NFPA® 610

Guide for Emergency and Safety Operations at Motorsports Venues

2009 Edition

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An International Codes and Standards Organization

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NFPA® 610

Guide for

Emergency and Safety Operations at Motorsports Venues

2009 Edition

This edition of NFPA 610, *Guide for Emergency and Safety Operations at Motorsports Venues*, was prepared by the Technical Committee on Safety at Motorsports Venues. It was issued by the Standards Council on May 30, 2008, with an effective date of July 18, 2008, and supersedes all previous editions.

This edition of NFPA 610 was approved as an American National Standard on July 18, 2008.

Origin and Development of NFPA 610

The 2003 edition was the first edition of NFPA 610, *Guide for Emergency and Safety Operations at Motorsports Venues*. A Technical Committee was appointed by the NFPA Standards Council in 1998 to address the subject of safety at motorsports venues. The committee wrote this guide to assist facility owners, operators, promoters, and emergency management personnel in developing and implementing a system that provides for effective emergency operations at motorsports facilities and events. The guide is intended to assist with the planning for emergency operations, training and equipping emergency workers, and deploying resources at the time of an incident. These operations can lead to more effective fire suppression in the event of a fire and to improved rescue and medical care for competitors in post-crash situations, while providing for the safety of emergency response personnel working at the venue.

For the 2009 edition, the application statements have been revised to indicate that the document is not intended to apply to non-motorsports events conducted at a motorsports venue, because such events are covered by other NFPA codes and standards. The revised document provides a better description of scalability by creating a method to classify events. This was carried through the discussion of emergency action plans. A sample emergency action plan has been included in Annex B for a simple event that is generally perceived as posing less risk of injury than that encountered in legal and responsible travel in an automobile on public roads. Revisions have been made to the Emergency Action Plan Checklist in Chapter 4 to further assist persons running simple events in determining what their emergency action plan should include.

The revised document recognizes the National Incident Management System (NIMS) and reflects the use of NIMS in managing emergency incidents at motorsports events.

Chapter 5 has been completely rewritten to reflect a "Knowledge, Skill, Ability" format for denoting minimum training requirements for persons expected to operate in the various positions that could be needed if an emergency were to occur at a motorsports event. The question of who can provide training to persons expected to meet the different capability levels has been clarified.

Chapter 6 has been revised to reflect the latest editions of personal protective equipment (PPE) standards that can be referenced when purchasing protective equipment for emergency workers at motorsports events. Recognizing that some events are run at night, when visibility is poor, a recommendation for use of garments with retroreflective trim or a light source has been added. A PPE matrix has been developed and added as Annex C to provide increased direction as to the type and style of PPE for the motorsports safety workers.

Chapter 7 has been revised to reflect changes in portable fire extinguishers and extinguishing agents based on NFPA 10, *Standard for Portable Fire Extinguishers*, including the addition of agent discharge performance for dry chemical extinguishers.

The entire document has been reviewed and revised to increase the clarity, usability, and understandability of the text.

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NOTE: Membership on a committee shall not in and of itself constitute an endorsement of the Association or any document developed by the committee on which the member serves.

Committee Scope: This Committee shall have primary responsibility for documents on training, personnel, equipment, and facilities not covered by other NFPA documents as they relate to emergency operations and safety at motorsports venues.

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NOTICE: An asterisk (*) following the number or letter designating a paragraph indicates that explanatory material on the paragraph can be found in Annex A.

A reference in brackets [ ] following a section or paragraph indicates material that has been extracted from another NFPA document. As an aid to the user, the complete title and edition of the source documents for extracts in advisory sections of this document are given in Chapter 2 and those for extracts in the informational sections are given in Annex E. Extracted text may be edited for consistency and style and may include the revision of internal paragraph references and other references as appropriate. Requests for interpretations or revisions of extracted text should be sent to the technical committee responsible for the source document.

Information on referenced publications can be found in Chapter 2 and Annex E.

Chapter 1 Administration

1.1 Scope. This guide addresses planning, training, personnel, equipment, and facilities as they relate to emergency and safety operations at motorsports venues.

1.2 Purpose. The purpose of this document is to provide guidance for the development of a system that provides for the safety of emergency response personnel and effective emergency operations at motorsports facilities and events through planning, training, and equipping, and through the deployment of necessary resources.

1.3 Application.

1.3.1 This guide applies to motorsports events held at both indoor and outdoor facilities, whether temporary or permanent, except for venues or events that involve air, ice, snow, or water vehicles.

1.3.2 As all portions of this document might not apply to every motorsports event or venue, the authority having jurisdiction and the event/venue official should review this document against the operating environment of the event or venue and determine which components of this guide are applicable.

1.3.3 This guide is not intended to apply to non-motorsports events conducted at motorsports venues.

1.3.4 It is also recommended that an implementation plan be developed based on the applicable portions of this guide.

1.4 Equivalency. Nothing in this guide is intended to prevent the use of systems, methods, or devices of equivalent or superior quality, strength, fire resistance, effectiveness, durability, and safety over those recommended by this guide.

Chapter 2 Referenced Publications

2.1 General. The documents or portions thereof listed in this chapter are referenced within this guide and should be considered part of the recommendations of this document.

2.2 NFPA Publications. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 10, *Standard for Portable Fire Extinguishers,* 2007 edition.

NFPA 1561, *Standard on Emergency Services Incident Management System,* 2008 edition.

NFPA 1581, *Standard on Fire Department Infection Control Program,* 2005 edition.

NFPA 1936, *Standard on Powered Rescue Tools,* 2005 edition.

NFPA 1951, *Standard on Protective Ensembles for Technical Rescue Incidents,* 2007 edition.

NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting,* 2007 edition.

NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting,* 2005 edition.

2.3 Other Publications.

2.3.1 ANSI Publications. American National Standards Institute, Inc., 25 West 43rd Street, 4th Floor, New York, NY 10036.

ANSI Z87.1, *Occupational and Educational Personal Eye and Face Protection Devices,* 2003.

2.3.2 ASTM Publications. ASTM International, 100 Barr Harbor Drive, P.O. Box C700, West Conshohocken, PA 19428-2959.

ASTM D 3578, *Standard Specification for Rubber Examination Gloves,* 2005.

ASTM F 2413, *Standard Specification for Performance Requirements for Foot Protection*, 2005.

2.3.3 SFI Publications. SFI Foundation, Inc., 15708 Pomerado Road, Suite N208, Poway, CA 92064.

SFI Specification 3.2A, *Driver Suits*, November 29, 2001.

SFI Specification 3.3, *Driver Accessories*, October 11, 2006.

SFI Specification 31.1A, *Flame Resistant Motorsports Helmet—Open Face*, December 1, 2001.

SFI Specification 31.2A, *Flame Resistant Motorsports Helmet—Closed Face*, December 1, 2001.

SFI Specification 31.1/2005, *Flame Resistant Motorsports Helmets*, December 1, 2001.

SFI Specification 41.1A, *Motorsports Helmets—Open Face*, December 1, 2001.

SFI Specification 41.2A, *Motorsports Helmets—Closed Face*, December 1, 2001.

SFI Specification 41.1/2005, *Motorsports Helmets*, December 1, 2001.

2.3.4 Snell Publications. Snell Memorial Foundation, Inc., 3628 Madison Avenue, Suite 11, North Highlands, CA 95660.

M2005, *Standard for Protective Headgear for Use with Motorcycles and Other Motorized Vehicles*, 2005.

M2000, *Standard for Protective Headgear for Use with Motorcycles and Other Motorized Vehicles*, 2000.

M-95, *Standard for Protective Headgear for Use with Motorcycles and Other Motorized Vehicles*, 1995.

SA2005, *Standard for Protective Headgear for Use in Competitive Automotive Sports*, 2005.

SA2000, *Standard for Protective Headgear for Use in Competitive Automotive Sports*, 2000.

SA-95, *Standard for Protective Headgear for Use in Competitive Automotive Sports*, 1995.

2.3.5 U.S. Government Publications. U.S. Government Printing Office, Washington, DC 20402.

Title 29, Code of Federal Regulations, Part 1910.95, "Occupational noise exposure," 2006.

Title 29, Code of Federal Regulations, Part 1910.133, "Eye and face protection," 1996.

Title 29, Code of Federal Regulations, Part 1910.1030, "Bloodborne pathogens," 2001.

2.3.6 Other Publications.

Merriam-Webster's Collegiate Dictionary, 11th edition, Merriam-Webster, Inc., Springfield, MA, 2003.

2.4 References for Extracts in Mandatory Sections.

NFPA 472, *Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents,* 2008 edition.

NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program,* 2007 edition.

NFPA 1561, *Standard on Emergency Services Incident Management System,* 2008 edition.

Chapter 3 Definitions

3.1 General. The definitions contained in this chapter apply to the terms used in this guide. Where terms are not defined in this chapter or within another chapter, they should be defined using their ordinarily accepted meanings within the context in which they are used. *Merriam-Webster's Collegiate Dictionary,* 11th edition, is the source for the ordinarily accepted meaning.

3.2 NFPA Official Definitions.

3.2.1* Approved. Acceptable to the authority having jurisdiction.

3.2.2* Authority Having Jurisdiction (AHJ). An organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

3.2.3 Guide. A document that is advisory or informative in nature and that contains only nonmandatory provisions. A guide may contain mandatory statements such as when a guide can be used, but the document as a whole is not suitable for adoption into law.

3.2.4 Labeled. Equipment or materials to which has been attached a label, symbol, or other identifying mark of an organization that is acceptable to the authority having jurisdiction and concerned with product evaluation, that maintains periodic inspection of production of labeled equipment or materials, and by whose labeling the manufacturer indicates compliance with appropriate standards or performance in a specified manner.

3.2.5* Listed. Equipment, materials, or services included in a list published by an organization that is acceptable to the authority having jurisdiction and concerned with evaluation of products or services, that maintains periodic inspection of production of listed equipment or materials or periodic evaluation of services, and whose listing states that either the equipment, material, or service meets appropriate designated standards or has been tested and found suitable for a specified purpose.

3.2.6 Should. Indicates a recommendation or that which is advised but not required.

3.3 General Definitions.

3.3.1 Clean-Up Personnel. Personnel primarily responsible for restoring a racing surface by mitigating liquid spills and removing debris.

3.3.2 Command Post. The location where the incident commander and associated staff are located during an emergency incident.

3.3.3 Competition Area. The designated area of a motorsports venue in which vehicles compete, perform, train, demonstrate, or test at competitive speeds.

3.3.4 Critical Incident Stress. An unusual or traumatic event that creates or might create stress or other adverse condition for persons who have been exposed to the event but who have not necessarily incurred bodily injury from the event.

3.3.5 Drag Strip. A straight, open-ended course without turns that generally does not incorporate changes in elevation.

3.3.6 Emergency Action Plan (EAP). A written plan that defines the emergency response resources, organization, administration, and response procedures for any emergency incident that might occur at or during a motorsports venue/event.

3.3.7 Emergency Incident. Any situation to which an emergency services organization responds to deliver emergency services, including rescue, fire suppression, emergency medical care, special operations, law enforcement, and other forms of hazard control and mitigation. [**1561**, 2008]

3.3.8 Emergency Medical Personnel. Personnel primarily responsible for providing emergency medical care or having additional responsibilities of extrication.

3.3.9 Emergency Medical Services (EMS). The provision of treatment, such as first aid, cardiopulmonary resuscitation, basic life support, advanced life support, and other pre-hospital procedures, including ambulance transportation, to patients. [**1500,** 2007]

3.3.10 Emergency Services Personnel. Personnel who are designated by the emergency action plan or who are operating above the motorsports safety awareness level to serve in responder or safety roles, including emergency medical personnel, marshals, vehicle recovery personnel, rescue personnel, security personnel, track fire fighters, and pit area fire fighters.

3.3.11 Event/Venue Official. An individual assigned to oversee the operation of a particular event or the facility and who might serve as both the event official and venue official.

3.3.12 Garage. A secured area, protected from the elements by a structure or structures, in which competition vehicles are parked or stored and in which work is performed.

3.3.13 Hazard. That which is capable of posing an unreasonable risk to health, safety, or the environment; capable of causing harm.

3.3.14 Hazardous Materials Incident. An incident involving hazardous or volatile chemicals or other materials that, pursuant to local, state, or federal law, requires prescribed actions for clean-up, disposal, or both.

