

2019 EDITION

SCCA TRACK EVENTS RULES

Updated Through 19-1

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SECTION I — EVENTS

1. Overview

1.1. SCCA (Sports Car Club of America, INC.)

The SCCA is a 501(c)4 nonprofit organization, incorporated in the state of Connecticut, dedicated to owning, operating, and preserving sports cars; arranging and regulating sports car events and exhibitions; encouraging safe and sportsmanlike conduct on public highways; and developing technical information relevant to these purposes.

The address of the SCCA can be found in the front of this rule book.

1.2. Track Events (TE)

Track Events are experience-based events which give enthusiasts the opportunity to drive at speed on a closed course. Track Event drivers may share track and course space, but these events are not competition.

1.3. Assumption of Risk

Time Trials are a dangerous sport that can result in serious injury or death. Participation in all aspects of the sport is voluntary. The ultimate responsibility for participant and vehicle safety lies with the participant, vehicle owner, driver, and crew members.

The participant also acknowledges that by participating in the event, the participant may suffer bodily injury or death, or loss or damage to property. The participant further acknowledges that the participant has voluntarily assumed the risk of bodily injury or death, or loss or damage to property and waives any claims for bodily injury or death, or loss or damage to property against SCCA, its directors, officers, employees and agents, event officials, event sponsors, racetrack operators, and other participants; discharges such persons and entities from responsibility for such losses.

1.4. Participant Conduct

All participants, including competitors, officials, crew, and guests are expected to act in a mature and sportsmanlike manor. Behavior strictly prohibited at SCCA Track Events include, but are not limited to: bribery, fraud, reckless actions, refusing to cooperate with officials and/or competitors, acting unsportsmanlike, and threatening or committing physical violence.

Drivers and entrants are responsible for the behavior of their crew and guests. Persons who sign the waiver for minors are responsible for the behavior of those minors.

1.4.1. No driver, entrant, or crew may consume alcohol until all sessions for his or her group are finished for the day. No official may consume alcohol until his or her duties have been completed for the day. Anyone who has consumed any alcohol on the day of an event, other than following the conclusion of his or her activities, shall not participate on that day, may be excluded from the balance of the event, and may be penalized. Alcohol may not be consumed in the pits until after all the day's on-track activities are concluded.

1.4.2. The use at an event by any participant of any Federal Schedule 1 controlled substance (including marijuana), or other drug that affects the ability of the participant to safely participate in the event or may otherwise adversely affect the safety or integrity of the event, is specifically prohibited. Certain prescription and non-prescription medicines may also impair performance, so competent medical authority should be consulted prior to using such medicines and participating in the event. Any participant who violates this prohibition may be penalized as specified.

1.5. Media Rights

Participants agree to permit the Sports Car Club of America Inc., and their assigns (including but not limited to series sponsors, promoters/organizer of an event), free of any charges duties or fees, to use, license, reproduce, have reproduced, show, have shown, without limitation in space or time, all soundtracks, photographs, drawings, trademarks, films, video, and video pictures concerning competitors, their drivers, teams, or cars involved in the event(s) on any medium whatsoever that is sourced by or under the authority of SCCA (excepting medium submitted by a participant as part of a formal protest or appeal procedure) for any documents, reports, coverage, broadcast, program, publication, video game or model production, software, etc. whether past, present or future. The entrant further acknowledges and agrees that SCCA may freely assign or license its rights to a third party.

2. Groups and Sessions

2.1. Groups

2.1.1. Groups in SCCA Track Event lapping sessions should be divided by driver experience. Group passing rules should follow a graduated progression based on experience.

3. Sessions

Sessions may be done at speed or controlled by a pace car and used as familiarization.

3.1. Session Etiquette

Despite not being scored, drivers are reminded to share the track, not to hinder other drivers, give point-bys when needed.

3.2. Track Limits

Drivers are expected to use hard-paved surfaces only and keep a portion of one tire within the marked track limits at all times.

3.3. Off Course/Loss of Control

Any vehicle leaving the paved course area with all four wheels OR deemed to have a "significant loss of control" on course in a session may be asked self-report to the pit area for discussion with the Driver Coach for that session. If appropriate (and timely), the driver may proceed back on track after receiving appropriate signals the pit marshal. Drivers who do not self-report may be black flagged. Drivers may be black flagged for repeated two or three-wheels off situations.

3.4. Session End

Sessions shall normally be ended by a Checkered Flag shown at the Start/Finish after the

session time or number of laps has elapsed. After receiving the Checkered Flag ending the session, drivers will be given cool down time to exit the track.

3.4.1. It is permissible to use a second Checkered Flag as a reminder after competitors have seen the Checkered Flag at the start/finish line.

3.4.2. It is permissible that a session be ended with a black-flag all in the event of an incident requiring that flag condition.

SECTION II — DRIVERS

1. Eligibility Requirements

Drivers who wish to compete in an SCCA Track Event must meet the below requirements.

A. Weekend or Full Membership of the SCCA.

B. Valid government-issued driver's license.

2. Track Event Licenses/Experience Levels

There are no specific requirements for licenses at this time, but the following guidelines for groups and experience levels are suggested.

2.1. Novice

Any driver who has not driven on track with procedures in place for flags or point-bys should be placed in a novice group. It is possible that drivers with substantial experience in other forms of motorsports – including Oval Track Racing, SCCA Solo, Land Speed Racing or Drag racing – may be asked to participate in a Novice group.

2.2. Intermediate

Intermediate drivers should be familiar with all flags being used and be able to respond to them without hesitation, be consistent on track, and are able to give point-bys in a timely manner.

2.3. Advanced

Advanced Level drivers should have substantial amounts of track time, drive within their limits at all time and be able to give and take point-bys anywhere on track with the least amount of disruption to other drivers.

3. Minor Drivers

All drivers 17 years old or younger must contact event officials before the event.

3.1. Minor Driver Required Documents

In addition to approval by the event officials, the following items are required for participation by a novice:

- A.** Completed Annual Parental Consent, Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement. (Note: forms vary by state and witnessing method.)
- B.** Completed Minor's Assumption of Risk Acknowledgment (Note: forms vary by state and witnessing method.)
- C.** Weekend or Full Membership of the SCCA
- D.** A valid driver's license, issued by state, province, territory or country.

5. Driver Equipment

All required driver's safety equipment must be in good condition, free of defects, holes, cracks, frays, etc., and worn at all times while on track. The participant agrees that the participant bears the ultimate responsibility at all times to ensure the condition of safety equipment, and compliance with all SCCA Rules, regulations, and agreements including but not limited to those contained in the Track Event Rules).

It is also noted that there is a considerable gap between a minimum standard and the best protection that current technology can provide. It is recommended that all safety equipment meet the highest safety standards possible.

To further note, some locations and events may require different minimum standards than are listed in these Rules. Competitors are cautioned to carefully read the Supplementary Regulations for any event they intend to enter to learn of additional requirements.

