

PUKEKOHE PARK LTD ANNUAL SAFETY PLAN

Where the facility is hired for

Motorsport New Zealand permitted RACE Meetings or Events

Valid for the period 31st July 2018 to 1st August 2019.

Relating to PUKEKOHE PARK RACEWAY VENUE, MANUKAU ROAD, PUKEKOHE

(Full construction drawings are available at PPL's administration office during office hours)

1. **AUTHORITY:** In accordance with the current New Zealand Motorsport Manual Appendix Two Schedule H this plan sets out the systems that are in place and specifies the processes to use in the event of any injury accident for competitors, officials and the public. It is complementary to the Safety Clearance Certificate issued by the Clerk of the Course for each Race Meeting or Event held on the Venue. With reference to but not limited to the annual Safety Plan, Pukekohe Park Ltd's Circuit Manager or its appointee can at their sole discretion, cease all activities at the venue.

Definitions and Interpretation

"EEH" Emergency escape hatch

"Event" means MSNZ permitted event

"FV" Fire intervention vehicle

"MP" Marshal Point

"MSNZ" Means Motorsport New Zealand

"MV" Medical intervention vehicle

"PPL" means Pukekohe Park Ltd

"Race Meeting" Means MSNZ permitted event

"Safety Clearance Certificate" refers to MSNZ form MRE101, Safety Clearance Certificate for all Race Meetings

"SH" Safe Haven

"URR" means users report register located in race control

2. EVENT CONTROL HEADQUARTERS:

- 2.1 **Location:** Race Control is on the top floor (Map 2) of Race Administration block located on Drivers Right 50m past pit exit

- 2.2 **Manning:** The Clerk of the Course or one of their appointed assistants will be in charge of all control room activities throughout the running of the event.

Should the Clerk of the Course leave the Control room at any stage of the event communications will be maintained via a private channel on a two-way radio.

3. COMMUNICATIONS NETWORK:

- 3.1 **Within Venue:** The circuit utilizes two methods of communication, these being;

- (a) Landline telephones linking race control with Secretariat; Timekeepers; & On-course announcers;

(b) Race Control will have the following links via two-way radios and monitors all channels;

- **First prescribed channel:** Senior officials / Course Car / M and FV's / Accident Investigator / Recovery Vehicles.
- **Second prescribed channel:** All Flag Points.

The ability to add more channels will be at the sole discretion of the Clerk of the Course

3.2 To outside of Venue: Landline and cell phones are used to communicate with outside agencies (Police, Ambulance and Fire Services).

4. EMERGENCY SERVICES:

4.1 Contact Details:

(a) **Police:** For emergencies only 111 service
For normal communications - Pukekohe Police Station (09) 237 1700

(b) **Hospital:** Middlemore Hospital (09) 276-0000

(c) **Fire Service:** For emergencies 111 service.
For normal communications - Pukekohe Fire Station (09) 238 7669

(d) **Pukekohe Medical Centre:** 10 West St (09) 237 02280

(e) **Medical services:** The Safety Clearance Certificate for all Race Meetings issued by the Meeting or Event Clerk of the Course will specify the person(s) in charge of Medical Services at the venue and contact details to be used. This certificate will at the earliest time practicable, be tabled in the "URR".

(f) **St John Ambulance:** Dial 111

4.2 Vehicle access and egress to venue: Gate Three (Map 1) will be kept clear at all times at its access point to State Highway 22 on Manukau Road which from the circuit to the Hospital is 35 km, to the nearest Fire Station is 3 km, to the Police Station is 2 km, and to the nearest Ambulance station is 2.5km.

Helipads are located on site, the Start/Finish Line (Map 1) and the front Paddock between Gate 2 and 3 (Map 1) GPS reference for the front paddock is: S 37, 12, 58 E 174, 54, 47

In tests undertaken the flying time from the helipad to the hospital is quicker than normal road ambulance services given the heavy density of traffic.

5. EVENT INTERVENTION:

5.1 Flag Marshal Point manning and locations: The Safety Clearance Certificate for all Meetings issued by the Event Clerk of the Course will specify the number of personnel on site in respect to flag marshals.