3.3.15 Hazardous Situation. An act or condition that is judged to present a danger to persons or property that is so urgent and severe that it requires immediate corrective or preventive action.

3.3.16 Incident Commander (IC). The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. [**472**, 2008]

3.3.17 Incident Management System (IMS). A system that defines the roles and responsibilities to be assumed by responders and the standard operating procedures to be used in the management and direction of emergency incidents and other functions. [**1561,** 2008]

3.3.18 Local Authority. See 3.2.2, Authority Having Jurisdiction.

3.3.19 Major Facility. A purpose-built motorsports venue occupying a large amount of land that can accommodate a mass gathering to witness a motorsports event.

3.3.20* Marshal. An individual assigned to provide observation and communications, to show flags to drivers, to provide first-response fire fighting and first-response emergency medical care, and to remove debris and assist in removing vehicles.

3.3.21 Medical Gloves. An item of emergency medical protective clothing that is designed and configured to provide barrier protection to the wearer's hand to at least the wrist.

3.3.22 Motorsports Safety Awareness Level. A designation for the capability expected of an individual who has been given basic safety information as provided by the venue/event emergency action plan.

3.3.23 Motorsports Safety Command Manager. An individual in management assigned to oversee the direction and supervision of the venue/event emergency action plan and operations.

3.3.24 Motorsports Safety Operations Level. A designation for the capability expected of operations personnel that pertains to their specific responsibilities and duties as provided by the venue/event emergency action plan.

3.3.25 Motorsports Safety Specialist Level. A designation for the capability expected of highly specialized personnel that pertains to the performance of their specific areas of rescue or emergency expertise as provided by the venue/event emergency action plan.

3.3.26 Motorsports Safety Technician Level. A designation for the capability expected of emergency personnel that pertains to the implementation of rescue procedures as provided by the venue/event emergency action plan.

3.3.27 Motorsports Venue. A facility or designated area at which motorsports and related activities are conducted.

3.3.28 Multi-Casualty Incident (MCI). An emergency casualty incident involving multiple persons with bodily injuries that exceeds the capacity of the medical resources available at the motorsports venue/event.

3.3.29 Multi-Use Facility. A motorsports venue that incorporates more than one type of course and is adaptable to a variety of motorsports disciplines.

3.3.30* National Incident Management System (NIMS). A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for federal, state, local, and tribal governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

3.3.31 Off-Track Emergency Response. Response to emergencies at a motorsports facility in areas other than the competition area and immediately adjacent areas including, but not limited to, hospitality areas, concession stands, cooking facilities, grandstands, parking areas, and media areas.

3.3.32* Paddock Area. A secured or restricted area in which competition and support vehicles are parked or staged, or both, and in which work is performed.

3.3.33 Pit Area. A designated area in which work is performed on competition vehicles during the race or performance.

3.3.34 Pit Area Fire Fighter. A fire fighter who is responsible for providing fire suppression in the pit area and who might be responsible for fire suppression at the fueling depot.

3.3.35 Recovery Personnel. See 3.3.47, Vehicle Recovery Personnel.

3.3.36 Rescue Personnel. Personnel assigned to extricate injured or trapped occupants from disabled competition vehicles.

3.3.37 Road Course. A closed, permanent course on which there are turns in both directions and that might incorporate changes in elevation.

3.3.38 Sanctioning Body. The individual or organization responsible for the rules and conduct of the competition.

3.3.39 Security Personnel. Personnel, with or without arrest authority, assigned to control crowds and traffic at a motorsports venue and whose duties might also including checking of credentials and identification and deterring theft.

3.3.40 Site Emergency Team. An organized group of trained response personnel operating under an emergency response plan and appropriate standard operating procedures that handles and controls actual or potential emergency incidents and that responds to emergencies for the purpose of control or stabilization of the incident.

3.3.41 Street Circuit. A closed, temporary course on closed public or private roadways on which there are turns in both directions and that might incorporate changes in elevation.

3.3.42 Terrorist Activities. Disruptive or violent actions taken by an organized group or individuals in order to intimidate a population group or civil authorities.

3.3.43 Track Clean-Up Personnel. Personnel whose primary responsibility is to keep the racing surface in proper condition for racing; sometimes called track restoration personnel.

3.3.44 Track Emergency Medical Personnel. Personnel assigned to emergency medical duties on and adjacent to the competition area who respond by ambulance, safety vehicles, other vehicles, or on foot and whose training levels range from first responder to medical doctor.

3.3.45 Track Fire Fighter. A fire fighter primarily responsible for competition area fire suppression activities and possibly extrication efforts.

3.3.46 Track Restoration Personnel. See 3.3.43, Track Clean-Up Personnel.

3.3.47 Vehicle Recovery Personnel. Personnel primarily responsible for the operation of vehicle recovery equipment and the removal of disabled competition vehicles and their components from the competition and adjacent areas.

Chapter 4 Emergency Action Plan

4.1 General. For each motorsports venue or event, an emergency action plan (EAP) should be prepared by the venue owner/operator working in conjunction with the local emergency response coordinator. Changing resources and event characteristics might require ongoing modifications or built-in adaptability. A designated person should be responsible for the maintenance of the plan. *(See Annex B for sample EAPs.)*

4.2 Level of Event. For the purpose of developing EAPs, motorsports events are classified as Level I through Level IV in this document.

4.2.1 A Level I motorsports event is an event that is generally perceived as posing less risk of injury than that encountered in legal and responsible travel in an automobile on public roads. Examples include but are not limited to club or private events, held usually in parking lots or other temporary facilities and autocrosses, manufacturer ride and drives, new car introductions at racing facilities, or karting or quarter midget competitions.

4.2.2 A Level II motorsports event is an event that is generally perceived as posing a risk of injury similar to that encountered in legal and responsible travel in an automobile on public roads. Events in this level also generally have less than 1000 people on site. Examples would include but not be limited to entry-level competitions, noncompetitive driving schools, motorcycle enduros, closed-course rallies, street legal drag racing, and standalone time trials.

4.2.3 A Level III motorsports event is an event that is generally perceived as posing a risk of injury higher those encountered in legal and responsible travel in an automobile on public roads. This would include most events with 1000 to 10,000 people on site. Examples include but are not limited to oval competitions, speed tests, competitive driving schools, road course speed events, tractor pulls, monster truck events, drag racing, drifting, or motocross.

4.2.4 A Level IV motorsports event is a major event with greater than 10,000 people on site.

4.3 Statement of Purpose.

4.3.1 The EAP should begin with a statement of purpose that defines the goals of the plan.

4.3.1.1 An example of a statement of purpose for a motorsports venue running Level I and II events is as follows: "This plan defines response systems for on-track and off-track incidents. This plan also provides for coordination between the site emergency team response and government authorities to promote an effective response."

4.3.1.2 An example of a statement of purpose for a motorsports venue running Level III and IV events is as follows: "The purpose of this emergency action plan is to provide response procedures to protect people and property during an emergency or disaster situation. This plan identifies and assigns personnel to various emergency tasks and responsibilities, thus creating the site emergency team. This plan defines response systems for on-track and off-track incidents. This plan also provides for coordination between the site emergency team response and government authorities to promote an effective response."

4.3.2 All parties involved in the operations described in the EAP should know their responsibilities under the plan.

4.4 Adapting EAP to Resources and Event.

4.4.1 The EAP should be capable of being scaled to the size and type of event.

4.4.2 The EAP should be applied based on the level of event held at the venue. This requires the venue owner/operator to address the hazards expected from the type of event planned as well as the expected quantity of persons present.

4.4.3 The EAP should identify the number and types of positions necessary to carry out the objectives of the plan.

4.5 Consistency with Plans of the Authority Having Jurisdiction.

4.5.1 The EAP should be consistent with emergency operation plans of the authority or authorities having jurisdiction. Motorsports venues are designed in different configurations, based on the type of competition/performance that takes place at a facility. Facilities include, but are not limited to, ovals, drag strips, road courses, street circuits, arenas, major facilities, and multi-use facilities. The facility might be located within a major city or in a rural area. Due to these variables, it is important that the facility, when preparing an EAP, work closely with the local providers of emergency services to incorporate its plan into their community emergency plan.

4.5.2 The venue might be responsible for meeting the requirements placed on it by the authorities having jurisdiction beyond the guidelines given in this document.

4.6 Management Structure.

4.6.1 The EAP should define a management structure for handling emergency situations.

4.6.2 The management structure should be based on an incident management system (IMS) consistent with NFPA 1561, *Standard on Emergency Services Incident Management System.*

4.6.2.1 For Level I and II events, the EAP may depend on the expertise and resources of outside responding agencies and personnel to initiate response and manage the emergency based on the National Incident Management System (NIMS).

4.6.2.2 For Level III and IV events, venue officials and responders should provide a coordinated response based on the NIMS.

4.6.3 The EAP should provide for the coordination of efforts by the wide variety of agencies that might interact in an emergency situation, including event staff, local agencies, state agencies, and federal authorities.

4.6.4 The EAP should be provided to all agencies identified in the plan, and such agencies should acknowledge their participating roles in the plan.

4.6.5 The EAP should provide for unified command with an incident commander (IC) and a predefined command post location. For small venues, such a command post location could be a designated meeting location where coordinators for each of the emergency operations could gather. For major venues, the command post might be a fixed facility equipped with communications and command/control technology.

4.6.6 The EAP should establish a predetermined area for staging of resources, giving consideration to arrival and departure access.

4.6.7 The EAP should provide for the creation and distribution to participating agencies designated in the plan and to on-site personnel of current site location information that includes significant features on the property. This information could be disseminated as a map. However, to provide more flexibility, some features, such as gates, might be better described as being located near a seating section or a particular building, rather than being included as part of a map detail.

4.7 EAP Components. The EAP should contain the components specified in 4.7.1 through 4.7.10.4 for all motorsports venues, events, or both. The amount of detail included for each component is dependent on the level of the event, the identified hazards of the event, and the Emergency Action Plan Checklist *(see Figure 4.12)*.

4.7.1 Fire Protection Component.

4.7.1.1 The EAP should include fire protection information for the facility, the event, or both. It is important that the plan include information on any materials that present a fire hazard specific to the event, including their location, the quantity of material, and how the materials are distributed, together with the impact the presence of the materials could have on the event or on the persons present at the event.

4.7.1.2 The EAP should include information on the fire protection available at the venue. This could include information related to fire alarm systems, standpipe systems, sprinkler systems, fire extinguishing systems, and fire hydrants or other available water resources. The identification of the agencies and a method to contact those responsible for the maintenance or repair of these fire protection systems are important if a system needs repair.

4.7.1.3 To supplement the fixed fire protection, an inventory of fire suppression vehicles and equipment scheduled to be on the property and the methods of contact for agencies and management personnel responsible for response to fire-related scenarios should be part of an EAP.

4.7.2 Traffic Control Component.

4.7.2.1 The traffic control component should include plans for inbound and outbound flow of emergency vehicles and provisions for emergency evacuation of all or part of the site.

4.7.2.2 The traffic control component should include the identification and method of contact for agencies or persons, or both agencies and persons, responsible for traffic flow management and emergency traffic scenarios.

4.7.3 Emergency Medical Services (EMS) Component. The EAP should include EMS response information for the facility, the event, or both.

4.7.3.1 EMS response information generally should include an inventory of EMS equipment and staffing scheduled to be at the venue as well as the identification and method of contact of agencies and management personnel responsible for response to a medical emergency.

4.7.3.2 The EAP should identify the emergency medical care provided at the event and the procedure for obtaining an additional level of care or a higher level of care if necessary.

4.7.4 Multi-Casualty Incident (MCI).

4.7.4.1 The EAP should provide for coordination between EMS and public safety agencies having jurisdiction in the area where the venue is located, for the purpose of managing an MCI.

4.7.4.2 Agencies and management personnel responsible for response to MCIs should be identified along with methods of contact.

4.7.5 Civil Disturbance/Terrorist Incident. The EAP should include a component for response to possible disruptive or terrorist activities.

4.7.6 Hazardous Materials Incidents.

4.7.6.1 The EAP should identify any necessary resources anticipated to mitigate any hazardous materials incident that impacts the site.

4.7.6.2 The EAP should include information on the location of the material safety data sheet (MSDS) for hazardous materials on the site.

4.7.6.3 The EAP should include contact information for response agencies that could assist with hazardous materials incidents that might occur on site.

4.7.7 Environmentally Threatening Incidents, Including Weather-Related Problems.

4.7.7.1 The plan should consider the management of weather-related and environmental problems, including factors such as the geographic location of the venue and conditions unique to the local area or time of year.

