



Standing Regulations

Off Road Racing Events

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STANDING REGULATIONS FOR OFF ROAD RACING EVENTS

1 OFF ROAD RACING EVENTS CONDUCTED UNDER AASA PERMIT

- 1.1. These Standing Regulations for Off Road Racing Events provide the minimum requirements for the governance and conduct of Off-Road Racing Events under a Permit granted by The Australian Auto Sport Alliance (AASA).
- 1.2. These regulations are to be used in conjunction with the AASA National Competition Rules (NCR's), Discipline Standing Regulations, AASA Event Operations Manual and any specified event documentation approved by AASA, such as Supplementary Regulations, or Special or Technical Regulations, or
- 1.3. Written permission must be obtained from any landowners, local authorities and government departments who manage or own the land upon which an Off-Road Racing Event will take place.
- 1.4. All event organisers will give unfettered access for AASA appointed officials, and all essential officials of the event, to all documentation, restricted areas of command, any area of headquarters or control centres the event may have, Bulletins, and Off Road Racing and AASA General Requirements.

2 THE OBJECTIVES OF THESE STANDING REGULATIONS

- 2.1. The objectives of these Regulations are:
 - (a) To ensure a minimum standard of uniformity for the conduct of Off-Road Racing Events sanctioned by the AASA.
 - (b) To embed necessary protections for competitors, the public and organisers given that these events are conducted mainly on private or public property or closed public roads, with a potential of interaction between the event and the general public.
 - (c) Insofar as is possible, enable competitors to participate in off road racing events run under a permit with the widest possible eligibility, without recourse to significant change from event to event.
 - (d) To maintain regulations that do not impart advantage to certain vehicles that, by virtue of their design or manufacturing processes or materials used, are out of character with other vehicles competing in the same category; and
 - (e) To ensure consistency of event and safety management across all events held on private or public property and on private or public roads.

3 STATE LAWS

- 3.1. All events must adhere to the laws of the state in which it is conducted, taking into account authority permissions, exemptions and legislative controls on conditions of which a permit has been issued.

4 AASA EVENT PERMITS

- 4.1. Event organisers must apply to AASA for the Event Permit at least two calendar months prior to its intended date of conduct.
- 4.2. The AASA will make an initial assessment of event viability taking into account, at its complete discretion:
 - (a) other planned events in the motor sport calendar.
 - (b) other key events for the state or area.
 - (c) its impact on local authorities and stakeholders; and
 - (d) other factors as applicable for the area suggested for the event.
- 4.3. Thereafter, should AASA require any additional information, it will notify the event organiser to facilitate the provision of such.

- 4.4. For Off Road Racing Events and following successful deliberation, AASA shall issue an interim permit prior to the commencement of preparation for the event.
- 4.5. An Off-Road Racing Event is considered “*an event to be sanctioned by AASA*” at the time of issuing an Interim Permit, which may include a list of conditions to which the event organisers are expected to adhere.
- 4.6. At the discretion of AASA, these conditions may include pre-event activities that must be completed before a final Event Permit can be issued.

5 FINAL PERMIT

- 5.1. Should the promoter not be able to satisfy the conditions of an interim permit or permit, the interim permit will lapse, no full permit will be issued, and the event will not be sanctioned by AASA.
- 5.2. On the receipt of evidence of completion of conditions and other application requirements, AASA will issue the final event permit.

6 DEFINITIONS

- 6.1. Definitions for Standing Regulations for Off Road Racing events are in accordance with the AASA Standing Regulations and the AASA National Competition Rules. The most current versions of these documents are available from AASA.
- 6.2. The most common terms as applicable to these regulations are:
 - (a) *Allocated Time* - is the “Elapsed Time” plus any time penalties, to determine the adjudicated time that will be used to assist in determining event results. If no penalties are involved, Allocated Time will equal Elapsed Time.
 - (b) *Competitive Section* - means the course, or part thereof, used for competition and counting towards Elapsed Time. It may be partial, one traverse, or multiple traverses of the course. The competitive section begins as a competition vehicle is released onto the course and ends when the required lap number or distance is traversed.
 - (c) *Competitor Staging* - means the competing vehicle that moves to be under the control of the starter or starting process, so as to commence timed competition. Vehicles and crews must be competition ready at least ten seconds prior to release to the course. Failure to be in the start area at the competitor’s deemed start time may result in time penalties being applied, or the assumption that the competitor has already commenced timed competition.
 - (d) *Course-Shortening* - means shortening the course in such a manner as to gain a competitive advantage or shortening the course by intentional or unintentional failure to follow the prescribed course. This may include using navigational knowledge of the area of the competition, or deviation from the course, or driving on the course against the direction of travel. Course-shortening is strictly prohibited. Shortening of the course may result in penalties being applied to the competitor, which may include a time penalty approximately equivalent to the time gained, and a further punitive penalty. In serious situations, penalties may also include exclusion from the event.
 - (e) *Elapsed Time* - refers to the time taken to traverse and complete the designated course, or a section of the course as the promoter and Clerk of Course prescribe. There may be one continuous period of elapsed time or multiple periods combined, as competition is started and stopped. It is the time record used to determine the preliminary results of the competition.
 - (f) *Enduro Event* - is an Off-Road racing event that is conducted on a course exceeding 20 km in length, which also may be traversed multiple times. An Enduro event MUST exceed more than 100 km in total competitive length.
 - (g) *Event Results* - will be the “Allocated Time” of the competitor, plus any additional judicial outcomes that have been communicated to the Clerk of Course. The Clerk of Course will instruct the Event Scorers to amend the Allocated Time to reflect the result. This may be any time penalty, up to exclusion from the Event Results. Any monetary or suspension penalties will not apply to Event Results.