5.1. Helmets

5.1.1. The following helmet standards are acceptable and must be worn while on course:

- A.** The latest or two immediately preceding Snell Foundation standards (SA2015, SA2010, SAH2010, SA2005, M2015, M2010, M2005, K2015, K2010, K2005)
- B.** SFI standards 31.1, 41.1, 31.1A, 31.2A, 41.1A, 41.2A
- C.** ECE R22.05
- D.** FIA standards 8859-2015, 8860-2010, 8860-2004
- E.** British spec BS6658-85 type A

5.1.2. For drivers of Vehicles without windscreens, including Sports Racers, Formula Cars and Specials, helmets must meet the specifications above and the following additional criteria:

- A.** Helmets must be full face.
- B.** A shield, preferably made of impact-resistant materials, shall be used while on course (conventional eyeglasses are not sufficient).

5.1.3. For drivers of any vehicle without a DOT-approved windshield (such as kit-cars) or any other vehicle with less than standard-sized windshield, a shield, goggles or similar face protection made of impact-resistant materials (conventional eyeglasses are not sufficient) shall be worn while competing.

5.2. Clothing

- A.** Clothing must be worn. It is recommended that clothing be made of natural fibers.
- B.** Shoes covering the entire foot must be worn.

6. Track Participation Log Books

It is highly recommended that SCCA Track Event drivers maintain these Participation Logs.

6.1. Time Trials Participation Log Books and/or Time Trials Competition Licenses may be used as documentation of on-track experience that may gain credit towards an SCCA Road Racing Competition License at the discretion of the SCCA Driver's School Chief Steward.

SECTION IV — AUTOMOBILE SAFETY MINIMUMS

Overview

Motorsports are inherently dangerous. These Rules are in no way a guarantee against injury or death to participants, spectators or others. You can reduce risk by driving well, properly using superior safety gear, paying attention, and reporting unsatisfactory issues to the event officials.

The entrant is responsible for ensuring that the vehicle being used is properly prepared for operation under elevated acceleration, braking and cornering forces. Drivers must have a Technical Inspection (Tech) Sheet completed, if required, and available to present to an SCCA Official.

Although these are minimum requirements, entrants are reminded that nothing in the Rules prevents the installation of more than the minimum safety equipment and entrants are also reminded that there is a considerable gap between a minimum standard and the best protection that current technology can provide. It is recommended that seats, restraint systems, roll bars and helmets meet the highest safety standards possible.

1. Safety Level 1

1.1. All Vehicles

The following requirements apply to all vehicles.

1.1.1. Seats and Seat Belts

- A.** All vehicles must provide factory original (or better) seats that are securely mounted.

B. All vehicles must have seat belts with a minimum of three (3) mounting points mounted in accordance with manufacturers' recommendations when applicable (SFI or FIA rated are recommended).

C. When in-car coaches are utilized, any seat and restraints used by the coach shall meet or exceed the requirements for the driver.

1.1.2. Interior

A. The interior and trunk must be emptied and clear of all loose items, including floor mats which are not secured with clips or fasteners.

1.1.3. Brakes

A. Brake pads or shoes should not be less than 50% worn at the start of an event and should not ever be more than 85% worn during lapping sessions.

B. Brake fluid must be clean and full (DOT 4 recommended).

C. Vehicles must have at least one working brake light.

D. There must be no brake fluid leaks.

E. Rotors and drums must be in good condition without cracks or discoloration.

1.1.4. Tires and Wheels

A. Tires must be in good condition with adequate tread and speed rating.

B. All lug nuts, wheel bolts or wheel nuts must be present and torqued to spec.

C. Hub caps, or any wheel cosmetic accessory which is not positively secured by clip or fastener, must be removed.

D. Wheels must not have cracks or structural damage.

1.1.5. Suspension and Steering

A. Wheel bearings must not have play.

B. Ball joints must be in good condition.

C. Steering must not have excessive play.

D. Shocks/Struts must not be leaking.

1.1.6. Engine and Drivetrain

A. All fluids must be at correct levels. Fluid caps must be tight and secure, overflow containers present and there must not be any fluid leaks.

B. Belts and hoses must be in good condition.

C. Battery must be secured, and battery terminals covered. (Note: flexible battery hold-downs, such as bungee cords/straps, are not acceptable.)

D. Exhaust system must be functional. (There may be sound restrictions.)

E. Throttle must have a quick, positive return.

1.1.7. Roll Bars

A. When present, any part of a roll bar able to be contacted by a driver's head must have padding.

1.1.8. Other

A. Glass must not have any severe cracks.

B. When applicable, windshield wipers must function properly.

C. Outside and rear-view mirrors must be present, when applicable, and be secure and free of cracks.

D. Any video cameras/recording devices must be securely mounted.

1.2. Convertibles

It is highly recommended that all convertible vehicles be equipped with an aftermarket roll bar that meets or exceeds the standards set in the Time Trials Safety Standard Level 2. (Section 2.1.1) However, Safety Standard Level 1 requires the vehicle meets at least one of the following criteria and is not subject to any of the listed exceptions:

1.2.1. Convertible vehicles up to and including the 2005 model year must have a roll bar which meets the Safety Level 2 standards (2.1.1.) for material and construction unless one of the following criteria is met:

A. The vehicle is equipped with documented factory installed roll over protection. (Examples of manufacturer-documented roll over protection include hydroformed and reinforced a-pillars or windshield frame and factory installed roll bars and/or "pop-up" bars that are designated as roll over protection.)

1.2.2. Convertible vehicles of the 2006 model year or later.

A. 2006+ model year cars must have a roll bar which meets the Safety Level 2 standards (2.1.1) for material and construction unless one of the following criteria is met:

1. The vehicle is equipped with documented factory installed roll over protection. (Examples of manufacturer documented roll over protection include hydroformed and reinforced a-pillars or windshield frames and factory installed roll bars and/or "pop-up" bars that are designated as roll over protection.)

2. The vehicle is six (6) cylinders, with the OE drivetrain and may only be naturally aspirated.

3. The vehicle is four (4) cylinders or less, with the OE drivetrain, including any forced-induction equipment.

Note: This means that for 2006+ vehicles, if the engine is not the original equipment model as delivered in that vehicle, aftermarket forced induction has been installed, or the vehicle has more than six (6) cylinders or six (6) cylinders and forced induction of any type, the vehicle must have aftermarket rollover protection or documented factory rollover protection.

1.2.3. T-tops and targa top cars

A. T-top and targa top cars are not considered convertibles, and do not fall under the convertible requirements.

1.3. Factory Hard Tops

Vehicles with factory hard tops in place may be run without meeting the above requirements for convertibles.

1.4. Special Construction/Racing Vehicles

Vehicles with reduced factory safety equipment or “home built” vehicles should meet safety specifications for similar racing or time trials classes.

SECTION V — RULES OF THE TRACK

1. Overview

This Section is reserved for general rules of the road and other points of information which may not fall under specific terms and conditions.

2. Flags

Flags convey the commands or information indicated below. They must be obeyed immediately and without question. The content of this section cannot be amended by any event Supplemental Regulations.

2.1. Description and Meaning of Each Flag

2.1.1. Green: When displayed, the Green Flag indicates that the course is clear, and that competition is underway. The Green Flag is ordinarily shown only by the start/finish line official.