4.7.7.2 The EAP should contain procedures for the following:

(1) Receipt of weather and other emergency warnings
(2) Event cancellation prior to or after the start of activities
(3) Notification of warnings to participants, staff, and guests
(4) Evacuating, sheltering, or providing direction to people potentially affected by the threat

4.7.7.3 Planning should consider conditions that can adversely impact an event, such as the following:

(1) Simultaneous events at other nearby venues
(2) Government-declared emergencies or warnings, such as predicted deteriorating weather or environmental problems
(3) Proximity to other locations or operations with the potential for creating environmental hazards, such as rail yards, manufacturing facilities, and nuclear power plants

4.7.8 Relocation/Evacuation. Planning for the complete or partial relocation/evacuation of a facility should include the following:

(1) Person(s) authorized to order the relocation/evacuation prior to or after the start of activities
(2) Consideration of the estimated time to complete the relocation/evacuation
(3) Notification procedure for the relocation/evacuation of participants, staff, and guests
(4) Assistance and resources needed to effect an orderly relocation/evacuation
(5) Availability and utilization of shelters on site or off site

4.7.9 Resources. The EAP should consider the utilization of available resources to deal with an emergency situation.

4.7.9.1 Personnel. The EAP should describe each position key to the provisions of the plan and the primary responsibilities of that position as it relates to the plan. Personnel resources that the plan may identify include the following:

(1) Administrative/event/maintenance staff
(2) Sanctioning body staff/officials
(3) Security/law enforcement personnel
(4) Fire personnel
(5) EMS personnel
(6) Emergency management representatives
(7) Contracted service providers

4.7.9.2 Equipment and Supplies. The EAP should identify and determine the availability of internal and external resources that could be used in an emergency situation, such as the following:

(1) Heavy equipment
(2) Generators
(3) Power tools
(4) Traffic barriers
(5) Fencing
(6) Construction materials
(7) Fire-fighting equipment
(8) Technical rescue equipment
(9) Portable lighting
(10) Patient care equipment and multi-casualty equipment
(11) Refrigeration facilities
(12) Welding and cutting tools
(13) Debris removal equipment
(14) Hazardous waste mitigation equipment

4.7.9.3 Transportation. The EAP should identify and determine the availability of transportation resources that could be used in an emergency situation, such as the following:

(1) Trams
(2) Tractors
(3) Buses
(4) Trucks
(5) Personal vehicles
(6) Agency vehicles available for movement of personnel and victims

4.7.10 Communication Component.

4.7.10.1 The EAP should include an emergency communication component to establish coordination of all communication systems operating at the venue or event, including the following:

(1) Public address system and digital message board (if available)
(2) Broadcast radio frequency
(3) Two-way radio system, channel assignments, or both
(4) Telephone systems (internal and external)
(5) Cell/satellite systems information
(6) Data systems

4.7.10.2 Consideration should be given to communication challenges that might arise, especially during an emergency, such as the following:

(1) Communication with marshals, response personnel, and administrative/event staff
(2) Notification of guests and participants
(3) Responsibility for the following:
  (a) Communication with the news media
  (b) Authorized release of information and the wording of media releases
  (c) Locations for interviews or press conferences
  (d) Identification of contacts to provide information
(4) Communication systems failures due to equipment failure, interference, or systems overload

4.7.10.3 Where a backup communication system that could be used in the event of a failure of the primary system is identified, the backup system should consist of a technology sufficiently different from the primary system to make failure of the backup system unlikely in the event of a primary system failure.

4.7.10.4 Pre-event testing of communication systems should be part of the EAP. It might not be possible to test some parts of the system until the event is in full progress. At that time, problems related to equipment positioning and radio channel interference might first become apparent, and alternatives should be considered.

4.8 Pre-Event Agreements.

4.8.1 Prior arrangements for assistance from outside agencies for resources such as fire, rescue, law enforcement, EMS, and contracted services should be established where needed.

4.8.2 Incidents or events that might require multiple jurisdictional response should be identified.

4.9 Critical Incident Stress Debriefing (CISD).

4.9.1 A process for identifying incidents in which critical incident stress is a significant hazard should be established and should include identifying personnel adversely affected by incident stress and promptly initiating critical incident stress debriefing (CISD).

4.9.2 CISD assistance and resource availability should be identified.

4.10 Death at the Venue. The EAP should include procedures for notification of appropriate authorities and compliance with local statutes in the event of a death at the venue.

4.11 EAP Review.

4.11.1 The EAP should be reviewed periodically and changed as appropriate to meet current or future conditions.

4.11.2 A post-incident review should be held with participating agencies to identify practices that could benefit from additional attention or plan revision.

4.12 EAP Checklist. The use of a checklist might help event organizers verify that their EAP has addressed all appropriate elements. Figure 4.12 shows an EAP checklist that can be modified as appropriate to fit local needs.

Emergency Action Plan (EAP) Checklist

"❑" Indicates an item that should be considered in the EAP for the indicated level.

EAP Component	Event Level				Assistance Needed and Possible Resources
	I	II	III	IV	
Plan distribution					
Local public safety	❑	❑	❑	❑	
Sanction body	❑	❑	❑	❑	
Event coordinator	❑	❑	❑	❑	
Track management	❑	❑	❑	❑	
Subcontractors	❑	❑	❑	❑	
Management structure					
Incident Commander			❑	❑	
Operations Officer		❑	❑	❑	
Safety Officer			❑	❑	
Unified command			❑	❑	
Personnel					
Liaison Officer			❑	❑	
Communications Officer			❑	❑	
Public Information Officer				❑	
Other positions			❑	❑	
Responsibility of track personnel detailed		❑	❑	❑	
Consistent with and coordinated with emergency operations plans of authorities having jurisdiction	❑	❑	❑	❑	
Consistent with and coordinated with sanctioning body requirements	❑	❑	❑	❑	
Access to on-site emergency services		❑	❑	❑	
Access to off-site emergency services	❑	❑	❑	❑	
Command post identified			❑	❑	
Resource staging location identified		❑	❑	❑	
Communications system					
On-site		❑	❑	❑	
Off-site			❑	❑	
Radio			❑	❑	
Telephone	❑	❑	❑	❑	
Centralized system				❑	
Testing of system			❑	❑	
Backup system				❑	
Release of information to media considered			❑	❑	
Site maps			❑	❑	

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FIGURE 4.12 Checklist for Verifying Completeness of an EAP.

Emergency Action Plan (EAP) Checklist (Continued)

"❑" Indicates an item that should be considered in the EAP for the indicated level.

EAP Component	Event Level				Assistance Needed and Possible Resources
	I	II	III	IV	
Fire protection plan					
Hazards identified	❑	❑	❑	❑	
Equipment resources					
On-site	❑	❑	❑	❑	
Off-site	❑	❑	❑	❑	
Personnel resources					
On-site	❑	❑	❑	❑	
Off-site	❑	❑	❑	❑	
Traffic control					
On-site			❑	❑	
Off-site			❑	❑	
Mass transport resources identified				❑	
Emergency medical services					
On-site	❑	❑	❑	❑	
Off-site	❑	❑	❑	❑	
Does the EAP include methods for handling the following?					
Multi-casualty incidents		❑	❑	❑	
Terrorism incidents		❑	❑	❑	
Hazardous materials incidents		❑	❑	❑	
Environmental and weather incidents		❑	❑	❑	
Evacuation decisions, process, and notification methods		❑	❑	❑	
Death management		❑	❑	❑	
Critical incident stress management			❑	❑	
Process identified for receiving government, weather, and other warnings		❑	❑	❑	
Evacuation resources identified			❑	❑	
Arrangements for requesting and receiving outside assistance when necessary	❑	❑	❑	❑	
Process for amending and updating plan	❑	❑	❑	❑	

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FIGURE 4.12 *Continued*

Chapter 5 Training

5.1 General.

5.1.1 Any paid or volunteer personnel having an assignment or defined responsibility with a motorsports facility or serving a designated function at a motorsports venue should be informed or trained using the levels defined in Sections 5.2 through 5.6 commensurate with their assigned function.

5.1.2 Training to meet Sections 5.2 through 5.6 should be conducted by a recognized organization or an equipment manufacturer that has a formal training program.

5.2 Motorsports Safety Awareness Level.

5.2.1 Persons functioning at the motorsports awareness level should be informed of the facilities and the possible hazards, how to call for assistance, and their role, if any, in the emergency action plan (EAP). This information, if applicable, should include the following:

(1) Recognition of what hazards exist in their area of operation and the potential incidents associated with those hazards
(2) Recognition of the presence of a hazardous situation or safety threat
(3) Identification of an emergency incident
(4) Familiarization of basic safety measures to take to protect themselves from the risks associated with the incident
(5) Realization of the need for immediate assistance and the ability to make appropriate notifications as identified in the EAP
(6) Familiarization of reasonable and prudent initial actions that might reduce the severity of the incident
(7) Familiarization of the existence of the incident management system (IMS) and the public relations plan
(8) Knowledge of facility features and access/egress points

5.2.2 It is not the intent of this guide to expect someone informed at the awareness level to take an aggressive role in reducing the severity of the incident. However, there might be actions the person could take as they move to a safe area, such as closing a door, shutting off a fuel valve on a burner, shutting off a power switch, or directing people away from the incident area, as these actions could reduce the severity of the incident without jeopardizing their own safety.

5.2.3 The motorsports safety awareness level training might be accomplished with a briefing and/or handout that can include a map.

5.3 Motorsports Safety Operations Level.

5.3.1 Persons expected to function at the motorsports safety operations level should be informed to the motorsports safety awareness level; have knowledge of the facilities and the event-specific hazards; know how to call for emergency assistance; have the knowledge, skill, and ability to take first emergency mitigation actions in their areas of operation; and understand their role in the EAP. Training programs should be identified that can assist the individual to develop the following:

(1) Knowledge, skill, and ability to recognize and identify hazards
(2) Knowledge, skill, and ability to select and properly use personal protective equipment (PPE) appropriate to the function or assignment
(3) Knowledge, skill, and ability to function within an assigned role in the National Incident Management System (NIMS)
(4) Knowledge, skill, and ability to suppress incipient fires with a portable fire extinguisher
(5) Knowledge, skill, and ability to perform hazard control operations, incident mitigation, and rescue operations within the capabilities of the resources and PPE available in their areas of operation
(6) Knowledge, skill, and ability to use basic equipment and follow established emergency procedures
(7) Knowledge, skill, and ability of appropriate measures to assist or rescue victims
(8) Knowledge, skill, and ability of procedures to return to routine operation

5.3.2 Motorsports safety operations–level persons typically include pit area fire fighter, track clean-up personnel, repair and maintenance workers, off-track emergency responders, track emergency medical personnel (non-rescue), marshals, vehicle recovery workers, security, and event/venue officials.

5.4 Motorsports Safety Technician Level.

5.4.1 Persons expected to function at the motorsports safety technician level should have the knowledge, skills, and ability of the motorsports safety operations level; have knowledge of the facilities and the event-specific hazards; have the knowledge, skill, and ability to take emergency mitigation actions in their areas of operation; and understand their role in the EAP. Training programs should be identified that can assist the individual to develop the following:

(1) Knowledge, skill, and ability to implement the venue's EAP
(2) Knowledge, skill, and ability to function within an assigned role in the NIMS
(3) Knowledge, skill, and ability to select and use proper PPE for the technician level
(4) Knowledge, skill, and ability to use hazard and risk assessment techniques
(5) Knowledge, skill, and ability to suppress fires that are commonly expected at the venue/event or in their specific assignment, given adequate equipment
(6) Knowledge, skill, and ability to perform advanced hazard control operations, incident mitigation, and rescue operations within the capabilities of the resources and PPE available in their areas of operation
(7) Knowledge, skill, and ability to extricate or remove victims
(8) Knowledge, skill, and ability to conduct basic patient assessment, initiate patient care, and call for advanced medical support
(9) Knowledge of the type of competitive vehicles and specific features and hazards associated with those vehicles
(10) Knowledge, skill, and ability to use event-specific special equipment, including power tools used to cut or remove vehicle body and structural components
(11) Knowledge, skill, and ability to apply the relevant standard operating procedures
(12) Knowledge, skill, and ability to implement the procedures to return to routine operation
(13) Knowledge, skill, and ability to drive and operate an on-track emergency response vehicle

5.4.2 Typically, persons trained to the motorsports safety technician level may include pit area fire fighters, track fire fighters, and combination or cross-trained personnel responsible for extrication, rescue, and/or emergency medical services (EMS).

