are confident how the system works, what contingency plans there are in case of failure and how the tracking is monitored in Rally Control.

Is it possible for the tracking to work on a tablet or smart phone? The delegate needs to have access to this whilst they are on the special stages.

# SAFETY DELEGATE REPORT



# SAFETY DELEGATE REPORT



## FORM

Once the rally is over, the Delegate must write his report, which will summarise the notable safety facts of the event. With a view to continuous improvement, this document is an indispensable tool for the FIA, the host ASN and the organiser of the rally.

The report form is divided into **four distinct groupings** that relate to specific components of the rally and its evaluation. This makes it easier to create an accurate appraisal of each main element of the event:

- DOCUMENTATION
- RUNNING OF THE RALLY
- SAFETY TEAM AND EQUIPMENT
- SPECTATOR SAFETY

### There are four degrees of evaluation:

- **Above Standard**  
Which cannot be improved and is as nearly perfect as possible
- **Complies with standard**  
Meets and complies with all normal standards required
- **Below Average**  
Needs to be improved
- **Unacceptable**  
Must be intensively improved

There is space under each subject for additional remarks to be given to explain the rationale behind the mark given. On all points it is the requirement of the safety delegate to explain in detail the reasons for these evaluations. This is needed for the FIA, ASN and rally organiser so that they can be informed about the details and when the evaluation was made. It is always beneficial to give some added information as to why a mark was given, even if it is a C.

It is clear that to maintain an equal standard of observations by the safety delegate that only experienced personnel should be appointed to this role and that only a small number are involved. This is necessary to ensure that a close and even level of report is made by the delegates in each competition.

The report should be prepared and presented to the FIA, ASN and rally organiser within 15 days after the finish of the event. This is to ensure that what was seen, heard and written down all remains fresh in the mind of the delegate. The report needs to be completed in a manner

## SAFETY PICTURES

This section will allow the safety delegate to highlight screen grabs or video clips from their onboard camera footage of the stages – to show good and poor examples. What is important here, is that it is always easy to

to help the organiser to increase their standard of safety on future events.

Perhaps the most important tick box in the whole report is covered on the first page:

**Tick this box if you think that a serious safety concern should be reported:**

This highlights immediately if there has been an issue on the event that requires immediate attention from the FIA and ASN.

The Summary section allows for a complete overview report of the event to be brought together in one place. The following pages detailing the three positive things to take away from that year's event and three things that must be improved for future editions are invaluable for future safety delegates to get a quick feel for an event – the summary must include a detailed action plan for the organisers to strive towards for the next edition of their event. The action plan needs to be agreed to with the event, ideally with set goals to attain.

criticise but if a poor example of safety is being highlighted, the delegate must detail how it can be improved for the future. This is all part of the ongoing learning for event organisers.

# APPENDICES

## RALLY SAFETY ROAD BOOK EXAMPLE

RB box	Total	Inter	Direction	Marshal	Radio GSM	Information	MFV	TIV
1	0.00	0.00		2		START 	Y	Y
2	0.35	0.35		3		Spectator Allowed On the Hill after the hairpin	N	N
2A	0.00	0.05		2		No Spectator	N	N
3	1.17	0.27		3		Spectator Zone 1 Hill on the Left Side Before and after the bridge Media Allowed Inside Before the bridge	N	N
<p><b>SZ 1</b></p>								
3A	1.42	0.25		1		Media Allowed Inside and outside on the Hill Spectator Allowed on the Hill outside the hairpin	N	N

RB box	Total	Inter	Direction	Marshal	Radio GSM	Information	MFV	TIV
4	1.47	0.25		2		Evacuation Road 1	Y	Y
4A	2.00	0.32		3		Spectator Zone 2 Hill on the outside of the hairpin Left Media Allowed after Area on the inside of the Right corner	N	N
<p><b>SZ 2</b></p>								
5	2.48	0.48		4		Spectator Zone 3 Both side of the Road behind the concrete blocks	Y	N
<p><b>SZ 3</b></p>								

# APPENDICES

RB box	Total	Inter	Direction	Marshal	Radio GSM	Information	MEV	TV
6	2.49	0.21		1		No Spectator	Y	Y
6A	2.49	0.19		1		Spectator Allowed On the Hill Inside	N	N
6B	2.29	0.41		1		No Spectator	N	N
7	2.46	0.17		2		Spectator Allowed On the Left Hill	Y	N
8	2.46	0.19		1		FLYING FINISH	N	N







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