Officials Briefing Notes

Event Name	WASCC Racing Championship Round Featuring HQ Nationals	Event Date	26 - 27 September 2026
From	Clerk of the Course	Version	1 – Issued 23 Sept 2026
To	All Officials		
CC	N/A		

1. Introduction and General Information

1.1. Welcome to the WASCC Racing Championship Round 5 Featuring HQ Nationals. Volunteering your time this weekend is appreciated.

1.2. Your Event Command and Event Admin officials for this event are:

1.2.1. Clerk of the Course – Taylor Grant

1.2.2. Deputy Clerk of the Course – Peter Morley

1.2.3. Assistant Clerk of the Course – Matthew Newman

1.2.4. Secretary of the Event – Gemma Clinton

1.3. The Motorsport Australia Stewards for this event are Tony Gard (Chair), Terri Woolhouse and Jenn Ellison.

1.4. These notes do not replace the Official's Briefing held on the day of the Event. Please look at the Timetable for the location and time and listen to the PA for any changes.

1.5. These notes are to be read in conjunction with the current FIA International Sporting Code including Appendices (ISC), Motorsport Australia National Competition Rules (NCR), Circuit Race Standing Regulations (CRSR) and Regularity Trial Standing Regulations published by Motorsport Australia, relevant Championship and/or Series Sporting and Technical Regulations as approved by Motorsport Australia, the Supplementary Regulations, Further Regulations, and any Bulletins that may be issued.

2. Policies

2.1. This event is held under the Motorsport Australia Occupational Health and Safety Policy, Safety 1st Policy, Integrity and Legal Policies and Risk Management Policy. Copies of these policies are available on the Motorsport Australia website.

2.2. This event is also being run under the Motorsport Australia Social Media Policy. When in position during events, officials must pay attention to and complete their allocated duty. When on duty, please:

2.2.1. Do not post to social media on any device, and

2.2.2. Do not take or post photos from any restricted or privileged areas to social media during the event.

2.2.3. A restricted or privileged area is any area that a member of the public cannot access.

2.2.4. No photos or media of any incident are to be posted to social media during or after the event.

2.3. A reminder that all signed-on officials must comply with the Motorsport Australia Officials Code of Conduct, available here.

2.4. Motorsport Australia Safety Briefing Notes are available here, with additional notes for junior officials available here. All officials should familiarise themselves with these briefing notes if they have not already.

2.5. If you observe a hazard, and it can be safely resolved, please do so, and then report it. If you can't resolve it safely, please report it so we can allocate the necessary resources to resolve it.

3. Officials Sign On

3.1. Please ensure that you have signed on at the start of each day of the Event.

3.2. If any officials are not sure where they are working or who they need to see on each day, please come and see the Clerk of the Course or the Secretary of the Event after the Officials' Briefing.

3.3. Any officials who are under the age of 18 need to report to the Clerk of the Course with their Senior/Chief at the conclusion of the Officials Briefing on each day.

4. Health and Safety

4.1. A reminder that your personal health and safety is your number 1 priority.

4.2. Please check the weather forecast before the event and dress appropriately.

4.2.1. A minimum requirement for clothing is enclosed shoes, long pants, a short- or long-sleeved shirt (not red or yellow).
4.3. While the Organiser may provide lunch and water, if you require any additional food/snacks, please bring these with you.
4.4. If it is a hot and/or humid day, it is advisable to bring electrolytes with you to help with hydration.

5. Supplies
5.1. Please ensure you have all the equipment and supplies you need for your role.
5.2. If you require any further supplies or if something is missing or unserviceable, please let Race Control know.
5.3. Flag marshals and pit lane officials, please check your fire extinguishers at your posts/locations to ensure they are charged correctly.

6. Sportity
6.1. WASCC is using Sportity for this Event to distribute event information. Please download Sportity and use the password "**WASCC26**".
6.2. Those officials that require hard copies of event paperwork or forms will be provided with this at the start of the Event.

7. Radio Communications
7.1. Please ensure you follow the correct radio protocol. Identify whom you are calling, followed by your callsign, then your message.
7.2. If you see something unusual, report it to Race Control. All officials are our eyes and ears around the track.
7.3. Please always listen to the radio. Please do not speak on the radio during an incident or a red flag unless Race Control asks or if it is urgent.
7.4. If you are working with someone who does not have a radio, keep them informed of what is occurring.
7.5. Motorsport Australia Communication Guidelines provide a detailed description of what is expected for radio communications.

