

START CONTROL



Officials – Sign On and Uniform

Please ensure you always sign-on prior to competition commencing on the appropriate CAMS sheets provided by the event organiser

And ensure you are wearing the appropriate vests provided

What is a START Control

The START Control is where competitors begin a Rally or a Rally Special Stage.

There are two components to a Rally Special Stage start – the Post Chief & assistants complete arrival paperwork for crews and then the Starter actually starts the crews into the Special Stage.

The information covers all positions in relation to the START Control.

The Time recorded for the Competitor at each Start Control is expressed in hours, minutes.

Authorised Vehicles in a special stage

Only authorised vehicles are allowed to enter a special stage following “Set Up” status. You can expect to see:

- ✓ **Set Up 1 &/Or 2**
- ✓ **000 (Triple Zero)**
Pre-checks all Clocks, Correct operation of time control, FIV (if Applicable are in place), Recovery, Start, SOS locations and Roads Closure are in position and have radio comms, flying finish (Clocks) and Stop point procedures and paperwork, In-stage security and safety (eg spectators), Road book information and instructions.
- ✓ **CAMS Officials & Stewards**
Be Courteous to them and answer any questions politely and to the best of your knowledge. CAMS can only enter a Special Stage before their official cut off time on the Running Schedule. If they enter the Stage, check & make sure they have exited. Please advise Rally HQ of their movements.
- ✓ **00 (Double Zero) This vehicle is the official car of the Course Checker**
(Treat this vehicle like a Competitor - giving times etc.)
00 Conducts all final checks and on completion of driving the Stage, will advise Rally HQ the Stage is “**READY FOR COMPETITION**”.

Rally Headquarters will then notify the Stage Commander (Start) and Assistant Stage Commander (Stop) of stage status. Stage Commander to then advise Time Control and Start.

Following confirmation of stage “**READY FOR COMPETITION**” Rally HQ will authorise for the 0 (Zero) car to commence the stage and also a time for the first competitor to start the stage. 0 (Zero) car may enter the stage earlier only on advice from Rally HQ in consultation with the Course Checker.

- ✓ **0 (Zero)**
(Treated this vehicle as a competitor for practice).
- ✓ **Competitors**
- ✓ **Fast Sweep**
Will enter stage after last car. Last competitors buddy
- ✓ **MIV (If applicable)**
The MIV Vehicle may traverse the stage 2 minutes after the last competitor. If an incident occurs that may involve injury within the Special Stage, this vehicle is to be allowed immediate access into the Stage, but only after confirmation by Rally HQ.
- ✓ **Sweep Car (will collect all relevant paperwork from Time/Start/FF/Stop Controls Satchels)**
Will enter the Stage after all Competitors, Fast Sweep and FIV Vehicle (if applicable). On completion of driving the Stage will advise Rally Headquarters that the Stage is Clear, who will then advise the Stage Commander that the stage is closed and ready for dismantling if not being used again.
- ✓ **Recovery Vehicles**
Generally, follow after sweep, however these vehicles could be delayed if they have had to retrieve any competitors from previous stages.

PROCEDURES FOR START CONTROL OFFICIALS

Time Notation

All BSCC Rally events will use the **INTERNATIONAL 24 HOURS CLOCK**. Midnight is **0000 hours**, one minute after midnight is 0001, 1.00am is 0100, noon is 1200, and times after noon are 1300, 1400 etc. For example, 9.32.53 pm would be written as 21:32.53. There is no need to designate am or pm.

- Please ensure that all times are printed clearly.
- It is recommended to use the pencils provided as they are not affected by dust alternatively use Ball point pens to write on Control Records and Time Cards. (Ink from fibre-pens can run if paperwork becomes damp.)
- Each of the four separate Control Areas in a Road Section should be under the control of a **POST CHIEF** who is the only person authorised to mark the competitor's **TIME CARD** or, in the case of the Flying Finish, to advise of the Actual Time of passing the Flying Finish.

Delayed Start Times

Once the car is in the control zone, there are normally no reasons to give a delayed Start Time. From time to time some Co-drivers may try get a different start time, generally if they want to avoid dust etc.

The most commonly used method of gaining a delayed start is quite simple. The crew cross the timing line very late in the **IN** minute, and carry on a discussion to keep you occupied. After you talk a while, they'll tell you they need a new Start Time because there isn't enough time to get to the start line. It is their responsibility to present themselves to the Starter on time, and it's your job to see that no one gets an unfair advantage.

