

SMRI Corner Workers Manual

I. Why are We Here?

A. FUN

1. If you are not having fun, You're not doing it right !

B. SAFETY, for everyone. *IN THIS ORDER:*

1. Yourself and other workers
 - a. If you see something coming at you, get out of the way
 - b. Buddy system for flaggers
 - c. Whistles
 - d. Know where and where not to be. Act accordingly
2. Warning other racers on the track
 - a. Get the appropriate flag out quickly
 - b. Tell Race Control about incident
3. Take care of incident
 - a. Pick-up Handlers take care of bike and track
 - b. Turn Marshal/EMTs take care of rider

II. Track Safety Rules

- By signing a release waiver, every competitor or person entering the Pit Area, agrees to be subject to the *Official 2009 Sandia Motorcycle Roadracing Incorporated Competition Rule Book* and any printed supplements. SMRI rules are subject to change. Information on rule changes may be presented at rider's meetings and membership meetings, and may be published in the SMRI website at <http://www.smri-racing.org>
- The speed limit of all worker vehicles (including motorcycles) is 25 MPH; 5 mph in the pits.
- **Traffic in the pits, and on the track, is one-way.**
- SMRI has a no drugs policy at the track. Also no beer or other alcoholic beverage until after the races. There are some really good reasons for this. One: Everybody needs to be sharp and right. Two: If any worker gets hurt and something like this is involved, our insurance would go away, and the racing would too. If anyone has a question please see Brian Helms or Dave Turner.
- No Glass on the track.
- Only entered riders and registered workers can enter the course. Riders cannot enter the track without approval from a track marshal.
- During a race or practice, NO ONE crosses a track without permission & being covered by a flag.
- It is expressly prohibited to ride or push a motorcycle against traffic on the track unless directed to do so by an Official or Corner Marshal.
- Please use common sense. Use it or lose it.

IT IS YOUR RESPONSIBILITY TO TAKE SAFE ACTION AND AVOID BECOMING PART OF AN INCIDENT.

III. Flags

YELLOW (Motionless) Caution.

- This flag is displayed for warm-up laps, last lap of practices, and for incidents off the racing line and out of an impact zone. An impact zone is where bikes and riders end up when they crash at or near the apex of a turn.
- This flag may also be shown in the turn that is ahead of the turn with a waving yellow. (E.g., if there is a waving yellow at 5, a standing yellow may be needed at turn 4 or at the exit of turn 3).
- Display stationary flags at chest height or held over your head.
- Riders may maintain their speed, but riders must exercise caution and maintain their line.
- Passing is allowed.

YELLOW (Waved) Extreme Caution - Danger Ahead.

- This flag indicates an incident has occurred on or very near the racing line. This may be a major incident possibly involving multiple bikes or one that has just happened and the status of the track is unknown yet.
- Display waving flags high (above your head or shoulders). Move them in a wide figure-eight motion.
- This flag is also used when any track worker must go onto or cross the track surface to respond to an incident. The track worker MAY NOT go onto or cross the track until the waving yellow flag is displayed!!
- Riders are to slow down and proceed with caution. NO PASSING is allowed from the waving flag until the rider is completely clear of the incident.
- If needed, motion riders to the inside or outside of the track. Riders may not be able to see the incident. (See next section on Hand Signals.)
- If there is oil or debris on the track, the following flag may be used--but do not leave your station to change flags!!

YELLOW WITH RED STRIPE Oil/Debris

- Debris, oil, slippery material or fluid is on course. There is something on the track that you don't want riders to run over. This flag has the same authority as a solid yellow flag.
- The flag may be displayed motionless or waved, depending on the condition:
 - motionless to inform riders to be cautious
 - waved if it is associated with an incident or requires extreme caution.
- If the debris/fluid is small or not very obvious, point to the debris, oil or fluid if you are close; otherwise, motion (PUSH) the riders to move one way or another to avoid it.
- Riders follow the same rules as for other yellow flags: Slow down, choose a line to avoid the debris/incident; no passing if the flag is waved.

YELLOW WITH RED CROSS Ambulance

- This flag is displayed when ambulances, safety vehicle or emergency personnel are on course.
- It is waving if the ambulance is at your station and has not reached the next flag station. After it reaches the next station, hold the flag motionless.
- This flag indicates that the race/practice has been discontinued (red-flagged), so **the red flag should be shown along with the ambulance flag.**
- NO PASSING when waving. riders are to slow down, complete their lap and exit at Pit In.
- Riders may pass the emergency equipment but they may not pass each other until well past the incident.
- This flag is not usually used at SMRI events. On the relatively narrow track, a red flag is normally displayed if the ambulance enters the track.

