



NATIONAL/REGIONAL RALLY **SAFETY PLAN TEMPLATE**

Rate Code: R1 – one day national
R2 – two day national
R3 – one day regional

The National/Regional Rally Safety Plan Template is a requirement for the issue of a CARS permit as per 4.2.2.1 (or 4.2.2.2, as applicable). This template is meant to serve as the Safety Plan's Table of Contents as well as providing guidance on the form and substance of the contents of the plan.

PART A: Organizational Information

- A-1 Name of Organizing Club
- A-2 Date(s) of proposed event
- A-3 Name of Event Officials (as per CARS 6.1) and their contact info (Cell, Home Phone and Email):
 - Organizer/Coordinator
 - Clerk of the Course
 - Chief Control Marshal
 - Chief of Security (Safety Officer)
 - Chief Scrutineer
 - Chief Radio Marshal
 - other
- A-4 Description of event communications set-up
 - Location of net radio control
 - Type: amateur radio/commercial radio/combination)
 - Brief description of official and competitor vehicle tracking plans
 - Brief description of operations plans
- A-5 Description of safety requirements for both entrant and marshal participants (waivers, wrist bands, event identification, etc.). Please note: All event marshals and officials should wear CARS marshal vests when in stages/restricted areas at all times.



PART B: Stage Details

- B-1 For each stage in a rally or configuration of a stage (not including opposite direction over the same road/roads), the following details are required:
- a) Stage number(s)/Name(s)
 - b) Stage distance (start line to flying finish line)
 - c) Stage surface base (gravel/dirt, pavement and percentage if pavement)
 - d) Stage history (number of years used, fastest average speed attained)
 - e) Name of Stage Captain/Commander
 - f) Name of Assistant Stage Captain/Commander
 - g) Road ownership
 - h) Permission granted by (name of person responsible)
 - i) Number/Location of:
 - i. Official Spectator Areas
 - ii. Unofficial Spectator Areas
 - j) Number/Location of Stage Marshals:
 - i. Timing (start and finish)
 - ii. Radio
 - iii. Traffic Control (Security) at start, finish, interior
 - iv. Spectator (Security)

B-2 Stage Preparation Schematics

These schematics would be used by stage preparation crews, Stage Captains and the Assistant Stage Captains, official vehicles or official to either prepare the stage or to verify the stage's preparation.

- a) For each stage, either 'i' or 'ii' or both:
 - i) A straight line 'map' schematic of the stage showing each junction with a road, driveway, trail or pathway and giving its distance from the start of the stage and its method of security: tape-T; tape and signage-T/S, access barriers-B (such as marshal vehicle, cones, portable barriers, etc.) and other information such as: TC (Traffic Control) numbers, names of residents/owners and their contact info, etc.
See Stage Security Example A)
 - ii) A detail chart/spreadsheets of the stage showing the above information (see Stage Security Example B)
 - iii) For a detail map of Middle Hastings see Example C.



Note:

i) GPS co-ordinates are required for: the stage start control, the start line, the flying finish, the stage finish stop control and for all in-stage radio and security/traffic control marshal locations.

ii) Both examples outline the security details from the Middle Hastings stage from the 2015 Rally of the Tall Pines.

- b) Brief description of how access to the stage start and finish by vehicles and spectators will be controlled by the security marshals (including physical barriers)
- c) Detailed diagram for each official spectator area which follows the CARS Taping Guidelines and an outline for spectator access, management and parking.
- d) A detailed diagram for each unofficial spectator area which outlines set-up requirements as well as an outline for spectator access, management and parking.

Part C: Emergency Plan Details

- C-1 Protocols for a participant incident/stage stoppage
- C-2 An outline of event plans for: a) medical services, b) medical services transportation and c) placement/moving of medical services during event
- C-3 Procedure for serious incidents including a) how and who communicates with emergency responders, b) procedures to ensure emergency responders reach the incident site, c) how and who communicates for the event with media and other interested parties

Part D: Maps

- D-1 Map(s) of the rally showing the stages and their starts and finishes. (Can be overall or by day or legs or a combination)
- D-2 Separate map for each stage showing start, finish, radio and marshal locations



Part E: Other Event Documentation

If the event has other documentation directly related to safety planning, then those documents should be part of the safety plan (example: The use of Alert Points, etc.).