Common sense needs to prevail and use your judgement as to whether a crew has a legitimate problem delaying their start or whether they are trying to gain a gap on the car in front. If in doubt complete and incident report and discuss with the CRO, Event Director or Rally HQ when time allows.

If a car is unable to start within 20 seconds of the Starter's signal, the crew is excluded. If a crew is unable to present its car with the engine running at the start of the Special Stage, it will be excluded. If the engine stops running at the start line and the crew is unable to start within 20 seconds after the starter's signal, it will be excluded.

In all instances, an **INCIDENT REPORT** must be filled out.

The Control Zone is deemed to be Parc Fermé. Under **NO** circumstances may work be carried out on competing cars, including changing of a flat type.

If there is any delay, the Time Control should continue to allocate Provisional Start Times - these can be amended by the Start Control as required.

Refuel Zones

Competitors can only refuel in zones designated in the road book (except where necessary as part of a service – ie changing a fuel tank or pump).

When you arrive at your START Control point

- Ensure you, your team and motor vehicles are located in a safe position well clear of track.
- Check your radio communications with Stage Commander.
- Set up tent/ gazebo, table chairs, paperwork, clocks.
- Set up Control Boards (these may already be in place, if not their location will be noted in the set-up notes provided to you).
- Liaise with Stage Commander to ensure they are set up and ready

SPECIAL STAGE - START CONTROL PERSONNEL

POST CHIEF

- Signals next car to the Start Line (promptly) after previous car has left the Start area,
- Takes Time Card from co-driver.
- Allocates Actual Start Time based on Start Time for previous car (normally the same as the Provisional Start Time, unless a delay has occurred must be 2 minutes after previous competitor),
- Records Actual Start and Provisional Start on Start Recording Form (Sample attached)
- Writes actual Start Time in both places on the Competitors Time Card,(Sample attached)
- Returns the Card to co-driver,
- Announces Start Time to Starter,

STARTER

- **Positions car on Start Line.** Ensures that all vehicles start from the one Start Line, which cannot be varied during the running of the Stage, sideways movement only is allowed.
- Checks that safety harness and helmets are correctly fastened, advises crew if attention is needed
- Gives 1 minute/30 second warning (use laminated signs)
- Crews will start when the display clock shows their start time for that stage. These clocks will show hours/Minutes/Seconds and has indication of 5-4-3-2-1 before actual start time.

Backup Operation (only if clock in not working)

- Moves to right of car (unless asked to stand on left)
- Shows clock to crew if requested
- Raised 1 minute Board then shows 30 seconds board
- Counts aloud "15, 10, 5, 4, 3, 2, 1, GO"

NOTE 1: Check that the Clock and back up clock are the same time as the Start lights. Should a discrepancy arise between start clock lights and back up clock make note on the Special Stage Start Recording Form when discrepancy noticed and time difference.

NOTE 2: No competitor may start any stage before the scheduled Start Time for that Stage.

NOTE 3: No competitor may start until the Stage has been declared **READY FOR COMPETITION**. Rally HQ. will determined this time

Changing of Flat Tyres

Changing of a flat tyre is no longer allowed within Control Zone. To change a flat type the competitor must do it before entering the control zone or wait until they have exited the zone. (see below)

Service in Controls

NO SERVICE to the car of any kind (cleaning windscreen, lights etc is service) is allowed within the Control Zone, at either end of the Stage. Service can only be carried out in authorised Service Areas. Warn the competitors or their service crews if a violation appears imminent. If unauthorised service does occur, prepare an **INCIDENT REPORT**. The Control Zone starts at the Yellow sign and ends at the Beige sign.

What Could Happen?

There may be longer gaps between classes of cars. Gaps may also be increased by Rally HQ due to conditions such as dust. This will be advised at the event and by the Stage Commander. Cars normally start at 2minute intervals unless advised otherwise.

Comments may be entered on the Start Record, and the provided Incident Report Form should be used. Contact the Stage Commander – often a small handheld radio is useful between Start and the Stage Commander.

Jumping the Start

Note on the Start Record, complete an Incident Report and inform the Stage Commander.

Late Start by a Competitor.