RED Race stopped

- The red flag means the same whether stationary or waving: The race/practice is over. Safe continuation of the race is not possible.
- THIS FLAG WILL BE SHOWN AT ALL FLAG STATIONS.
- Riders continue around the track at slow speed and exit at Pit In. No passing is allowed from the flag stations displaying the red flag to the track exit.

BLACK Rider, Leave the track (Unsafe equipment)

- Shown to an individual rider only, to stop him/her as soon as safely possible, because of an unsafe equipment. The black flag is shown when a specific motorcycle presents a serious safety hazard (e.g., leaking fluids, dangling part, smoke).
- It is never waved. Hold the flag in the hand nearest the track facing the rider; with your free hand, point directly at rider, make eye contact with the rider, and follow him.
- The rider must stop off the track surface, *as soon as safely as possible*, preferably on the inside of the track and not in an impact area, and wait for instructions.
- The rider CANNOT continue until instructed to do so by an official.

MEATBALL FLAG (Black with large red dot, directed at rider)

- During practice: Displayed to a rider to indicate he should complete the lap and report to Pit In.
- An official will advise the rider on why he/she was flagged. (e.g., equipment needs checking but not an emergency; riding behavior; change of group)
- During a race: Indicates a penalty to the rider, but rider will complete the race without stopping. Flag will normally be shown by Starter.

BLUE FLAG (Track Days Only)

- Displayed throughout Track School and Beginner group practices only. Generally displayed on the station shelter at the turn or at other location in the riders' line-of-sight near the station.
- No Passing is allowed inside (underneath) another rider on corners UNTIL past the apex of the turn. (Report any violations)
- Outside passing on corners is allowed.

CHECKERED FLAG

- During a clockwise PRACTICE (Track Day/race practice), the checkered is displayed in Turn 5 (Double Apex) as soon as the checkered flag is called on the radio and/or displayed at Pit Out. All other corners will display a Standing Yellow flag immediately. All riders are to complete the lap and exit the track at Pit In. Turn 5 (or turn 6 if manned) calls in the bike number of the first rider to take the checkered flag at their turn.
- During a RACE, only the Starter will display the checkered flag, to indicate the lead rider has finished; all corners will display a standing yellow flag in front of the lead rider as (s)he passes their corner (but not before the lead rider arrives).

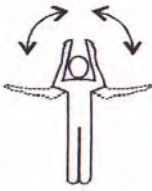


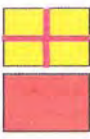






GREEN The Race is On - Only the starter uses this flag to indicate start of race or clear track.

WHITE One lap remaining. Displayed by Pit Out for the final lap of a practice or by the Starter for the final lap of a race.

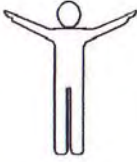
FURLED & CROSSED [GREEN & WHITE] FLAGS Displayed by Starter at half-way through race

IV. Hand Signals

HAND SIGNALS

		STOP THE RACE Wave both arms above your head. Do not drop your hands below shoulder level.
		SEND AMBULANCE Move arms from over your head down to your sides and back over your head. This signal also stops race.
		FIRE Swing either arm to your front or side in a full circle. This signal also stops race.
		SHOW WAVING YELLOW Rotate either arm in a full circle above your head. This signals flagman at your station to show a waving yellow
		SHOW STANDING YELLOW Hold either arm above your head. This signals flagman at your station to show a stationary yellow

HAND SIGNALS



RIDER IS OK

Hold your arms outward, slightly above shoulder level (like "safe" signal in baseball).



ALL FLAGS DOWN

Hold your arms outward; lower them slowly to your sides. (This signal is normally given only by the starter or chief marshal.)



I NEED ASSISTANCE

Move your hand up and down over your head. Signals marshals near you to come to your assistance.



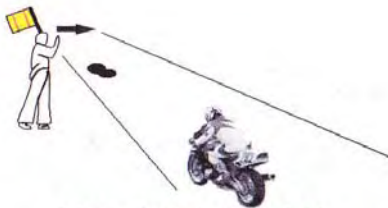
BIKE NEEDS PUSH

Hold one arm outward, bent at the elbow. Signals that motorcycle at your position will need a push to return to the pits.