- **For Clubman's race meetings, Sprint or Regularity Trials held on Circuit Two:**

Flag Marshals' Points: As a minimum the Event Organiser is to station points: (Map 2) Start Line, 1, 3a, 5, 7, 11, 12, and 13 in accordance with Schedule H, article 3.3.

- 2 x Flag marshals (except when flag point lights are installed, then only 1 flag marshal)
- Flags:
 - 1 x Green;
 - 1 x Red;
 - 1x Blue;
 - 1 x Red and Yellow;
 - 1 x White; 2 x Yellow
 - 1 x Safety car board
 - Oil soak 5 kg.
 - 1 x Fire Extinguisher (5kg.)
 - 1 x Broom

Where a MotorSport NZ approved signal light system is used manning may be reduced to one (1) flag marshal per flag point, except that in the event of signal light failure, all on-track activities must be immediately halted until either the signal light system becomes operational, or the flag point manning levels are increased to the levels above.

- **For race meetings National or higher**

Flag Marshals' Points: As a minimum the Event Organiser is to station all points: (Map 2) Start Line, 1, 2, 3a, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 in accordance with Schedule H, article 3.3.

- 2 x Flag marshals (except when flag point lights are installed, then only 1 flag marshal)
- Flags:
 - 1 x Green;
 - 1 x Red;
 - 1x Blue;
 - 1 x Red and Yellow;
 - 1 x White; 2 x Yellow
 - 1 x Safety car board
 - Oil soak 5 kg.
 - 1 x Fire Extinguisher (5kg.)
 - 1 x Broom

Where a MotorSport NZ approved signal light system is used with the exception of MP 3a and the start finish line which will continue to require 2 marshals, manning may be reduced to one (1) flag marshal per station. In the event of signal light failure, all on-track activities must be immediately halted until either the signal light system becomes operational, or the flag point manning levels are increased to the levels above. In the event of a light failure at LT3 and/or LT4, MP 3a personal will revert to MP's 3 and 4 where all manual signalling equipment and fire equipment will have been stationed pre event.

5.2 Intervention and service vehicle quantities and locations (Map 3): The Safety Clearance Certificate for all Meetings issued by the Event Clerk of the Course will specify the number of personnel on site in respect to crash rescue and intervention with:

• **For Clubman's race meetings, Sprint or Regularity Trials minimum requirements:**

1 safety car as prescribed in schedule H 6.2 (2) (a) at pit exit

1 MV and 1 FV combined (MV/FV 1) at pit exit or SH 0

1 St Johns Ambulance vehicle (or industry equivalent) near pit exit

• **For race meetings National or higher minimum requirements:**

1 safety car as prescribed in schedule H 6.2 (2) (a) pit exit

1 MV and 1 FV combined (MV/FV1) pit exit or SH 0, then a combined MV and FV (MV/FV2) at Safe Haven 4 and an ATV or similar combined MV and FV (MV/FV3) at Safe Haven 3, 5 or 7 (3, 5 and 7 can all be driven between whilst track activity is underway)

1 St Johns Ambulance vehicle (or industry equivalent) to be positioned near pit exit

1 tow service vehicle to be positioned at SH 0

The ability to add additional MV/FV, Ambulances and Tow Service vehicles depending on the status of the event to safe havens shown on Map 3. These additional Vehicles will be considered additional to the standard safety plan.

All of the above vehicles will be fitted with equipment as prescribed in MSNZ articles.

5.3 Intervention vehicle manning, qualifications and minimum requirements: The Safety Clearance Certificate for all Meetings issued by the Meeting or Event Clerk of the Course will specify the current qualifications of personnel on site in respect to vehicle manning and the minimum requirements:

(a) Safety car will be manned as prescribed in Schedule H 6.2 (2)(a).

(b) MV/FV1 minimum of two personnel with one person holding an Advanced Paramedic qualification (or industry equivalent) and one person holding a Silver RSR licence (or equivalent). One person must also hold or have held at MSNZ competition licence C2/R2 or overseas ASN equivalent.