In the event of a late arrival at the Starting Line through the fault of a crew, the Post Chief will advise a new start time, the time taken by the crew in excess of the scheduled time will then be considered as late time and may be subject to penalty – note on the Start Record, complete an Incident Report and inform the Stage Commander. Ensure that the next car's Actual Start Time is at least 2 minutes after the amended start time.. (Refer NRC SSR 5 (f))

“Misbehaviour”

In a highly competitive environment, where all are volunteers and non-professionals competing or working towards an enjoyable day, it is most unlikely and extremely rare that unacceptable behaviour will arise. But if it does, step away, complete an Incident Report and inform the Stage Commander. We are all there for a good time, we are all learning, we will all make mistakes to learn from.

Abuse, or other forms of unacceptable behaviour will not be tolerated, and is to be reported.

Delays

Start Officials must closely monitor communications from Time Control and Stage Commander, as an urgent request to immediately cease starting cars may be issued in the case of an emergency, etc. Two-way radios may be beneficial.

If the Stage is delayed for any reason, cars will continue to book-in at the Time Control (ie the official post prior to the Start) at their due Arrival Time. Their Provisional Start Time will still be set as 3 minutes after booking in, as if there were no delays.

At the Start Line the Starter will hold the cars until the Stage Commander advises that the Stage is ready for competition, and what action is to be taken.

When advice is received that the Stage may proceed, the Starter will inform the first competitor their Actual Start Time, which should be as soon as is safe and practical. Time must be allowed for those who have been delayed to prepare for the Start by fastening belts, putting on helmets, starting and settling the car, etc. Often, the instruction will come to have crew ready to start, as recommencement is imminent – ensure crew are clearly informed Rally HQ have requested they commence preparations for imminent notice of Start. Once “clear to Start” is advised, the aim is recommence as soon as is safely possible to minimise further delays.

Record on the Co-driver's card and Start Record this car's Actual Start Time. If a change is required to the card, strike through clearly and neatly, record the new time and initial. Crews must never alter their card.

Then book the cars out at two (2) minute intervals, regardless of the gap in Provisional Start Times. This will close the field up and reduce the time lost due to the delay.

Should a Driver request that their Start Time be delayed, this will not be granted, unless due to extraordinary circumstances, and only then if approved by Rally HQ through the Stage Commander.

Breakdowns, inability to Start

Any crew unable to leave the start line in the 20 seconds following the signal to start will be pushed in order to clear the Start Line area and excluded immediately. Officials may assist in pushing the car within the Control Area (between the yellow board and the beige board just past the Start line).

Security : Ensures **NO** unauthorised persons gain access to the Control Area.

NOTE: All Control paperwork must be put in the Satchel/envelope supplied and given to the **SWEEP crew**.

Equipment Generally Supplied:

CLOCKS: BSCC Display clock and battery.
 BSCC Yellow Clock
 Stop Watch

SIGNS: 1 x Red Furled Flag – Start Line, 1 x Beige (end of Control) Board – 20 metres from Start Line
 (Signs may already be in position when you arrive)

Pack Up

- Pack up is generally not to commence until:
 - SLOW Sweep has left the Stop Control, **and**
 - Stage Commander has confirmed all competitors are out of late time then ~~and~~ pack up may commence
- Care: After SLOW Sweep has left Start Control, other course cars (such as FIV, Recovery, etc) may proceed through the stage. Officials should be vigilant for traffic.

Your Stage Commander or Deputy Stage Commander will have advised arrangements for:

- All Stage Officials including Road Blocks to be collected and led back to Rally HQ
- All bunting, signs and other equipment to be collected and taken to Rally HQ.

Incident Reports

An Incident Report should be filled out if any violation of the Regulations or other unusual situation has occurred during the running of the Rally. (See Summary List of reportable Incidents). Be sure that the marshal who completes an Incident Report gives a telephone number where he or she or any witness may be reached in the next 24 hours, as the Report may become the subject of a protest to the Stewards.

Complete the Report as soon as possible, and radio in the pertinent information to the Stage Commander for attention, as it may be important for scoring purposes. Send the written Report into Rally HQ with your records and other paperwork.