BIKE NEEDS TRANSPORT

Hold both arms outward, bent at the elbow. Signals that a motorcycle at your position will need a truck or trailer to return it to the pits.



Rider - push to your right



Rider - push to your left

HAND SIGNALS

Use hand signals to guide riders to the side of the track that is clear. Face the direction you want the rider to move and make a pushing motion with your hand and arm. **Always use a pushing motion, never pulling.**

V. Responsibilities & General What-To-Do

A. Turn marshal (Manager of turn)

1. Set up the turn
 - a. Check for all flags and ensure equipment is in good working condition
 - b. Check for placement of grease sweep, flag station, etc.
 - c. Check for track debris
2. Morning meeting at your turn (if not covered by head corner marshal in group meeting)
 - a. Review Flags (see descriptions above):
 - b. Review Hand signs
 - 1) Standing yellow
 - 2) Waving yellow
 - 3) Oil/Debris (and pushing riders to avoid debris/bikes/riders)
 - 4) Crash Truck needed
 - 5) Flag down
 - 6) Rider OK
 - 7) Ambulance needed
 - a) NOW!! ("stat")
 - b) At end of session
 - 8) Red flag
 - 9) Track crossing
 - 10) Fire
 - 11) Radio communication problems
3. Impact areas
 - a. Identify them to your workers
 - b. Keep them as clear as possible
4. Assigning positions
 - a. Show them the best places to stand
 - 1) Communicator/Radio
 - 2) Flagger(s)
 - 3) Pickup Handler(s)
5. Rotation of people to keep them from getting bored
6. What to look for during the race
 - a. Solving problems before they happen
 - b. Oil or objects dropping from bike
 - c. Erratic racers
 - d. Your Workers: Safety, Health, Help, Coaching
7. Track crossing points
8. General Safety
 - a. Let incident happen before running out to help and then only when safe
 - b. Always know what's coming
 - c. It is expressly prohibited to ride or push a motorcycle against traffic on the track unless directed to do so by an Official or Corner Marshal.
9. Short handed
 - a. Let Race Control know
 - b. Set up people as best as possible
 - c. Be extra careful. Keep your eyes moving up track
10. Hazard (debris, oil, fuel, etc.) clean-up how-to
11. Fire Extinguisher how-to

NOTE:

12. The turn marshal should be the only one to call in the request for a red flag.
13. If there is an incident,
 - a. Check out rider and report to Race Control
 - b. Get the rider into a safe area if possible
 - c. **DO NOT MOVE THE RIDER!!**
 - d. Do not remove a crashed rider's leathers or helmet

B. Flaggers (Communicate to Riders and Turn Marshal)

1. Never leave your flag station except to move away from on-coming danger
2. Flag only incidents from your location to the next flag station
Exceptions: Entrances before the next turn station can be flagged because of racers line of sight (e.g., Turn 2 will also flag incidents in Turn 3--the hairpin)
Note: Display flag at the exit of the turn if the incident is beyond Turn 3 or Turn 5; display ahead of the entrance if the incident is in Turn 3 or Turn 5
3. Always keep yellow flag with you (out of the riders' sight unless you are indicating an incident)
Others should be within easy grasp
4. Be aware of wind direction
Hold corners of standing flags
Keep waving flags displayed in racer's view as much as possible
5. Multi-flag Holding
It's tough, but can be done
6. 'Push' riders away from incident or debris/oil on the race line, as needed
7. Buddy system, if possible (Watch bikes coming into corner and also leaving corner)
Yellow flag looks down-track and stands away from track
Debris flag looks up-track and stands near track
Debris flagger can push Yellow flagger out of the way of coming danger

C. Incident Handler (Debris/incident pick-up)

1. Stand clear of the impact areas if possible
2. Gloves, long pants, sturdy shoes are needed
3. Know the locations of the kill switch and fuel shutoff
4. Only go onto the track surface when it is safe
Look up-track, and get a track crossing hand sign
5. If you take a fire extinguisher with you to the downed bike, take it back with you when you leave
6. Your primary responsibility is the bike and track but may help with rider. (Normally, the Turn Marshal will be present to assist the rider). Remember:
Do not assist the rider in getting up!
Do not move the rider!!
Do not remove a crashed rider's leathers or helmet!
If the rider can't move and is still on the track in a hazardous area,
ask for CRIMSON FLAG or race shutdown.
7. Remove tech sticker from front number plate and report bike number. All crashed bikes MUST go through tech inspection again before returning to the track.
8. Do not allow rider to re-enter a race or practice if the handlebars have touched the ground. After the race, ONLY after OK from race control may a pushable or rideable bike come in.
9. Point out debris or obstacles on track to on-coming racers so they can avoid them.
10. Clean up your turn ASAP. If it is a large mess, ask for help from Race Control.
- Estimate your cleanup time to the Communicator
11. During breaks, check the track for oil and debris
12. Offer water to resting riders.