2.1.2. Yellow

A. Standing/Motionless: You are approaching an incident where your and other's safety is at risk. The track boundaries may be clear but there is immediate danger to you or others beside the track. Slow significantly and proceed through the incident at a reduced speed. There is no passing from the Yellow Flag until past any emergency incident(s).

B. Waving: You are approaching an incident that has great danger to you and others. The track may be partially or completely blocked. Slow significantly and be prepared to stop. All efforts should be made to proceed through a waving Yellow Flag in single file order. There is no passing from the Yellow Flag until past any emergency incident(s).

The no passing zone starts at a perpendicular line across the track from the flag and ends at a perpendicular line across the track from the last component of the incident causing the Yellow Flag. The last component may be the car, driver, responding officials, other vehicles and/or large debris.

2.1.3. Blue (blue with diagonal yellow or diagonal orange stripe)

A. Standing/Motionless: Another competitor is following very closely and may wish to be let by.

B. Waving: Another competitor is approaching you at a high rate of speed or being greatly held up. Let them by as soon as safely possible.

2.1.4. Yellow with Vertical Red Stripes: The Debris Flag. This flag indicates a slippery condition exists, or debris is present on the racing surface. This flag is displayed standing.

2.1.5. White: Caution and take care for a slow-moving race car, ambulance or other emergency vehicle on the racing surface. The standing flag is displayed for two (2) flag stations prior to the vehicle in question.

In addition, a standing White Flag may be displayed during the first lap of each group's first session of the day to indicate the location of flag stations, unless another flag is already being used for a track condition.

2.1.6. Black Flag (solid black)

A. Closed (furled): Pointed or shaken at an individual car from the starter's stand (optionally, accompanied by a number board indicating the car number): WARNING for driving in an unsafe and/or improper manner. Continued unsafe and/or improper driving will result in an OPEN BLACK FLAG.

B. Open (with number board or with a gesture using a furled flag) Displayed from the starter's stand or designated stations: Proceed directly to the pits and the designated location for consultation with SCCA Officials. DO NOT TAKE ANOTHER LAP.

NOTE: This flag and number board/furled signal may also be displayed at station(s) elsewhere on the course.

C. Open (shown at all stations): Black Flag All. The session has been stopped; all cars must proceed directly and immediately to the pits, exercising extreme caution. This flag should be displayed with an "ALL" sign at the Starter's stand and the sign may also be shown at station(s) elsewhere on the course.

NOTE: THE BLACK FLAG CAN ONLY BE DISPLAYED BY ORDER OF EVENT CONTROL OR EVENT LEAD.

2.1.7. Black with Orange or Red Ball: The Mechanical or "Meatball" Flag. Displayed from the Starter's stand with a number board/furled gesture. There is a mechanical problem with the car. Proceed directly to your pit or the designated location. DO NOT TAKE ANOTHER LAP.

NOTE: This flag and number board/furled gesture may also be displayed at station(s) elsewhere on the course.

2.1.8. Red: Displayed at each station and on the Starter's stand. EXTREME DANGER—THE SESSION HAS BEEN STOPPED. Come to an immediate, controlled

stop at the side of the track (preferably before and within sight of a staffed station or where specified in the event Supplemental Regulations). When released by an official, proceed cautiously to pit lane. Once a Red Flag has been displayed, it will not be withdrawn until all cars have come to a stop.

NOTE: THE RED FLAG CAN ONLY BE DISPLAYED BY ORDER OF EVENT CONTROL OR EVENT LEAD.

2.1.9. Checkered: Displayed at finish to indicate that the session is finished. Continue cautiously to pit lane.

2.2. Mandatory Flags

Officials are only required to use Yellow, Black and Checkered Flags. At events where passing is allowed, the Blue Flag is also mandatory.

2.2.1. If the event officials choose to run the minimal flag set, the following multiple-use flag meanings apply:

A. Yellow Flag: Shall be used for Yellow, White and Debris conditions.

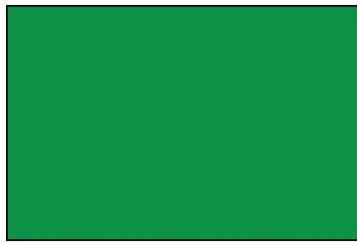
B. Black Flag: Shall be used for Black- and Mechanical-Flag situations. The Black Flag may also be used in place of a Red Flag to bring all vehicles to pit lane in an emergency situation.

2.3. Lights Instead of Flags

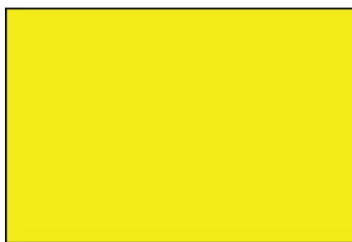
Supplemental Regulations will state where on the course and for what purpose lights, if any, will be used.

Figure 2.1

SCCA Flags



Green Flag



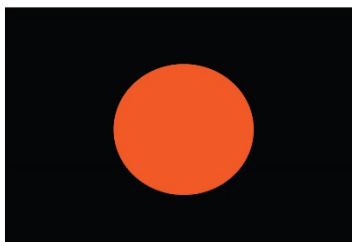
Yellow Flag



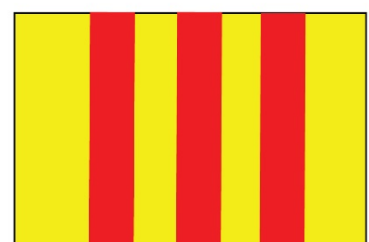
Blue Flag



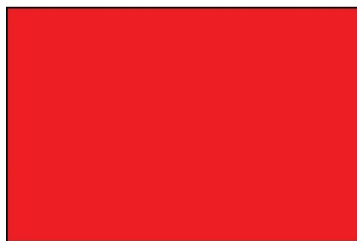
Black Flag



Mechanical Flag



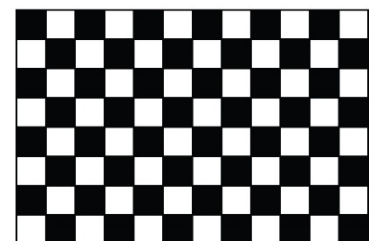
Debris Flag



Red Flag



White Flag



Checkered Flag

3. Passing and Hand Signals

All passing—no matter the procedure—should be done with care, and with the least amount of disruption to other drivers.

3.1. Passing Zone

A passing zone is a designated area on track where passing is allowed to take place. Whenever possible, passing zones should be marked with cones or signs.

3.2. Passing Signals

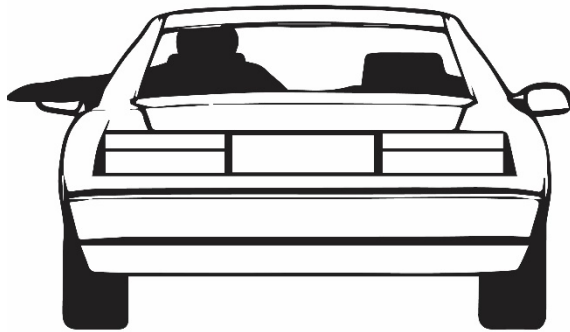
A passing signal or “point-by” is a signal given by a leading car, giving permission to a following car to overtake. As a general rule, a point-by should be given by the driver being passed by extending an arm out of the driver’s window and indicating which direction the passing driver should go. Once a driver has given a point-by, he/she should make sure the passing driver has adequate space and speed differential to complete the pass safely (e.g., by slowing down enough to let the passing driver by).