(c) MV/FV2 minimum of two personnel with one person holding an Emergency Medical Technician qualification (or industry equivalent) and person holding a Silver RSR licence (or equivalent). One person must also hold or have held at MSNZ competition licence C2/R2 or overseas ASN equivalent.

(d) MV/FV3 minimum of two personnel with one person holding a First Responder qualification (or industry equivalent) and one person holding a Silver RSR licence (or equivalent). One personnel must also hold or has held at MSNZ licence C2/R2 or overseas ASN equivalent.

(e) St Johns Ambulance Vehicle (or industry equivalent) with 1 personal holding First Responder qualifications (or industry equivalent). The advanced paramedic personnel in the MV/FV1 can be called upon as required

(f) Tow Service vehicle with two personnel in appropriate apparel

PPL's circuit manager or its appointee may at their sole discretion validate whether the vehicles themselves, prescribed in areas **(a)** through **(f) above** are fit for purpose namely in these key areas

- ✓ Warrantable condition or MSNZ current log book status
- ✓ Flashing lights fitted with correct colours
- ✓ Tow service vehicles loading equipment in working order – checks will be made to winches, winch ropes, tie downs and ramp attachment points

5.4 SIGNAGE - MARSHAL POINT (MP), SAFE HAVENS (SH), AND EMERGENCY ESCAPE HATCHES (EEH) AND WHITE DEMARCATION MARKER PEGS (Map 6):

The markings (MP, SH, EEH) and marker pegs form part of the circuit safety plan, and shall not be covered.

6. VENUE SECURITY – SPECTATOR/PHOTOGRAPHER CONTROL AND SAFETY (Map 4): All restricted access areas are fenced off with warning signs strategically placed along the fences. Event organisers will brief spectator marshals as detailed in 9.1

6.1 FIRE EXTINGUISHER LOCATIONS (Map 5) A marshal briefing session will be undertaken by the head of each department (Flag, Crash Rescue, Intervention, Spectator control and Scrutineers) prior to each Meeting or Event to ensure that all officials controlling the Event and particularly those stationed at designated fire extinguisher points are briefed with regard to fire extinguisher deployment locations. Deployment locations at MP's must coincide with the event level. In the event of any fire extinguisher defect or discharge, a record of this must be recorded in PPL's "URR". Spare extinguishers are available for relocation and are to be reallocated as soon as practical to the point where defect or discharge has occurred. For all cases where an extinguisher has been used from a Marshal Point, its reinstatement shall occur before any track activity are resumed.

It is mandatory to deploy PPL's fire extinguishers at all points marked according to the Event level. PPL's circuit manager or its appointee will make these available for deployment.

7. COURSE CLEARANCE: All activity on the circuit is under the control of the Clerk of the Course, he/she will authorise the opening and closing of the pit exit from race control once he/she is satisfied that all services are in place, the track is clear and all support services are at the ready.

After the conclusion of each on track activity communication between all flag points and race control will ascertain any further requirements prior to the commencement of the next activity.

8. ACCIDENT INVESTIGATIONS AND REPORTING:

8.1 Accident Investigation: Event Organisers will advise in the Supplementary Regulations for each Meeting or Event, the person responsible for investigations as detailed in National Sporting Code Article 89 and Appendix One Schedule G.

8.2 Accident Reporting: Event Organisers will advise all incidents, maintenance requirements or H & S matters no matter how minor in PPL's "URR" located in Race Control. Unless individual accident circumstances deem it impractical the Accident Investigator will make best endeavours to have the completed MSNZ report forms submitted with the Clerk of the Course Closing report. In any case the Clerk of the Course should be able to provide the status of any outstanding investigations at the final Stewards meeting for the Meeting or Event and any of these outstanding matters should also be noted in PPL's "UUR"

Use of MSNZ MA001, MA002 and MA003 forms for any injuries requiring First Aid Attention or Hospitalisation is compulsory.

9. SAFETY OF OFFICIALS AND COMPETITORS:

9.1 Officials and Marshal Training / Briefings: A marshal briefing session will be undertaken by the head of each department (Flag, Crash Rescue, Intervention, Spectator control and Scrutineers) prior to each Meeting or Event to ensure that all officials controlling the event and particularly those at spectator viewing points are fully aware of safety requirements. A record of these briefings must be recorded into PPL's "URR" as soon as practicable.

