



REGULATIONS AND SPECIFICATIONS FOR 2018 WESTERN CAPE SPECIAL STAGE RALLY CHAMPIONSHIP

MSA WESTERN CAPE MOTORSPORT CIRCULAR WC 06/2018

The following is applicable to all Western Cape Championship Rallies that have Regional Championship status only. Parts 1 and 2 of the MSA Handbook shall in addition apply to any Regional Championship status rally that incorporates Special Stages. Attention is also drawn to the following: -

“A competition may be held on a road or track or both, but no permits shall be granted by MSA for a competition unless the promoters have first obtained such official permission as may be necessary from the relevant and / or local authorities. Competitions taking place on public highways must conform to the traffic laws of the province / territory in which they take place. Any breach of such laws by a competitor during a competition shall be a breach of these rules and may be dealt with accordingly.”

NOTE: This circular is not identical to that issued during 2017. Due to the 2018 MSA Handbooks not being available at the time of this circular being compiled, General Competition Rules (GCR) and Standing Supplementary Regulations (SSR) numbers referred to herein for reference / information may conflict with the number as allocated for 2017. Competitors / Organisers are to take cognisance of this and refer to the 2018 MSA Handbooks for verification.

SECTION A:

Compliance with the GCR's, Necessary Permission and Approval.

In order to ensure this, the following procedures are to be adopted:

1. Organisers are to inform the Chief Marshal, Scrutineers, Radio Chief and Spectator Control Chief of their requirements no later than 4 (four) weeks prior to the event so that the various sections can apply for permits and contact officials for the event.
2. Application is to be made to the Provincial Authority a minimum of eight weeks prior to the date on which the event is to be run, for conditional permission to an area or areas in which to hold the rally, together with copies of other relevant permission obtained.
3. Where the proposed route runs through or alongside a farmer's land on Minor Public, Divisional Council or Private Roads, all farmers' permissions are to be obtained. Where a SS is proposed, the organiser is to make it clear to the farmer that this is a Speed Test run by competitors starting at intervals of at least two minutes apart and all livestock to be moved to safety and all other families living on the premises advised. Times of the day when this will occur and for the whole duration of its use for this test, it must be closed to any other traffic which must be clearly stated and agreed to.

4. Applications / notifications to the SA Police and Provincial Traffic Sections are to be carried out as required.
5. After obtaining the permission from the farmers, in writing, the organisers are to confirm this with the local authority (Municipality, RSC, etc.) and ensure that all required permissions along Public Roads have been obtained and to ascertain precisely which (or which portions) of the proposed SS(s) planned, are to be held on Public Roads (as defined by the Road Traffic Ordinance). Applications are then to be made to the Local Authorities; not only to rally through this area, but also to temporarily close the full extent of all the portions planned as Special Stages. The letters of application are to state that temporary closure is required, as well as the duration of the closure and the time of day.
6. Application will be made in writing to MSA for an Organising Permit. Application will be made a minimum of six weeks prior to the date on which the event is to be run. The following is to accompany the written application: Copies of all letters (to or from) individuals and authorities requesting and / or granting permission for the holding of events and the use of all roads (public and private) and the closure of the RSC public roads, and the use of private roads for the purpose of running any Special Stage.
7. ALL events must ensure that all permits and permissions are obtained and submitted with all relevant documentation. Events being run in the City of Cape Town Council boundaries need a permit with the correct documentation submitted.
8. The Clerk of the Course or Route Director will be required to indicate the route with the aid of maps to assure MSA that all bodies and persons whose right it is to grant the necessary permissions have been approached and that copies of all data signifying their permission have been included in the submission.
9. Where the route includes a special stage in an urban environment, the route must be approved by the regional safety committee prior to the permit being issued for the event.
10. Organising clubs shall mutually agree upon the area / localities through which their respective events will be routed. Such agreement to be confirmed at meetings of the Regional Rally Sub-Committee.
11. Maps are to be marked CONFIDENTIAL and are not to be distributed.
12. A calendar as well as a programme of the rally organisers proposed plans to be submitted to the Local Authorities in January of the new season. Should the programme change after submission, the changes must be submitted at least 6 weeks before the event to the Local Authorities.
13. The first letter of application must be submitted to the Local Authorities before route plotting commences so as not to miss council meetings and with sufficient time to be in receipt of all necessary documentation before SR's for the event are submitted to MSA at least 6 weeks before the event.