D. Radio workers

1. Report in. NOTE: Radios do not respond immediately; push to talk, wait a second, then talk.
2. Do not leave corner post area unless you notify head corner marshal
3. Track clearance check. After you clear your turn, do not chat on the radio.
4. Be brief when your turn is suddenly unclear (incident/debris). Only one person can be on the radio at a time; others CANNOT cut in, even in case of an emergency.
5. What to report
 - a. All accidents or bikes stopped in your turn (or line of sight if not reported by closest turn)
 - b. All requests by authorized workers for ambulance
 - c. Any dangerous substance on track

- 1) Oil or water. Rain.
 - 2) Animal crossing
 - 3) Loose or falling parts from bikes
 - d. Rough racing
 - e. Disregard of flags
 - f. Open leathers, no helmet, visor up
 - g. Photographer/spectator problems
 - h. Requests for a 'crimson' flag -
6. How to report. (Keep it short, leave time for others to break in; they may need to report another incident at the same time)
- a. Identify turn
 - b. Flag shown
 - c. What's wrong (Bike down, mechanical)
 - d. Track clear to continue? (yes/no)
 - e. Rider OK? (yes/no: rider needs EMT check) Do not report any medical condition on the radio.
 - f. Workers responding
 - g. Resolution of incident (bike stashed, track clear, crash truck needed)
 - h. Do not use the word "RED" on the radio to describe a color. Use crimson, scarlet, r-e-d, burgundy, maroon, or any other appropriate description except the word 'red'. The word 'RED' is only used to stop a race or practice!
7. Relax.
- a. Be calm. Take a deep breath; look all around accident area and start again
8. Pass on general information
- a. Breaks
 - b. Lunch
 - c. Who's winning
 - d. Half-ways
 - e. White flag
 - f. Checkered flag
 - g. Delays
 - h. Atta boys
8. Don't step on another turn's call, unless they are having problems.
If something comes up, pick a spot to break in.
- E. Pit In
1. Flag incidents in turn 7, pit in area, and area before Pit Out; pit out will respond to bike and rider
 2. Watch for first rider supposed to leave track when the checkered flag is displayed; report if rider doesn't exit.
 3. Advise black-flagged (meatball) riders of reason for flag.
- VI. New Workers
1. Make them feel needed and useful.
 2. Since some races can be boring for newcomers, help them pick out someone to root for.
 3. Get their names, addresses, and phone numbers so we can stay in touch with them
- VII. Fire Extinguisher
1. Check fire extinguisher pin, and gauge for charge
 2. We will stage a demonstration, if possible
- VIII. Helpful Hints
1. Dress adequately.
 - a. Be prepared for hot, cold, rain, wind (Hats, gloves jackets)
 - b. Layers are advisable in all weather

(Expect temperature swings: It's cooler in early morning out on the corners at the track and hotter in the afternoon than in the pits!)

c. White. As much as you can stand.

Do not wear red or yellow clothing. These colors can be mistaken for flags.

d. Long pants (preferred; essential for Pickup/Incident Handlers) and closed shoes (no sandals)

2. When it's hot

a. Drink lots of liquids

b. Use suntan lotion, sun block

c. Wear sunglasses, hats

d. If you start feeling bad, tell your turn marshal

3. What you may want to bring

a. Ear Plugs

b. Munchies (Expect to be on a corner for half a day before any break)

c. Sodas/tea/coffee (Water is provided)

- No alcohol

d. Gloves, especially if handling bikes or picking up debris

e. Binoculars (They help you see number plates)

f. Whistle (SMRI has some, but you may wish to bring your own)

g. Stopwatch (Sometimes you really want to know how fast someone is going)

h. Lunch (The track has a concession stand with hot sandwiches, drinks, etc.)