9.2 Competitors Safety and briefings: The event will be conducted in accordance with the requirements of the current Appendix Four Schedule Z being the Standing Regulations for all Race Meetings.

A competitors briefing for all new competitors will be held prior to the commencement of each Meeting or Event outlining the event procedures and items peculiar to this venue with emphasis on all safety aspects.

10. FUEL STORAGE:

Competitors are to be reminded that they should be familiar with the **Code-of-Practice-Fuel** document of which a copy is available in Race Control or can be found on the Motorsport New Zealand website www.motorsport.org.nz . Event organisers shall remind competitors of their obligations in this area and that PPL or its appointee will have complete autonomy in enforce these regulations. The bulk fuel storage area is marked on Map 5.

10.1 Refueling - Pit Paddock and Pit Lane: Refuelling is permitted as per the Motorsport Manual Appendix 4 Schedule Z article 16.2. Refuelling of competition vehicles may only be carried out:

(1) During practice: Unless specified otherwise in the Event Supplementary Regulations, Refuelling must be carried out in the Pit paddock area.

(2) During races: Unless specified otherwise in the Event Supplementary Regulations, Refuelling must be carried out in the Pit paddock area, if allowed, where refuelling is necessary it may be carried out in the pit lane provided all safety precautions are strictly adhered to.

Notes:

(a) Unless specified otherwise in the Event Supplementary Regulations, no fuel will be allowed in trackside pits.

(b) In all races where refuelling is necessary all refuelling will be carried out either in the Refuelling bay provided or in the pit lane under conditions specified in the Supplementary Regulations.

(c) The Organisers reserve the right to inspect and if necessary approve refuelling equipment prior to it being used.

(d) Competitors should also be familiar with and adhere to:

i) the MotorSport NZ Code of Practice – Fuel, which is available on the MotorSport NZ website (www.motorsport.org.nz)

ii) Where appropriate the requirements for Endurance Race Refuelling which form part of either the meeting Supplementary Regulations, and/or Endurance Race Articles.

10.2 Fuel handling and storage: Competitors and Race teams have legal obligations under the Hazardous Substances and New Organisms (HSNO) Act 1996 in relation to the handling and storage of fuel at motorsport venues or events. Fuel Handling, storage and safety protocols are listed in Chapter 2 of the MotorSport NZ Code of Practice Fuel- Storage and Handling.

Location:

(a) **Bunded Container:** An area has been set aside for Competitors to store their competition vehicle's fuel overnight or throughout all or part of the event. The bunded area at Pukekohe is for storage only. It is located at the end of pit lane between Turn 10 and Turn 11. See attachment 5 for location of fuel storage facility. A timetable of opening times for the storage container shall be posted on the official notice board. Available at this site are

i) Material Safety Data Sheets.

ii) Fire Extinguishers

iii) Emergency response plan.

(b) **Pit paddock:** An area in each competitors pit paddock area where the pit crew can store a quantity of fuel sufficient to refuel the competition vehicle prior to its next segment of the competition at that event. All competitors must have at least one (for each car) Multi-Purpose dry powder extinguisher (minimum size 4.5 kg), in their pit garage or service area at all times. The fire extinguisher must be in an accessible location to the front of the area.

(c) **Pit Lane:** If permitted Storage and Refuelling will be carried out either in the refuelling bay provided or in the pit lane bay/garage, under conditions specified in the Supplementary Regulations. For Endurance races where refuelling is taking place, the minimum extinguisher requirement will be two (2) 9kg dry chemical Fire Extinguishers, in working order for each competing vehicle.

10.3 The venue owners have erected hazardous goods signs and no smoking signs at the entrances to the pit paddock.

11. NOISE

In all case's PPL will assign its own delegate to monitor noise from MSNZ approved points (Map 2) to the maximum level of 95dba as prescribed in the MSNZ manual. PPL will supply two way radio communications to the Event Clerk of the Course to give notification of any non-compliance. The clerk of the course will adhere to the terms and conditions set out in PPL's Circuit Hire Agreement.

