



# Motorsport Event Workers Training and Instruction Policy

Incorporated  
Valid from 20th June 2014

Sporting Car Club of South Australia Inc.

# Scope & Application

- This policy applies to motorsport events organised by the Sporting Car Club of South Australia (SCCSA) under a permit issued by Confederation of Australian Motorsport (CAMS).
- This policy applies to all Officials, Volunteers, CAMS appointed persons and other persons engaged by SCCSA for the conduct of a motorsport event.
- The purpose of the policy is to comply with the legislative requirements of the WHS Acts, to ensure workers are sufficiently skilled and knowledgeable to best protect all persons for health and safety risks arising from the conduct of a motorsport event.
- This policy is in addition to information contained in the SCCSA Volunteers Handbook. Where a conflict arises between the Handbook and this Policy, this Policy applies.

## Information, Training and Instruction Standards

- CAMS, as the regulating authority of Motorsport, provides industry best practice training for motorsport officials (refer <http://www.cams.com.au/getinvolved/officials>)
- SCCSA accepts the CAMS training standards for Officials, as applied by CAMS from time to time, is appropriate for its competition roles, i.e., roles at trackside (non-public areas) and event management roles (designated positions requiring a CAMS Officials Accreditation- refer <http://www.cams.com.au/get-involved/officials/licence-structureand-pathway>)
- SCCSA encourages participation by Volunteers in all other non-competition roles. In all cases Volunteers will be partnered with an experienced official and trained in the role prior to being allowed to undertake work by themselves. In all cases a Volunteer will have a designated primary contact that holds ultimate responsibility for the role.

## Risk Management

- Appointment to a role in a trackside position is restricted to Officials holding at least a CAMS General Official accreditation, or a Trainee under supervision of an Official that holds at least a CAMS General Official accreditation.
- Appointment to an unsupervised Volunteer role is restricted to persons that have prior recorded experience as a Volunteer at a motorsport event. Age based controls will be applied in line with CAMS Junior Officials policy.
- Appointment to a supervised Volunteer role is open to all persons. Age based controls will be applied in line with CAMS Junior Officials Policy.
- All Officials and Volunteers are required to sign-on utilising the CAMS standard disclaimer document, after reading the terms and conditions of the disclaimer. Any person under the age of 18 years to additionally read and sign, along with parent/guardian, the CAMS standard “under age” disclaimer.
- Prior to commencement of the event;
  - o The Official responsible for Official and Volunteer sign-on is to review the sign-on document to ensure completeness. Any documentary omissions are

- to be reported to the Clerk of Course or his/her designate for actioning;
- o All Officials and Volunteers are to receive a Briefing from the Clerk of Course or his/her designate, consistent with the examples attached for respective events (refer Attachment 1, 2 and 3)
- Any Official or Volunteer who arrives after the commencement of the event must report to the Secretary of the Meeting prior to commencement of their role to receive instructions on briefing requirements.
- Contractors involved in the competition activities of the event will be subject to training standards as applicable to any other Official
- Contractors operating in a non-competition capacity in Public areas will be reviewed for training competency and knowledge utilising CAMS Safety 1st Contractors Checklist (refer Attachment 4)

## Review controls

To ensure controls remain effective SCCSA will;

- maximise use of CAMS trained and accredited officials
- consult with supporting organisations on training and competencies, including Women for Wheels, South Australian Motor Racing Officials Association (SAMROA), Austin 7 Club, Mallala Motorsport Park, etc
- debrief each event with Senior Officials
- ensure briefing notes for Officials and Volunteers are relevant to event circumstances