3.2.1. Drivers of vehicles with window nets or other driver-window obstructions may point-by from inside the car. Other drivers shall be notified of any driver using an inside-the-car point-by, and the rear-window of inside-point-by cars should be marked with a bright color tape contrasting as much as possible with the color of the car to let other drivers know where to look.

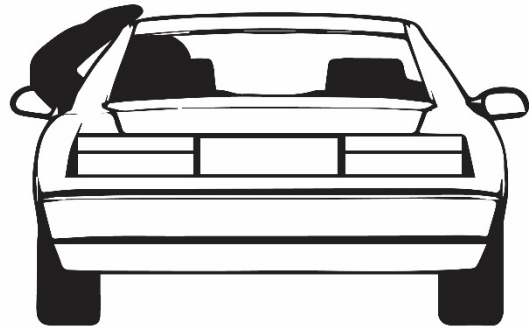
3.2.2. For drivers with physical conditions which render the use of a hand signal inappropriate, these drivers may use turn signals with the approval of the Event Lead. Other drivers shall be notified of any driver using a turn signal for point-by and the turn signals of that car shall be marked with a bright color tape contrasting as much as possible with the color of the car.

Figure 3.2a

Standard Passing Signals



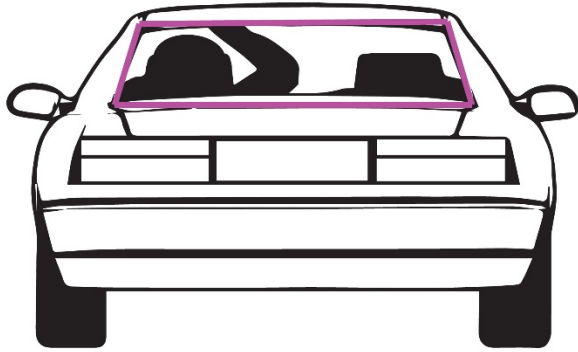
Point-By to the Left



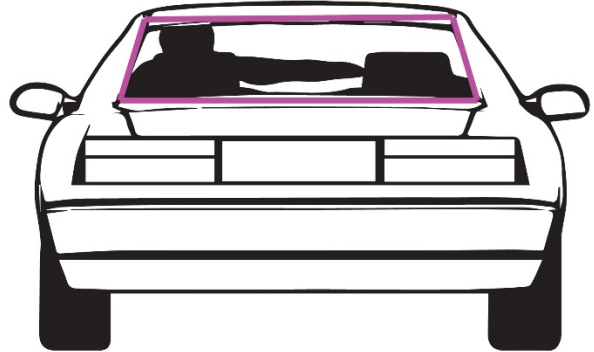
Point-By to the Right

Figure 3.2b

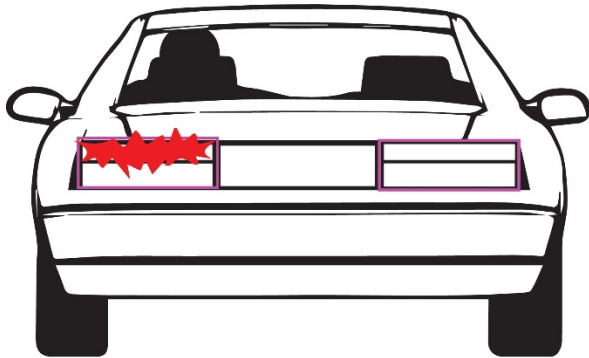
**Alternate Passing Signals and Notification Tape
(With Official Approval Only)**



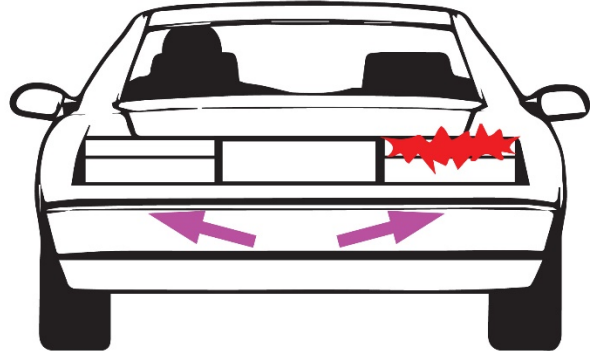
Point-Left Inside Signal



Point-Right Inside Signal



Point-Left: Blinker
(Tape Outline Option Shown)



Point-Left: Blinker
(Tape Arrow Option Shown)

3.3. Suggested Passing Zone Rules

3.3.1. Advanced Level drivers: It is suggested that the most experienced drivers are able to pass anywhere on track, with a point-by.

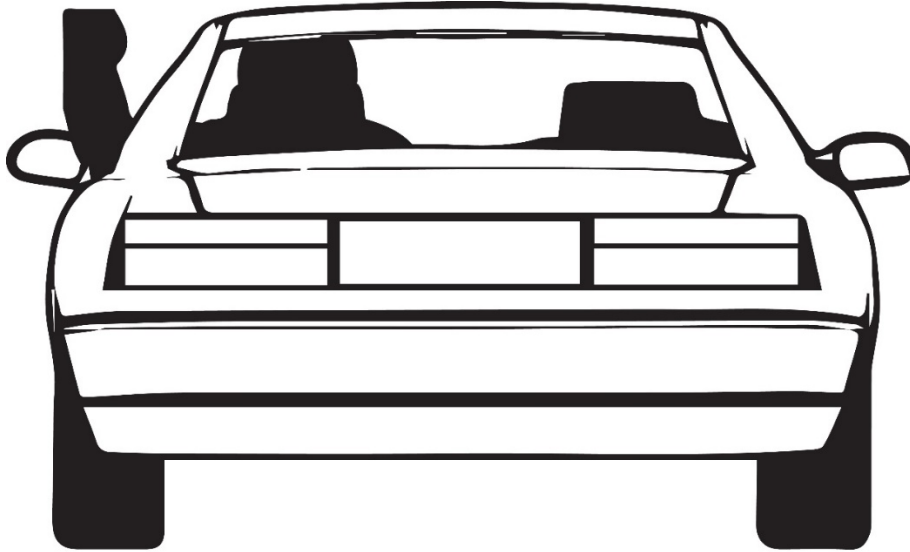
3.3.2. Intermediate Level drivers: It is suggested that drivers with intermediate levels of experience may pass in designated areas, always with a point-by.

3.3.3. Beginner or Novice Level drivers: It is suggested that Time Trials-drivers with the least amount of experience be limited to passing on the longest straights only, and passes are always with a point-by.

3.4. Pit-In Signal

Whenever possible, drivers should give a pit-in signal to notify other drivers they will be coming into the pits. The pit-in signal is made by raising an arm out the window and holding up a fist. Pit-in signals should be given with enough time to allow other drivers to react to potentially greater closing speeds

Figure 4



Pit-In Signal

4. Passengers

4.1. Coaches as Passengers

Coaches may ride along with drivers, provided the safety equipment – including seat - used by the coach is equal to or better than the driver.

