

SouthWest MotorSport

Road Course Racing New Mexico

A Class for Every Car



SWMS Processes and Procedures

FLAGGING and COMMUNICATION

Purpose and Scope: This document specifies the actions taken by the Flagging and Communication Chief (“Chief of Workers”) as well as the persons serving as Track Marshals. It **does not** specify the activities of the Race Control, Grid, or Start/Finish functions during SWMS track events, which are covered in the Process and Procedure Documents for those functions.

The purpose of the Flagging and Communication specialty (usually referred to as “Track Marshals”) is to provide safe conduct of track events via:

- Informing drivers, through flags and other signals, of the conditions of the course, the condition of their cars, and any unusual conditions affecting the safe conduct of the event.
- Informing the Race Steward and other officials (e.g., Race Control, Grid, Start/Finish, etc.) of the condition of the track, competing vehicles, and any situation that might affect the safe conduct of the event.
- Responding with appropriate equipment and undertaking any emergency actions to any unsafe situation in their area of responsibility.
- Relaying information and instructions from Race Control or Race Steward to drivers and to persons operating emergency or assistance equipment in response to an accident or unsafe event.
- Removing debris from the track in their area of responsibility, at the direction of Race Control.

During track events, the Flagging and Communications Chief (“Chief of Workers”):

- Issues flags, radios, fire extinguishers, and other needed equipment, to Track Marshals and operators of Emergency vehicles (Ambulance, and tow truck).
- Assigns Track Marshals to specific corner stations and Start/Finish.
- Coordinates with Race Steward, Race Control, and Event Chair regarding what parts of the track will be used in case there are insufficient Track Marshals to staff corner stations needed to utilize the full track.

Not associated with specific track events, the Flagging and Communication Chief:

- Maintains the equipment needed for effective operation of the Flagging and Communication function, including the vehicle used to store and distribute that equipment.
- Recruits persons to serve as Track Marshals.
- Conducts an annual Track Marshal training event which, as a minimum, addresses –
 - Radio communication during events,
 - Track Marshal response to accident/emergency situations,

- Standard hand and arm signals,
- Effective fire extinguisher operation
- Responsibility to maintain their portion of the track free of debris.
- Maintains an address/e-mail list of trained Track Marshals. Uses the list to maintain routine contact with Track Marshals concerning upcoming training, track events, social events, etc.
- Communicates with Track Marshals in advance of events to determine who will be able to serve for each event. Establishes tentative station assignments.

References:

SWMS Processes and Procedures – Race Control

SWMS Processes and Procedures – Radio Communications Protocol

SWMS Processes and Procedures – Grid

SWMS Processes and Procedures – Start/Finish

Rocky Mountain Vintage Racing – Operations Manual for Officers, Chiefs, and Chairs

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