

The Cliff Mainwaring Memorial Targa Rally
At Walters Arena Motorsport Complex

MARSHALS INSTRUCTIONS



Every person participating in the event, whether employed, voluntary, competitor, service crew, marshal or spectator, shall take reasonable care for the Health & Safety of themselves and of other persons who may be affected by his or her acts or omissions during the operation of the event.



Foreword

Hello and welcome to the inaugural running of the Cliff Mainwaring Memorial Targa Rally, based in Walters Arena Motorsport Complex, South Wales.

We would like to take this opportunity to sincerely thank you for supporting our event. Motor rallies simply would not run without the dedication and hard work of marshals nationwide.

We have organised a prize draw open to all signed on marshals, with a varied array of prizes. Please sign on and pick a raffle ticket and if you are a winner, you can collect your prize there and then, no waiting until the end of the day. We hope you enjoy the event and your free prize and please come back next year to support us.

Thank You

Griffin Motor Club

Operations

Your job is to keep yourself and others safe on the Tests. Safety at the event, and especially out on the live Tests is our main concern.

More experienced marshals will be used in the appropriate places with buddying arrangements in place on the Tests for new and less experienced marshals. Experienced marshals will be asked to buddy up with new marshals as part of their training.

To ensure you are covered by MSUK insurance, you are required to sign -on. Signing on takes place at Rally HQ. You will need to go to signing on to get your marshal pack which will have all the information you need.

Don't forget to bring appropriate clothing, food and drink as you may be on duty for several hours in extreme conditions. A high-vis vest/coat plus a hammer/sledge for the control board that you are manning should be carried just in case if an issue.

Be aware of the arrangements for media access.

Do not take photographs or film or share any information on social media whilst marshalling, stay alert at all times.

Keep everyone off the live stage, use a whistle to alert about approaching cars. Always ensure that everyone is in a safe place and kept back from the edge of the stage, preferably several metres back.

If any competitor should hit/move a cone or fixed barrier, marshals are expected to return the cone/barrier back to its original position.

- All non-competing vehicles must be parked in a place of safety as instructed by the Test Commander.
- At least 30 metres from any road used as part of a special Test between a point in advance of the start control and a point 100 metres beyond the finish stop control.
- Where a road may form an escape road, at least 100 metres from the special Test bearing in mind the potential approach speed of competing cars.
- All emergency routes should be unobstructed at all times. Once the stage has opened, safety, rescue and recovery vehicles should not move from their positions without the authority of the Test Commander.
- At no time should the Test Commander and the Deputy Test Commander be absent from the Test Start area at the same time. One must always be available via the Test Start radio. If it is necessary for a Test Commander to leave their designated position at the Test Start, and/or be out of radio contact, the Deputy Test Commander should be delegated to take charge before the Test Commander leaves their post.
- Each Official's car carrying time cards and each competitor are to be issued with a previous car number.

- In the event of an incident, the first priority is to make the scene safe and prevent the escalation of the situation. Second priority is to deal with those competitors, spectators and/or Officials who are injured and only then to deal with vehicles if they constitute a hazard to the continued running of the Test. Finally, personnel involved in the treatment of casualties should complete a copy of the Incident Report Form a copy of which can be found at the end of this document.

AT the end of Test 8, Marshals are requested to strip down their area and put all rubbish in the black bags provided. If you are positioned at an ATJ, please stack all the cones together.
Do not leave your position until the sweeper car has passed your junction, you can then follow him out of the Test.

Accident information sheet

In the case of a major incident during the event, the following action is to be taken.

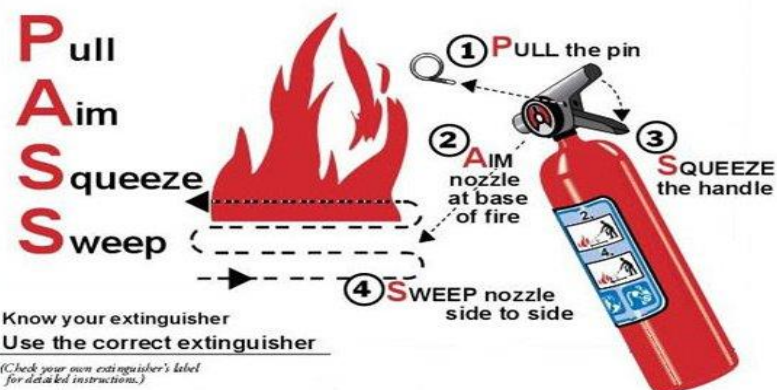
Person at the scene of a major incident/accident:

Immediately telephone the Event Management Team on the numbers provided below, we have on site medics readily available. There is relatively good mobile phone service across the event. Make the area safe. Give first aid if required and await the medics.

Please give the nearest post number/check point to the location.

Clerks of the Course:	Julian Smith	07966637823
Deputy Clerk of the Course:	Steve Garratt	07817946910
Event Safety Officer:	Adrian Pritchard	07870414782
Radio Control:	Jimmy Jones	07850719227
Secretary of the meeting:	Huw Davies	07424980122
Chief Marshal:	Carl Hamer	07779043565

To operate an extinguisher:



Event Tabards



Clerk of the Course



Assistant Clerk of the Course



Event Safety Officer



Chief Marshal



Secretary of the Meeting



Assistant Chief Marshal



Competitor Liaison Officer



Test Commanders



Event Organisation



Safety Marshal



Cadet Marshal



Radio Operator




Out on Test

Marshals will be required to fill in a Penalties Sheet for any competitor that makes an error. There are codes on the sheet, just put a penalty point per offence in the corresponding box alongside the relevant car number. Eg: If you hit a cone/barrier, you score 1 penalty point for each one you hit/move. Eg: Hit 1 = score 1, hit 3 = score 3 etc.