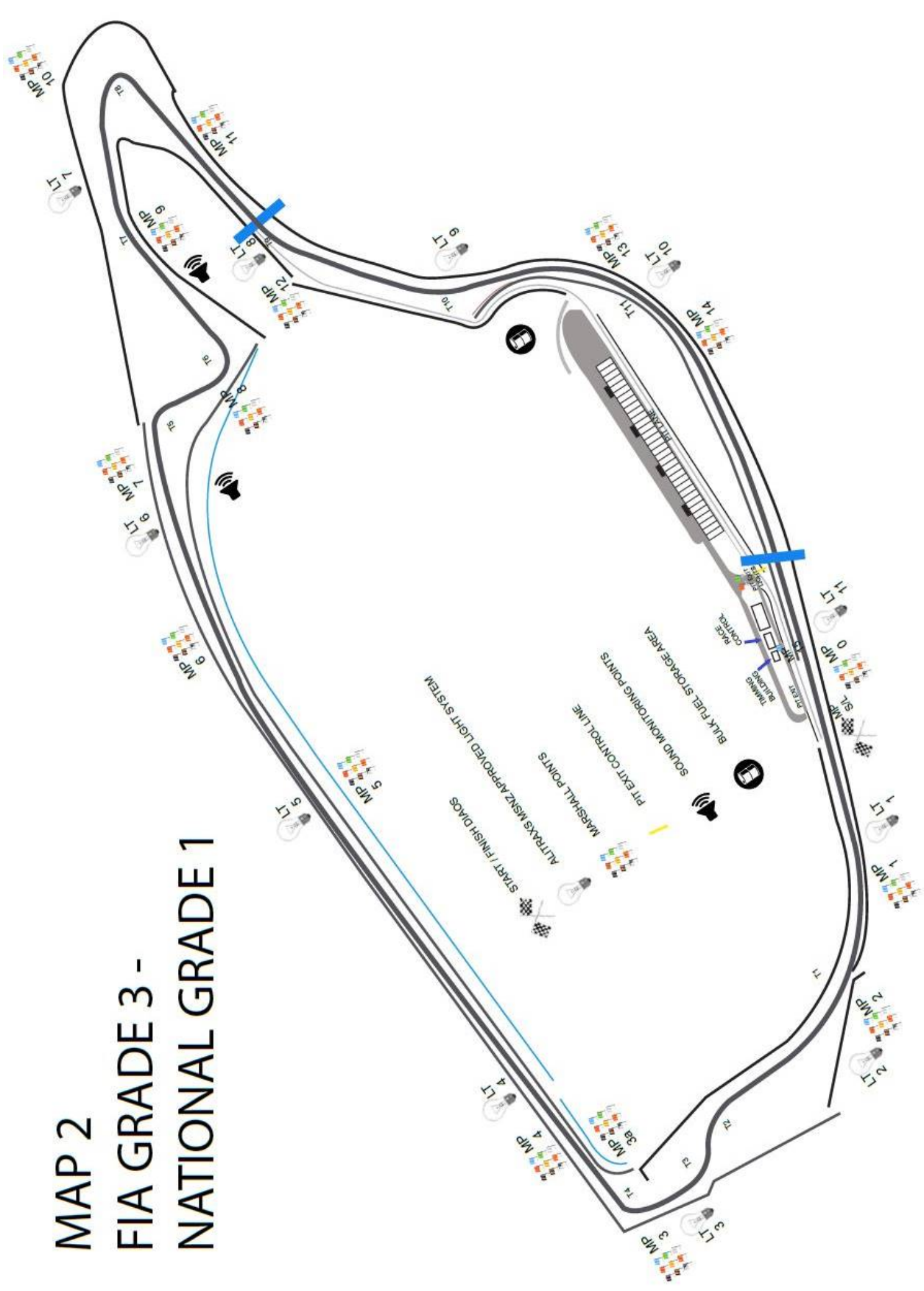
12. UNDERTAKING

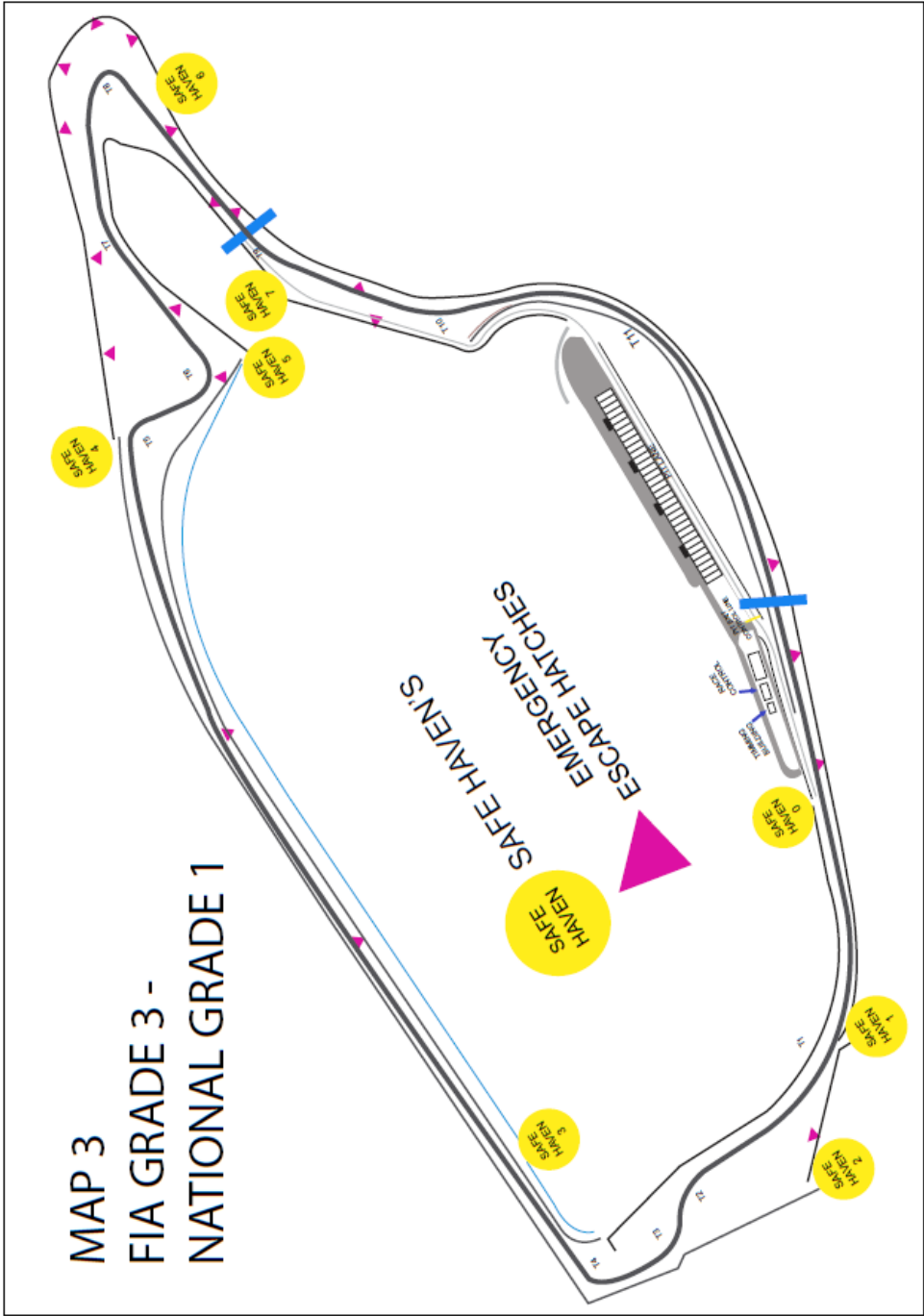
- 12.1 The Clerk of the Course appointed to officiate at each Meeting or Event held on this venue will in presenting the Safety Clearance Certificate to PPL's "URR" bring to the attention of the PPL circuit manager along with the Stewards of the Meeting any variation to the above plan plus detail the actual manning levels and names of the key officials prior to the meeting were practicable.



