

## Hillclimb Control Standard Operating Procedure

### 1. Standard Operating conditions

- A. *Only one competing car may occupy any given section of the course during timed runs.*
- B. *Checkpoints will have 2-way communication with Control and Finish.*
- C. *Emergency medical response personnel and equipment are on the premises and in communication with Control.*
- D. *“Clear Course” is established when the checkpoints confirm that the road is free of obstacles to competitors, and that access to the course is controlled.*
- E. *Control is responsible for coordinating Start, Finish, and the checkpoints to maintain the integrity of the course and event. Control is responsible to the Chief Steward and Chair.*
- F. *Drivers must obey the instructions of Control, as given to them by the course workers.*

### 2. Staffing the Course

- A. *Make sure all course workers have signed all releases, and are otherwise qualified.*
- B. *Designate at least 2 workers per (phone) checkpoint.*
- C. *Designate timers, starters, staging, spectator control, and holding*
- D. *Designate emergency (ambulance) and recovery (wrecker) personnel*
- E. *Hold worker meeting to review procedures and day-specific information prior to staffing hill*

### 3. Familiarization run Procedures

- A. *Designate fam run leader (responsible for pace)*

A fam run may be run in more than 1 group, if each group has a leader.

- B. *Designate first and last car in each group – call first and last by each checkpoint*

### 4. Timed run Procedures

- A. *Request car from Staging*

Drivers are to report to Start with all safety equipment in place, ready for the starting procedure

- B. *Bring car to Start line*

Align centerline of front wheels with Start line, chock rear wheel

*C. Establish / proceed with clear course*

*D. Ask Timing if they are ready for a start*

1. Control and Timing should designate the checkpoint that the car on course must pass before starting the next car.
2. A minimum of 2 checkpoints must separate cars on course at all times.

*E. Initiate Start procedure with the Starter and Timing*

1. Driver must signal the Starter that they are ready for a start

*F. Checkpoints and Finish report passage of cars by car number and checkpoint number*

*G. Stage next car*

1. Depending on course and car, this may be done immediately, or delayed until the preceding car is near the "must pass" checkpoint

*H. Repeat 4.C-4.G until all the cars in the heat have run*

## 5. Bringdown Procedures

*A. Cars are released from Holding by Finish/Control*

*B. Holding designates first/last cars to Finish/Control*

*C. First and last cars are called by each checkpoint*