4.2. Guests as Passengers

Event officials may allow other drivers and guests as passengers. Passengers must have safety equipment equal to or better than the driver.

5. Stopping on Course

7.1. If for any reason a driver is forced to stop his car on the course during an event, it should be his first duty to place his car in such a manner as to cause no danger or obstruction to other competitors.

7.2. Unless the vehicle is on fire, drivers of disabled vehicles shall remain seated and in full gear until given instructions otherwise by an official. If the vehicle is on fire, the driver should exit the vehicle and get behind a barrier. It is not recommended drivers cross a course when seeking safety.

8. Rules of the Grid

Grid shall be defined as the area where vehicles are staged and readied for a session. This area shall be a “hot” area by definition and personnel access shall be restricted as such. Grid should be restricted to only those vehicles which are being readied to start.

9. Rules of the Paddock

The paddock is defined as the area reserved for the parking of or working on participating automobiles. At Track Events, these areas should be defined as “cold” areas, and as such, be open to spectators (if applicable) unless otherwise restricted in the Supplemental Regulations for an event.

9.1. Cars shall not be run in gear with the drive wheels off the ground.

9.2. Jack stands must be used whenever any person is under any part of a lifted vehicle.

9.3. All vehicles must be securely held in place via chock, stand, or other positive method whenever the driver is not seated in the driver’s seat.

9.4. Any compressed gas cylinders with pressures above 200 psi must have a cage or similar device to protect the valve/regulator/gauge assembly when rigged for use.

9.5. Any pets must be securely fastened to a leash and securely held by a stationary object or by an adult at all times.

9.6. All minors shall be under adult supervision at all times.

9.7. No person may ride on the external bodywork of any vehicle in the pit/paddock.

9.8. Commercial and private unmanned aircraft systems (aka "drones") are prohibited unless authorized in the Supplementary.

APPENDIX A — OFFICIALS AND THEIR DUTIES

1. Track Event Officials Licensing

- 1.1.** Event Lead (formerly Event Chair)
- 1.2.** Safety Steward
- 1.4.** Driver Coach (formerly Driving Instructor)
- 1.5.** Technical Inspector
- 1.6.** Course Inspector

2. Grades of Licenses

2.1. Specialist

This grade designates those who are capable of taking on leadership positions. They will be responsible for overseeing the training of Apprentices.

2.1.1. Specialist License holders must not have had any upheld protests against conduct for the previous two (2) years.

2.1.2. Obtaining a Specialist License requires an upgrade request and approval by the Time Trials Divisional Administrator or by the Director of Experiential Programs.

2.2. Official

This grade is for those who demonstrate competent service and have completed acceptable Apprentice training.

2.2.1. For an Official License other than Safety Steward or Course Inspector, persons should have successfully completed three (3) Time Trials Events while learning duties.

2.2.2. For an upgrade to Official License as a Safety Steward or Course Inspector, the following must be met:

A. Completed SCCA-approved Safety Seminar.

B. Successful completion of four (4) Track or Time Trials Events in any combination.

- 1.** It is highly recommended two (2) of those four (4) are Time Trials Events or higher.

2.3. Apprentice

This grade should be used for those in training.

2.3.1. Unless expressly stated within the Rules, officials with an Apprentice License should have a Official or Specialist License holder of the same specialty onsite.

2.3.2. Obtaining this level of license requires no approval and can be issued by contacting SCCA National Office.

2.3.3. Approval for an Apprentice to Official License are to be submitted and approved by the Divisional Time Trial Administrator.

3. Event Official Duties

3.1. Event Lead

The Event Lead organizes and oversees the event, making sure all positions are filled and duties are performed as assigned, the event facility is prepared, and all requirements between the SCCA and the host department or Region are met. Whenever possible, the Event Lead should be the “face” of the event – leading meetings.

3.1.1. Persons with a 2018 Time Trial Chief Steward Specialty License are eligible for an Event Lead Specialist License.

3.1.2. Persons with a 2018 Time Trials Chief Steward Official-level License are eligible for an Event Lead Official License.

3.3. Chief Technical and Safety Inspector

The “Chief of Tech” is responsible for certifying that the cars comply with the current TTR and any event Supplementary Regulations; issuing tech stickers to cars that comply with all safety regulations; conducting inspections of cars at the request of the Safety Steward or Competition Director; and reporting to the Competition Director any cars that do not conform with the requirements of the TTR.

3.4. Safety Steward

3.4.1. The Safety Steward should have an SCCA Track or Time Trials Safety Steward License.

3.4.2. The Safety Steward is responsible for the following duties:

- A.** To investigate accidents and forward the originals of all reports, including original releases, to the Risk Management Department of SCCA.
- B.** To notify Risk Management Department, the same day via telephone, of any accident which involves serious injury to a participant or any injury to a spectator.
- C.** To mail copies of the material sent to the Risk Management Department to the Divisional Safety Steward Administrator.
- D.** During the event, report to the Event Lead any hazards which require further investigation or action.
- E.** Before allowing the commencement of the event, verify that an emergency plan is in place.
- F.** Meet with the Medical Crew to confirm duties, duty stations, equipment, race circuit characteristics, vehicles and other protocol.
- G.** To perform safety related duties as delegated by the Event Lead.

H. To ensure the presence of appropriate Emergency Services personnel and equipment at all times while the event is underway.

I. Take appropriate measures to ensure adequate crowd control. Deputy Safety Stewards and Crowd Marshals may be assigned for this purpose. It is the responsibility of the TT Safety Steward to review and confirm the placement of all barriers and crowd control devices prior to the start of the event, and to take measure to ensure they remain in position during the event.

J. Use every reasonable means to limit access to restricted areas to those who have proper credentials. The use of a credential system (armbands or the like) is recommended at any event where multiple points of entry are possible.

K. Personally examine the insurance and sanction paperwork prior to the start of the event.

L. Conduct a meeting of course workers, crowd control personnel and Deputy Safety Stewards prior to the actual start of the event.

M. Make a final course inspection just prior to the beginning of competition or prior to the resumption of competition after a delay of an extended period. This check is to assess the placement of all personnel, safety equipment, barriers and protective placements (hay bales and the like), and to confirm the readiness of Emergency Services personnel and equipment.

3.4.3. Non-Compliance with Safety Regulations

In the event of non-compliance with safety regulations, the Safety Steward shall take the following steps:

A. Advise the Event Lead of the infraction and request the situation be remedied before the next car runs or session begins.

B. If step one fails to resolve the situation, inform the Competition Director that the event is shut down until the problem is corrected.

Note: While the event Safety Steward does have the right to cancel an event for safety reasons, this should be used as a last resort ONLY. Every attempt should be made to resolve the situation and continue the event in a timely manner. Safety Stewards should work diligently in cooperation with Event Leads and other Officials to ensure an event that is safe for all participants, workers, and spectators. Safety is not an area where compromises can be made, and it is up to all officials to work together to continue the long-standing record of safe events that has become the tradition of SCCA.