- (h) *Jump Start* - is where a competitor leaves the allocated start line or gate prior to the correct time, whether in error, or by deliberately seeking advantage. A range of penalties may apply, similar to course shortening.
- (i) *Marathon Event* - is an Off-Road racing event that has an overnight break between parts of competition that count to the final time tally. A marathon event comprises of many hundreds of kilometres of competition and is held over at least two days (not including any prologue). A Marathon Event is held as stand-alone event and is not part of a National or State Series.
- (j) *Off Road Racing Event* - means a competitive event that is conducted over farmland, bush or desert roads. Although timed, Off Road Events are not speed events (unless there are vehicle releases of more than two at a time) and are conducted primarily on natural surfaces or improved surfaces that are not to the standard of a bitumen road. The general emphasis is on driver ability in negotiating difficult terrain, including obstacles both natural and manmade, rather than speed. However, speed may be a criterion for some events.
- (k) *Parc Fermé* - or “Vehicle Holding Area”, means an area or areas where competing cars shall be impounded for certain purposes. These cars may be released on the instruction of the Clerk of Course or Scrutineers of the event.
- (l) *Refuel Area* - means a place or places where refuelling of vehicles shall take place, as designated by the Supplementary Regulations or the Clerk of Course. These are the only areas where refuelling may take place.
- (m) *Sprint Event* - historically referred to as “short course”, is an Off-Road racing event on a course of less than 20 km. However, that course may be used multiple times, to a total event length not exceeding 100 km.

7 SUPPLEMENTARY REGULATIONS

- 7.1. The Event Supplementary Regulations, as approved by AASA, will detail all event specific regulations and entry conditions not covered in these AASA Standing Regulations for Off Road Racing Events. All competitors, event management and officials must adhere to the requirements of all issued AASA approved regulations.
- 7.2. The Supplementary Regulations may ask for requirements above the minimum standard as set by these regulations.
- 7.3. Supplementary Regulations must incorporate the requirements set out in these AASA Standing Regulations for Off Road Racing Events.
- 7.4. For Off Road Racing events with closed (from public) sections, particular attention needs to be made to sections in this document relating to Course Design, Signage and Road Closures.
- 7.5. Supplementary Regulations will stipulate the maximum number of entries accepted for the event, and the minimum number under which the event may be cancelled.
- 7.6. Supplementary Regulations will specify the merits on which entries will be selected should the maximum number of entries be exceeded.
- 7.7. Where two rules may clash in intent, the highest standard is deemed as applicable unless otherwise clarified by the Clerk of Course issuing a Bulletin, usually in consultation with AASA Event Stewards.

8 SAFETY PLANS

- 8.1. Each event shall require a Safety Plan, which is to be produced by the Event Organiser.
- 8.2. The plan will be approved by the AASA prior to issue of a final Event Permit. AASA will communicate with civil authorities for their permission to ensure the plan satisfies the minimum requirements for the event.
- 8.3. This Plan must satisfy compliance with medical requirements for competitor rescue

and safety, including fire, medical and ambulance coverage of each section, location of SOS points and, in particular, spectator safety and the prevention of incidental general public access to the course.

- 8.4. Event Organisers must refer to AASA Event Operations Manuals for the minimum requirements of Emergency Management Crews and Vehicles. Depending on the nature of the event additional requirements may be imposed.
- 8.5. Information such as location of event headquarters, names and contact information for all key officials, addresses and contact details of relevant emergency services and civil authorities, event itinerary and timetable, and procedures for keeping track of all vehicles on the course must also be included.
- 8.6. Spectator safety must be regarded as paramount in the development of the plan. All advertised spectator points must be assessed for the safety of run off areas, protection by natural barriers such as embankments, and other physical barriers. Potential trajectories of out of control vehicles must be taken into account when assessing and approving spectator areas. Where spectators are able to interact with vehicles and crews, including near vehicles being serviced (i.e. pits or park up areas), organisers need to ensure there is adequate safety requirements and instruction to crews and officials to ensure the safety of all persons.
- 8.7. In developing the plans, an Off-Road Racing Event introduces the potential for vehicular interaction with roadside structures and furniture, the natural environment such as trees, creeks and ditches, and man-made hazards such as jumps, power poles and fencing. A single outstanding and exceptional hazard, such as roadside cliffs, will require individual mitigation. Physical protection such as temporary buffers and hard barriers will be expected and noted as conditions of permit approval and/or Course Checker recommendations.
- 8.8. Medical Requirements for an Off-Road Racing Event will vary depending on the event. However, the basic capability to effect rescue and medical support to individual incidents will be consistent across all events. The Safety Plan will include input from the Medical Manager of the event. This person may also be the Clerk of Course.
- 8.9. Any civil ambulances or medical response vehicles/FIV stationed at an event shall be located at the course or section start or recovery headquarters, and the personnel involved must act only on the instructions of the Clerk of Course. For events in remote areas, or where long response times are expected, the event organisers should provide for the civil services to be at or near a suitable location to affect the quickest response.
- 8.10. In creating the safety plan, event organisers must consider the medical needs of invited spectators at viewing points and the provision of medical assistance to event officials, competitors and the public as needed.
- 8.11. Suitable firefighting equipment, which includes extinguishers capable of extinguishing a fire in a participating vehicle, oil spills and grass fires must be available for use at the start and finish of the course, in the paddock, and in the designated refuelling area.