14. Where an event traverses major roads i.e. N or R routes, these must be highlighted, and in the case of R routes numbered, in order for the Traffic Authorities to establish whether Traffic Officers should be present. The Organisers will pay for the Traffic Services.
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SECTION B:

The following shall be additional to the Standing Supplementary Regulations: -

1. Distances

- a) Measurements for the whole event are to be measured through a single radial-ply tyre set to one pressure and fitted to a free running wheel in the same position on a car. GPS measuring will be permitted.
- b) When measuring distance, the car should be driven at as constant a speed as possible.
- c) Checking for accuracy (Check-run) should be carried out in the same way with at least one vehicle conforming to (a) & (b) above. Cognisance is to be taken that perspectives change with speed and ideally a check run should be done in addition to the requirements of (b).
- d) Distance will be given in the Road Book to hundredths of a kilometre, measured from zero at the start of each Road Section or Special Stage, and are to be between dead accurate and 5% under-reading. Data to enable a competitor to establish his odometer "error" should be provided prior to it being needed in a Special Stage. A final measured Km to be made available for competitors to set up their odometers.

2. Road Book

- a) These shall consist of pictorial and / or written instructions. Road Books, Scrutineering Clearance Sheets and Incident Reports will be issued on completion of documentation. The Road Books will be available to entered competitors only for downloading OR printing. Where pictorial instructions are utilised, these shall read from top to the bottom of each page.
- b) The onus rests with the crew to ensure that they receive a legible Road Book containing numbered pages prior to the start of the event and to return their duly completed Incident Reports after the event.
- c) A Road Book of the "Route Notes" type will be allowed in all Regional Rallies in the Western Cape. "Personnel" to do these notes are to be agreed upon at the start of each new year and documented as such. Application for permission to do these notes is to be done in writing to Rally Sub-Committee who will forward their recommendation to the WC Regional Committee for a final decision.

3. Times

- a) A Master Clock must be available to assist competitors at documentation.
- b) Duration (Ideal Time) will be given for each Road Section and Special Stage.
- c) These items may only be revised in accordance with SSR 171 or retrospectively as per Clause 16 of this section.

4. Spectator Control

- a) Organisers are to take all necessary steps to prevent rally spectators from trespassing on private property, and should this occur, to report it to the property owner and police, as well as to assist in laying a charge.

- b) All spectator points that are listed in the Spectator Guide shall be marshalled by a person(s) appointed by the promoters and wearing identifying clothing.
- c) Spectators shall be warned of the approach of vehicles by the blowing of a whistle by the marshal.
- d) Indemnity boards warning spectators of the dangers of Motorsport shall also be erected at spectator points.
- e) Bins for litter **WILL** be supplied at spectator points.

5. Special Stages – Closing of Roads

- a) Organisers must effectively barrier and sign all road entries to a Special Stage to obviate the possibility of a non-competitor entering the stage during its use.
- b) The application for the use of Public Roads to the provincial / local authorities is to be for a rally, during which “rules of the road” are strictly adhered to by all competitors.
- c) No Special Stage shall be permitted to run and no competitor allowed to start the stage until the start marshal has received positive authority from the Clerk of the Course having specifically confirmed each of the following points:-
 - (i) that the end of stage officials are in place;
 - (ii) that the flying finish and stop controls are correctly located;
 - (iii) that all end of stage equipment is functioning correctly;
 - (iv) that the stage is clear of any obstacles which would necessitate delaying the start of the stage, e.g. unauthorised traffic in the stage; and;
 - (v) that there are no additional warnings to be communicated to competitors, e.g. livestock in a stage.
 - (vi) the Clerk of the Course will relay a time which will be the opening time of the stage (i.e. ready to run, not 1st car time).