3.5. Novice Coach

The Novice Coach is responsible for the instruction and guidance of Novice Drivers.

3.5.1. Novice Coach duties include:

A. Leading Novice classroom sessions

B. Help direct Novice Drivers onto the track if no grid worker is present.

C. Speak to Novice drivers who have been black flagged or need to come in because of on-track violations

D. Lead post-session Novice debriefs

3.5.2. The Chief Novice Coach shall have a Driver Coach Specialist License.

3.5.3. The Chief Novice Coach may designate assistants to help with any mid-session pit-road driver discussions or, when used, act as in-car instructors. Any assistants or in-car instructors shall have a Driver Coach License grade of Official or higher.

3.6. Driver Coach

The driver coach is responsible for guidance of intermediate and advanced level drivers.

3.6.1. Driver Coach duties include:

A. Speak to advanced and intermediate level drivers who have been black-flagged or need to come in for on-track violations.

B. Lead any advanced- or intermediate-specific meetings or session debriefs.

C. Direct drivers onto track if no grid worker is present.

3.7. Ambassador

Ambassadors are responsible for accepting, certifying and processing all entries and credentials of officials, and setting up a welcoming environment for participant check-in or at-event registration, including placing all required signs and placards in the registration area.

3.8. Worker Chief

The Worker Chief is responsible for recruiting, training and assigning qualified persons to corner stations. At least one worker at each station should be an SCCA member, preferably licensed in a specialty. Additionally, the Worker Chief is responsible for overseeing other workers including start line workers, pit and grid workers, and working with the Event Lead to assign a person to the control station.

4. Emergency Services—Medical and Fire Safety

To establish equipment and personnel needed to affect a workable medical, fire, and safety plan, detailed plans need to be based on the specific conditions at the event facility and local, state or federal protocols and regulations.

4.1. There shall be a Basic Life Support (BLS) Unit on site staffed by at least two (2) certified caregivers, one of whom must be an EMT at minimum. It is recommended the initial medical response, which may be an ambulance, occur within two (2) minutes.

4.2. There shall be at least one (1) course response vehicle or wrecker which shall be equipped as specified below. It is recommended the vehicle be stationed so it can reach any point on the racing surface within two (2) minutes at a speed not to exceed 50 mph.

4.3. The course response vehicle **MUST** be manned whenever the track is “hot” in order to facilitate a rapid response to any on-track incident. There shall be at least one (1) person assigned to each course response vehicle who is trained to use the equipment on the vehicle. It is recommended two (2) persons be assigned to each response vehicle. The course response vehicle shall be capable of flat towing a disabled vehicle. The course response vehicle must contain at least 50 lbs. of dry chemical and/or foam extinguishers (in any combination) along with tow straps, brooms, pry bars and absorbent materials.

4.4. It is recommended that the following items be immediately available to the Response Truck Crew:

- A.** Sharp knife
- B.** Bolt cutters
- C.** 3-foot fire axe
- D.** Pry bars; 2-foot and 6-foot
- E.** Rope (3/4 inch nylon/or strap, 6000 lb. test), 30 feet
- F.** Bow saw (30 inch blades) or equivalent tool
- G.** Tool box, containing:
 - 1.** Vice grip pliers
 - 2.** Hammer (5 lb.)
 - 3.** Small pry bar
 - 4.** Screwdrivers (flat head and Phillips)
 - 5.** Chisel
 - 6.** Tin shears
 - 7.** Hack saw and blades
- H.** Adjustable crescent wrenches (large and small)
- I.** Oil dry compound

4.5. Comparable equipment may be substituted with the advance approval of the Event Lead and Safety Steward.

5. Flagging and Communications

The Flagging and Communications Chief is responsible for the establishment and operation of the Flagging and Communications organization at each Track Event.

5.1. The purpose of the Flagging and Communications Organizations is to provide safe course control by:

- A.** Using flags to communicate to drivers the conditions of the course and other information.
- B.** Informing the Event Lead, Event Control and other officials, through the communication network, of the condition of the course and the participating cars, and of any situation requiring decisions and/or action by the Officials
- C.** Relaying information and instructions from the Competition Director to the persons operating the various emergency vehicles and equipment around the course as well as to the drivers and turn personnel
- D.** Undertaking emergency action needed to protect the lives and property of drivers, workers, or spectators in the event of an accident
- E.** Maintaining a clear course.
- F.** Ensuring a sufficient number of corner stations established and manned to keep the entire course under observation at all times and to protect all areas of the course not immediately visible to oncoming drivers.

5.2. Each corner station should be located in accordance with the following considerations:

- A.** The flagmen to have a clear view of the area to be covered
- B.** Maximum visibility of the flagmen to the oncoming drivers
- C.** Maximum protection for the corner station crew from out-of-control automobiles.

5.3. Each corner station shall be staffed with a minimum of one person unless otherwise approved by the event Safety Steward. Personnel should be properly dressed while on station. This means no shorts, tank tops, halter tops, beach wear, etc. while the track is “hot”.

5.3.1. It is highly recommended that any person on station acting as a first responder should be wearing long sleeves and pants.

5.4. Each corner station shall be equipped with at least the following:

- A.** Device for communicating immediately, privately, and without interference with the Central Control Station, other corner stations and other stations as appropriate
- B.** A full set of road racing flags is recommended, and at a minimum, the following flags:
 - 1.** Black Flag
 - 2.** Yellow flag

3. If passing is allowed at any event, then a Blue Flag (blue with diagonal yellow stripe) is also required.

C. One dry chemical fire extinguisher of at least 10-pound size although two (2) 10-pound extinguishers are recommended at all events.

D. Broom (push type) and absorbent materials (e.g., grease sweep, oil dry, etc.).

5.5. The grid area should be equipped with the same number and type of fire extinguishers as the corner stations for all events.

5.6. If a start/finish station is used, this station should also have a Green Flag, a Checkered Flag and a Black Flag.

6. Other Official Duties

6.1. Divisional Track Event Administrator: The individual who should supervise and administer SCCA policies and standards for designated classes of events and to train SCCA officials within each Division and who coordinates with the Experiential Department.

6.1.1. The TE Divisional Administrator has authority to approve Licenses and upgrades for TE Driver grouping.

6.1.2. The TE Divisional Administrator must be approved by the Experiential Programs Department.

6.1.3. If there is no Administrator for a Division, the Experiential Programs Department will handle that Division's administrative responsibilities.

6.2. Course Inspector: Course Inspectors are responsible for determining the appropriateness of sites and tracks for SCCA Track Events and formats.

7. Road Race Officials as Track Event Officials

With the exception of Novice Coach (when Novices may enter) and Event Lead, Track Events may be run using Road Race Officials.

7.1. When running a Track Event using Road Race Officials, the following apply:

A. Event Lead should act as an advisor for any Track Event-specific duties being performed by Road Race Officials.

B. Black Flag Steward may perform Pit Road Driver Coach duties.

C. Registrar may perform Ambassador duties.

APPENDIX B — ORGANIZATIONAL AND ADMINISTRATIVE PROCEDURES FOR EVENTS

1. Insurance

All events sanctioned by the SCCA shall be insured for Event Liability and Participant Accident coverage.