Part F: Protocols

The entire safety package is to be supplied to the NSM, the stewards, official vehicles and members of the organizing committee including the Chief of Security (Safety Officer).

At minimum, the Following parts of the safety plan should be given to the stage preparation crews and the Stage Captain and Assistant Stage Captain: Parts A, B, C, D-2 and E (if applicable).

Note: If some information is unavailable before submission deadlines, then that information should be given to the NSM and stewards before the start of the event.

Document Date: May 25, 2016/TE



APPENDICIES

EXAMPLE A: Straight Line Diagram

EXMAPLE B: Stage Security Spreadsheet

EXAMPLE C: Map

Example A
STRAIGHT LINE DIAGRAM

STAGE SECURITY DETAILS

TALL PINES – MIDDLE HASTINGS

Controls: TCA –time control arrival; TCF –time control finish; FF –flying finish

Security Controls: T –tape, S –signage, B –barriers, M –marshal, R –radio, spec –spectators (unofficial), VIPs

<u>Distance</u>	<u>Map</u>	<u>Details</u>	<u>Distance</u>	<u>Map</u>	<u>Details</u>
4.51	---	trail, gate, cottage	7.28/0.00	—	TCF (T/S/B/TC/R)
4.28	----	trail, cabin (T)	7.11	—	Flying Finish
4.05	----	trail, gated	6.96	—	house (T)
3.31	---	trail, blocked/logs	6.79	----	cottage, 500m (T)
3.08	----	trail, locked gate, 1.9km	6.74	----	trail, overgrown
2.92	XXX	Jump (Media)	6.67	-----	cabin,w/h club,e (T?)
2.58	----	cabin, w/house, e (T?)	6.56	----	trail, overgrown
2.07	----	trail, overgrown	6.44	----	trail, overgrown
1.72/79	-----	cabin w/hunt camp e, gated	6.39	----	trail, hunt camp (T?)
1.69	---	gated trail	6.31	----	house (T)
1.58	—	house (T)	6.28	----	cabin (T)
1.45	X	cemetery	6.14	----	trail, locked gate
1.32	—	driveway, house (T)	5.88	-----	cabin, w/trail, e (T)
1.29	---	trail, old, 900m, unused	5.80	----	cabin (T/S/VIPS)
1.09	XXX	Double Jump	5.76	----	trail, overgrown
1.03	—	House/Camp (T/S/R/Media)	5.61	-----	gate,e/ATV,w (T/S)
0.79	—	driveway to 0.70?	5.56	----	cottage (T)
0.70	—	house (T)	5.45	----	trail, unused
0.69	----	driveway cabin	5.34	----	trail, locked gate
0.60	----	hunt camp (T)	5.24	----	trail, 60m, cabin (T)
0.43	—	house (T)	5.15	----	trail, locked gate
0.20	---	trail (gated/unused)	5.06	----	cabin, (T/S/R/spec)
0.10	---	trail (gated/unused)	4.80	----	hunt club
0.03	—	Start Line	4.76	—	house (T, S)
8.42/0.00	—	TCA (T/S/B/TC/R)	4.53	----	trail, cabin (T)