6. Reserved

7. Reserved

8. Servicing

- a) Areas for this are only to be allocated after arrangements for this use have been made with the property owner. No road servicing as per P.A. Traffic.
- b) The organisers are to take all necessary steps to prevent littering and if these are ineffectual, the organisers will be held responsible.
- c) Entrants who intend using service vehicles must register their crew’s names with the organisers together with the registration number of the vehicle(s) from which they will operate.
- d) Identifying decals, if issued by the organisers, must be displayed on service vehicles for the duration of the event. Any number included for this identification is to be removed as soon after the finishing or retirement of the competitor whose numbers they bear is practical.
- e) Entrants are reminded of their responsibility as per the GCR’s regarding servicing personnel.
- f) Servicing is prohibited from 100 metres before the end of an road section to 100 metres after the start of the next road section and may also be as stated in the SR’s. Servicing is prohibited anywhere other than that indicated in the Road Book.

9. Documentation and Scrutiny

- a) Administrative checks shall open a minimum of 15 minutes before scrutineering opens.
- b) Scrutineering will take place at the venue and time as stipulated in the final instructions or as detailed in the SR's for the event. All cars must be presented for scrutineering at the time specified in the SR's or final instructions for the event in question. Failure to comply with this requirement may incur a fine of R1000.00 (One Thousand Rand) at the discretion of the Clerk of the Course. No time penalty will be imposed. A time control will be situated at the entrance to the scrutineering area for the purpose of recording a competitor's arrival for scrutineering.
- c) No revised start times will be granted as a result of late arrival at the start. Competitors will be scored, based on their official start time allocated ***one half hour*** before the official start.
- d) Administrative checks and scrutineering must close **15** minutes before the start list is published, unless an earlier time is specified in the Supplementary Regulations for the event. Organisers are to ensure that the area is adequately controlled with regard to spectators and to ensure that the spectators do not hamper the Scrutineers in any way. Once having been to scrutineering, the competitor will proceed with his vehicle to a holding area, where the vehicle will remain until the allocated departure time for the start of the event.
- e) The Clerk of the Course and / or his deputy / assistant is to be available until such time as the last competitor has completed scrutineering.
- f) Scrutiny Area: Organisers are to ensure that the area allocated for Scrutiny is to be of dimensions to allow a free flow of traffic. The area surrounding the car being scrutineered is also to be of adequate dimensions. Whilst preferable, a hoist should be available, should this not be available, a minimum of a trolley jack, **functional size**, must be at the disposal of the Scrutineers, should the checking of an undercarriage / fuel tank be necessary.
- g) Holding Area: Organisers are to ensure that any area demarcated as a holding area is adequate for the purpose for which it is intended.

10. Reserved

11. Reserved

12. Eligibility

The organisers' right to check the eligibility of any vehicle and / or competitor before, during or after the competition is hereby provided for.

- A
- 1) All cars will be checked for compliance with the following safety requirements of:
The Regulations and Specifications for the 2018 SA Rally Drivers, Co-drivers and Manufacturers Championships, 2018 SSR's for Rallying (SSR 163) and WC Motorsport Circular WC 05 / 2018.
All Regional competitors are advised in their own interest to wear neck restraint devices. This may become a requirement for participation in Regional Level Rally events in the future.
 - 2) All competitors are reminded of GCR 113 (x).
 - 3) Compliance with SSR 167 and SSR 193. 9 Rally Plates and competition numbers.
 - 4) WC Competition numbers are allocated to an Owner / Driver and not the vehicle, hence it stands to reason that the car number must always be the one allocated to the Owner / Driver.