8. Incidents & Reporting
8.1. All officials must report to Race Control any of the following:
8.1.1. Car-to-barrier contact,
8.1.2. Car-to-car contact (please include if there has been a change of position or loss of position),
8.1.3. Any vehicle putting all four (4) wheels over the white line defining the tack edge, and;
8.1.4. Any possible breach of the Regulations.
8.2. If a vehicle stops on or near the circuit, please report the vehicle number, location and whether it is likely to resume (Engine Not running/Damaged/etc). You must report whether the vehicle is in a **Safe** or **Dangerous** position. If you are in doubt, call it dangerous.
8.3. If anything seems abnormal or you are unsure of something throughout the day, please feel free to ask.
8.4. When an incident report is requested, please advise Race Control when it is ready for collection.
8.5. Please also send a photograph of both sides of the incident report to the WASCC Incident Reports WhatsApp group. If you need to be added to the group, please contact your Chief.
8.6. Driving Standards Guidelines are now in place to provide Drivers and Officials with parameters to complying with Article 6 of the CRSRs, and in assessing incidents.
8.7. Driving Standards for Historic Touring Cars and Formula Classic are in Attachment B of the Historic Standing Regulations.

9. Track Safety
9.1. Officials must remain behind the first line of defence. Do not enter the circuit without direct permission from Race Control.
9.2. Remember your order of safety – 1. Yourself, 2. Fellow Officials, 3. The Driver. The car is the lowest priority.
9.3. For officials working on track, please ensure that at least 1 person is watching for traffic, and always leave space for a vehicle to move through whenever possible.
9.4. Any vehicles on circuit while it is 'Open' must not exceed 80 km/h and must be ready to stop as personnel or other vehicles may be on circuit. This includes any service vehicles (fire, ambulance, safety/course cars, etc.). All vehicles must be clear by 07:20 unless specifically authorised by the Clerk

of the Course.

10. Trackside Light Panels (TSPs) & Flags

10.1. TSPs are installed at all Marshals' Posts around the circuit. These will display red, yellow, double yellow, blue, and green flags and the SC board when activated.
10.2. Each Marshals Post will have a local controller to control yellow flag, double yellow flag, green flag, and blue flag.
10.3. Race Control will control Safety Car, Red Flag, and full course green.
10.4. Flags must be waved in addition to the TSP.
10.5. The TSPs and flags are regulatory. Drivers must abide by what light and flag is displayed.
10.6. If enough officials are at the event, we may utilise the Black Flag Relay (BFR) at MP6.7 This will be informed on the day.

11. Race Procedures

11.1. There are a mix of rolling and standing starts for this event. For officials involved in the Start procedure, please ensure you are familiar with the Circuit Race Standing Regulations, especially the start, aborted start, and delayed start procedures.
11.1.1. Street Cars/Sports Cars/Sports Sedans and WA Muscle Cars AND FSR– Non-championship rolling start with 2 formation laps.
11.1.2. Formula Classic AND Saloon Cars – Non-championship rolling start.
11.1.3. Time Challenge – Single file rolling start
11.1.4. All other categories – non-championship Standing Start.
11.1.5. HTC Race 5 will be a reverse grid
11.2. All races are time certain, with the time starting when the Pit Exit is opened.

12. Event Schedule

12.1.1. Race Control will always endeavour to keep the event on schedule to ensure we finish all events. We will always ask how long tasks will take and will likely provide you with how much time you have available.
12.2. To ensure this occurs, please ensure any tasks are completed as quick as possible. Work within your teams to achieve this.
12.3. Qualifying sessions are time certain – if the red flag is displayed, the clock will continue to count down. Note, sessions may be extended by the Stewards to ensure all Drivers have sufficient time to meet the qualifying requirements.

13. Grid Walks

13.1. HTC will have a grid walk after HTC Race 1 (R7 on the timetable).
13.2. Cars will stay on circuit, stopping in a 2x2 formation on the grid at the end of their cool down lap. Crews, media, officials, and public will be provided access to grid once all cars have stopped. Please follow all directions from WASCC staff and officials.
13.3. HQ holdens will have a grid walk PRIOR to their final, vehicles will be led onto the circuit in a procession behind some association members under the control of race control.
13.4. HQ holdens will commence their formation lap from the grid walk at the conclusion of the break.