5.5 Motorsports Safety Specialist Level.

5.5.1 Persons expected to function to the motorsports safety specialist level should have the knowledge, skills, and ability of the motorsports safety operations level; have knowledge of the facilities and the event-specific hazards; have a specific knowledge, skill, or ability to take specialized mitigation actions in their demonstrated areas of expertise; and understand their role in the EAP. Training programs should be identified that can assist the individual to develop the following:

(1) Knowledge, skill, and ability to select, apply, and use specialized equipment, PPE, and procedures necessary to perform their assigned function
(2) Knowledge, skill, and ability to perform specific and specialized hazard control operations, incident mitigation, or rescue operations within the capabilities of the resources in their specific areas of operation

5.5.2 Typically, the motorsports safety specialist would include on-track physicians; hazardous entry, stabilization, and extrication specialists; and specialized track maintenance personnel.

5.6 Motorsports Safety Command/Manager. Persons expected to function to the motorsports safety command/manager level should have the knowledge, skills, and ability of the motorsports safety operations level; have detailed knowledge of the facilities and the event-specific hazards; have the knowledge, skill, and ability to command or direct emergency mitigation actions; and understand all roles in the EAP. Training programs should be identified that can assist the individual to develop the following:

(1) Knowledge, skill, and ability to implement and direct the IMS
(2) Knowledge, skill, and ability to implement and manage the event/venue EAP
(3) Knowledge of the hazards and risks associated with personnel working in motorsports safety roles
(4) Knowledge, skill, and ability to activate and coordinate with external emergency resources
(5) Knowledge of the responsibility to civil authorities

Chapter 6 Personal Protective Equipment

6.1 General.

6.1.1 All personnel with assigned responsibilities at a motorsports venue should wear appropriate personal protective equipment (PPE) commensurate with the hazards associated with their assignment.

6.1.2 A PPE program should be established that might contain such items as the following:

(1) PPE selection and use *(See Annex C.)*
(2) Storage, maintenance, and inspection procedures
(3) Training considerations

6.1.3 Personnel functioning in multiple capacities should wear PPE commensurate with the task associated with the highest level of exposure. For example, personnel whose primary responsibility is emergency medical service (EMS) might also be responsible for fire fighting. When such personnel are performing the more hazardous duty, in this case fire fighting, they should be protected to that higher level when performing that task. Therefore, members can be attired in their EMS uniform, while having the fire-fighting PPE available for use when a fire occurs.

6.1.4 PPE should be selected and used in accordance with the manufacturer's instructions. Some protective clothing designed for motorsports competitive use is not intended for fire-fighting use.

6.1.5 During selection of PPE, careful consideration should be given to fit and comfort. PPE that fits poorly will not afford the necessary protection. Initial and continued wearing of the PPE are more likely if it fits the wearer comfortably.

6.1.6 PPE should be maintained and stored in accordance with the manufacturer's instructions.

6.1.7 PPE alone should not be relied on to provide all levels of protection against all hazards.

6.1.7.1 PPE should be used in conjunction with proper use of tools and equipment, proper training, standard operating guidelines, and deployment of personnel to minimize the risk(s) to responders.

6.1.7.2 PPE meeting the requirements of a standard or specification is designed to provide a specific level of protection and should not be used beyond the level for which it is intended.

6.2 Eye Protection.

6.2.1 Care should be taken to recognize the possibility of multiple and simultaneous exposure to a variety of eye hazards. A list of the hazards expected to be encountered should be developed. Examples of the expected hazards are impact from flying debris, dust, heat, chemical splash, bloodborne pathogens, glare, and optical radiation from welding or a cutting torch.

6.2.2 Personnel exposed to a potential hazard or dealing with a specific incident should use primary face and eye protection appropriate for that given specific hazard.

6.2.3 Face and eye protection should meet the requirements of 29 CFR 1910.133, "Eye and face protection," or ANSI Z87.1, *Occupational and Educational Personal Eye and Face Protection Devices.*

6.2.4 Emergency medical personnel or others with potential exposure to bloodborne pathogens should wear eye protection in accordance with the requirements of 29 CFR 1910.1030, "Bloodborne pathogens."

6.2.5 Persons whose vision requires the use of prescription lenses should wear either protective devices fitted with prescription lenses or protective devices designed to be worn over regular prescription eyewear when required.

6.2.6 Wearers of contact lenses should wear appropriate eye and face protection devices in a hazardous environment. Dust, high heat, or chemical environments might represent an additional hazard to contact lens wearers.

6.3 Foot Protection.

6.3.1 To diminish the hazards of slips and falls, protective footwear selection should entail design and product review to obtain sure footing. Sole grip, sole stability, and ankle support are essential factors to minimize the risk of fall and slip effects due to environment, ground obstacles, and operations. The terrain features involving motorsports emergency response encompass the entire range of ground conditions found at motorsports venues. Slopes and surface material, the two main factors affecting an emergency responder's ability to move,

range from the flat or nearly flat asphalt of a street course to the steep incline and unevenness of a high-banked dirt track. The footwear appropriate for motorsports emergency response in such terrain and surface conditions can be variable.

6.3.2 Track clean-up personnel, vehicle recovery personnel, marshals, and EMS personnel should wear appropriate closed-toe protective footwear commensurate with the tasks they routinely perform.

6.3.2.1 Purpose-built shoes designed expressly for the needs of an emergency response team can be used but should consist of a sole with heel, totally enclosed upper of leather or heat- and flame-resistant material, insole, and shank, and should provide some amount of penetration, impact, and compression protection. Both the sole and heel should be of nonslip tread. Additional considerations should include double-welt construction, toe and metatarsal protection, and bloodborne pathogen protection.

6.3.2.2 Boots that meet the requirements of NFPA 1951, *Standard on Protective Ensembles for Technical Rescue Incidents*; NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*; or ASTM F 2413, *Standard Specification for Performance Requirements for Foot Protection*, are examples of boots that could be chosen. These standards are noted for guidance and suggestion and are not intended to limit the user.

6.3.3 Personnel who engage in fire fighting or are exposed to the hazards of fire fighting should wear footwear that provides protection as recommended in 6.3.2.1 plus thermal protection. Boots that meet the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*, or NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, are examples of boots that could be chosen. Other purpose-built footwear that incorporates the protection features of these standards but that might not specifically meet the standards could be worn if approved by the AHJ.

6.4 Hand Protection.

6.4.1 The activities of each function should be studied to determine the degree of dexterity required and the duration, frequency, and degree of exposure to the hazard. No single glove can provide protection against all potential hand hazards.

6.4.2 Track clean-up and vehicle recovery personnel should wear gloves that provide protection from heat, sharp objects, or rough surfaces.

6.4.3 Fire-fighting personnel should wear gloves that provide thermal protection, conductive heat resistance, flame resistance, cut resistance, puncture resistance, dexterity, and grip characteristics. Gloves that meet the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*, or NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, are examples of gloves that could be chosen. These standards are noted for guidance and suggestion and are not intended to limit the user.

6.4.4 Personnel engaged in extrication should wear gloves that provide thermal protection, conductive heat resistance, cut resistance, puncture resistance, dexterity, and grip characteristics. Gloves that meet the requirements of NFPA 1951, *Standard on Protective Ensembles for Technical Rescue Incidents*; NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*; or NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, are examples of gloves that could be chosen. These standards are noted for guidance and suggestion and are not intended to limit the user.

6.4.5 Personnel should wear emergency medical gloves when providing emergency medical care that exposes them to the hazards of bloodborne pathogens.

6.4.5.1 Medical gloves should be single-use, be disposable, and meet the requirements of ASTM D 3578, *Standard Specification for Rubber Examination Gloves*.

6.4.5.2 Universal precautions should be followed when treating any victim of illness or injury. Different localities and jurisdictions mandate different levels of protection for the worker. NFPA 1581, *Standard on Fire Department Infection Control Program*, and 29 CFR 1910.1030, "Bloodborne pathogens," can be used as reference to determine the proper level of protection for the worker.

6.5 Head Protection.

6.5.1 Thermal Protection.

6.5.1.1 Thermal protection should be provided by a protective hood designed to provide limited protection to the head, face, and neck.

6.5.1.2 Pit area fire fighters and track fire fighters involved in fire suppression operations should wear a hood that meets the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*.

6.5.1.3 EMS and rescue personnel who might be exposed to flash fire should wear a hood that meets the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*, or SFI 3.3, *Driver Accessories*.

6.5.2 Impact Protection.

6.5.2.1 Personnel riding in or on response vehicles should be seated and restrained with a safety belt at all times while the vehicle is in motion.

6.5.2.2 If the job function is such that personnel cannot be seated and belted, they should wear impact protection that provides protection for the head. Helmets that meet the requirements of Snell SA-95, SA2000, or SA2005, *Standard for Protective Headgear for Use in Competitive Automotive Sports*; Snell M-95, M2000, or M2005, *Standard for Protective Headgear for Use with Motorcycles and Other Motorized Vehicles*; SFI Specification 31.1A, *Flame Resistant Motorsports Helmet — Open Face*; 31.2A, *Flame Resistant Motorsports Helmet — Closed Face*; 31.1/2005, *Flame Resistant Motorsports Helmet*; 41.1A, *Motorsports Helmets — Open Face*; 41.2A, *Motorsports Helmets — Closed Face*; or 41.1/2005, *Motorsports Helmets*; or DOT helmets are some examples of the type of head protection that could be worn by personnel exposed to falls from moving vehicles. These documents are noted for guidance and suggestion and are not intended to limit the user.

6.5.2.3 Pit area fire fighters who are exposed to the hazards of flying debris and tools should wear head protection that provides impact protection. Helmets that meet the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*; Snell SA-95, SA2000, or SA2005, *Standard for Protective Headgear for Use in Competitive Automotive Sports*; Snell M-95, M2000, or M2005, *Standard for Protective Headgear for Use with Motorcycles and Other Motorized Vehicles*; SFI Specification 31.1A, *Flame Resistant Motorsports Helmet — Open Face*; 31.2A, *Flame Resistant*

Motorsports Helmet — Closed Face; 31.1/2005, *Flame Resistant Motorsports Helmet*; 41.1A, *Motorsports Helmets — Open Face*; 41.2A, *Motorsports Helmets — Closed Face*; or 41.1/2005, *Motorsports Helmets*; or DOT helmets are some examples of the type of head protection that could be worn. These documents are noted for guidance and suggestion and are not intended to limit the user.

6.6 Hearing Protection. Hearing protection should be worn by all personnel exposed to high noise–level hazards in accordance with 29 CFR 1910.95, "Occupational noise exposure."

6.7 Torso Protection.

6.7.1 Pit fire fighters, track fire fighters, and rescue personnel have the potential to be exposed to both flash fires and running fuel fires and should be protected from the dangers from both types of fires as well as the radiant heat expected while engaged in fire-fighting operations.

6.7.2 Pit area fire fighters, track fire fighters, and certain rescue personnel who actively engage in or are exposed to the hazards of fire fighting should wear a protective garment that meets or exceeds the requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*, or meets or exceeds the requirements of SFI 3.2A/5, *Driver Suits*, and that is used in conjunction with fire-resistive thermal protection underwear.

6.7.3 EMS personnel or rescue personnel who are actively engaged in extrication that exposes the personnel to flash fires should wear a protective garment that meets the requirements of NFPA 1951, *Standard on Protective Ensembles for Technical Rescue Incidents*; NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*; or SFI 3.2A/1, *Driver Suits*. EMS personnel who do not participate in extrication should be protected as outlined in 6.7.6. Flame-resistant thermal protection underwear should be worn with an SFI 3.2A/1–rated protective garment.

6.7.4 Personnel who actively engage in or are exposed to the hazards of fire fighting should avoid wearing clothing that is considered unsafe due to poor thermal stability or poor flame-resistant characteristics, such as nylon or polyester. Such garments could cause injury to the wearer despite the appropriate protective garments worn over or under such clothing.

6.7.5 Track clean-up and vehicle recovery personnel and marshals should wear cotton, wool, or similarly flame-retardant, long-sleeved, long-legged clothing.