1.1. Event Liability and Participant Accident coverage may be provided by the SCCA Master Insurance Plan or an Equivalent policy (equivalency to be determined by the SCCA Risk Management Department).

2. Sanctions

The sanction is the documentary authority, granted by SCCA, to organize and hold a Track Event. An SCCA sanctioned event may be organized by the SCCA or an SCCA Region or Regions.

2.1. Every SCCA Sanction application shall be submitted on the current SCCA Sanction and Insurance Request Form and accompanied by drafts of the:

- A.** Entry Form
- B.** Supplementary Regulations
- C.** Schedule of Events.

2.2. Applications should be submitted for approval 45 days prior to the scheduled date of the event.

2.3. A Sanction Number and document will be issued within five (5) working days, when all requirements have been met and the application approved.

2.3.1. Sanction Numbers will be issued via e-mail and application submission should be planned accordingly.

2.4. The course must be approved by the SCCA.

2.4.1. If the course is not already approved by the SCCA:

- A.** Sanction application should be submitted at least two (2) months before the proposed event.
- B.** Sanction application shall be accompanied by a full description of the course and facilities, including a scale map.

3. Supplementary Regulations

The Supplementary Regulations establish the specific conditions for an event for competitors and officials.

3.1. An SCCA Time Trials Divisional Administrator and SCCA Staff Designate shall approve the Supplementary Regulations prior to a Sanction being issued.

3.2. They shall contain the following information:

- A.** The name, location, dates, nature, and classification of the event.
- B.** The Sanction Number and type of sanction for the event.
- C.** An announcement conspicuously placed: "Held under the SCCA Track Event Rules."
- D.** Statement or words describing the event as a Track Day, Track Event, Lapping Day or Non-competition event. (Test day, Practice day and other competition-minded terms should not be used.)
- E.** The name and contact information of the organizers.
- F.** The names of the Event Lead and Ambassador.
- G.** A complete description of the proposed event.
- H.** Times of any mandatory meetings, such as Novice, Drivers', Officials', etc.
- I.** Times and locations of activities and inspections.
- J.** The name and address of the Ambassador or other person to whom the entry is to be sent, and amount of entry fee.
- K.** All other information necessary for the proper conduct of the event.

3.3. Supplemental Regulations may not set minimum safety standards below what is outlined in these rules, even if the event or vehicle does not require specific minimum standards. (e.g., If a region decides that Sport Category cars must run roll bars for a specific event, those roll bar construction requirements and material minimums shall not be less than the specifications set forth in the SCCA Track Event Rules.)

3.4. No changes should be made to the Supplementary Regulations, except for the schedule, event officials and/or class groupings after the beginning of the period for receiving entries unless the Event Lead so decides for reasons of safety or forces beyond his or her control.

4. Entry Forms

4.1. Entry Forms shall contain the following:

- A.** Full names, addresses, membership numbers, Region of Record, and license of entrants and drivers.
- B.** Full description of cars to be entered.

- C. Signatures or digital agreements of entrants and drivers for Waiver of Liability and/or indemnity declarations, acknowledgment of the authority of the Track Event Rules, declaration that cars entered comply with the provisions of the Track Event Rules.
- D. Sanction Number assigned to the event.
- E. Emergency contact information must be included with the entry.
- F. Any other information required for the clarification of all other details of the event.

5. Entries

An entry is considered official and a competitor is considered entered in an event when a signed, completed, and official entry form has been submitted and received by the organizers, and the entry fee has been paid and received by the organizers.

5.1. Right to Refuse Entry

The organizers have the right to refuse an entry at their discretion without giving a reason for refusal. If an entry for any competition is refused, notification of such refusal shall be sent to the entrant at the contact information given on the Entry Form as soon as possible.

5.2. An entry which contains a false or incorrect statement may be determined to be null and void by the Event Lead. The entrant may be deemed guilty of a breach of the Track Event Rules, the entry fee may be forfeited and further penalties may be imposed.

5.3. An entry may be withdrawn without penalty if the withdrawal is made prior to the entry deadline date. In such cases, the organizers should return the entry fee. For withdrawals after the entry deadline, return of all or part of the entry fee is at the organizers' discretion.

6. Schedules

6.1. The Event Sanction Number.

6.2. The name of the organizer (e.g., Region).

6.3. Name, location and date of event.

6.4. Schedule of planned groups.

6.5. Times of mandatory meetings, such as Driver's Meeting, novice classrooms, novice debriefs.

6.6. Driver experience groupings.

7. Post Event

7.1. Event Report

The organizer is responsible to distribute results as follows:

7.1.1. The Event Lead will send Event Report to the National Office and within 14 days of the event.

7.1.2. Although not required in 2019, it is highly advisable that the Event Report include a “Participant Evaluation Form.”

7.2. The organizer is responsible to submit all SCCA required audits and appropriate fees to the National Office within the time limits, as specified in these rules and the SCCA Insurance Handbook.

7.2.1. Sanction Fee

The sanction fee for a Regional event listed on the sanction application must be paid within 14 days of the completion of the event.

7.2.2. Late Sanction Fee

A late fee of 50 percent of the sanction fee shall be charged on all sanctions postmarked after the applicable deadline, unless prior arrangements have been made and approved by the National Office Sanction Administrator.

7.2.3. Sanction Fee Refunds

There shall be no refunds of Sanction fees unless notice of cancellation is received by the National Office at least 15 days prior to the event.

7.2.4. Insurance Fee

The appropriate premium for Regional events must be sent to the SCCA for mandatory event insurance coverage within 14 days of the completion of the event. The fee schedule is available from the SCCA National Office, or on the SCCA website.

8. Course Approval

Courses should be chosen as to maximize exposure to a variety of car handling situations while minimizing exposure to hazards. Speeds may be restricted at the discretion of the Course Inspector or Safety Steward, but these restrictions should be enforced by observation, either by the instructors in student cars, or by other speed calculation method such as radar (this is not a requirement, and use is at the discretion of the sponsor region). It is not recommended that cones or other items be used to create false obstacles to slow cars down that are at speed.

8.1. Flag Stations

Flag stations and observation points should be placed as to provide complete, continuous coverage of all parts of the course. They must be manned by at least one person. All stations must be provided with a method of communication to the Chief Steward at all times.

8.2. The selection of any course for an event shall be subject to the approval of the SCCA. Specifically, the SCCA may:

8.2.1. Limit a course as to the classification of event to be sanctioned there.

8.2.2. Restrict the number of cars which may be started simultaneously or in total.

8.2.3. Restrict the number of entries which may be accepted for an event or a competition.

8.2.4. Restrict the course to certain classes and categories of cars.

8.2.5. Restrict the course to certain grades of drivers.

8.2.6. Set forth certain areas as “safe” worker areas or restrict areas considered to be “hot”.

8.2.7. Designate spectator areas.

8.2.8. Determine eligibility for non-spectator status for events at that facility.

8.2.9. The official length of a course shall be measured along the centerline of the road.

9. Postponement, Abandonment or Cancellation

All or part of an event may be postponed or canceled if provision for doing so is made in the Supplementary Regulations for the event or the Chief Steward and Safety Steward

(in full agreement) order that all or part of the event be postponed or cancelled for reasons of safety or forces beyond their control. If an entire event (all classes, all sessions) is postponed for more than 24 hours, it is considered to be cancelled, and entry fees shall be returned. If an event is cancelled during the competition, then the entry fees should be prorated by time and a reasonable portion of the entry fee returned.