General Orders for Corners

Eyes and Ears -- Look all around -- in the corner as well as the entrance and exit

Practice sessions

- Display stationary yellow at beginning of session
- Identify the first bike in line; when bike returns to your position, drop yellow. Generally, it is held for one lap for experts, 2 laps for novices and beginners (unless told otherwise by the head corner marshal)
- Turns 5 (& 6 if manned) - wave checker at end of practice session
- Other corners display stationary yellow at end of practice session
- Display blue flag at station if it is a Beginner session or Track School session

Race warm-up lap

- Show stationary yellow until all bikes have passed your position

Race end

- Flagger - Show stationary yellow AFTER lead bike gets to your position
- Radio, turn 5 - Report when lead bike passes turn 5

Any incident at your station

- Radio - call turn X, waving yellow, [describe incident]
- Flagger - run out of the shelter, show waving yellow between oncoming traffic and incident
- Radio and handler - Assess rider, remove bike(s), check track surface

Serious incident (injury or major cleanup)

- If you believe event should be stopped, ask for shutdown or "crimson"
- Head corner marshal will call "red" flag (Turn marshal may be given this authority)

Ambulance on course

- Show stationary ambulance flag and red flag
- As ambulance passes your position, change to waving ambulance flag
- When ambulance reaches next staffed corner, change to stationary ambulance flag

Radio procedure

- Be brief
- Listen for instructions
- Ask for help if you're not sure what to do

Turn 1 special instruction

- Turn 1 marshal(s) attend to rider and bike; starter or pit out will show a waving yellow flag

Turn 3 special instruction

- Flagger - For any incident in turn 4, show waving yellow at EXIT of turn 3
- If incident is between turn 3 & 4, send one marshal to cover incident
- If incident is between turn 2 & 3, DO NOT RESPOND unless given permission by Head Corner Marshal; this is an impact area and the race may have to be stopped to protect corner workers

Turn 5 special instruction

- Flagger - For any incident in turn 6, show waving yellow at EXIT of turn 5
- If incident is between turns 5 & 6, send one marshal to cover incident
- Move bike and rider from impact area to behind tires (north) or other safe place

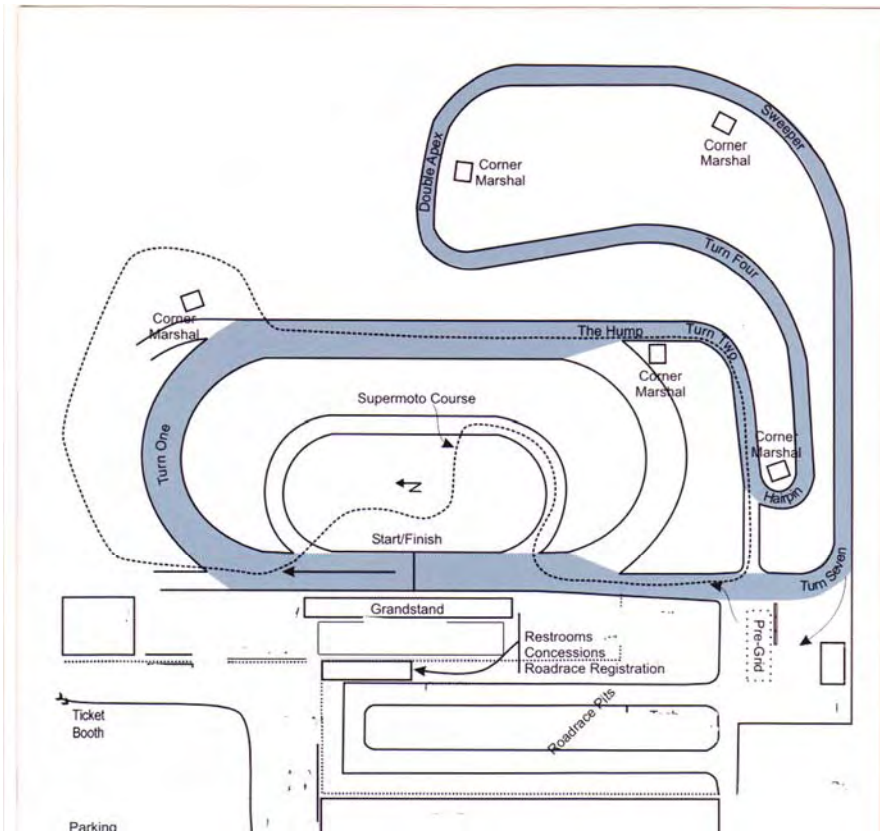
Injured rider - Do not move, do not assist, do not touch.