6.7.6 All EMS personnel should use appropriate PPE when providing emergency medical care that potentially exposes the personnel to the hazards of bloodborne pathogens. The federal OSHA standard 29 CFR 1910.1030(c)(3)(i), "Bloodborne pathogens," defines protective equipment as "appropriate" only if it does not permit blood or other potentially infectious materials to pass through to or reach the employee's work clothes, street clothes, undergarments, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time that the protective equipment will be used.

6.7.7 Personnel operating at motorsports events should be attired in clothing that provides function identification and maximum visibility within the operational environment.

6.7.8 When protective garments are worn during night operations, consideration should be given for those garments to have fluorescent and/or retroreflective trim permanently attached to the outer layer of protective garments to provide visibility. Some garments meeting NFPA PPE standards will already meet this requirement. If other protective garments do not already have retroreflective properties, a secondary garment such as a vest with retroreflective trim or a light source should be worn.

Chapter 7 Equipment

7.1 General. The goal of emergency services personnel at any motorsports venue/event is to respond to an emergency situation with minimal time delays and with the necessary equipment to handle the incident and to protect persons from further injury.

7.2 Fire Suppression Equipment. Fire suppression equipment should be available for immediate deployment at a motorsports venue. Such equipment is the first line of defense in the event of a fire. Fire suppression equipment can be divided into two categories: portable fire extinguishers and motorized fire-fighting vehicle.

7.2.1 Portable Extinguishers. NFPA 10, *Standard for Portable Fire Extinguishers*, provides detailed information about the selection, use, and maintenance of portable fire extinguishers.

7.2.1.1 The five common classes of fires are as follows:

(1) Class A, which are fires in ordinary combustible materials such as wood, paper, cloth, rubber, and many plastics
(2) Class B, which are fires in flammable liquids such as gasoline, alcohol, and nitromethane; and combustible liquids such as diesel oil, motor oil, and greases
(3) Class C, which are fires of the Class A and Class B types that occur in energized electrical equipment
(4) Class D, which are fires in combustible metals, such as magnesium and titanium
(5) Class K, which are fires in cooking appliances that involve combustible cooking media (vegetable or animal oils and fats)

7.2.1.2 In Class C fires, the user of the fire extinguisher must be concerned with the conductivity of the extinguishing agent. Water should not be used on fires involving energized electrical equipment, as it exposes the user to the risk of electrocution.

7.2.1.3 In Class D fires, application of water might cause a violent reaction.

7.2.1.4 Only listed and labeled portable fire extinguishers should be used, to ensure that compliance with minimum construction and performance requirements has been met.

7.2.1.5 The size of the portable fire extinguisher should be matched to the hazard that is being protected. The extinguisher or a combination of extinguishers must be able to extinguish the various types of fires that might occur in each area to be protected. In the case of exotic fuels or special hazards, it might be necessary to refer to material safety data sheets (MSDSs) for health hazards and special fire-fighting agents or equipment that should be used. Some materials used in the construction of motorsports vehicles might present health hazards, unique extinguishing requirements, or both.

7.2.1.6 Dry chemical extinguishers having a minimum agent capacity of 10 lb (4.54 kg) and having a discharge rate of at least 1 lb/sec (0.45 kg/sec) or more should be available.

7.2.1.7 Each fire extinguisher should be inspected and maintained as recommended by the listed service manual before each deployment for an event.

7.2.1.7.1 The person inspecting the extinguisher should look for evidence of damage, such as dents and corrosion.

7.2.1.7.2 The person inspecting the extinguisher should also check the pressure gauge to verify that the extinguisher is fully charged, because an extinguisher will not operate if the pressure has leaked out.

7.2.1.7.3 The fire extinguisher nozzle should be examined to make certain that mud, insects, or insect nests have not blocked it.

7.2.1.7.4 If there are any problems detected during the inspection, the extinguisher should be replaced immediately so that, in an emergency, a fully functional fire extinguisher will be available.

7.2.1.8 Each extinguisher should be maintained annually by a fire extinguisher service professional. Professional maintenance businesses are listed in the Yellow Pages of the local phone book. The local fire department should also be able to provide relevant information on the maintenance of fire extinguishers. This annual examination and maintenance is essential to ensure the extinguishers will operate as intended. Pressure vessels such as fire extinguishers require periodic disassembly, internal inspection, and pressure testing to be certain they are safe for use.

7.2.1.9 Fire extinguishers should be placed at intervals around the competition area to facilitate rapid deployment and application. It might also be necessary to provide other types of suppression agents or backup fire suppression capabilities such as water buckets or supplied water hose reels. It is important that properly trained personnel are stationed near the extinguishers to minimize response time during a fire.

7.2.1.10 Fire extinguishers or other fire-fighting equipment should also be available in areas designated for working on competitive vehicles. These areas can include garages, paddock areas, staging areas, and pit areas not adjacent to the competition area. Fire extinguishers should also be available anywhere fuel is transferred from one container to another, whether from fuel storage facilities to a vehicle or intermediate container, or from an intermediate container to a vehicle.

7.2.2 Motorized Fire-Fighting Vehicles/Apparatus. A motorized fire-fighting vehicle should be provided where the distances are such that there is not time for a sufficient number of emergency services personnel with portable extinguishers to respond on foot, or where there is a potential need for fire-fighting capability beyond that which can be delivered with portable fire extinguishers. The size and layout of the competition area to be covered, the access points, and the type of motorsports event to be held must all be considerations when determining on-track fire suppression needs.

7.2.2.1 The motorized fire-fighting vehicle can be a specifically designed fire-fighting apparatus, or a vehicle as simple as a pickup truck, quad-runner, or golf cart–type vehicle equipped with fire-fighting equipment.

7.2.2.2 The motorized fire-fighting vehicle should be equipped with a fire-extinguishing agent(s) appropriate for the hazard expected to be encountered, which might include one or more of the following:

(1) A large listed and labeled portable fire extinguisher mounted in or secured to the vehicle, that typically contains about 125 lb (57 kg) or more of a dry chemical extinguishing agent that is discharged through a hose with a control nozzle at the end of the hose
(2) A minimum 75 gal (285 L) water tank with a pump or a pressurized water tank and 50 ft to 100 ft (15 m to 30 m) of hose with appropriate fire-fighting nozzle, with consideration given to the following:
    (a) In certain types of motorsports or with certain fuels, a fire suppression additive might be appropriate for use in the water.
    (b) Such additives should be used in compliance with the manufacturer's recommendations.
(3) A minimum 30 gal (115 L) capacity alcohol-resistant aqueous film-forming foam (AR-AFFF) system with a pump or pressurized tank and with 50 ft to 100 ft (15 m to 30 m) of hose and an appropriate fire-fighting nozzle
(4) One or more of each of the following types of portable fire extinguishers:
    (a) A dry chemical fire extinguisher having a minimum agent capacity of 20 lb (9.1 kg), a minimum 20 "B" rating, and minimum agent discharge flow rate of 1 lb/sec (0.45 kg/sec)
    (b) Pressurized water–type fire extinguisher having a minimum agent capacity of 2.5 gal (9.5 L)
(5) Fire extinguishers listed and labeled for Class D fires or special extinguishing agents appropriate for the special hazards of the motorsports type

7.2.2.3 The following rescue and clean-up tools and equipment, as appropriate for the type of event, should be provided on a motorized fire-fighting vehicle or a rescue vehicle, such as the following:

(1) Tool box with common hand tools and seat belt cutter
(2) Heavy tools such as a pry bar, bolt cutters, flat shovel, crowbar, sledge hammer, and crash axe
(3) Tow strap or rope of approximately 30 ft (10 m)
(4) Push brooms
(5) Containers of coarse oil-absorbent material, fine oil-absorbent material, or both

7.2.2.4 All of the equipment carried on the vehicle should be securely mounted to the vehicle to ensure its arrival at the incident scene.

7.3 Rescue and Extrication Equipment. Rescue and extrication equipment to release a driver or any other persons trapped as a result of an accident in the competition area should be available. Such equipment might include manual, electric, hydraulic, or otherwise powered spreaders and cutters. Hand or power saws designed for the anticipated materials to be cut should also be available.

7.3.1 Rescue cutting equipment should be sufficient to cut roll bars, the vehicle body, or cockpit materials of the type found in motorsports competitive vehicles expected at an event.

7.3.2 The equipment should be on site at the venue or close by with a local emergency response agency with the capability and willingness to respond to the venue.

7.3.3 All powered rescue tools should be in compliance with NFPA 1936, *Standard on Powered Rescue Tools*.

7.4 Emergency Medical Services (EMS).

7.4.1 EMS should be provided in accordance with the requirements of the local authority with responsibility for setting EMS requirements. Consideration should be given to providing emergency medical capability on site, depending on the type of event and locally available resources.

7.4.2 Methods of EMS delivery could include the following:

(1) Advanced life support (ALS) unit(s) on site
(2) Basic life support (BLS) unit(s) on site
(3) BLS or ALS provider(s) with equipment on site with local medical transport available
(4) Off-site local emergency medical provider for a Level I event

7.4.3 Ambulances and other EMS vehicles used at the venue should be equipped in accordance with the requirements of the local authority or state and national regulations.

7.4.4 The number of units and the level of care should be in accordance with the emergency action plan (EAP).

7.5 Hazardous Materials Mitigation. Equipment and materials to handle hazardous material spill mitigation and disposal should be available based on the hazardous materials present at the venue and the potential for a spill. The equipment and materials might vary depending on the design of the course and the type of motorsports event to be held. All containment and clean-up procedures should conform to federal, state, and local governmental regulations.

7.6 Course Clean-Up Equipment. Course clean-up equipment should be available. This equipment might be as simple as brooms, shovels, and leaf/lawn blowers used with absorbent materials, or as elaborate as special vehicles designed to spread and pick up items such as absorbent materials, motorized blowers or jets, street-type vacuums, and mechanized street brushes. The clean-up equipment needed will depend on the competition area size and type and the expected event type.

7.7 Communications. Portable communications equipment should be provided to allow designated emergency services personnel to communicate with the event/venue official and with each other. Provisions should be made to communicate with off-site responders.

7.8 Vehicle Recovery Equipment. Vehicle recovery equipment includes boom-type tow trucks, flat bed tow trucks (rollbacks), or any other specialized equipment appropriate for removing crashed or disabled vehicles from the competition area. The type and amount of equipment will vary depending on the type of vehicles entered in the competition, the design of the particular competition area, and the urgency for resuming full racing competition.

7.9 Vehicle Marking. Response vehicles used on a competition area where movement of competitive vehicles continues after an incident should be conspicuously marked and have appropriate visual warning devices. All on-course emergency, clean-up, or recovery vehicles should be equipped with some type of manually operated, portable visual warning devices to be deployed by personnel working on the competition area. These warning devices can include flags, lights, signs, or paddles or any combination thereof.

7.10 Parking or Staging Areas. Safe parking areas, staging areas, or both, should be provided for response vehicles. These response vehicles should be staged in proximity to the competition area for easy access but should be protected by barriers or space from potential collision with competition vehicles.

Chapter 8 Operations

8.1 General. The success of emergency operations does not depend only on emergency action planning, training and equipping of personnel, and provision of equipment. It is equally important that all personnel understand the nature of the specific event and their roles in the emergency operations.

8.2 Review of Emergency Action Plan (EAP). The emergency action plan (EAP) should be reviewed to ensure that the requirements defined in the plan with regard to handling on-site emergencies can be met with the resources available. Where the plan calls for using off-site resources, a check should be made to verify that those resources have been contacted, are aware of the event, and are available.

8.3 Review of Operational Readiness. The overall event emergency operations checklist shown in Figure 8.3 is provided to assist the venue manager in preparing for and providing emergency services at a motorsports venue. The venue manager should adapt this checklist to the specific needs of the motorsports venue. Such adaptation could include adding items on the list for larger venues or disregarding items on the list if they are not applicable.

8.4 Individual Fire Crews.

8.4.1 Individual fire crews should be provided with written information or should otherwise be briefed to ensure they have the following information to assist them in understanding, preparing for, and executing its role during an emergency:

(1) Name of the individual to whom the crew reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as replacing an ill crew member or used or broken equipment, if problems need to be resolved, or if information is needed, such as updates on the status of the event(s)
(3) Names of the other members of the crew and identification of individual crew member assignments
(4) Individual crew member assignments at the venue, including where each crew member is stationed and identification of each member's geographic area of responsibility
(5) Identification of the appropriate personal protective equipment (PPE) for the crew's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the crew's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the crew is expected to start its assignment and when, or under what situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.4.2 Figure 8.4.2 shows a form that, if completed, will provide the fire crew with the necessary information recommended in 8.4.1.

