



Essex Charity Stages – Sunday 4th July 2010

STAGE COMMANDER'S NOTES – CONEY



1. Thank you for agreeing to act as a Stage Commander for this year's Essex Charity Stages Rally – your assistance is invaluable. We hope you have a safe and enjoyable day.
2. If not already signed-on on Saturday, all Stage Commanders and Deputy Stage Commanders should sign on at Rally HQ in the marquee at the Service Area – Map Ref: TM 0100/0805 – between 07:00 and 08:00, leaving plenty of time to travel to your stages and sign-on your marshals.
3. At your signing-on on Sunday you will be issued with the necessary documentation, marshals food bags, and fire extinguishers for your stage.
4. Please sign-on your marshals, timekeepers and radio crews at the start of your stage – Map Ref: TR 0100/9650.
5. If you receive any marshals scheduled for Middlewick, please redirect them to their own signing-on point at the start of Middlewick – Map Ref: TR 0230/9860.
6. Please check that the Signing-on Card has been completed and the Indemnity has been signed. We would like marshals to also complete the database details on the reverse to improve communications for next year. **Any marshals under 18 years old MUST sign-on using the special red cards, which must be countersigned by a signed-on parent/guardian.**
7. There is space at the bottom of the back of the Signing-on Card for you to mark the post to which you have allocated that marshal. It would help with future planning if you can at least complete the sections on 'Stage' and 'Job Assigned'.
8. When you have done what you need with the completed Signing-on Cards, please place them in the provided envelope to be collected by the Chief Marshal, failing which they should be passed to the Course Closing Car.
9. Marshals' Food packs are limited so please ensure that they are ONLY issued in exchange for a completed Signing-on card for your stage. They are NOT to go to Safety Units, who will have already signed-on centrally.
10. Each ordinary Marshal should be given a copy of the Marshals' Operational and Safety Notes booklet and a Stage Plan. Copies of the booklet and Plan are already enclosed in the packs for the Timekeeping Crews. Radio Operators have their own comprehensive Safety Booklet already in their packs and do not need the separate booklet or Plan.
11. All Stages run at 1 minute intervals. Competitors on Stages 1 and 4 start on whole minutes. Stage 2 is interleaved with Stage 1 and will run on the 30 seconds marks. Stage 5 is interleaved with Stage 4 and will run on the 30 seconds marks.
12. It is important that there are separate starts for SS 1 & 2 and again for SS 4 & 5, each with its own check sheet and 'Previous Car Number'. This is important so that the Clerk of the Course and the Results crew can determine how many competitors have completed each Stage. It is also important for safety to know that all who entered a particular Stage are accounted for at that Stage's finish.
13. When closing your stages, the official Course Closing Car will traverse Stages 2 and 5. Please follow immediately behind it to the Split point and then close from there to the end of Stages 1 and 4.

14. Please use 81MHz radio for all matters to do with Safety, and the usual confirmations of Stage Ready. Many mobile phone numbers are listed in the Operations and Safety Manual; please use **them** for any general chat (kept to a minimum) or administrative matters and not the 81MHz system, which will be very busy with several stages running at the same time.
15. The answers to many questions can be found in the Operations and Safety Manual but please ask a roving Senior Official if you need guidance on anything. Any post-event feedback on the paperwork supplied, which would improve it for next year, should be sent to the Safety Officer by e-mail at canary3@81radio.net, with a subject line starting [ECS].
16. Please ensure that the fire extinguishers are kept upright (unless spent) and that any used ones are kept separate and clearly identified as used.
17. If the Course Closing Car has not collected Check Sheets and Fire Extinguishers, please return them to Rally HQ once your Stages have all closed.
18. All Marshals, Timekeepers and Radio Crews on your Stage will be re-deployed on the Airfield or Sandbeach stages in the afternoon. They will need to leave the Stage as soon as SS5 is complete.
19. The preferred route for marshals travelling back to the Airfield is via Deal Hall, Southminster, Asheldham and St Lawrence. By avoiding Tillingham there is less risk of them being delayed by Competitors, to whom they must always give precedence.
20. Anyone travelling back to Bradwell after the stages should note that there may be a security check point in advance of the entrance to the Service Area. Marshals will not get past this point with their cars as they MAY NOT park in the Service Area, nor the bays reserved for Senior Officials and Emergency Vehicles. To visit the Burger Van, toilets, etc in the service area they should park on the right-hand side of the approach road. The side nearest the airfield must be kept clear for competing cars queuing to enter the stages.
21. Anyone travelling to the Airfield to spectate must follow the Spectator signs to the chicken sheds at the bottom of the runway and not approach the Service Area.
22. The Essex Air Ambulance may make a courtesy visit to at least one venue during the day. If you see the helicopter DO NOT assume there has been a serious incident. Please also reassure your marshals and any spectators in your vicinity.