This document should be read in conjunction with :

- General Terms & Definitions ALL OFFICIALS
- Code of Conduct for Officials
- What to bring with you
- Radio Terminology & Etiquette
- Radio Set Installation

These additional documents are available on the BSCC website - <http://bscc.asn.au/resources/officials>

Special Stage Start Forms

Form 7


SPECIAL STAGE START

OFFICIAL		SPECIAL STAGE NO
PHONE NO		SS



NO of Cars Start Stage	CAR NO	From Competitors Time Card				
		PROVISIONAL START		ACTUAL START		
		Hours	Minutes	Hours	Minutes	
1						
2						
3						
4						
5						
6						
7						
8						

Sample Time Cards

 <div style="display: inline-block; border: 1px solid black; padding: 5px; margin-left: 20px;">Car No.</div> <div style="display: inline-block; vertical-align: middle; text-align: center;"> <h2 style="margin: 0;">Timecard 1</h2> <p style="margin: 0;">Section 1 1 January 2018</p> </div>		
TC 0	Imbil Showgrounds	COMPETITOR USE
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> ACTUAL TC 0 H M </div> <div style="font-size: 2em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 18 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>		
TC 1	<div style="border: 1px solid black; padding: 5px;"> TC 1 H M </div> <div style="font-size: 0.8em; margin-top: 5px;">EIL</div>	TC 1
TC 1	Breakneck 1	COMPETITOR USE
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> FINISH TIME H M S </div> <div style="font-size: 2em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 21 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>		
TC 2	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> PROVISIONAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> ACTUAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TIME TAKEN M S </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 21 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>	TC 2
TC 3	<div style="border: 1px solid black; padding: 5px;"> TC 3 H M </div> <div style="font-size: 0.8em; margin-top: 5px;">EIL</div>	TC 3
TC 2	Western Gully 1	COMPETITOR USE
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> FINISH TIME H M S </div> <div style="font-size: 2em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 31 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>		
TC 3	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> PROVISIONAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> ACTUAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TIME TAKEN M S </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 31 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>	TC 3
TC 4A	<div style="border: 1px solid black; padding: 5px;"> TC 3 H M </div> <div style="font-size: 0.8em; margin-top: 5px;">EIL</div>	TC 3
TC 3	South Branch 1	COMPETITOR USE
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> FINISH TIME H M S </div> <div style="font-size: 2em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 21 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>		
TC 4A	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> PROVISIONAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> ACTUAL START H M </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TIME TAKEN M S </div> <div style="font-size: 1.5em; color: red;">→</div> <div style="border: 1px solid black; padding: 5px;"> TARGET TIME 00 21 </div> <div style="border: 1px solid black; padding: 5px;"> DUE TIME H M </div> </div>	TC 4A
TC 4A	<div style="border: 1px solid black; padding: 5px;"> TC 4A H M </div> <div style="font-size: 0.8em; margin-top: 5px;">EIL</div>	TC 4A

Incident Report Sample

INCIDENT REPORT

OFFICIALS NAME				Tick applicable location			
PHONE NO				TC	START	FF	STOP
SPECIAL STAGE NO		TC NO					
If incident is not at a control, please indicate the accumulative distance from the Stage Start or the Time Control						kms	
CAR NO	OTHER WITNESS				DATE		
TIME	PHONE NO				HQ ADVISED		
DETAILS OF INCIDENT							

Summary List of Reportable Incidents

SUMMARY LIST OF REPORTABLE INCIDENTS

The following happenings should be entered on the Incident Report
Timing errors, changes or queries
Pushing or towing the car
Any infringement of "Prohibited Service".
Speed in Service Parks exceeding 30 kph.
Any infringement of Refuelling.
Any late arrival at the start of the Rally
The absence of a Time Card at a Time Control, or failure to hand in the Timecard at each Control
No assistance or repairs may take place within the control area. (First yellow warning sign to final beige sign).
Failure to follow the instructions of the Marshal in charge of any control.
Check in at all times in the correct sequence and in the direction of the Rally route. It is also prohibited to re-enter the control area.
Failure to wear properly fastened crash helmet, or Safety Harnesses.
Driving in the opposite direction to that of the Special Stage.
Failure to start the Special Stage within 20 seconds of the Starting signal being given.
A false start before the Starting signal has been given.
Stopping between the Yellow Flying Finish warning sign, and before the Red Stop sign.
Refusing to start a Special Stage at the time and in the position allocated by the Post Marshal.
Any actions by the crew preventing the time entry on their Time Card at the Stop Point.
Repairs or Refuelling carried out whilst in Parc Ferme/Control Area.

The above actions may result in the Crew being penalised or excluded from the Rally by the Stewards, so be sure to make accurate and clear notations on the Incident Report Form.