OVERALL EVENT EMERGENCY OPERATIONS CHECKLIST

Event evaluated for potential fire and rescue needs

_____ Type of event, i.e., competition, performance, training, demonstration, or testing

_____ Type of participating vehicles

_____ Type of fuel and location where vehicles are to be refueled

_____ Number of spectators and their access to competition area

Emergency services personnel

_____ Incident commander assigned

_____ Sufficient personnel available

_____ Personnel and crews assigned

_____ Crew function(s) assigned

_____ Daily briefings conducted

_____ Specific operations checklists distributed to individuals and crews

Fire suppression equipment

_____ Adequate equipment available on site

_____ Equipment checked for proper operation

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

_____ Backup supplies or inventories available

_____ Additional equipment available off site

_____ Persons providing off-site equipment or service aware of event and their role

Rescue equipment

_____ Adequate equipment available on site

_____ Equipment checked for proper operation

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

_____ Additional equipment available off site

_____ Persons providing off-site equipment or service aware of event and their role

EMS equipment

_____ Adequate equipment available on site

_____ Equipment checked for proper operation

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

_____ Additional equipment available off site

_____ Persons providing off-site equipment or service aware of event and their role

Vehicle recovery equipment

_____ Adequate equipment available on site

_____ Equipment checked for proper operation

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

_____ Additional equipment available off site

_____ Persons providing off-site equipment or service are aware of event and their role

Clean-up equipment

_____ Adequate equipment available on site

_____ Equipment checked for proper operation

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

_____ Additional equipment available off site

_____ Persons providing off-site equipment or services aware of event and their role

Communications systems and equipment

_____ Adequate equipment available on site

_____ Equipment operational and tested

_____ Technical support for communications equipment problems identified

_____ Unit designations/radio call sign assigned

_____ Equipment issued to persons expected to use it

_____ Equipment properly deployed

Deployment of emergency personnel

_____ Dispatch procedures in place

_____ Emergency personnel briefed on when to respond

_____ Emergency personnel briefed on their role at incident

Method of replenishing resources after use during the event identified

_____ EMS supplies

_____ Suppression agents

_____ Staff

Transportation plan in place to support security, fire, rescue, EMS, and recovery operations

_____ Routing in and out of venue and access points

_____ Movement of emergency vehicles within the venue

_____ Helicopter landing zone identified

FIGURE 8.3 Sample Emergency Operations Checklist.

FIRE CREW INFORMATION SHEET

Event: _____ Date: _____

Crew designation: _____

Crew reports to: _____

Members of the crew:

Crew chief/supervisor: _____

Crew members: _____

_____

_____

Crew station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The crew chief/supervisor should ensure that all members of the crew understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to the crew.

FIGURE 8.4.2 Sample Form for Providing Information to Fire Crews.

8.5 Individual Rescue Crews.

8.5.1 Each rescue crew should be provided with written information or should otherwise be briefed to ensure that it has the following information to assist it in understanding, preparing for, and executing its role during an emergency:

(1) Name of the individual to whom the crew reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as replacing an ill crew member or used or broken equipment, if problems need to be resolved, or if information is needed, such as updates on the status of the event(s)
(3) Names of the other members of the crew and identification of individual crew member assignments
(4) Individual crew member assignments at the venue, including where each crew member is stationed and identification of each member's geographic area of responsibility
(5) Identification of the appropriate PPE for the crew's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the crew's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the crew is expected to start its assignment and when, or under what situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.5.2 Figure 8.5.2 shows a form that, if completed, will provide the rescue crew with the necessary information recommended in 8.5.1.

8.6 Individual Emergency Medical Services (EMS) Crews.

8.6.1 Each EMS crew should be provided with written information or should otherwise be briefed to ensure that it has the following information to assist it in understanding, preparing for, and executing its role during an emergency:

(1) Name of the individual to whom the crew reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as replacing an ill crew member or used or broken equipment, if problems need to be resolved, or if information is needed, such as updates on the status of the event(s)
(3) Names of the other members of the crew and identification of individual crew member assignments
(4) Individual crew member assignments at the venue, including where each crew member is stationed and identification of each member's geographic area of responsibility
(5) Identification of the appropriate PPE for the crew's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the crew's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the crew is expected to start its assignment and when, or under what situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.6.2 Figure 8.6.2 shows a form that, if completed, will provide the EMS crew with the necessary information recommended in 8.6.1.

8.7 Individual Vehicle Recovery Crews.

8.7.1 Each vehicle recovery crew should be provided with written information or should otherwise be briefed to ensure that it has the following information to assist it in understanding, preparing for, and executing its role during an emergency:

(1) Name of the individual to whom the crew reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as replacing an ill crew member or used or broken equipment, if problems need to be resolved, or if information is needed, such as updates on the status of the event(s)
(3) Names of the other members of the crew and identification of individual crew member assignments
(4) Individual crew member assignments at the venue, including where each crew member is stationed and identification of each member's geographic area of responsibility
(5) Identification of the appropriate PPE for the crew's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the crew's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the crew is expected to start its assignment and when, or under what situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.7.2 Figure 8.7.2 shows a form that, if completed, will provide the vehicle recovery crew with the necessary information recommended in 8.7.1.

8.8 Individual Clean-Up Crews.

8.8.1 Each clean-up crew should be provided with written information or should otherwise be briefed to ensure that it has the following information to assist it in understanding, preparing for, and executing its role during an emergency:

(1) Name of the individual to whom the crew reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as replacing an ill crew member or used or broken equipment, if problems need to be resolved, or if information is needed, such as updates on the status of the event(s)
(3) Names of the other members of the crew and identification of individual crew member assignments
(4) Individual crew member assignments at the venue, including where each crew member is stationed and identification of each member's geographic area of responsibility
(5) Identification of the appropriate PPE for the crew's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the crew's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the crew is expected to start its assignment and when, or under what situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.8.2 Figure 8.8.2 shows a form that, if completed, will provide the clean-up crew with the necessary information recommended in 8.8.1.

RESCUE CREW INFORMATION SHEET

Event: _____ Date: _____

Crew designation: _____

Crew reports to: _____

Members of the crew:

Crew chief/supervisor: _____

Crew members: _____

_____

_____

Crew station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The crew chief/supervisor should ensure that all members of the crew understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to the crew.

FIGURE 8.5.2 Sample Form for Providing Information to Rescue Crews.

EMS CREW INFORMATION SHEET

Event: _____ Date: _____

Crew designation: _____

Crew reports to: _____

Members of the crew:

Crew chief/supervisor: _____

Crew members: _____

_____

_____

Crew station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The crew chief/supervisor should ensure that all members of the crew understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to the crew.

FIGURE 8.6.2 Sample Form for Providing Information to EMS Crews.

VEHICLE RECOVERY CREW INFORMATION SHEET

Event: _____ Date: _____

Crew designation: _____

Crew reports to: _____

Members of the crew:

Crew chief/supervisor: _____

Crew members: _____

_____

_____

Crew station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The crew chief/supervisor should ensure that all members of the crew understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to the crew.

FIGURE 8.7.2 Sample Form for Providing Information to Vehicle Recovery Crews.

CLEAN-UP CREW INFORMATION SHEET

Event: _____ Date: _____

Crew designation: _____

Crew reports to: _____

Members of the crew:

Crew chief/supervisor: _____

Crew members: _____

_____

_____

Crew station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The crew chief/supervisor should ensure that all members of the crew understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to the crew.

FIGURE 8.8.2 Sample Form for Providing Information to Clean-Up Crews.

8.9 Individual Marshals.

8.9.1 Each marshal should be provided with written information or should otherwise be briefed to ensure that he or she has been provided with the following information to assist him or her in understanding, preparing for, and executing his or her role during an emergency:

(1) Name of the individual to whom the marshal reports and that individual's position in the chain of command
(2) Name(s) of individual(s) to call if needs develop such as getting a replacement if he or she becomes ill or getting used or broken equipment replaced, or if problems need to be resolved or information is needed, such as updates on the status of the event(s)
(3) Names of adjacent marshals
(4) Individual marshal assignment(s) at the venue, including where each marshal is stationed and identification of each marshal's geographic area of responsibility
(5) Identification of the appropriate PPE for the marshal's assignment
(6) Equipment provided for the assignment
(7) Means of communicating the marshal's status and needs including, as appropriate, the radio frequencies to be used
(8) Time the marshal is expected to start his or her assignment and when, or under that situations, the assignment is considered to be complete
(9) Identification of the dispatcher or circumstances under which the crew is to respond to render assistance

8.9.2 Figure 8.9.2 shows a form that, if completed, will provide the marshal with the necessary information recommended in 8.9.1.

Annex A Explanatory Material

Annex A is not a part of the recommendations of this NFPA document but is included for informational purposes only. This annex contains explanatory material, numbered to correspond with the applicable text paragraphs.

A.3.2.1 Approved. The National Fire Protection Association does not approve, inspect, or certify any installations, procedures, equipment, or materials; nor does it approve or evaluate testing laboratories. In determining the acceptability of installations, procedures, equipment, or materials, the authority having jurisdiction may base acceptance on compliance with NFPA or other appropriate standards. In the absence of such standards, said authority may require evidence of proper installation, procedure, or use. The authority having jurisdiction may also refer to the listings or labeling practices of an organization that is concerned with product evaluations and is thus in a position to determine compliance with appropriate standards for the current production of listed items.

A.3.2.2 Authority Having Jurisdiction (AHJ). The phrase "authority having jurisdiction," or its acronym AHJ, is used in NFPA documents in a broad manner, since jurisdictions and approval agencies vary, as do their responsibilities. Where public safety is primary, the authority having jurisdiction may be a federal, state, local, or other regional department or individual such as a fire chief; fire marshal; chief of a fire prevention bureau, labor department, or health department; building official; electrical inspector; or others having statutory authority. For insurance purposes, an insurance inspection department, rating bureau, or other insurance company representative may be the authority having jurisdiction. In many circumstances, the property owner or his or her designated agent assumes the role of the authority having jurisdiction; at government installations, the commanding officer or departmental official may be the authority having jurisdiction.

A.3.2.5 Listed. The means for identifying listed equipment may vary for each organization concerned with product evaluation; some organizations do not recognize equipment as listed unless it is also labeled. The authority having jurisdiction should utilize the system employed by the listing organization to identify a listed product.

A.3.3.20 Marshal. Marshals are also referred to as flaggers, communicators, observers, course marshals, and pit marshals.

A.3.3.30 National Incident Management System (NIMS). To provide for interoperability and compatibility among federal, state, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the incident command system (ICS); multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

A.3.3.32 Paddock Area. At some racing events, the paddock area is referred to as the "pit area" or "garage."

Annex B Sample Emergency Action Plans

This annex is not a part of the recommendations of this NFPA document but is included for informational purposes only.

B.1 Figure B.1 is an example of an emergency action plan (EAP) for a Level I motorsports event. It is provided to show the depth of a plan for a small event that depends primarily on outside resources to handle incidents. Users of this document are invited to use this example as is or in a modified format in creating an EAP for their venue. This example can be modified to develop an EAP for a Level II event by adding needed items from the checklist in Figure 4.12.

B.2 Figure B.2 is an example of an EAP for a Level IV motorsports event. It is provided to show the depth of a typical plan in covering procedures, resources, and systems that should be in place during an incident at a motorsports venue. Users of this document are invited to use portions of this example as is or in a modified format in creating an EAP for their venue. By deleting some items, this example could be modified to create an EAP for a Level III event.

MARSHAL INFORMATION SHEET

Event: _____ Date: _____

Marshal reports to: _____

Other marshals working same area: _____

_____

_____

_____

Marshal's station/assignment: _____

Geographic area of responsibility: _____

_____

_____

_____

Personal protective equipment required for assignment: _____

_____

_____

_____

Tools and equipment required for assignment: _____

_____

_____

_____

Communications equipment required for assignment: _____

_____

_____

Starting time of assignment: _____

Ending time of assignment: _____

Service is to be rendered under the following conditions: _____

_____

_____

_____

Contact for resolving needs or problems: _____

Contact for situation updates: _____

The supervisor of the marshals should ensure that all marshals understand their individual assignments and are familiar with and comfortable deploying and using the equipment assigned to them.

FIGURE 8.9.2 Sample Form for Providing Information to Marshals.

