



## TEAM SITE INDUCTION BRIEF NOTES

Event dates: 24<sup>th</sup> to 27<sup>th</sup> November 2022

The attention of all intending to use this Venue is drawn to the following important details and operating procedures. Should you have any questions during the Event, please direct them to the Event Management Office located at Tower 1, Level 1 of the Pit Building.

- This race meeting observes the Motorsport Australia Work Health and Safety (WH&S), and Risk Management Policies as well as those of the Organiser, Accelerate Events Pty Ltd.
- Should it become necessary to evacuate the Venue, please follow the directions of Event staff and Official's. Evacuation and assembly points will be announced over the Public Address System or advised by Emergency Services and/or Race Officials.
- The Medical Centre will be operational per the hours prescribed in the Further Regulations. The Medical Centre is for the treatment of competitors, officials and Event staff, with entry through the Pit Complex near pit entry end. Please make yourself familiar with the location of the Medical Centre.
- In the event of serious emergencies or requirements outside of prescribed hours, please call 000 and advise the following:
  - Your name
  - Your location (i.e. Mount Panorama Racing Circuit – Panorama Avenue Garage or Location)
  - Nature of the emergency
  - Return telephone number
- 24-hour security assistance is available by contacting Bathurst Regional Security on 6331 0317.
- For any engineering or site management issues please contact the Event Management Office (02 6333 1600) so that appropriate action can be taken.
- Regardless of the time of day an injury or incident occurs, it should be documented using the Hazard Incident Form provided with these instructions. These forms can be submitted at either the Secretary of the Event Office, Tower 3 Level 1 or the Event Management Office Tower 1 Level 1 of the Pit Building.
- Appropriate personal protection equipment and apparel must be worn when performing hazardous tasks.
- Regulations prohibit the laying of extension leads on the ground across roadways or pedestrian pathways at any time, unless they are appropriately covered. If you have any issues with running your leads or see leads which are a hazard, please report this to the Event Management office.
- The riding of one, two or four wheeled vehicles (including uni-cycles, bicycles, mini bikes and scooters of any kind), or the use of rollerblades, roller skates or skate boards or similar within the pit lane and paddock area is **prohibited at all times.**
- Standing on/riding around in the backs of utes, trucks or a trailer is strictly forbidden at all times.
- The speed limit at all times
  - Within the Outer Paddock must be no greater than 20kph
  - Within the Inner Paddock must be no greater than 10kph (walking pace) and 60kph on the Circuit (outside racing sessions).

- All persons who enter the area between the second and first lines of protection to the circuit proper, must have signed the supplied indemnity forms.
- All fire extinguishers within your areas must be up high and visible to all staff with appropriate signage above. All fire extinguishers must be in good working order, tested and tagged in date (6 monthly). There cannot be any equipment or clutter around the extinguisher and it must be easily accessible.
- There are no dedicated waste oil drums at this Event. It is an offence to pour any waste oils down drains or on the ground. Competitors must remove all waste oils products when they leave the circuit.
- Hazardous materials/gas bottles are to be stored in an area inaccessible to public patrons and must be secured appropriately.
- If you are aware of a hazard, please complete the Hazard Incident form and/or report to the Event Management Office immediately.
- There must be a 1.5m clearance in front of the door on all temporary power boards.
- Absolute caution must be taken when using forklifts or any other plant equipment. Only appropriately licensed persons are to use mobile plant.
- All electrical items are to be in good working order and tested and tagged (every three months for construction items and every 6 months for event items).
- Work at heights above two metres, including on transporter tail lifters, must have control measures in place to prevent falls from height.
- All care is to be taken when moving vehicles, materials and equipment through areas of public interaction. Call out and advise people you are coming through. A spotter must be used for all moving equipment.
- Any shade structures / pop up tents must be weighted and or tied down as per the manufacturer's requirements. The use of spikes is strictly forbidden.
- Remember that the safety of all team members, officials and the general public involves everyone working together and looking out for each other.