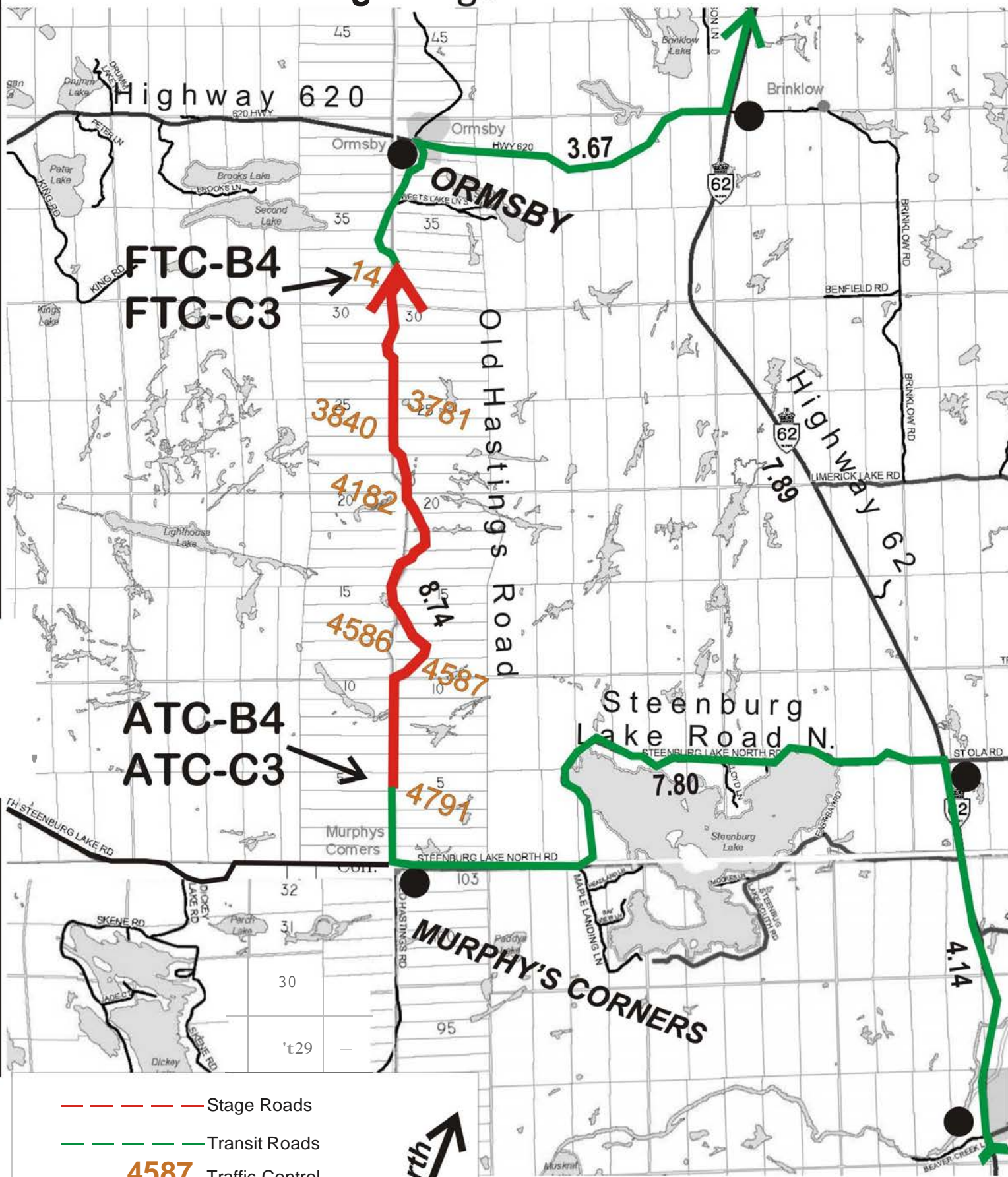
Example B												
Spreadsheet of Stage Security												
This document should include other information, such as resident contact information, details about what is there (seasonal cottage, home, hunt camp/cabin/etc.), resident's attitude to the event, road, driveway, trail including its length, etc.)"												
Middle Hastings			Travel:	North to South Updated November 19, 2015	60 letters							
Road:	911 #	Res Status	Road name	Info	Resident Info	Lat (N)	Long (W)	Elev.	Tape	Signage	Barriers	Marshal
Distance			Hwy 620	Hwy 620 and Old Hastings Rd		44 52.869	077 45.034	1161				
1.14	3196W			house west - do not tape	Axxxx xxxxx 613-xxx-xxxx	44 52.672	077 45.015	1180				
0.71	3236W 3235E			3236 - house west 3235 trail east	Rxx xxxxx 613-xxx-xxxx -rally friendly	44 52.568	077 45.032	1195				
0.36			Sweets Lake Lane	Sweets Lake Lane - east		44 52.489	077 45.041	1168				
0.78	3311			house - east - do not tape	Sxxxx xxxxx 613-xxx-xxxx - RW visit Sept 11 has had issues in past, including worker's dog in 2014.	44 52.352	077 45.054	1153				
0.11			TC14	Finish Control 2015 Start Control 2012 - 2014 Control by pole #14 - west side		44 52.302	077 45.061		yes	yes	yes	Radio
7.28/0.00				Flying Finish 2015 - at trail on E side (between pole #15 & #16 on W side)								
7.11	3401			house - east - visited Oct 2010	Jxxxxx xxxxx - rally friendly	44 52.194	077 44.919	1214	yes			
6.96	3434			trail west, 100m to cottage, 500m to swamp - recent construction Oct 10	Rxxxx xxxxx 905-xxx-xxxx Oct 14 - rally friendly	44 52.128	077 44.84	1226	yes			
6.79				overgrown trail west								
6.74	3459E 3458W			hunt camp east - Bob Dxxxx cabin west	Bxx xxxxx 905-xxx-xxxx rally friendly	44 52.064	077 44.825	1192	yes?			
6.67	3486			trail west - totally overgrown Sept 11								
6.56	3503			overgrown trail east - cabin under construction Nov 08 - abandoned Oct 2010? - overgrown Oct 2012		44 51.948	077 44.797	1190				
6.44				trail west, trees down - 150 m to red gate - new signs Oct 10 "Russell property" - new camp Oct 14 "Broadbent" - 50 m opn R fork	Rxxxxx	44 51.923	077 44.778	1202	yes			
6.39				trail - washed out - totally overgrown Sept 11								
6.35	3530			house west - recent work Sept 11		44 51.885	077 44.761	1200	yes			
6.31	3537		TC3537	cabin east - hunt camp sign 'Blair'	Rxxxxxx xxxxx 416-xxx-xxxx visit Oct 2013 - rally friendly				yes			
6.28				locked gate east	Gxxxx xxxxx - rally friendly	44 51.806	077 44.709	1190				
6.14	3616			cabin west - trail east - abandoned truck Oct 10		44 51.678	077 44.709	1201	yes			