Emergency Action Plan for Level I Motorsports Event

Contact Information

Anyone with questions regarding his or her role in the Emergency Action Plan should contact the event director:

Name _____

Address _____

_____

Telephone _____

Cell phone _____

Fax number _____

E-mail _____

Statement of Purpose

This plan defines emergency response systems for on-track emergencies and off-track occurrences during speedway events.

In the Event of an Emergency

1. Do not place yourself in danger of becoming a victim of the incident.

2. Call emergency dispatch at _____. Provide the dispatcher with information regarding the nature of the incident, location, and best access point.

3. Take actions consistent with your training and experience to provide assistance and prevent additional injuries or damage to property while waiting for assistance to arrive.

4. As much as possible, prevent entry to the area by those not needed for assistance and preserve the scene for investigation of incident by authorities.

5. Notify the event director of the incident.

6. Coordination and direction of the emergency response will be handled by event emergency responders upon their arrival.

Communication During Event

Communications during the event will be handled by cell phone using direct connect and Family Radio Service radios using channel _____ and privacy code _____.

On-Site Hazards

The following hazards are located on the event site in the locations indicated.

Racing fuel: _____

Compressed gases: _____

Propane tanks: _____

 NFPA 610 (p. 1 of 2)

FIGURE B.1 Sample EAP for Level I Motorsports Event.

On-Site Resources

The following emergency response resources are located on the event site in the location indicated.

Fire extinguisher: _____

First aid kit: _____

Telephone: _____

Emergency Contacts

Outside assistance can be obtained from the following resources: _____

_____

Service	Contact	Telephone	Cell Phone
Fire, EMS, law enforcement emergency dispatch			
Event director			
Operations director			
EMS provider			
Hospital			
Towing service			
Specialized equipment			
Law enforcement			

Plan Distribution

Copies of this plan and the event schedule should be distributed to local emergency services and others who should be aware of the event.

Plan Amendment

This emergency plan will be reviewed and updated, including confirmation of listed contact and phone information, on an annual basis by the event director.

Date of Last Review/Amendment: _____

Signed (Event Director): _____

 NFPA 610 (p. 2 of 2)

FIGURE B.1 *Continued*

Sample Speedway Emergency Action Plan

Contents

(Page numbers correspond to those shown in the bottom right-hand corner.)

FIGURE B.2 Sample EAP for Level IV Motorsports Event.

Contact Information

Anyone with questions regarding his or her role in the Emergency Action Plan should contact the Emergency Services Coordinator:

Name _____

Address _____

_____

Telephone _____

Pager _____

E-mail _____

Statement of Purpose

Introduction

The following Emergency Action Plan provides procedures to protect people and property during an emergency or disaster situation. This plan also identifies and assigns personnel to various emergency tasks and responsibilities, thus creating the Site Emergency Team and defines emergency response systems for on-track emergencies and off-track occurrences. This plan also provides for coordination between the Site Emergency Team and government authorities to promote an effective response.

This document describes the emergency management procedures for handling incidents involving everything from minor single vehicle crashes to complex scenes requiring a variety of outside resources. Its primary intent is to give first responders, local fire departments, EMS agencies, and track management an understanding of how they fit into the plan. After reading the plan, personnel should be able to answer the following questions:

(1) What positions might I be required to fill?
(2) Whom would I report to, and whom would I supervise in an emergency incident?
(3) Where should I report in the event of an incident?

All personnel should familiarize themselves with this plan and be able to render assistance as needed in order to reduce injury, loss of life, and property damage. This document includes position descriptions and specific duties required for the positions. Some of the assignments are predetermined for individuals with specialized administrative or support functions.

Incident Management System

An Overview

Emergency incidents on track property are managed using the Incident Management System (IMS). IMS (NFPA 1561, *Standard on Emergency Services Incident Management System*) is a nationally recognized system for managing emergency situations. It is a system with considerable flexibility, allowing it to grow or shrink based on the demands and magnitude of the situation.

A basic IMS operating guideline designates the person responsible for the incident as the "Incident Commander," who is responsible until authority is delegated to another person. Thus, in small situations (like an ambulance response to a call for help involving one victim), where additional personnel are not required, the Incident Commander will manage all aspects of the incident from beginning to end.

As the magnitude of the situation increases, the management structure expands. The goal is to expand the structure in such a way that no more than three to seven people report directly to any single person.

FIGURE B.2 *Continued*

Additional layers of management and branches to the management structure are pulled into play as required. An incident, for example, with ten victims is likely to be over quickly and will probably not require a Logistics/Support Section Chief. Instead, the Incident Commander will assign people to the duties coming under that Section Chief position as needed. An incident with a hundred victims, on the other hand, is likely to require that all positions on the organizational chart be filled.

In a worst case situation, with large numbers of victims and involvement by multiple agencies, the organizational structure evolves into one of "Unified Command," in which representatives of different agencies provide input and direction at the Incident Commander level.

Flexibility is a key element in the IMS. In the evolving emergency situation, positions shift as more appropriate or experienced people arrive. Initially, for example, the Incident Commander will be the most experienced person on the first unit to arrive. That person might become the Operations Section Chief when the track's designee arrives and assumes the position of Incident Commander, and then might be shifted to Transportation Group Leader as the operation expands. Flexibility helps ensure that personnel can be utilized to perform needed functions rather than waiting for specific work assigned to them in a written plan. The same flexibility also allows for changes in personnel at specific positions over time if an incident becomes prolonged.

Command

Overall command is the responsibility of the Incident Commander.

The Incident Commander may designate an Operations Section Chief, Medical Branch Director, Fire/Rescue Branch Director, Security Branch Director, and/or other appropriate supervisory personnel depending on the nature of the situation.

The Incident Commander is responsible for ensuring the safety of the scene, rescuers, and bystanders. The Incident Commander may appoint a Safety Officer to carry out this responsibility.

The Incident Commander is responsible for ensuring that adequate resources are summoned. Additional requested resources should report to the staging area for assignment.

The track physician/medical director provides on-site medical control. If the track physician/medical director is not available, then medical control resorts to the jurisdictional EMS agency/base hospital physician responsible for medical control under the local EMS regulations.

Law enforcement and/or security are responsible for securing the site for rescue operations.

Equipment, supplies, and personnel are assembled at the staging area, where they are inventoried and dispensed as needed.

Creation of an Incident Command Post

When an incident becomes complex enough to require the appointment of Section Chiefs and/or activation of outside resources, establishment of a command post is essential. The command post should be created at a location with good access and good communications capabilities. It is usually preferred that the command post not be right at the incident location. While the Incident Commander is responsible for selecting a location, the following are prearranged areas that could be used:

Possible Command Post Locations

FIGURE B.2 *Continued*

Response Levels

The response to an emergency situation is dictated in part by the commitment of resources required to successfully resolve the problem. The Sample Speedway EAP defines four levels of responses for emergency services.

Level 1 Response. A level 1 response is an emergency that requires no more than the resources to manage one patient requiring advanced life support. Security may respond at its discretion or upon request.

Level 2 Response. An emergency that requires additional resources and manpower above those described for a level 1 response is defined as a level 2 response. A level 2 response includes situations with two or more patients requiring advanced life support or two patients meeting the "Immediate" criteria in the START triage system (see Figure 6). **A level 2 response requires the naming of an Incident Command Post and announcement of the Incident Command location on the radio.**

Level 3 Response. A level 3 response is an emergency requiring extensive resources, extrication, or other logistical support. A level 3 response includes situations with three or more patients requiring advanced life support or three or more patients falling in the "Immediate" category in the START triage system.

Level 4 Response. A sudden, unexpected or expected event that creates a situation **requiring outside mutual aid** for fire, EMS, and/or law enforcement support results in a level 4 response. The Medical Director, Fire/Safety Director, and/or a senior management official for the speedway normally declares this level.

The following items are required for both level 3 and level 4 responses:

(1) The incident name and command post location is announced on the radio.

(2) All incoming units report to the staging area.

(3) The Incident Commander establishes the Operations Section.

(4) The Incident Commander position is transferred to the speedway's senior management official or designee.

(5) The Incident Management Team reports to its predesignated assignments.

(6) The Incident Command Post is activated, and a Unified Command is established as needed with local law enforcement, EMS, and fire officials.

In a level 4 incident, it is essential that a jurisdictional fire agency official work directly with the designated Operations Chief to get the most out of the internal and external resources.

Operational Overview

Figure 1 shows how the Incident Management System would function in a large multi-casualty incident (MCI). While its complexity may appear overwhelming at first, it can be used as a reminder of items that must be considered even in a smaller situation. For example, documentation of the evolving incident, handling of claims from injured rescue workers, and feeding workers as the incident becomes prolonged are items that could easily be overlooked.

Level 1 Response

At the time of the initial response to an incident, the first responding unit handles all command and general staff responsibilities. Additional arriving resources become triage and treatment personnel as dictated by the size of the incident.

In a level 1 response, the organizational structure does not progress beyond that shown in Figure 2. However, arriving units may discover the situation to require a higher level response. The organizational structure can grow easily from this point if it is determined that a level 3 or level 4 response is necessary.

FIGURE B.2 *Continued*

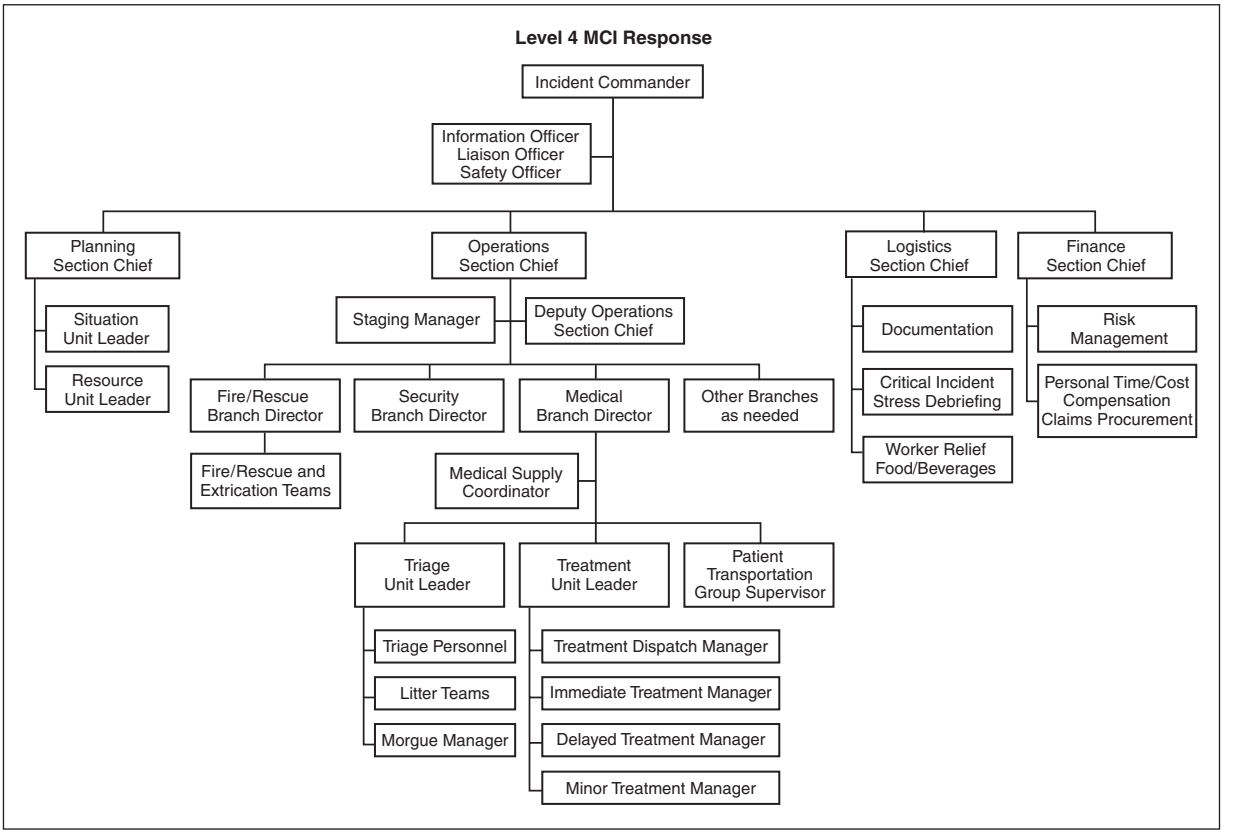

Figure 1. Incident Management System as it is designed to operate in a level 4 MCI response.

