



Event Specific Safety Plan





Club Details

Club:
Main Contact:
Or:

Club Address:
Event Manager:

Event Details:

Enter Race Name Here

Event Location:

Event Manager:
Cell Ph:

Event Date(s):

Key Contact Details:

Emergency Numbers

Medical Emergency: 111

Fire Service: 111

Hospital: Phone:

(Address): Phone:

Medical Centre: Phone:

(Address): Phone:

Environmental: Phone:

Land Owner:

Event Officials

Clerk of the Course: Phone:

Marshall Coordinator: Phone:

Registration & Entries: Phone:

Scutineer: Phone:

First Aider(s)

Programme

Saturday xx/xx/xx

Time **Detail**

Sunday xx/xx/xx



Time **Detail**
Gates Open
Drivers Briefing
Race Start
Prizegiving at

Hazard Management



*The hazards below are particular to offroad racing. *Where listed hazards are not relevant to this event, organisers will replace the ○ with a X in box "N/A". The remaining hazards and required controls are identified for this event and will be checked off as part of the event preparation. All officials, volunteers and participants will be made aware of these hazards and their responsibilities to implement/follow the controls.



VEHICLE HAZARDS

Hazard	Controls	*N/A 	Checked 
Crash, Impact, or rollover	<ul style="list-style-type: none"> Rollover protection (ORANZ rulebook) Seatbelt, arm, window restraints (ORANZ rulebook) Crash helmets (ORANZ rulebook) Neck restraints, collars Limb padding 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Fire	<ul style="list-style-type: none"> Firewall (ORANZ rulebook) Fire resistant clothing (ORANZ rulebook) Gloves (ORANZ rulebook) Fire extinguisher(s) (ORANZ rulebook) Fire extinguisher certification (ORANZ rulebook) Supplementary fire containment systems External fire extinguishers (marshalls) 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Entrapment ; Suffocation, inhalation, drowning	<ul style="list-style-type: none"> Multiple exit paths from vehicle (recommendation) Track layout/barriers/advice to minimise exposure to off track hazards 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
Impact from foreign objects entering cab	<ul style="list-style-type: none"> Crash helmets Goggles/shields (ORANZ rulebook) 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
Vehicle Compliance	<ul style="list-style-type: none"> Tagging and scrutineering (ORANZ rulebook) Scrutineers training, validation and moderation 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>

TRACK HAZARDS

Hazard	Controls	*N/A 	Checked 
Track Preparation (pre-event)	<ul style="list-style-type: none"> Contractor evaluation/induction (CS13 Contractor Induction) Volunteer induction (CS02 Volunteer Induction, ORANZ Indemnity Form) Skills assessment (Forests) Check in/out/working alone procedures 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Track Restoration (post event)	<ul style="list-style-type: none"> Contractor evaluation/induction (CS13 Contractor Induction) Volunteer induction (CS02, Indemnity Form) Skills assessment (Forests) Check in/out/working alone procedures 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Trackside hazards: Water, drop offs, trees, obstacles	<ul style="list-style-type: none"> Track marking (ORANZ rulebook) Barrier systems Driver briefing 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Stray animals, public and vehicles entering track	<ul style="list-style-type: none"> Track marking Marshalls Driver briefing 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
People in potential vehicle/object path (corners or crowd seating areas)	<ul style="list-style-type: none"> Track marking Barrier systems Marshalls 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Track hazards; corners, blind entry/exit, jumps, holes, water, pit entry/exit	<ul style="list-style-type: none"> Track marking Barrier systems Marshalls Driver briefing 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>



Emergency vehicles on the track	<ul style="list-style-type: none"> • Volunteer Induction (CS02 Volunteer Induction, ORANZ Indemnity Form) • Warning Lights • Spotter • Driver briefing • Safety zones • High viz 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Marshalls, Marshalling points	<ul style="list-style-type: none"> • High viz • Barrier systems • Volunteer Induction (CS02 Volunteer Induction, ORANZ Indemnity Form) • Safety zones 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Photographers, Photography points	<ul style="list-style-type: none"> • High viz • Volunteer Induction (CS02 Volunteer Induction, ORANZ Indemnity Form) • Safety zones 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Remote access to fire and rescue	<ul style="list-style-type: none"> • First, second, third and fourth response plans 	<input type="radio"/>	<input checked="" type="radio"/>
Fire or entrapment; access to first, second and third response rescue equipment and personnel	<ul style="list-style-type: none"> • Vehicle fire extinguishers (ORANZ rulebook) • Fire extinguisher certification (ORANZ rulebook) • Marshall fire extinguishers • Fire extinguisher certification • Second and third response plans • External emergency services response plans 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Vehicle recovery	<ul style="list-style-type: none"> • Volunteer induction (CS02 Volunteer Induction, ORANZ Indemnity Form) • Warning lights • Spotter 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>

PIT HAZARDS

Hazard	Controls	*N/A <input checked="" type="radio"/>	Checked <input checked="" type="radio"/>
Race fuel fire	<ul style="list-style-type: none"> • Dedicated fuel bay • Fire extinguishers • Fire extinguisher certification • Driver out of car (ORANZ rulebook) 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Pedestrian accident	<ul style="list-style-type: none"> • Separate parking • Pit layout/marking • Designated public areas • Pit speed restriction • Driver/public briefing 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>
Trolley jack collapse	<ul style="list-style-type: none"> • Driver briefing • Level scrutineering area 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
Vehicle fire	<ul style="list-style-type: none"> • Fire extinguishers • Fire extinguisher certification 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
Toilet facilities	<ul style="list-style-type: none"> • Mobile/permanent facilities • Regular facility check/restock 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
Vehicle Speed	<ul style="list-style-type: none"> • Driver briefing • Marshalls/officials 	<input type="radio"/> <input type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/>
People riding on cars and trailers	<ul style="list-style-type: none"> • Driver/public briefing 		