10. Limits on Entrants

Event organizers may limit the minimum driving experience or license grade to enter an event and/or automobile classes and categories.

11. Types of Events

11.1. Regional Track Events

11.2. Track Night in America

APPENDIX C — GENERAL EVENT GUIDELINES

1. The principal officials, who officiate the event, may include the following:

Event Lead	Safety Steward	Track Director	Ambassador
Technical Chief	Flag Chief	Driver Coach	Novice Coach
Grid Marshall	Corner Marshall	Paddock Marshall	Social Coordinator
Starter	Worker Chief	Course Inspector	Sound Measurement

1.1. Required Official Duties at an Event

1.1.1. Event Lead (formerly Event Chair)

1.1.2. Safety Steward

1.1.3. Track Control

1.1.4. Ambassador (formerly Registrar)

1.1.5. Technical Chief

1.1.6. Worker Chief

1.1.7. Driver Coach

1.1.8. Novice Coach (If there are Novice Drivers)

1.1.9. Marshalls (Grid or Corner)

A. At-track duties which require an SCCA Time Trials License:

1. Event Lead

2. Safety Steward

3. Competition Director

4. Ambassador

5. Technical Chief (When Safety Level 2 or 3 is required)

6. Driver Coach

7. Novice Coach (must have Driver Coach Specialist License)

1.2. Assistants

These officials may have assistants or co-positions to whom any of their duties may be delegated or shared.

1.2.1. Assistants need not have SCCA Time Trials Licenses for assisted positions.

1.2.2. Directors, Chiefs and Coaches are responsible for conduct of assistants.

1.3. Plurality of Duties

Officials may perform multiple duties at an event.

1.3.1. Restrictions on Multiple Duties

An official shall observe the track during on-track sessions at all times. If a position necessitates focus on something other than the track (e.g., Novice Coach while other groups are on track), there shall be another or others to perform those duties.

Note: It is possible that one person could be Event, Safety and Driver Coach, with another person acting as Novice Coach (each of them sharing Ambassador and Technical Chief duties that would happen pre-event) with one other as Timing Chief. Track-sourced workers could perform as Track Director (Control), Flag Chief, Grid Marshalls and Corner Marshalls. Considering the Timing Chief could be outsourced as well, an SCCA Time Trials event may only require two SCCA members as SCCA-licensed officials.

2. Other Required Personnel

2.1. Emergency Services – Medical and Fire Safety

2.1.1. The dispatching of emergency vehicles on the track should be authorized by the Competition Director. Dispatching procedures should be agreed on in advance by the Competition Director, Safety Steward and emergency response personnel.

2.1.2. The Medical Crew (crew staffing the on-site ambulance) should establish a primary route to the primary and secondary hospital prior to an event. The Event Organizer should confirm the availability of hospital staff and facilities.

2.1.3. All emergency vehicles shall be equipped and staffed at all times while entrant cars are on course.

2.1.4. The event shall be suspended if the basic life support unit or medical personnel are no longer on the premises or are unable to perform their assigned duties.

3. Group Assignments

Group assignments should be done by experience. It is not recommended that groupings allow substantial gaps in experience in the same group.

3.1. Assignments for students should be at the discretion of the Event Lead and/or Ambassador but are subject to adjustment during the event as needed for safety, event flow and customer service.

3.2. Factors that should be used for the group assignments are documented previous driving experience, demonstrated driving ability/skills, track presence/awareness, overall attitude, etc.

4. Waivers

All participants (entrants, drivers, crew, workers and guests receiving hot passes) shall sign the SCCA Participants Agreement (Waiver of Liability) prior to receiving credentials (passes). Holders of an SCCA Annual Waiver may be exempt from this requirement.

5. Course Maps

Course maps should be available to all students, instructors, and officials, and should be marked to indicate:

- A.** Passing zones
- B.** Speed-limited areas (if applicable)
- C.** Any cones or temporary barriers
- D.** Pit location along with pit in and out
- E.** Flag and observation stations

6. Drivers' Meetings

6.1. A Drivers' Meeting is highly recommended, should be given by the Event Lead and should include the following:

- A.** A welcome and thank-you statement.
- B.** A reminder that despite the fact that it is a competition, drivers should work together to enable everyone to perform his or her best.
- C.** Any flags or other communication signals for drivers which have event-specific procedures should be reviewed before any track time commences.
- D.** Group-specific passing rules
- E.** If there are any drivers using alternate point-by methods (in-car or blinker), and descriptions of those cars.
- F.** Track or facility-specific issues of which drivers need to be aware.
- G.** A period for questions.

6.2.1. Drivers' Meetings may be separated by driver groups

7. Sessions

7.1. Pace Lap

Pace Lap/Familiarization Laps/"Station-Wagon Tours" are allowed and encouraged—especially for Novice Drivers. These laps should not be at competition speed and may be led by a pace car or self-paced by qualified instructors.

7.1.3. Instructors may be permitted to drive the course for familiarization and this session may be during Novice Driver classroom session.

7.2. Session Run Time

Each individual run group session should not exceed 20 minutes of continuous scheduled track time.

8. Coaching

All drivers, regardless of experience level, should have a coach available for feedback and questions.

8.1. The following should apply to coaches and coaching practices.

- A.** All coaches should be SCCA members.
- B.** The Chief Driving Coach shall hold a Track/Time Trials Driving Instructor Official License or higher.
- C.** The Chief Driving Coach, Event Lead and Competition Director should be a part of any decision to re-assign driver group.
- D.** If there is in-car coaching, the Chief Driving Coach or Novice Coach should not be assigned students so that he or she may oversee the event as a whole.
- E.** Novice Coaching Requirements and Practices:
 - 1.** The Novice Coach must have a Driver Coach License grade of Specialist.
 - 2.** Novices shall have classroom session(s) explaining the Rules of the Track and any format-specific procedures, at a minimum.

- a. The classroom does not need to be in an actual classroom but may take place in a designated gathering area.
 - b. It is highly suggested the Novice Coach have flags on hand to demonstrate the use of to Novice Drivers.
 - c. Novice Drivers shall have communication with instructors at regular intervals—either through individual or subset coaches, or by way of debriefs with the Novice Coach.
 - i. It is strongly suggested the regular intervals be in the form of post-session debriefs, before the Novice Drivers go back on track.
 - d. Coaching should include best methods for coaching how to drive faster while remaining in control of the vehicle and minimizing risk.
3. Novices shall not be on track without being observed by the Novice Coach or designated assistants.
4. Coaching may be done from a central location, from posts around the course or from inside the car.

8.2. Driver Evaluation

Coaches should note any exceptional situations (good or bad) on the participant log of the applicable driver. These situations may include but are not limited to: well executed maneuvers, good or bad on-track decisions, spins or “offs”, any mechanical issues, Rules violations, etc.