14. Recoveries

14.1. For all recoveries, must be done as quickly and safely as possible to keep sessions running due to time constraints of schedule.
14.2. For all recoveries in race, drag the car to a safe position against a wall and leave it there.
14.2.1. It will then be collected between races. Only use resources that are required.
14.3. Always follow directions from Race Control.

15. Emergency/First Intervention/Course Vehicles

15.1. All first intervention (fire, recovery, medical, safety, course) vehicles are to be staffed and ready to be always scrambled to an incident, except while the track is open/cold (i.e., on a break).
15.2. All vehicles are not to be left unattended by any personnel needed to staff the vehicles during sessions.
15.3. If first intervention vehicle personnel need to step away from their car, please advise Race Control for permission before moving away from vehicles.
15.4. When driving on the Circuit during a session, all emergency/recovery vehicles must remain on drivers' right until they need to cross the circuit to attend the incident. Drivers of competition vehicles have been advised of this.

15.5. Do not proceed beyond the first line of protection (1LoP) until you have been given permission to proceed by Race Control.
15.6. Do not drive on the infield road during a competition session. You may only use the infield road between sessions, on the Formation Lap of a Race, on the cool-down lap of any session (after all cars have received the chequered flag), or when the field has been neutralised by the Safety Car or a Red Flag.

16. Safety Car

16.1. For standing starts, the Safety Car will proceed to SOP when the 1 Minute signal is displayed or earlier if able.
16.2. The nominal location for Safety Car lights out will generally be MP6.2.
16.2.1. All automobiles must cease weaving once the Safety Car lights are out and maintain the last nominated Safety Car speed. Drivers have been reminded of the requirement to not chase the Safety Car.
16.2.2. For the avoidance of doubt, weaving will be tolerated up until MP6.5 on drivers' left. Once past this Marshal Post, weaving must cease.

17. Pit Exit Operation During Safety Car

17.1. Pit exit shall be open at all times during sessions, except when the Safety Car and the line of automobiles following it is about the pass or are passing the Pit Exit.
17.2. The Pit Exit should be closed/open as per the table below unless varied for safety reasons:

Close Pit Exit as the Safety Car:	Open Pit Exit when the last car in the train:
Passes the Starter's Box	Passes the SC2 Line

17.3. The Pit Exit is not closed at a restart.

18. Media

18.1. This event will be broadcast live online courtesy of Turn 7 Media.
18.2. Please ensure your teams are operating at the highest standards, even when cars are not in your section, as you may be shown on the broadcast.

19. Pit Lane

19.1. Both Pit Lane will be in operation for this event.
19.2. Marshalling/Dummy Grid for HQ holdens will be in the infield working lane between garages 1 and 8.
19.3. Pit Exit will be controlled by a Red/Green light located on a tripod at Pit Exit. Should this fail, revert to the STOP/GO lollipop at MP0.5.

20. Self-Extraction Requirements

20.1. The Motorsport Australia Self-Extraction policy has the maximum time as 10 seconds for the test.
20.2. Scrutineers should randomly select a few drivers during the event to complete the test. Any failures should be recorded on the Extraction Test Failure Document and presented to the Clerk of the Course.

21. Race Control Access

21.1. To manage the noise in Race Control, access to the Race Control building is restricted to essential personnel only (Race Control Officials, Stewards, Timing, Secretary of the Event).
21.2. Any official who is called to Race Control is asked to knock on the door and wait. A member of the Event Command team will answer the door when they are available.
21.3. If an official needs to enter Race Control, please ask on the radio first.
21.4. All documents delivered to Race Control must be handed to the Clerk of the Course or Deputy Clerk of the Course.

22. Standing Down

22.1. If you need to stand down for medical reasons (injury/illness/etc.) then you must attend the Outfield Medical Centre for assessment prior to leaving the venue.
22.2. If you need to stand down for any other reason, please discuss this with your Chief.

23. Critical Incidents

23.1. If a Critical Incident is called, it is imperative that all officials stay where they are unless they are directly involved in the incident.

23.2. Unless priority information relating to the Critical Incident needs to be relayed to Race Control, radio silence must be maintained.

23.3. There may be extended periods of time where officials need to wait or where additional information cannot be passed on. Please know that Race Control are working on updating everyone as soon as possible and are aware of the need to update all stakeholders.

23.4. Under no circumstances is any official to provide comment or statement on any incident, either online, any form of media, or to any personnel outside the event.