Middle Hastings			Travel:	North to South Updated November 19, 2015	60 letters							
Road:	911 #	Res Status	Road name	Info	Resident Info	Lat (N)	Long (W)	Elev.	Tape	Signage	Barriers	Marshal
5.88	3632			cabin west - also own property on east side with no cabin	Gxxxx & Lxxx xxxxx 705-xxx-xxxx - rally fans Oct 14 & 15 - RW arranged Subaru VIP's to go there Nov 2015	44 51.64	077 44.684	1190	yes	yes		
5.80				overgrown trail east - blocked by fallen tree Sept								
5.76				locked gate west - ATV trail east		44 51.559	077 44.61	1190	yes	yes		
5.61	3668			new cottage west Sept 2011 - 'Frankleberry Hill'	Wxxxx xxxxx rally friendly Oct 2013	44 51.558	077 44.699		yes			
5.56				trail west - looks unused Sept 11								
5.45				red locked gate west - very overgrown Sept 11		44 51.424	077 44.526	1156				
5.34	3752			trail west 60m, ATV only beyond - new cabin Nov 08 - recent traffic Oct 14		44 51.371	077 44.497	1184	yes			
5.24				locked gate west - signs of construction Oct 12		44 51.323	077 44.48	1146				
5.15	3781		TC3781	cabin east - Unofficial Spectator Location as of Nov 2012 - no spectators 2014 & 15	Pxxx x xxxxx, new owner Oct 14 - rally friendly Nov 2015	44 51.278	077 44.444	1163	yes	yes		Radio
5.06	3829			"Hopeful Hunt Club" east		44 51.148	077 44.387	1165				
4.80	3840		TC3840	house west	Txxxx xxxxx & Bxxx 613-xxx-xxxx - visited Oct 11 - past complaints	44 51.126	077 44.376	1185	yes	yes		
4.76	3885			trail east to cabin - car parked there Oct 10		44 51.047	077 44.247	1169	yes			
4.53	3892		TC3892	locked wooden gate west - cottage 50 m		44 51.047	077 44.247	1169				Radio
4.51	3936			rough trail west to cabin - new Oct 2010		44 50.927	077 44.162	1147	yes			
4.28	3978			trail west - gate		44 50.831	077 44.074	1200				
4.05				trail east blocked by logs Nov 15		44 50.518	077 43.975	1147				
3.31	4182		TC4182	trail west, 60m to locked gate, topo shows 1.9km - cabin	Lxx Cxxxx -705-xxx-xxxx - rally friendly Oct 12 & 14	44 50.403	077 44.019	1145				
3.08				Media location - jump over crest - (M9)					yes	yes		
2.92	4215		TC4215	locked gate east - cabin at top of hill (M9)	Jxxxxxxxxx- rally fan	44 50.301	077 43.99	1138	yes	yes		Radio
2.89	4273			formerly cabin on W (Txxxxx xxxxx) - overgrown Sept 11 - new house on east side Aug. 2014	Mxxxx xxxxx 313-xxx-xxxx RW spoke by phone Aug 2014 - rally friendly	44 50.194	077 43.819	1101	yes			
2.58				trail west - very overgrown Sept 11								