9 OFFICIALS REQUIRED

9.1. The Clerk of Course

- (a) The “Clerk of Course” is the person appointed by the Promoter to be in charge of the event. They are responsible for the activities and conduct of the event and ensuring compliance to the regulations and safety of the event.
- (b) The Clerk of Course has authority to appoint persons to supervise event functions as required and/or delegate authority in regard to their implementation in accordance with regulations and the Clerk of Course’s instructions.
- (c) The Clerk of Course must be an experienced official in the discipline of Off- Road Racing Events or must have at least the equivalent experience and management seniority of another motor sport discipline, such as gravel rallying or circuit racing.
- (d) A Clerk of Course, or person authorised by the Clerk of Course, who is new to Off Road Racing Events shall be supervised by officials as nominated by the AASA.
- (e) The Clerk of Course, or delegate, must provide daily briefings to Event Officials

where detail will be communicated such as allocation of duties, clarify any questions raised by Officials or to Officials and reiterate safety messages for the event.

9.2. Event Safety Officer

- (a) The Promoter and, if not, the Clerk of Course, will appoint an Event Safety Officer, with overarching powers in that respect.
- (b) The "Event Safety Officer" is the person responsible for the overall safe conduct of the event and ensuring compliance with the AASA Health, Safety and Environment policy and all relevant safety regulations. This responsibility must include the non-competition areas.
- (c) The Event Safety Officer shall work in accord with the Clerk of Course, Assistant Clerks of Course and Course Checker.
- (d) The Event Safety Officer's responsibilities and activities should commence prior to the event and continue until the event is completed and the site vacated by the event infrastructure.

9.3. Course Checker

- (a) The promotor and, if not, the Clerk of Course, will appoint a Course Checker, who must be approved by the AASA prior to the issue of an event permit.
- (b) The Course Checker will assess and, if necessary, travel over the course prior to the event to check that the course has signage displayed according to these regulations and in accordance with the AASA rules and regulations.
- (c) The Course Checker is required to report back to the AASA onsite representatives or Event Stewards any breaches of the AASA rules and regulations that have not been satisfactorily corrected prior to any competition proceeding.

9.4. **NOTE:** The Course Checker and Event Safety Officer roles can be fulfilled by the same person.

9.5. Event Checker

- (a) The Promotor and, if not, the Clerk of Court will appoint an Event Checker who must be approved by the AASA prior to the issue of an event permit.
- (b) The role of the Event Checker is to be a second line overseer.
- (c) An Event Checker must have the appropriate experience and/or be supervised by senior officials at the event, when undertaking this responsibility.
- (d) The Event Checker will approve the event Safety Plan in regard to competition overlay, prior to its authorisation by AASA.
- (e) The Event Checker will also ensure that all aspects of compliance for medical, safety and recovery are adopted at the event, that spectator areas are controlled in accordance with course plans and there is adequate protection against incidental general public access to the course during each section.
- (f) The role will include:
 - (i) being familiar with and approving the event Safety Plan, for competition overlay.
 - (ii) assessment of the course.
 - (iii) responsibility for the safety of the public and officials (including checking processes associated with that function), including protection from any hazard posed by the competition vehicles.
 - (iv) assessing the Safety Plan for rigour as appropriate.
 - (v) assisting with contact between organisers and civil authorities.
 - (vi) oversight as to the suitability for competitors to comply with the event schedule and pre-event reconnaissance.
 - (vii) making sure that instructions for competitors, spectators, and officials' travel

and liaison are appropriate for the event, and clearly understandable; and

- (viii) making sure any official road closure notices to the public are appropriate and workable, and in place at appropriate times.

9.6. Scrutineers

- (a) A panel of “scrutineers” will be appointed by the Promoter and, if not, by the Clerk of Course, to inspect all participating vehicles, in accordance with published Event Rules and the standing regulations.
- (b) Scrutineers will determine if the vehicles qualify by type, mechanically and in regard to safety for the event.
- (c) Either the Promoter, the Clerk of Course, or the Panel itself will select one of the Scrutineers to be the Chief Scrutineer.
- (d) Scrutineers must be approved by AASA.

9.7. Off Road Racing Checker

- (a) An “Off Road Racing Checker” will be appointed by AASA to travel over the course prior to the event, to check that the course planned by the organisers conforms to the course signage requirements, and the safety of the route.
- (b) The Off-Road Racing Checker will submit a report to the Clerk of Course and AASA Event Stewards that the competition course is suitable for use.
- (c) The Checker may also be required to submit a post event report to the Clerk of Course, or on the Checker’s own volition.

9.8. Off Road Racing Event Stewards

“Off Road Racing Event Stewards” will be appointed by AASA to oversee and enforce the conditions and rules under which an event permit has been issued, and to adjudicate upon any protest or dispute, and submit a report to AASA post- event.

Note: the AASA may also appoint Event Observers, who shall assist the AASA Event Stewards in that role and participate in preparing the Stewards’ Report in regard to the Event.

10 VEHICLE CREWS

- 10.1. For Sprint Events, crew may consist of one or two members. Event Supplementary Regulations will dictate requirements.
- 10.2. For an Enduro Event, the crew will consist of two people, except for single seat considerations or class variations. No crew may exceed two persons.
- 10.3. Crew members will be designated as Driver and Co-Driver (formerly called navigator). Both categories of crew member will hold the appropriate licence and observe the conditions of that licence. The Driver (at time of an incident) shall be deemed to be the person “holding the steering wheel”.