- B Scrutineers, while not specifically required to check them, will nevertheless be on the alert for the following: -
- 1) A serious mechanical defect that is likely to affect the car.
 - 2) A minor mechanical defect that may affect the safety of the car.
 - 3) A car that patently fails to comply with the Road Traffic Ordinance (SSR 163.1).
 - 4) A car entered in a class for which it fails to comply with the eligibility requirements for that class.
 - 5) Standardised class decals of 190mm diameter and listed colour for that particular class are to be placed as per SSR193.
- C A start clearance page will be supplied with the Time Card supplied by the Organiser:-
- 1) The TC at the entrance of the scrutineering area shall enter the time the vehicle is presented for scrutineering on the page.
 - 2) Scrutineers will enter in detail any contravention of the above clauses B (1), B (2) and B (3) of each car on the page.
 - 3) The competitor shall present the start clearance page with such relevant details as the Entrant's name, Driver's name, make and model of car, class etc. correctly filled in, to the Scrutineers as and when his vehicle is scrutineered.
 - 4) The Scrutineer will not sign the page unless all the contraventions of the above clauses have been attended to and rectified.
 - 5) A Clerk of the Course / Assistant Clerk of the Course shall not sign a start clearance page, if it lists any items covered by 12A(2), 12A(3) and 12B(1), after having satisfied himself by checking that an identical item was not previously listed for the same car, on a previous event.
 - 6) Should the scrutineer have listed an item under 12B(4) (Class Eligibility) the Clerk of the Course, at his discretion, shall re-classify the car accordingly, notify the competitor and score the competitor accordingly.
 - 7) Should a scrutineer have to re-scrutineer a vehicle, subsequent to said vehicle having been scrutineered, but prior to the commencement of the event, he shall draw a line through the contravention and write "OK" after it and sign the page including a new time.
 - 8) The competitor, whether a starter or not, will take cognisance of those items requiring attention and will not be permitted to start future events until such time as the listed items have been attended to / repaired.
 - 9) Pre-scrutineering pages are to be checked that they are completed and handed to the 'Holding Area -IN' Marshal. The Scrutineers are to compile a Scrutineering Report and list non-compliant competitors and list of defects.
 - 10) Organisers are to ensure that the completed Scrutineers report plus the relevant start clearance pages are submitted to the Motorsport Secretary along with the Clerk of the Course's Report within the stipulated time period allowed. A list of competitors who have contraventions will be compiled by the Scrutineer and will be used at scrutineering prior to the next event.

13. Incident Reports

- a) Every crew is to return to the organisers their Incident Report Form completed as agreed by both crew members as soon as possible after having either retired from or completed the event.
- b) Competitors who fail to hand in an Incident Report render themselves liable for a fine of R1000 as per SSR 193 17.1
- c) Failure to render this to the organisers within 24 hours after the event will result in automatic suspension from further championship events until such

time as the report has been received by direct submission to the Motorsport Secretary / Event Secretary / Clerk of Course

- d) Clerks of the Course of subsequent events will be instructed as to which crew members shall be accepted as competitors in this regard.
- e) Organisers are further to ensure that the completed Incident Report Forms are submitted to the Motorsport Secretary together with the completed Clerk of the Course Report.

14. Scoring

The winner will be the finisher aggregating the least number of seconds from both total elapsed time and the application of penalties other than those counting only towards the exclusion limit which shall be 30 minutes. A competitor's score will be the total of elapsed times recorded on all Special Stages to which will be added the penalties applied in conformity with SSR's 189, 190, 193.

15. Additional Penalty

A crew will be excluded for failing to hand in their completed Time Card **AND** completed Incident Reports within 15 minutes of their arrival time as recorded at the last control of the event, or failing to impound their car within 5 minutes of the final control time or removing the competing vehicle from the impound area before it has been officially released.

16. Exclusion Limit

This shall be a maximum of 30 minutes lateness in total. However, should less than 5 cars be classified as finishers, the lateness will be increased retrospectively by adding 30 minutes. Should this still be unsuccessful after 2 repeats (i.e. 60 minutes total addition) to any duration, then that Road Section or SS will be abandoned. In order to facilitate the timeous conclusion of each event, the holding time at the start of each SS shall be a minimum of 3 minutes for the first car only.

17. Results (refer GCR 276)

The announcement that the organisers will make at the time stipulated in the SR's will be either the announcement of the Partial Unofficial Classification or an announcement of the time delay (up to 2 hours maximum), before they can be announced. After Partial Unofficial Classification has been announced there will be 30 minutes in which the organisers will receive complaint of errors relating to the scoring. At the end of this period either Provisional Final Classification will be announced or a time delay (up to 2 hours maximum in which revisions can be made). Should it prove impossible to make either the announcement of the Final Official Classification approved by the Stewards within the above time limits or within 30 minutes after the announcement of Provisional Final Classification, then GCR 281 shall apply.