	Middle Hastings		Travel:	North to South Updated November 19, 2015	60 letters							
Road:	911 #	Res Status	Road name	Info	Resident Info	Lat (N)	Long (W)	Elev.	Tape	Signage	Barriers	Marshal
2.07	4445			cabin west, locked gate east - Hunt Camp	Txx xxxxx 613-xxx-xxxx -rally friendly	44 49.867	077 43.716	1107				
1.72 & 1.79				locked gate west - 50 m in - looks used Nov 15		44 49.857	077 43.731	1112				
1.69	4476			new house 2009	Pxxxx & Cxxxxx xxxxx 613-xxx-xxxx - rally fans	44 49.793	077 43.716	1115	yes			
1.58	4503			cemetery east								
1.45	4528		TC4528	driveway west - wooden gate	Jxxx xxxxx - rally tolerant	44 49.667	077 43.652	1077	yes			
1.32				trail east, old logging, 900m to dead end - unused Sept 11		44 49.667	077 43.652	1077				
1.29				double jump S bound - good media - M10)								Media
1.09	4587E 4588W		TC4587	4587 - house east - possible media parking VIP location Nov 14 4588 - gated trail west to hunt camp - cable Oct 2010	Pxxxx xxxxxxxxxxxx 613-xxx-xxxx RW visit Sept 11 & 13 & 14 - rally fan	44 49.517	077 43.578	1106	yes	yes		Radio
1.03				trail E - back entrance to 0.71		44 49.394	077 43.514	1112				
0.79	4649			PR east	Jxxx xxxxx 613-xxx-xxxx - 613-xxx-xxxx cell - RW visit Sept 11 - rally fan	44 49.358	077 43.496	1112	yes			
0.71	4673			major drive - gated - cabin Oct 14								
0.69	4691			hunt camp east	Fxxx & Axxx xxxxx 613-xxx-xxxx 613-xxx-xxxx hunt camp - RW visit Sept 11 -rally friendly	44 49.297	077 43.466	1108	yes			
0.60	4702			house west	Kxx & Rxxx xxxxx - 613-xxx-xxxx - RW visit Sept 11 - rally fans	44 49.222	077 43.429	1088	yes			
0.43	4752			gated driveway west- overgrown Sept 11		44 49.096	077 43.367	1070				
0.20	4771			gated trail east to trailer - overgrown Sept 11		44 49.044	077 43.337	1072				
0.10				Start Line 2012 and 2015		44 49.014	077 43.21	1072	yes			
0.03	4791E 4794W		TC4791	Control - Finish 2011, 2013 & 2014 - Start Control 2012 & 2015 - #4791 - house east 4794 - cabin west	Bxxxx & Kxxx xxxxx 613-xxx-xxxx - RW visit Sept 11 - rally fans	44 48.996	077 43.317	1073	yes	yes	yes	Radio
8.42/0.00				trail east- do not tape		44 48.945	077 43.29	1067				
8.52	4845			cabin on east - do not tape abandoned white bldg on west	new owner Sept 11 - Mxxxxxx xxxxx 905-xxx-xxxx - rally friendly							
8.68				Steenburg Lake Road North (Murphy Corners)		44 48.837	077 43.24	1079				
8.73												

Rally of the Tall Pines Middle Old Hastings Stage

Example C
Map



FTC-B4
FTC-C3

ATC-B4
ATC-C3

- — — Stage Roads
- — — Transit Roads
- 4587 Traffic Control

0 2km 4m



NOTE: all distances are ±0.05km of routebook distances.