11 LICENCE REQUIREMENTS

- 11.1. Competitors must hold a current AASA Off Road Racing licence if driving, or a AASA Co-Driver Off Road Racing Licence if only co-driving. These licences can be issued at a State or National level. Sub events may be exempt from National licencing, with the licence requirements of those detailed in the Event Supplementary Regulations.
- 11.2. With the approval of AASA, the Event Promoter or, if not, the Clerk of Course, will be responsible for the recognition of what constitutes an approved equivalent licensee
- 11.3. Competitors for Off Road Racing short course events aged under 18 years of age must obtain parental or legal guardian consent to enter an event and obtain a AASA Off Road Licence. Where the driver of a vehicle is less than 18 years old and does not hold a current civil (government) driver’s licence, he/she must be accompanied at all times while competing by a crew member, in the vehicle, who either holds a current civil driver’s licence or is not less than 18 years old.

- 11.4. For Club/State Level Off Road Short Course Racing events, the minimum age is 14 years for Drivers and 12 years for Co-Drivers (formerly called navigators), except where State legislation or regulation requires otherwise.
 - 11.4.5. For Club/State Level Off Road Long Course Racing events, the minimum age is 16 years for Drivers and 14 years for Co-Drivers (formerly called navigators), except where State legislation or regulation requires otherwise.
- 11.5. For State and National Level Off Road Racing Events, the minimum age is 16 years for Drivers and 14 years for Co-Drivers (formerly called navigators), except where State legislation or regulation requires otherwise.
- 11.6. Each competitor is responsible for ensuring their licence is valid prior to the event date. The event secretary, at their discretion, may refuse entry to any competitor who lacks proof of a current, valid licence of an appropriate level.
- 11.7. State and national championship events may be contested by any AASA National Off Road Racing Licence holder complying with these Standing Regulations and the event supplementary regulations.
- 11.8. Drivers participating in their first two Off Road Racing events shall display a “P” plate on the rear of the vehicle.
- 11.9. Driver under the age of 18 competing as a solo driver, must hold a Government issued driver’s licence to drive without supervision.

12 CATEGORIES OF VEHICLES

- 12.1. Eligibility of vehicles will be specifically defined by the Supplementary Regulations pertaining to the specific event or series. Further detail may also be found in Technical Regulations for the category or series, as applicable.
- 12.2. Organisers have the right to refuse the participation of a vehicle seeking entry on the basis of the vehicle not being in accordance with the supplementary regulations or not being within the spirit of the rules or event concept.
- 12.3. In the event of a dispute, the AASA will be the final arbiter on eligibility of vehicle make/type.

13 REQUIREMENTS FOR COMPETING VEHICLES

- 13.1. Competition vehicles covered under this regulation must conform to the following technical notes:
 - (a) Every competing vehicle must undergo a detailed safety examination before taking part in competition, including reconnaissance, practice or prologue. All competing vehicles require the safety approval of the Chief Scrutineer.
 - (b) Competing vehicles must be the subject of a Vehicle Passport issued by AASA, and as required by the conditions of the Event Regulations, or a recognised equivalent document.
 - (c) The AASA will determine and approve what constitutes a recognised equivalent document.
 - (d) During events, Vehicle Passports or a recognised equivalent document will be held by the Chief Scrutineer until the completion of competition for that vehicle, and the return of the timing transponder (if electronic time is being used at the event).
 - (e) Any vehicle involved in an incident that results in damage to the vehicle will be subject to re-examination by the Chief Scrutineer before recommencing competition.
 - (f) Vehicles must be fitted with safety harnesses for each crew member that comply with the requirements listed below or specified in the Supplementary Regulations for the event. AASA recommends the use of 3-inch five/six-point belts as the standard for Off Road Racing competition. Safety harnesses shall be marked as having compliance to one or more of the following standards:

- (i) ECE 16 (European Standard)
 - (ii) SFI 16.1 (SFI Standard)
 - (iii) AS 2586 (Australian Standard)
- (g) The Safety harness may be mounted to either the OEM harness mounting points, to the safety cage, or to additional mounting points on the vehicle structure. Additional mounting points shall incorporate a steel reinforcement at least 3mm in thickness and in contact with surrounding vehicle structure over an area not less than 3750mm². The fitment of harness mounting points to automobiles constructed of a material other than steel will be authorised by the AASA on an individual basis and recorded in the AASA Vehicle Passport
- (h) Additionally, harnesses meeting the requirements of internationally recognised motorsport sanctioning bodies will be deemed acceptable. Any harness showing visible signs of wear, damage or degradation will be rejected and the vehicle will not be permitted to compete.
- (i) Seats shall be mounted in accordance with the seat manufacturer's instructions. This shall include the use of each required mounting point and associated components supplied. Seats may be mounted, either separately or in combination, to:
- (i) the unmodified OEM seat mounting points on the vehicle's structure; or
 - (ii) the safety cage; or
 - (iii) additional mounting points, each incorporating a steel reinforcement at least 3 mm in thickness and in contact with surrounding vehicle structure over an area not less than 3,750 mm².
- (j) The fitment of additional seat mounting points to automobiles constructed of a material other than steel, will be authorised by the AASA on an individual basis and recorded in the AASA Vehicle Passport.
- (k) Vehicles must be fitted with an effective exhaust muffler or Spark arrestor so that the maximum noise emitted is 95dB(A) when measured 30m from the edge of the course at any point determined by the Clerk of Course.

Note: Refer to Supplementary Regulations for clarification of noise emission limits for each event. Vehicles exceeding this noise emission limit may be removed from competition until the Clerk of Course is satisfied that the issue is rectified.