If the competitor hits two cones, you score 2 penalty points under 'C'. If a competitor omits a PC or RC, you score 1 penalty point under 'OM'.

You are also required to fill in the last column with a ✓ when the corresponding car number passes your point. It's all pretty straight forward.

Example:

		The Cliff Mainwaring Memorial Targa Rally Sunday 3rd August 2025		 														
<h2>Marshals Penalties - Sample</h2>				Post No. Please fill in your Post number 38 <small>Posts are numbered 1-64</small>														
FS	False Start	30s		CUT	Cut Test Route	60s		DD	Dangerous Driving	Disqualified								
SG	Stop/Go	30s		R	Reverse	60s		OM	Omit PC/RC	60s								
C	Cone/Barrier	10s		W	Wrong Route	Max Time		NO	No Attempt at Manoeuvre	60s								
M	Manoeuvre in Chicane	30s	If you hit a cone/barrier, you score 1 penalty point for each one you hit/move. EG Hit 1 = score 1, hit 3 = score 3 etc. Please see the sample below.															
CAR								FS	SG	C	M	CUT	R	W	DD	OM	NO	Tick box to show competitor has passed your point
1																		✓
2										1								✓
3														1				✓
4																1		✓
5										3								✓
6												1						✓
7																		✓
8										2						1		✓
9																		
10																		

FS - A false/jump start

SG - Not complying with the correct procedure at a Stop/Go – not stopping astride the Cones or within a four-cone box, or moving before the marshal indicates (lollipop lifts)

C – Striking a cone/barrier/arrow or stake

M – Going zag-zig instead if zig-zag through a chicane or the wrong way around a cone

CUT – Cutting part of the test route

R – Reversing on the test route

W – Wrong way through the route

DD – Driving in a dangerous manner

OM – Making no attempt or omitting a PC or RC

NO – No attempt at a manoeuvre

Marshals will also be required to sign the Competitor Time Card, depending on what control you are on, Passage Control (PC) or Stop/Go control. You may also be required to sign a previous route check control (RC) as well as your own control.

See example below:

TEST 1 - TIME CARD 1					
	HR	MIN	SECS	CAR No	PREVIOUS CAR
Test 1 Start			00	Insert Car No.	Previous Car No.
Test 1 Finish					
MTC 1	Marshal insert time here in HR and MIN			Marshal Sign	
TS 1	Marshal insert start time ABOVE and sign here			Marshal initial here	
PC1	Marshal Sign			Marshal initial here	
RC1	ABC 123			*Marshal Sign	
RC2	Code in full			*Marshal Sign	
PC2	Marshal Sign			*Marshal initial here and sign RC1, RC2	
RC3	Code in full			**Marshal Sign	
Stop/Go	Marshal Sign			**Marshal initial here and sign RC3	
PC3	Marshal Sign			Marshal initial here	
RC4	Code in full			***Marshal Sign	
PC4	Marshal Sign			***Marshal initial here and sign RC4	
Stop/Go	Marshal Sign			Marshal initial here	
TF 1	Marshal insert finish time ABOVE and sign here			Marshal initial here	

Sign for this RC control as the code is there

DO NOT sign for this RC control as there is no code

The marshal signing for this PC or it could be a STOP/GO control is also required to sign for the previous 2 RC controls too, in this example (RC1 & RC2). These will be indicated by asterixs or similar markings. If there is NO code in the RC box on the time card that you are required to sign for, DO NOT sign for that box, just sign your own box.

Several safety cars will pass through the Tests prior to the 0 car and first competing car. These cars are as follows:

Official/Safety Car Timetable					Competitor Timetable				
Test Number	Event Stewards	Chief Marshal Event Safety Officer	MSUK Observer Assistant Clerk of the Course	Car 0	Car 1	Car 10	Car 25	Car 45	Car 60
1	08:50	08:55	09:00	09:15	09:30	09:39	09:54	10:14	10:29
2	09:03	09:08	09:13	09:28	09:43				
3	09:16	09:21	09:26	09:41	09:56				
Service									
4	11:16	11:21	11:26	11:41	11:56	12:10	12:25	12:40	12:55
5	11:29	11:34	11:39	11:54	12:09				
6	11:42	11:47	11:52	12:07	12:22				
Service									
7	13:52	13:57	14:02	14:17	14:32	14:41	14:56	15:16	15:31
Service									
8	15:52	15:57	16:02	16:17	16:32	16:41	16:56	17:16	17:31

The Sweeper Car will follow through after last competing car.

In order to communicate with the safety cars (especially the MSUK Observer), marshals should use the FIA specified gestures below to indicate whether you are satisfied with the safety situation at your location (All OK) or whether you have any problems (Stop I need support). The two gestures are shown below:



Marshals are the means of controlling safety on a Test and will often be in the front line if an incident happens.

Remember to bring your whistle for use on the Test. You should blow your whistle whenever you hear an approaching car including the safety cars.

NO DRONES ARE TO BE USED AT THIS EVENT – NOT EVEN BY THE MEDIA.

Anyone caught using a drone on the event will be reported to MSUK.