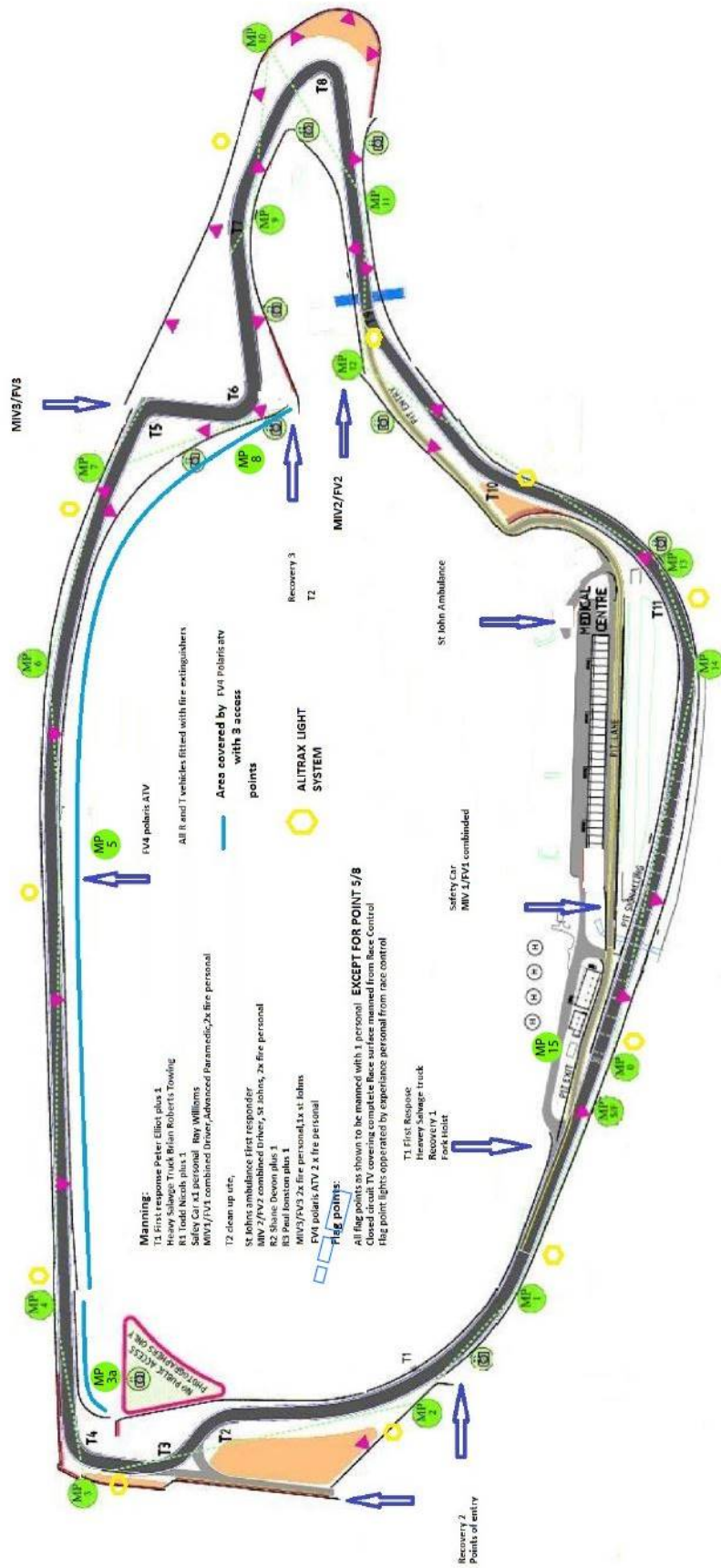
**MAP 1
FIA GRADE 3 -
NATIONAL GRADE 1**