- (l) Vehicles must be equipped with one or more handheld fire extinguishers in compliance with Australian Standard AS1841, suitable for use in motor vehicles and having a combined extinguishment capacity of at least 2 Kilograms. Where a single extinguisher is fitted, it shall comply with either AS1841.4 (Foam) or AS1841.5 (Dry Chemical). Additional extinguishers may include those to AS1841.2 (Stored pressurised water).
- (m) Extinguishers shall be mounted so as to remain restrained when subject to a force of 25 times the gross weight of the container in any direction and be removable without the use of tools.
- (n) Each extinguisher must be maintained in compliance with AS1851 (severe environment provisions)
- (o) A non-removable plumbed fire suppression system may be installed as a supplement to the above requirement.
- (p) Due to the widely varying structure of competition vehicles, the location of each fire extinguisher is not prescribed, but at least one extinguisher must be within the cockpit. Consideration should be given to allowing access to each extinguisher by the crew and other parties from within and outside of the vehicle.
- (q) Access to extinguishers in the other compartments must not require the use of keys or internally located release mechanisms.
- (r) Vehicles must carry a first aid kit appropriate for the event, reasonably protected from dust, water or other contaminants and secured, so as not to be a potential hazard in the event of a collision.

- (s) As a minimum, First Aid kits must be as supplied by St John Ambulance Australia, or equivalent and the contents of the first aid kit must be in date, usable and sterile (where applicable). Competitors are responsible for ensuring the contents of the first aid kit are maintained and ensure it is available for inspection by event officials as required.
 - (t) Vehicles participating in a Long Course event must carry a reversible 'Red SOS/ Green OK' Board, minimum A4 size and of sturdy material. Neither the printing nor integrity of the board must be affected by prolonged exposure to water.
 - (u) Vehicles must be fitted with appropriate towing locations, fitted forward of the front axle and to the rear of the rear axle, clearly visible from front or rear of the car and indicated by 'Tow' signs. Each towing point shall be of sufficient strength to permit the vehicle to be towed with its wheels locked.
 - (v) Vehicles must comply with such other regulations that may be defined in the Event Supplementary Regulations and/or appendices to those Regulations or other documents issued by or referred to by the Clerk of Course.
 - (w) Vehicles competing in Enduro Off Road Racing Events or higher must carry UHF two-way radio equipment of at least 5W transmission capacity. The radio unit may be handheld or hardwired. Any VOX capacity fitted to the radio must be disabled. Mobile phone capability is also recommended to be carried in vehicles.
 - (x) All vehicles must be fitted with two (2) working seat belt cutters located in their vehicles in a position that is highly visible and easily accessible by occupants (whilst belted in and wearing gloves) and any person outside the vehicle. They must be in a position where they are unlikely to be dislodged in the event of an accident. In addition, recovery crews should carry seat belt cutters as part of the recovery kit.
- 13.2. Competition vehicles covered under these regulations must conform to these requirements at all times immediately prior to the commencement of competition, during competition and for a period defined in the Event Regulations immediately after competition.

14 REFUELLING AND SERVICING OF VEHICLES

- 14.1. The refuelling function for vehicles may only be undertaken at locations specified in Event Supplementary Regulations, or Bulletins, or by direction of the Clerk of Course.
- 14.2. The Event Organiser/Promoter must indicate in Supplementary Regulations and Bulletins where refuelling must occur if needed during competition, and where vehicles may be refuelled in preparing vehicles in the paddock and pit areas.
- 14.3. Refuelling considerations, as well as storage of unconsumed fuel, must be addressed as part of an Event Safety Plan.
- 14.4. The following procedures and standards must be adhered to during any operation at the Event in which the fuel filler cap is opened or removed:
 - (a) Fuel tanks and fuel containers may not be opened to the air until the vehicle's engine is off, electrical system tuned off where possible, and the crew or occupants are not in the vehicle.
 - (b) The vehicle may not be started or driven off until all fuel containers are resealed, and the fuel system of the vehicle is secure.
 - (c) All personnel, whether refuelling or crew, within a radius of 3 meters, must be clothed in low flammability clothing with wrist to neck to ankle coverage of the skin, and be wearing sturdy footwear with socks.
 - (d) No open footwear is allowed in a refuelling zone.
 - (e) During the refuelling procedure, a separate crew member must be on standby holding a 0.9kg dry chemical extinguisher and be prepared to utilise it if necessary.
- 14.5. Where a vehicle requires fuel while still on the competition course, special arrangements must be made with the Clerk of Course or a delegate, to facilitate such a request.
- 14.6. The following procedures and standards must be adhered to during any operation that involves servicing a competition vehicle during the course of an event:

- (a) Servicing of a competition vehicle may only occur in the designated pit/paddock area of the event, unless it is carried out by a crew member of the vehicle whilst on course, with only parts or tools that have been carried in the vehicle, or brought to the vehicle on foot by a non- crew member.
- (b) “Living off the land” procedures may be used to assist with repairing a vehicle on course.
- (c) An official recovery crew may tow the vehicle to the next recovery point.
- (d) Tools may be provided by official recovery crews.
- (e) Water may be provided by official recovery crews.
- (f) The Clerk of Course may further organise assistance to recover the vehicle.

