

# Important Information for All Rally Field Workers

(Marshals, Radio Operators, Course Cars, & Media) updated February 20, 2009

## History

*This is written for US Rally in general, and is not targeting any particular event, series, championship, or sanctioning body! It seems as if at least once a year, days or weeks after an event, there are postings on Rally internet forums from someone that worked a Rally as a Safety Marshal, Radio Operator, or Media, discussing some kind of problem (real or perceived) that took place at the Rally. The first question that comes up from organizers is "Did you report this to someone during the Rally", the common response is "no, I didn't know who to tell"! **Public statements such as this can be very damaging to an event and the sport in general**, making it more expensive to obtain insurance, undermine credibility with local governments, and cause new competitors to question entering the next event. I am not discussing the merits of any of these type of statements.....they all get sorted out sooner or later.*

*The purpose of this document is to educate or re-educate Rally field workers on what to report, whom to report it too, and what tools will help get the accurate information to the correct people in a timely fashion.*

## **If you observe a safety issue report it in a timely fashion!**

**If just one person was or is not clear on this then there are probably others that are also unclear about what to do.**

**I hope this will serve as a good guide which will help clarify this procedure.**

***Of course Rallies may use different procedures and "when in Rome, do as the Romans do"!***

**Required Tools:** All course workers (Marshals, Radio Operators, Course Cars, & Media) should have the following:

1. **Notepad** (a zip lock plastic bag is a good idea)
2. **Several pens, sharp pencils, & felt tip marker**
3. **A wristwatch or clock**
4. **Optional** : an inexpensive camera (to document anything abnormal)
5. **Optional** : A small pocket voice recorder (to document anything abnormal)
6. **Optional** : Cell phone
7. **Optional** : FRS radio and/or scanner

**Reporting of Safety Issues:** To all field volunteers, if you observe something that seems unsafe log it with as much detail as is practical, if it's important enough to report then it's important enough to write down! **Report it as quickly as possible and please note the name and position of the person you spoke (reported the information) to.**

## **Report information to:**

1. The most experienced worker at your post or location!
2. The Stage Commander!
3. One of the Ham Radio Operators!
4. Any Rally Official!

This may not be practical during an active stage and requires each volunteer to ask a few quick questions;

1. Is there an immediate threat to life or property?
2. Can this be changed during an active stage?
3. Can or should it wait until the end of the active stage?

**Report your concerns in a timely manner!**

**DO NOT WAIT UNTIL THE RALLY IS OVER!**

# What should be reported & how?

***“If it looks like a duck, swims like a duck, & it sounds like a duck”*** It’s probably a duck.

- Most course vehicles such as Car 0, 00, 000, Green light (checkered flag), or Sweeps, are required to travel at a **brisk pace!**
- Most course vehicles do not have the safety equipment installed that competitors are required to have and **should not be at “speed”!**
- Of course anyone that appears to be impaired by alcohol or whatever and may be a hazard to themselves or others!
- Non-Rally traffic on or near an active or soon to be active stage!
- Animals (wild or domestic) on or near an active or soon to be active stage!

**1. Emergencies should be reported Immediately, via the radio net, or any other means available!**

**2. Priorities should be reported Immediately via the radio net, telephone, or in person,**

**3. General issues should be reported in person at the end of the stage**

**If when you report something and the person gives you an abrupt response, please do not be intimidated or take an abrupt answer as a personal attack**, there tend to be some rather dynamic personalities involved in racing, you may even find that at times some people are less than cordial. Remember there is a lot going on and the consequences can be high. **Don't take it personal everyone has a job to do; your input is valuable and appreciated!**

**If something seems like a safety issue to you then it is important to tell someone.**

**Unless they are in danger, DO NOT DISCUSS these issues with local residents or spectators**

I'm sure many of you remember playing the “telephone game” in school, this is where students line up and a message is supposed to be passed down the line. Typically the original message gets changed, to the point that it is unrecognizable by the time it reaches the end of the line.

**If someone wants to report a problem to you.....Listen calmly & copy the information accurately!**

**Be Courteous: Everyone should be treated with respect at all times!** Even if you're busy, listen for a moment, then ask the person to wait a few moments or direct them to another worker. Please explain to people so they understand that **the Rally is a very fast paced event that must adhere to a very strict time schedule**, and that their input is important & welcomed however there is a higher priority item to deal with at that moment. If there is any question if this is an issue that should be reported further once you have the information, tell your stage commander.

**DO NOT!**

**DISCUSS Sensitive issues on the Radio Net or with local residents or spectators!**

**Leave that decision to Rally Officials!**

Thank you

Prepared by Rich Otis, N2ZKX

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For Information Please Visit [www.RallyNewYork.com](http://www.RallyNewYork.com) or phone (845) 794-4096