MAP 2 FIA GRADE 3 - NATIONAL GRADE 1

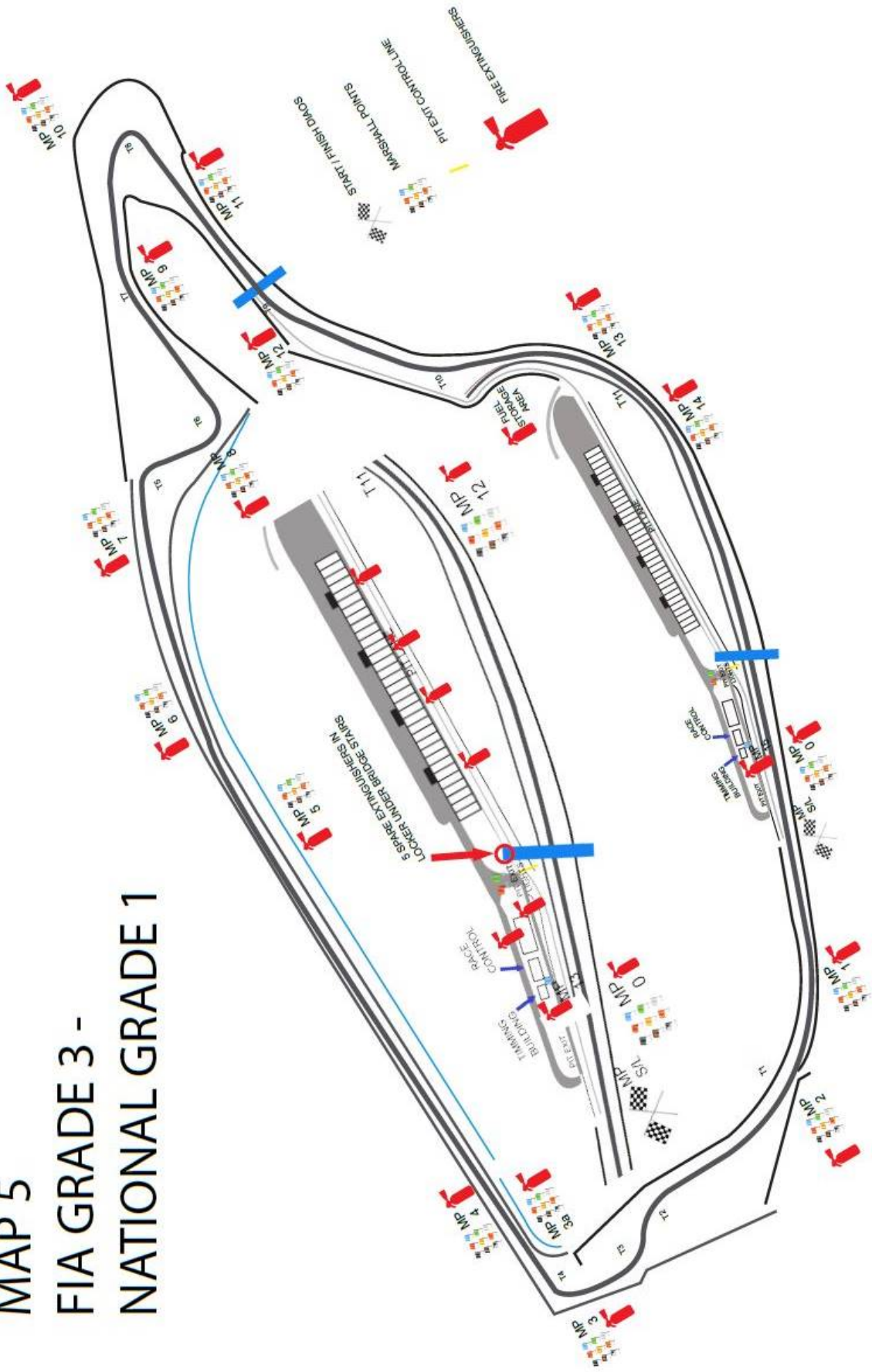




CIRCUIT ONE FIA GRADE 3 --- NATIONAL GRADE 1



MAP 5 FIA GRADE 3 - NATIONAL GRADE 1



MAP 6
FIA GRADE 3 -
NATIONAL GRADE 1