15 REQUIREMENTS FOR COMPETITORS

- 15.1. In the interests of competitors’ wellbeing and the reputation of the sport, the highest possible level/ specification of apparel and associated equipment is recommended to be utilised by all competitors.
- 15.2. During competition, competitors must wear apparel as required by the AASA NCR’s and Supplementary Regulations, with the minimum requirements as follows:
 - (a) At Club events. a race suit to SFI 3.2A/1 or equivalent or higher standard, or single layer plus SFI.
 - (b) Footwear that fully covers the feet must be worn and the footwear must be substantially constructed from a non-flammable material. Synthetic fabric footwear e.g. ‘joggers’ are prohibited.
 - (c) At State level and above - a race suit to SFI 3.2A/1 or equivalent or higher standard, or single layer plus SFI or equivalent gloves.
- 15.3. Helmets - The wearing of helmets properly fastened is compulsory in ALL on course activities (including reconnaissance, practice, and prologues) at all Off Road Racing Events. Helmets used in conformity with this section must be in good order and condition and bear one of the following Standards or a later standard from the issuing authority where the standard mentioned below has been updated:
 - (a) Australian Standard 1698
 - (b) BS 6658-85 type A and A/FR
 - (c) European Standard E22
 - (d) FIA Standard 8860-2004
 - (e) Snell, SA2005(Club Only as at 1/2019 refer to Appendix 4 – Apparel), SA2010, SA2015
 - (f) SFI Spec 31.1; 31.2; 31.1A; 31.2A
- 15.4. A Frontal Head Restraint to SFI 38.1 is a required safety item for all Drivers and Co-Drivers (formerly called navigators) competing in National and State Off Road Racing Events. This requirement does not apply to Club events, however, AASA strongly recommends their use in Club events.

16 EVENT INSTRUCTIONS AND RECONNAISSANCE

- 16.1. Organisers are required to provide a briefing to all competing crew members prior to commencement of competition each day. Competitors must be personally present and sign on to evidence their attendance at the briefing.
- 16.2. Practice is not permitted for Enduro events.
- 16.3. For Enduro Events, organisers must provide the opportunity for course reconnaissance by Competitors.
- 16.4. The time allowed for reconnaissance will be specified in supplementary or further regulations. The reconnaissance can be undertaken in a vehicle as specified in the Supplementary Regulations and all occupants of the vehicle must be in a seat equipped with a seat belt.

- 16.5. If using their competition vehicle, only the Driver and Co Driver (formerly called navigator) named on the event entry form may be involved in Reconnaissance.
- 16.6. For Sprint Events, the supplementary regulations will stipulate what practice will be allowed.
- 16.7. Instruction regarding the need for vehicles to be placed in parc fermé, as the entire field, place getters or individual vehicles, shall be communicated by the Clerk of Course.
- 16.8. Vehicles may not be serviced in parc fermé unless at the express permission of the Clerk of Course.

17 COURSE DESIGN AND SIGNAGE

- 17.1. Course design and signage will be a major topic at the pre-event competitors' briefing. Examples of all signs used must be shown at the event's first competitor briefing.
- 17.2. Various surfaces, terrains, and obstacles can be utilised throughout the course.
- 17.3. The course should be designed and signed in a way that minimises the risk of competing vehicles travelling off course either intentionally or unintentionally, with the potential to collide with other competitors proceeding on other sections of the prescribed course.
- 17.4. Sealed surfaces may only be included in courses to enable crossing of roads, or as short links to join naturally surfaced roads or tracks.
- 17.5. Any straight section of a course that exceeds two kilometres in length must contain a form of chicane that results in a reduction of speed. This may be in the form of a virtual chicane in events where GPS/monitoring units or similar are required in competing vehicles.
- 17.6. Any roads that intersect the course and present the possibility of a competing vehicle traversing this road and re-entering the course must be physically barricaded and have clearly displayed one or more 'No Road' signs.
- 17.7. All road closure personnel must be briefed on the procedures at road closures, to prevent improper entry and access to the course, inform the general public as to why they may not enter, and to detour the public in an appropriate manner. For events on, or using some parts of, gazetted roads, all appropriate notices, permissions and authorities must be able to be shown to the public.
- 17.8. Unusually hazardous obstacles or components of the course that are unable to be "read" by the Driver as to their difficult nature, must be clearly indicated with appropriate signage, both prior to and at the site of the unusual hazard.
- 17.9. A range of course signs are available to organisers to convey the direction of the course at intersections, the severity of a hazard, and the like. These signs must be displayed to drivers with an explanation as to their meaning at Competitor Briefings at each event. These may be, but are not limited to, Direction Arrows, Danger Signs (both written and by symbol) Caution and Warning (of a Hazard) signs, No-Road and Turn back signs, and distance signs indicating a need to brake.
- 17.10. All signs and their content must be succinct and large enough to be easily read/identified at speed, by crew members. It is paramount that organizers eliminate the possibility of accidents occurring due to competitors deviating from the course, such as re-entry against competing traffic.

18 ROAD CLOSURE STANDARDS

- 18.1. Event management plans should include the requirements of road closure, including examples of barriers, barricades, tape, tag and signage.
- 18.2. The standard for each section of road closure is as approved by the Event Checker. The following is strongly recommended for use as a guide by the Event Checker for road closure standards:

- (a) Where a closed section requires closing of a crossing intersection where numerous public vehicles could be expected: A barrier or barricade that crosses the intersecting road, and additional tape or orange webbed fencing at least 25m prior to the barrier, with signage of 'Road Closed' facing to any public vehicle approaching the area should be used.
- (b) The Road Closure officials stationed at this type of road closure should be well experienced with road closures from previous events of this event type. An official need to be present at all times on each side of road crossings.
- (c) Where a closed section requires closing of a minor road where some public vehicles could be expected: A barrier or barricade that crosses the intersecting road, and additional tape or orange webbed fencing at least 25m prior to the barrier, with signage of 'Road Closed' facing to any public vehicle approaching the area, should be used.
- (d) The Road Closure official/s stationed at this type of road closure should be well experienced with road closures from previous events of this event type.
- (e) Where a closed section requires closing of a road with a number of house driveways: In the first instance, all residents should already be aware of the road closure procedures. Tape or orange webbed fencing blocking the access, with signage of 'Road Closed' facing the resident access to the course area should be used.
- (f) The Road Closure official/s will be stationed to monitor this type of road closure and communicate as required with residents as to the times for road closure.
- (g) Where no public vehicle access is expected, the minimum requirement is for tape or orange webbed fencing blocking the access, with signage of 'Road Closed' facing to any potential persons approaching the area.
- (h) Tags and signage should be placed on the edges of any areas where the public and spectators are not to proceed.
- (i) Any barriers must be constructed of solid material that would cause an oncoming competitor vehicle to be stopped from passing that point (i.e. not pass the barrier).
- (j) Any barricade set up as an indicator of "no entry" can be made of various materials such as railings, wide webbing, large rocks, fallen logs etc. that will indicate the need for a vehicle to stop.
- (k) Tapes should be used consistently for Off Road events in respect to colour and use, as crews and officials will identify the purpose of tape with the colouring.
- (l) Orange webbed mesh is a material of choice to block unmanned roads / tracks rather than tape and tags.
- (m) Tags and signage need to be at least A4 in size, legible by persons approaching the area and be adequately protected from weather damage, wear and tear.

19 START AND FINISH OF COMPETITION

- 19.1. All vehicles must start in the order prescribed by the Clerk of Course of the delegated relevant officials.
- 19.2. For determining initial start order of competitors for an event, a Prologue is highly recommended. In the absence of a Prologue, an experienced Clerk of Course or delegate can seed competitors based on competitors' past history.
- 19.3. Vehicles should be released onto the course one vehicle at a time, with intervals of at least 14 seconds between vehicles, unless otherwise specified in the Supplementary Regulations.
- 19.4. If a competitor fails to record a time during a prologue, the Clerk of Course has the ability to allocate a start position in keeping with a competitor's previous performance history. However, this allocated start position may not be in the first 10% of the field.
- 19.5. Subject to the exceptions listed below, only one attempt may be made at a prologue.
- 19.6. If a crew does not complete the prologue for compassionate reasons, a second attempt may be made, with reference to and permission of the Clerk of Course.

- 19.7. Where a driver or crew is deemed by the Clerk of Course to have contravened the regulations during prologue, the prologue will be deemed unfinished for that driver/crew. Additional penalties may be applied by the Clerk of Course in accordance with the Series or Supplementary Regulations.
- 19.8. Drivers are considered to be under starter's order (in the staging area) for 10 seconds before the start signal.
- 19.9. Drivers should be in the staging area at the start of the course at their prescribed start time. Failure to comply may result in forfeiture of their run or being deemed to have started at their designated start time.
- 19.10. To be classified as finishing the event, the crew of a vehicle must complete the entire course or distance as specified in the event supplementary regulations and reach the finishing line of the course or section under their own power with the crew seated correctly within the time allocated in the Supplementary regulations.
- 19.11. During an event, the organisers should provide, at a minimum, updated results at the end of each section.

20 COURSE CONTROL

- 20.1. Prior to commencement, the course must be deemed ready for competition.
- 20.2. The AASA appointed officials hold the overriding decision on satisfaction of course readiness. They may delay, and seek remedy, if there is an issue preventing the start of an event.
- 20.3. The AASA Event Stewards, or otherwise Course Checker, can declare the event or section ready for competition when the checks listed below are completed to their satisfaction and to the satisfaction of any civil authority present.
- 20.4. Event officials may liaise with Police or other civil authorities as required to seek remedy.
- 20.5. Prior to the course being declared ready on the day of the event, a number of vehicles (as dictated by the Supplementary Regulations and Plans) shall traverse the course prior to competition, making sure the course set up complies with documentation, and as intended by the Clerk of Course.
- 20.6. Amongst these vehicles must be an appropriate course car carrying an event official, who can also be accompanied by the Course Checker, and who will travel the course at no more than 80% of competition speed, making sure the course set up complies with all documentation and is as intended by the Clerk of Course.
- 20.7. The personnel in this vehicle are to check and ensure:
 - (a) that the course is secure to the general public.
 - (b) that all necessary personnel are on station.
 - (c) all medical services are in place.
 - (d) that media personnel on course boundaries are identifiable and in positions deemed safe.
 - (e) that spectator points are set out as inferred in documentation.
 - (f) that any casual spectators, such as property owners and those who have gained access to the boundaries of the course are spoken to and given instruction as to the suitability of their position.
 - (g) that any defects to the course requirements are remedied prior to competition, and
 - (h) that any alterations to the course and its signage are accurately relayed to the Clerk of Course.
- 20.8. If this function is not possible, the Clerk of Course must ensure by other means that all of the above steps (a through to h) are satisfied before competition commences.
- 20.9. After the course has been physically closed from public vehicle entry and the course set up, no vehicle may traverse the course other than in the direction of competition, and with the approval of the Clerk of Course.