- Request ambulance if rider cannot get up unassisted

Black flag - Hold flag in one hand, point at rider, make eye contact, raise flag quickly over your head

Initial Response

- **Radio** - Calls incident, supervises corner, directs traffic (push);
 - Does not assist with cleanup or injury while bikes are on track
- **Flagger** - *Runs* to position between oncoming traffic and incident
 - Displays waving yellow continuously until instructed otherwise, may direct traffic
- **Pickup/Handler** - Moves riders(s) and bike(s) to safe position



Track Marshal Flagging Positions -- All flags are displayed PRIOR to the incident location

Turn 1 - At corner station - in line of sight for riders coming around turn 1 for incidents before Turn 2.

Starter or Pit Out will cover you with a waving yellow if you need to cross or be on the track surface at Turn 1 to respond to bike or rider; nonetheless, carry the yellow flag with you

Turn 2 - Flagging is done from the 'chair' to cover Turn 2 and give warning for Turn 3 incidents

Turn 3 (Hairpin) - Flagging is done from station (standing flag only) or ground, in line of sight of riders prior to incident:

- Flag shown from ground level PRIOR to hairpin for incidents in Turn 3; do not go out from behind tires - you will be in an impact area!!
- Flag shown from ground level at hairpin EXIT for incidents before Turn 4 or Turn 5; stand five to ten feet from track on the inside

Turn 5 (Double Apex) - Flagging is done from ground level, in line of sight of riders prior to incident:

- Flag shown PRIOR to turn for incidents in Turn 5;
- Flag shown at EXIT for incidents before Turn 6 sweeper or Turn 7;
- Stand 5 to 10 feet from track on the inside

Pit In (Turn 7) -

- For incidents prior to the apex of Turn 7, Pit In responds to bike and rider: Flag must be displayed at the exit of Turn 5 (or at Turn 6, if manned) to cover those incidents at Turn 7
- Pit In displays flags for incidents in Turn 7 or down front straight (grandstand area); Pit Out, Starter, Head Corner Marshal, or Turn 1, will respond to bike and rider

Pit Out

- Displays flags to handle incidents along grandstand area and prior to corner station 1, as feasible

A starter, if present, may handle flagging or incidents from start/finish line to corner station 1

IF SOMEONE CRASHES

- If a corner worker should see a bike crash and the Turn marshal doesn't, try to resist the urge to run to the crash.
- If you have a whistle, use it to get attention. The more frantic you tweet, and point to the downed rider, the faster everyone moves.
- Pay attention to your duties and to wave the appropriate flag in spite of the chaotic or gross scene in front of you. Lives may depend on your ability to stay cool and protect everyone (but NEVER at the expense of your own safety).

1. Keep yourself safe at all times!!
2. If the rider is not moving or is writhing or convulsing, request an ambulance NOW.
3. Protect the incident with the yellow flag.
4. DO NOT pick up, move, or manipulate the rider. DO NOT remove helmets, gloves, or clothes. Even if the rider asks you to do so. If the rider is in the racing line and cannot move to a safe place, request the session be shut down.
5. Try to keep the rider from moving. Keep their neck and back in alignment. You can ask them: if they know where they are, what their name is, what year it is, etc., to determine their state of mind
6. When the ambulance arrives, tell them what you saw.
7. If, by some horrible chance, the bike and/or rider are on fire, put it out!! It sounds obvious, but it's easy to forget to put the fire out on the rider. If the rider is trapped under a burning bike, put out the fire; move the bike, not the rider.

WHEN TO CALL FOR AN AMBULANCE

1. Rider is motionless.
2. Rider gets up, staggers around and falls over.
3. Rider is convulsing.
4. Rider complains of neck, back, or head pain.
5. Rider is having trouble breathing or is short of breath.
6. More than one bike down at a time and riders aren't immediately up and OK
7. Obvious potential serious injury.
 - a. Rider gets run over.
 - b. Bike lands on them.
 - c. Rider runs into hillside or other immovable object.
8. If you think the rider needs medical evaluation..

WHAT TO DO WHEN YOU "BABYSIT" A RIDER

1. Sometimes riders will crash and seem OK, but due to the schedule, must hang out on your turn until the break. If they aren't complaining of anything, let them sit in the shade and offer them water. Watch them!
2. If the rider becomes unconscious or vomits, get an ambulance NOW!
3. You should contact EMT/paramedics via the radio if the rider starts complaining of pain, becomes disoriented, confused, irrational, or combative.
4. Do not give water to anyone who is complaining of abdominal pain, or is not fully conscious.