18. Ties

Ties will be resolved by the application of SSR193.22 of the 2018 SSR's for Rallying.

19. Non-Finishers

It is the responsibility of a competing crew, or a car unable to finish the event to see that the organisers are informed as soon as possible after their retirement.

20. Distance of a Western Cape Championship Event

With the exception of the national championship events, the distance of all Western Cape regional championship events will be as follows:

- a) Special Stage distance shall be 90km with a maximum / minimum of plus / minus 15 km. Any exception to these distances will be considered on application to the MSA WC Regional Committee.
- b) **A Minimum of one Service Park is required per regional event. The time allowed for this service park is to be not less than 30 minutes and a maximum of 45 minutes and should be midway in the event but preferably after every 2 stages.**

SECTION C:

Results, Seeding, Regulations

1. Every competitor on a Western Cape Regional Championship Event shall be responsible for taking any necessary steps to provide the information required by the organisers to assist them to include every completed SS in the full results sheet.
2. The organisers shall issue a full results sheet that shows the SS times for every competitor up to the stage where they either retired or finished the event. To assist the Motorsport Secretary and the seeding officials the results shall, inter alia, be set out and include the following:
 - a) List the competitors by competition number giving also the entrant, driver and navigator's names – with initials where confusion could otherwise occur – including competition licence numbers of both driver and navigator.
 - b) Include a column, which contains the class of vehicle.
 - c) Head a column containing the competitor's SS times with the SS number.
 - d) Include two columns after the total score in which, the placing in both, overall classification and classes is given.
 - e) Leave two blank columns to the extreme right in which the points in respect of the Western Cape Regional Championship can be scored later.
3. Seeding will be by the Seeding Committee selected by the Western Cape Rally Sub-Committee and should be taken cognisance of by the Clerks of the Course when grouping competitors for the purpose of drawing for starting positions. The current seeding list will be posted on the notice board at each Entry Announcement Function for each Regional Championship Event.

SECTION D:

Minimum Standards for the Western Cape Special Stage Rally Championship

Cognisance is to be taken by all organisers of other relevant items listed in this document over and above this clause.

IMPORTANT: Permission to deviate from these minimum standards must be obtained from the MSA Western Cape Regional Motorsport Committee before an event. Failure to comply with these minimum standards will result in the organizing club facing possible disciplinary action.

- a) All events must be Special Stage events.
- b) All eligible makes of cars must be allowed to enter and participate in all Western Cape Championship events.
- c) Arrows must be used on special stages and placed at all intersections where a change of direction occurs. A turn-off must be arrowed, as well as all places where there is a possibility that a wrong route may result in collisions or accidents were competitors

meet the route again. In the case where competitors meet back on the route, double "Barrier Tape", 50 metres apart must be used. The arrows (orange and green where possible) **must** be placed at the intersection. All other roads must be blocked off where a wrong route or public entering may result in collisions or accidents.