- 20.10. Road Closure Officials and Contractors must be in possession of sufficient paperwork to actively reinforce the legality of the road closure at the site. They must be able to answer public queries as to length of time the road is closed and an approximate time of re-opening. Reference should be made, where applicable, to Section 18 for the standards of Road Closure.
- 20.11. Road closure personnel should be kitted out as would be a roadside worker, wearing high-vis vest, appropriate identification, signage and lights as appropriate for the point. Road closure officials are expected to have been briefed to diplomatically handle queries from the public or any authorities in attendance and be equipped to communicate with event headquarters.
- 20.12. Access to a course must be physically blocked by the various methods in the section Road Closure Standards above, and senior event officials will check this as part of the road closure process in preparation for competition.
- 20.13. Preparation for closure of a section will vary from site to site, but plenty of time should be allowed for set up whilst the road or course is still open. Barriers, bunting and tape will be prepared in such a way as to allow rapid deployment to effect physical blockage of transit to the stage.
- 20.14. Following the official course closure time, only authorised vehicles of the event may enter the course. This is limited to vehicles under the command of the Clerk of Course and also may include civil authorities and any official vehicles on their way to deployment within the stage of the event.
- 20.15. Media may only enter a course with the express permission and instruction of the Clerk of Course or by their authorised delegate.
- 20.16. Overall, the general public must not be able to access the course and must be suitably informed by road closure officials as to activities at the event. As required, AASA Event Stewards and any Police presence are to be involved in this process to ensure the public is suitably informed.
- 20.17. If there is an issue, which cannot be remedied, therefore causing the event or section to not proceed, the Clerk of Course holds the responsibility for announcement to competitors, officials and any key stakeholders.
- 20.18. Once competition has commenced, any course breach must be immediately reported to Event Headquarters and the Clerk of Course.
- 20.19. All event vehicles must be on the Event Communication Channel appropriate to the vehicle. All communications should be functioning and tested prior to participation in the event and should be an issue for scrutineering.

21 INCIDENT CONTROL

- 21.1. If an incident occurs that results in injuries requiring immediate medical attention, the "SOS" sign (which is to be carried in all competing vehicles), must be displayed to any following vehicles.
- 21.2. Any on course response by a medical vehicle to an incident may only be at the specific direction of the Clerk of Course, who is considered best placed to understand and coordinate the logistics of such a deployment, with minimal interaction with competitive vehicles.
- 21.3. Should an incident be deemed critical, and other emergency authorities are involved, then the section or course would be declared complete, but the course would remain closed.
- 21.4. Under no circumstances should emergency vehicles enter a closed course section without the express permission of the Clerk of Course, who would be controlling the incident until such time as the local Police take over. The AASA has a comprehensive process to investigate serious and fatal accidents, incidents of a serious nature and their background, using observation and electronic data.
- 21.5. On site officials will produce reports as comprehensive as possible at the scene, and these reports will be provided to the attending AASA official(s) at the event. Reports from observations will be collated with whatever data is available at the event, and placed in the care of the AASA for later investigation by AASA Management.

- 21.6. If a vehicle is stopped with no injuries sustained by the driver or crew, they must immediately and clearly display the “OK” sign (which is to be carried in all competing vehicles), to any following vehicles.
- 21.7. If a vehicle is stopped, with or without displaying the “SOS” sign, the following two competing vehicles’ crews must render assistance, unless waved on and thereby encouraged to continue driving or competing, by the crew of the stopped vehicle or by event officials at the scene.
- 21.8. Once two crews have stopped to render assistance to a stopped vehicle on course, any following competing vehicles may proceed as though under yellow flag conditions until they have safely passed, unless they are signalled to stop and assist further.
- 21.9. The rendering of assistance shall be recognised by the Clerk of Course in determining event results.
- 21.10. Event command shall be informed of all incidents as soon as is practicable, either via UHF radio or at the next recovery/ radio point.
- 21.11. All officials are to report any incident direct to Event Headquarters or, where necessary, the next posted official.
- 21.12. Written reports must be prepared detailing the observations of an Official, of any incident involving a competitor vehicle or persons requiring medical assistance.
- 21.13. Calling of civil ambulances or a medical vehicle to effect patient transfers and assist to transport patients will be at the discretion of the Clerk of Course and/or Medical Manager.
- 21.14. Causation of incidents should not be assessed or relayed to media at the time of the event, without consultation of the AASA. Media comment should relay nothing more than an outline of what occurred. The AASA will be the body which follows up for receipt, collation and assessment of any supporting evidence such as in vehicle video, data logging, and in-vehicle safety data, passage traces and signals. AASA will determine if further formal investigation and follow up of an incident is appropriate.
- 21.15. All Event Organisers, competitors, and on-site officials are expected to co-operate with provision of assistance and evidence as a condition of AASA licensing and the Event Permit.
- 21.16. Any vehicle that has been involved in an incident must be checked by Event Scrutineers prior to re-entry to the event. The Chief Scrutineer will ensure all necessary paperwork, as detailed in the Event Report Kit issued to the Clerk of Course, is completed at the time of scrutineering and re-checking of vehicles after any incident. Vehicles involved in incidents may also be impounded by the AASA and Clerk of Course, at their complete discretion.

22 POST EVENT REVIEW

- 22.1. There shall be a mandatory post-event or debriefing, which must be attended by all Event officials.
- 22.2. The appointed AASA Event Steward/s must also attend in addition to submitting the required AASA Event Report.
- 22.3. The AASA’s Event Observers must also participate in event de-briefs.
- 22.4. Those attending the debriefing are under a duty to raise all points of concern, as well as highlight excellence in the conduct of the event.

Note: This point of critical event review is the method by which the AASA will assess and factor in improvements to processes to potentially upgrade or alter future rules and regulations.

23 AASA REPORT KIT

- 23.1. The Clerk of Course for each Event is responsible for ensuring all areas complete the necessary reports required in the AASA Report Kit issued to the Organiser with the AASA Event Permit.
- 23.2. ALL COMPLETED REPORTS MUST BE SENT BACK TO AASA AT THE COMPLETION OF THE EVENT.