23.5. Do not post any incident reports relating to a Critical Incident into the WASCC Incident Reports WhatsApp group. The physical copy must be delivered to Race Office or Race Control.

24. Questions

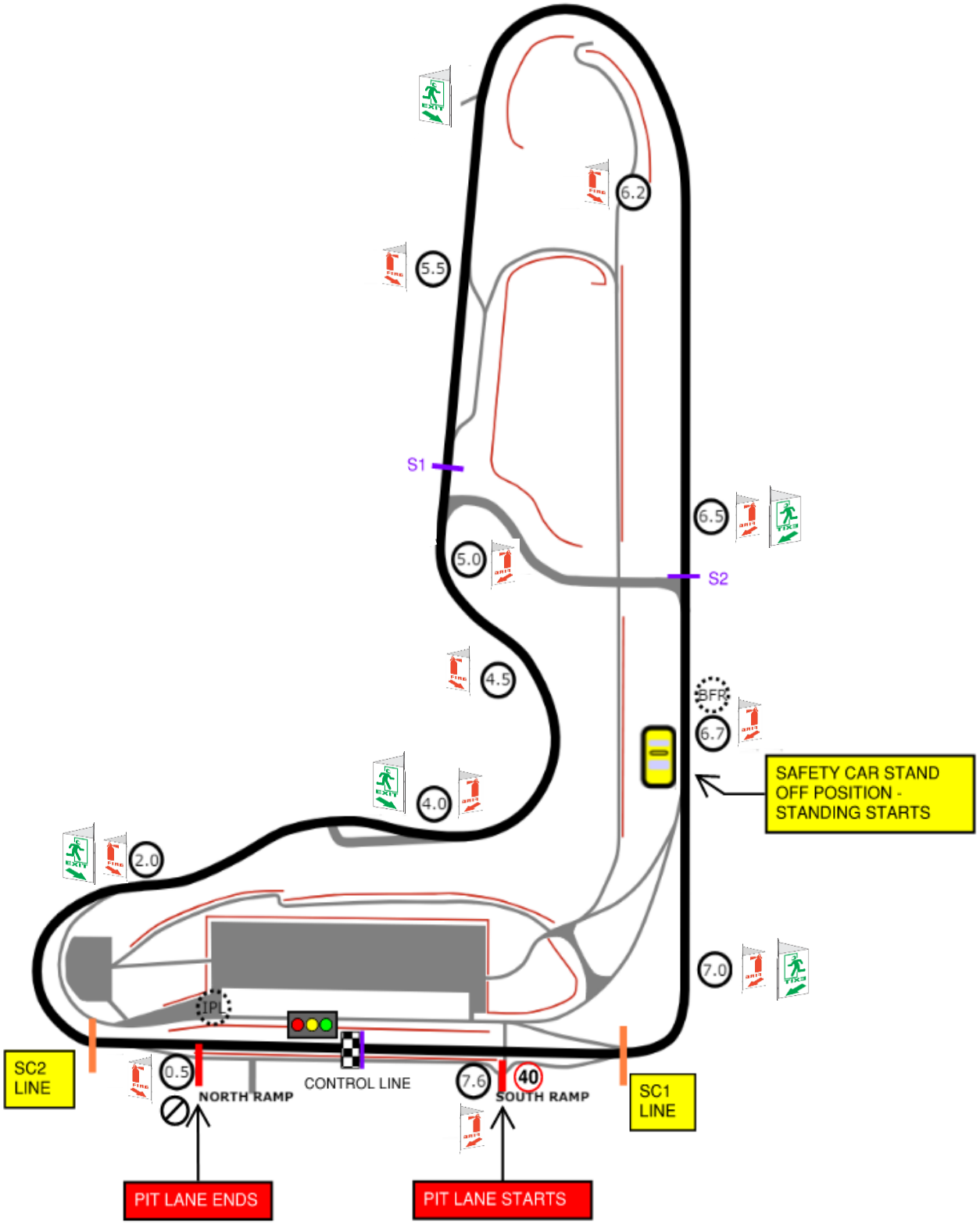
24.1. If anyone has any questions, queries, or concerns during the event, please ask Race Control or your Chief.

24.2. If anyone has any questions prior to the event, please contact officials@wascc.asn.au or your Chief.

Taylor Grant

Clerk of the Course

Attachment A – Circuit Diagram



Attachment B – Marshalling Area Maps