- d) Diagrams must be used in place of written instructions in special stages as written instructions can be misinterpreted. Written instructions may be used on road sections.
- e) Intermediate distances must be given between all instructions on special stages.
- f) All dangerous places must be given due warning in the Road Book and the Clerk of the Course must take the high speeds of rally cars into account by accentuating such warnings if necessary, for example:
"Extreme Caution – Dangerous Jump" should be used in place of "Jump" or "Caution – Jump"
In addition, danger or warning triangles or arrows pointing down must be placed at such points on the route, but it must be stated what the caution is for, as the mere word "Caution" on its own is meaningless. "Caution – Jump" or "Caution – Ditch" are examples of what is required.
- g) When a special stage ends towards a major road, the Stop Control must be at least 300 metres before the major road and the Clerk of the Course (Route Director) must keep in mind the high speeds of rally cars. The flying finish board or warning board for the end of a special stage must also be placed well in advance of the (300 m) Stop Control, so as to give competitors ample warning of their approach to the Stop Control. The results could be disastrous if a competitor were to overshoot into a major road. Shortening a stage by 100 metres will not make any difference to the competitive nature of the stage nor to the effective length of the stage or rally, and attention must be given to the high speeds of rally cars.
- h) Proven organisational ability will be a pre-requisite for granting status to an event.
- i) Regulations must be available in an approved form at least 4 weeks before an event is due to take place.
- j) Parc Ferme must apply to all events.
- k) Car Zero
Organisers must specify exactly what is required of Car Zero and must make sure that the car is manned by a competent rally driver, experienced navigator and a radio official, who are aware of the requirements of the marshals. Marshals must sort out any problems / queries with Car Zero before the first car arrives.
It is recommended to run a Car Zero too. The Zero Cars must not depart from either a start or end control until such time as it has been ascertained that the controls are fully operative. Zero Car/s must clock in and out of all control points along the route of the event. If it is imperative that the Zero Car should continue on its way, then contact must be made with the Clerk of the Course to advise him what the problem is, that possibly competitors should be held back, particularly if there are clock related problems. Car Zero should also carry certain extra equipment on board, such as candy-stripe tape, spare arrows, stakes, hammers and indemnity boards etc. It is part of the duties of Car Zero to ensure that all necessary roads have been taped off and that all

warning triangles etc are in place, i.e. that the route is ready to be used by competitors. The driving conduct of the Zero Car/s must conform to the "Itinerary", for the event.

- l) Where a stage involves a number of laps, Clerks of the Course shall ensure that a Judge of Fact is appointed for the purpose of ascertaining the number of laps completed per competitors. Clerks of the Course are also required to state in the SR's for the event that the penalty for not completing the specified number of laps will be exclusion as it will be deemed "deviation from route". When choosing a Judge of Fact, organisers are reminded that such person **must** be competent and licensed.

SECTION E:

The procedures to be followed by the Clerk of Course and the Event Results Officer.

Seeding list:

The seeding list must be available one week after each event, for ratification at the Rally Sub meeting before the next event in order to eliminate any errors.

Entry Function:

Entries: - are to be captured as they are received (paid only) – no "possible" entries.

Entrant: - may be any one of the crew or if a commercial company a licence number must be produced other than that of the crew members.

Driver, Co-driver / Navigator: - First name and Surname.

Vehicle: - full details with the engine capacity.

Class: - only classes as per WC 5 or SR's for that event may be accepted.

Club: - each crew member has the right to have their Club listed.

License numbers: - all license numbers for Entrant, Driver, Co-driver / Navigator to be listed.

Close of entries: - The entry list to be compiled as entries are received in no particular order. This document will be headed 'ENTRY LIST' and have the MSA logo, Environmental Logo and the organising Club logo (sponsors logo if event is sponsored). No numerical sequence will be displayed alongside the line giving details of the Entrant, Driver, Co-driver / Navigator and etc. This list will then become the official list for the scrutineers and the first ten (10) cars will be due at the time given in the SR's or Final Instructions for that event.

The ENTRY LIST must be E-mailed to the Clerk of the Course or Event Secretary no later than the day following the Entry Function or saved to his / her memory stick. A printed copy of the official ENTRY LIST should be made available to the entrants and competitors at the Entry Function.

All documents to be in MS Word or Excel format (NO PDF files will be acceptable) so that entries / changes can be made prior to Road Books and other standard publications being ordered from printers, submitting to MSA which is required 48 hours before the event (refer to GCR 141. ix) and publishing in the press or on web sites.

Start List:

Shall be published, in ratified seeding order no later than thirty (30) minutes before the official starting time of the event, posted on the Official Notice Board (refer SSR 193. 16. 2). Copies must be available for Crews and Officials.

Results:

To be given to the Clerk of the Course as soon as they become available (for checking, to avoid delays) until they become 'Provisional Final Classification'.

Results for competitors who do Super Rally will have the times for those stages highlighted in yellow and in italics, for ease of reference later when doing points scoring.

Those competitors who have completed all the stages up to the last stage but who fail to complete it will be indicated with an "S" in the final stage column on the result sheet.