EVENT HAZARDS

Hazard	Controls	*N/A 	Checked
Climatic conditions	<ul style="list-style-type: none"> Driver briefing 	<input type="radio"/>	<input type="radio"/>
Driving conditions	<ul style="list-style-type: none"> Driver briefing 	<input type="radio"/>	<input type="radio"/>
Track access/rescue	<ul style="list-style-type: none"> First, second, third and fourth response plans 	<input type="radio"/>	<input type="radio"/>
Emergency Services proximity	<ul style="list-style-type: none"> Communication systems External emergency services response plans 	<input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/>
Participant check in/out	<ul style="list-style-type: none"> ORANZ log books (drivers/codrivers) Roll call (volunteers) Check in/out (volunteers/drivers/codrivers) 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>
Marshalling/check points	<ul style="list-style-type: none"> High viz Barrier systems Volunteer Induction (CS02 Volunteer Induction, ORANZ Indemnity Form) Safety zones 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
Public/animal access	<ul style="list-style-type: none"> Warning tape Marshalls Public advice Driver briefing 	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
Mismatched vehicle classes/speeds/masses	<ul style="list-style-type: none"> Race separation 	<input type="radio"/>	<input type="radio"/>
Communication	<ul style="list-style-type: none"> Radio telephone (limited) External comms expertise Roving marshall 	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>

PARTICIPANT HAZARDS

Hazard	Controls	*N/A 	Checked
Age	<ul style="list-style-type: none"> Age restrictions (ORANZ rulebook) Youth classes (ORANZ rulebook) 	<input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/>
Capability	<ul style="list-style-type: none"> Chief Stewart, Clerk of Course (ORANZ rulebook) 	<input type="radio"/>	<input type="radio"/>
Licensing	<ul style="list-style-type: none"> ORANZ rulebook 	<input type="radio"/>	<input type="radio"/>
Medical condition	<ul style="list-style-type: none"> Chief Stewart, Clerk of Course (ORANZ rulebook) 	<input type="radio"/>	<input type="radio"/>
Drugs and alcohol	<ul style="list-style-type: none"> Chief Stewart, Clerk of Course (ORANZ rulebook) Random testing 	<input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/>

ADDITIONAL HAZARDS

Hazard	Controls	*N/A 	Checked
	•	<input type="radio"/>	<input type="radio"/>
	•	<input type="radio"/>	<input type="radio"/>
	•	<input type="radio"/>	<input type="radio"/>
	•	<input type="radio"/>	<input type="radio"/>
	•	<input type="radio"/>	<input type="radio"/>

Event Plan Details

Edit/delete the details under each heading to suit the event



Venue Location

Vehicle Access

Venue Layout/Plan

Road Closure(s)

Spectator Control

Track Marking:

Changes in Direction

Hazards

Kilometre Markers

Side Roads

Checkpoint Marshalls

Roving Marshalls

Track Vehicles (Marshalls, Safety, Media)

Comms

Event Specific Vehicle Requirements

Spark arrestors, 2x fire extinguishers, safety triangle, first aid kit, survival blanket(s), emergency rations.

Event Incident Response

- **First Response:** Driver, fire extinguishers, first aid kit.
- **Second Response:** Marshalls, fire extinguishers, emergency release tools.
- **Third Response:** Race Control high volume fire extinguishers (mobile), first aid staff, recovery vehicles
- **Fourth Response:** External emergency services.

Fuel Bay

Pits

Competitor Parking

Spectator Parking

Venue Entry Gate Control

Race Fuel (Avgas)Availability

Food/Catering

Drugs, Alcohol and Pets



Toilets

Venue Specific Rules

Officials/Marshalls/ Volunteers Briefing

Lap Scoring

Scrutineering and Registration

Kiwitruck Racing

Drivers Briefing/Log Books

Grid Up

Race Track Clearance

Event Emergency Stoppage

Race Length

Tail End Charlie

Vehicle Retrieval

Venue Check out

Prizegiving Venue, Time, Catering



Event Specific Emergency Procedures

Disabled Vehicle

If a race vehicle is disabled and no medical assistance is required, the driver must signal with a THUMBS UP or leave their helmet ON TOP OF THE VEHICLE as a sign they are ok.

If medical assistance IS required, the driver must signal with a THUMBS DOWN.

If a competing drivers coming across a stopped vehicle they must act upon a THUMBS DOWN/NO RESPONSE by rendering assistance if serious or advising the next Marshall.

Major Incident

In the event of a major incident, the Clerk of the Course must immediately stop the event by placing a red flag on the start/finish line. Emergency responders should be despatched along with communication equipment. Third response (external services) should be advised.

Vehicle Fire/Injury accident - Drivers

- Asses your own safety first
- Place your vehicle off the race line and visible to oncoming vehicles. Use helmet on the road as emergency signal.
- Isolate the fuel/ignition sources if safe to do so.
- Extinguish the fire if possible.
- Separate other fuel sources (cars, fauna) from the fire.
- Enlist other race vehicles to alert marshalls
- Give immediate treatment to any injured people until emergency support arrives
- If fire poses a threat evacuate immediately

Storm/Extreme Weather

- Evacuate spectators, volunteers and competitors from areas of danger.
- Check that all participants and marshalls are accounted for.
- Secure materials and vulnerable/loose structures.

Accident/Incident Reporting Procedures

All accidents, incidents or near misses will be reported to the Clerk of the Course and the Event Manager when they occur. All accidents and incidents will be documented and investigated (CS08 Accident/Incident Investigation form). Investigation reports will be forwarded to ORANZ CS.