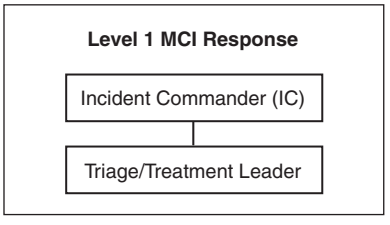

Figure 2. Example of a possible level 1 MCI response.

Level 2 Response

Based on the characteristics of the incident found at the time of the initial response, additional resources are requested by the Incident Commander and dispatched. A Command Post is established and announced. In the example in Figure 3, the Incident Commander designates a Triage Unit Leader, Treatment Unit Leader, and a Patient Transportation Group Supervisor. Security and/or law enforcement are involved as needed. A Staging Manager may be needed.

FIGURE B.2 *Continued*

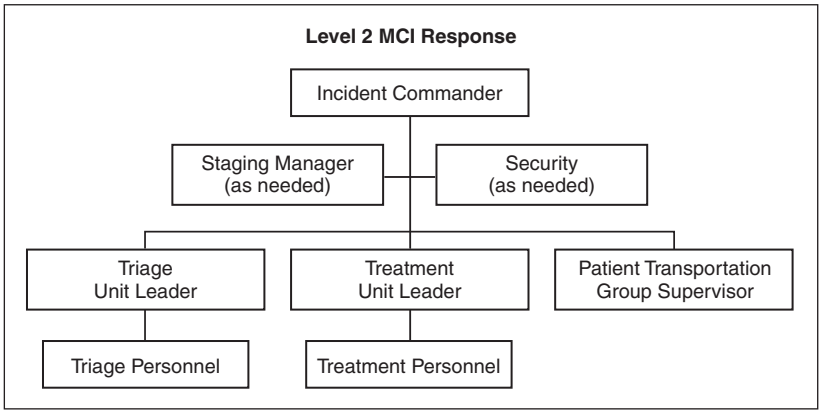

Figure 3. Example of a possible level 2 MCI response.

Level 3 Response

When the nature of the situation is such that extrication and additional support are required, a level 3 response is required. The Track Fire/Safety representative arrives and is assigned to become the Fire/Rescue Branch Director. The Incident Commander assigns the Operations Section Chief who appoints the Medical Branch Director. The Medical Branch Director confirms that the Triage Unit Leader, Treatment Unit Leader, and Patient Transportation Group Supervisor are in place. The additional positions are necessary to keep the span of control of the Operations Section Chief manageable. Unified Command is initiated if deemed necessary by the Incident Commander.

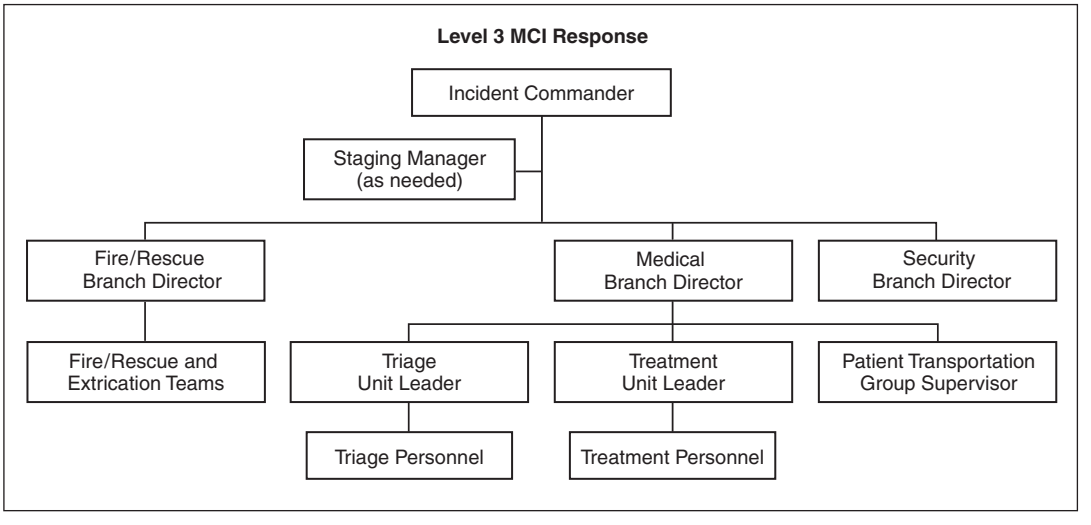

Figure 4. Example of a possible level 3 MCI response.

Level 4 Response

When the incident is large enough to require use of outside resources, the organizational structure becomes more comprehensive. Many of the positions described in Figure 1 are still unfilled. They may be utilized as the Incident Commander sees fit. At this point a Unified Command System becomes essential to assure appropriate utilization of all available resources.

FIGURE B.2 ***Continued***

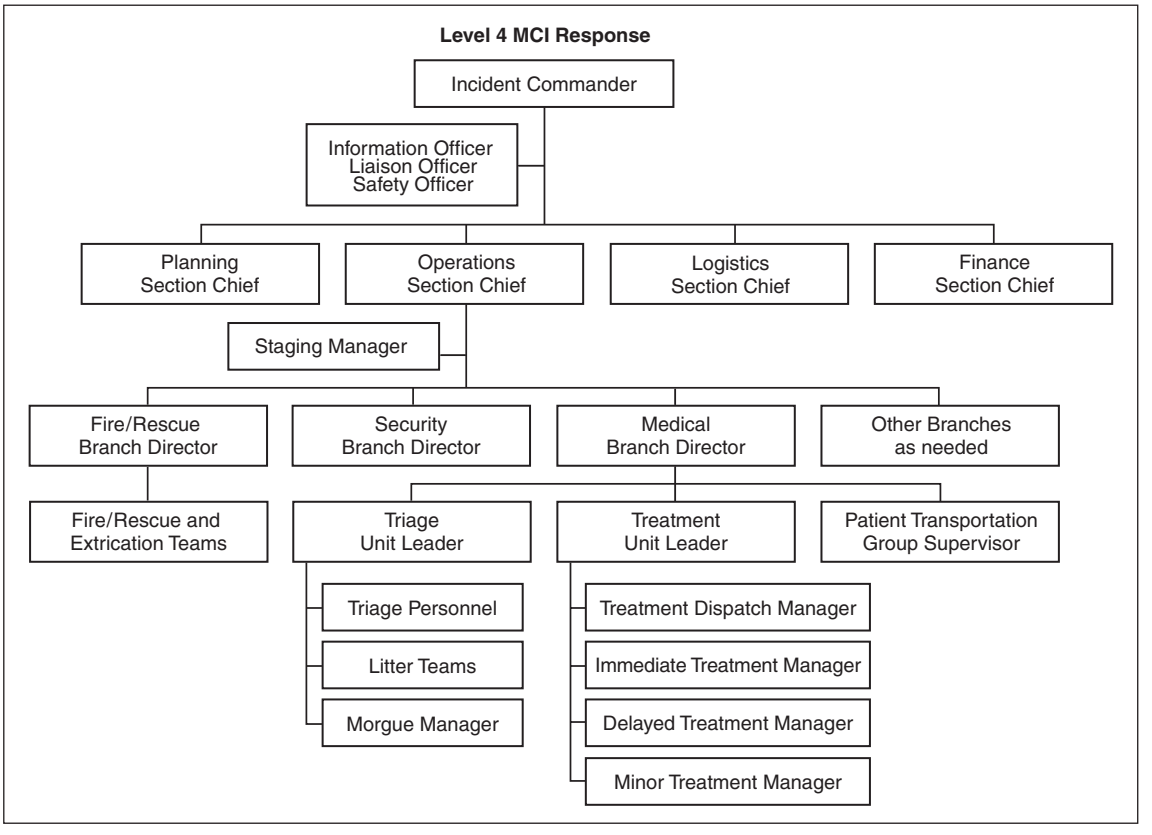

Figure 5. Initial command structure likely in the management of a level 4 response.

MCI Initial Response

A. The first unit on scene should stop or park outside the affected area, assess the safety of the scene for responding personnel, and get an idea of the boundaries and scope of the emergency.

B. The Incident Management System is established by contacting the communications center and providing a Size-Up Report within the *first 30 seconds* of arrival. The Size-Up Report consists of 3 elements:

(1) Location of the incident

(2) Type of incident

(3) Approximate number of patients

C. The most qualified member of the team on the first arriving unit functions as the Incident Commander (IC) and continues in that role until relieved by a more appropriate individual. It is important to remember that the IC needs to remain in an area where the majority of the incident can be seen, but not in the middle of the scene.

D. Triage should begin immediately. It is important to remember that the first part of START triage is to remove the patients designated in "minor category" or "walking wounded" from the scene. A responsible individual should be appointed to watch over this group and to keep them away from both those patients needing immediate care and bystanders who were not affected by the incident.

FIGURE B.2 ***Continued***

E. A Follow-Up Report should be given *within 3 minutes*. This report also has 3 elements:
(1) Situation—What is going on right now?
(2) Progress—What have you done so far?
(3) Needs—What do you still need to handle the problem?

Additionally, during a Follow-Up Report, the name of the Incident Commander, the location of the Command Post, and the location of the staging area to which all incoming resources are to report, will need to be announced on the radio.

F. Additional responding units report to the designated staging area and request an assignment. It is imperative that these resources not go directly to the scene until directed. Once at the scene, additional units should contact the Incident Commander and confirm their assignment.

Triage

Triage is carried out using the Simple Triage and Rapid Treatment (START) system. No more than 30–60 seconds should be spent on a single patient. All medical personnel should be familiar with the process and keep in mind that patients assigned to a treatment area may undergo a change in their status requiring re-triage and assignment to a different treatment area. Triage tags should be used any time there are three or more patients. See Figure 6 for an example of the START triage system.

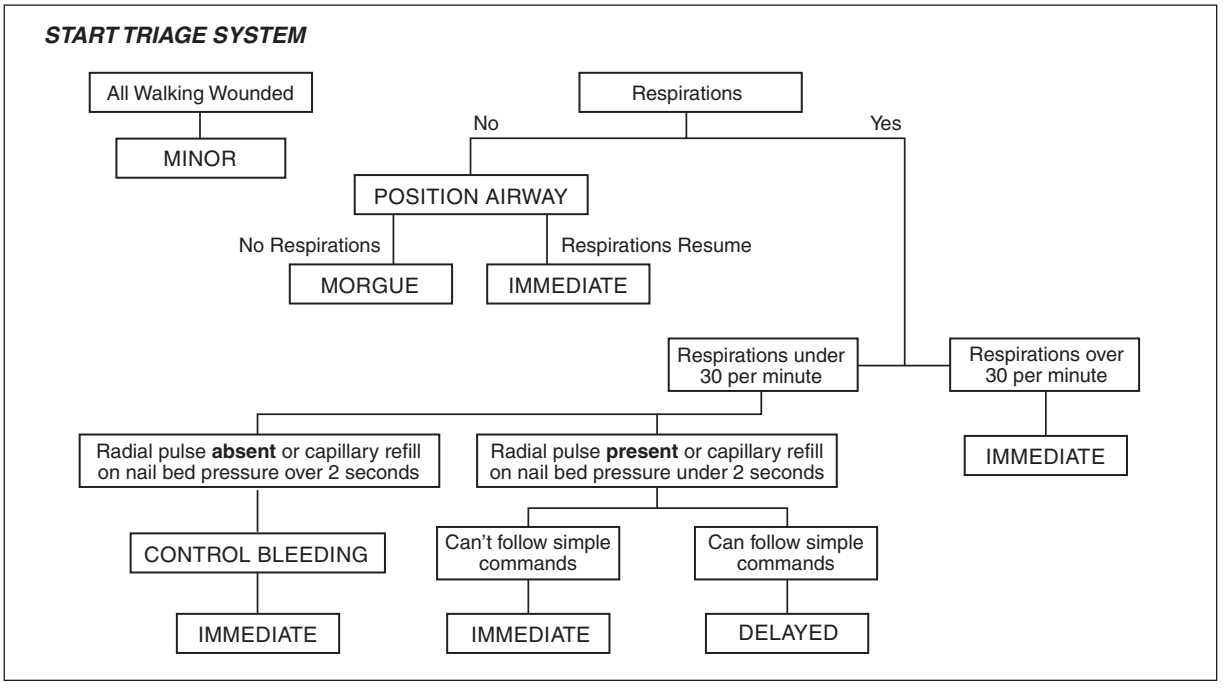

Figure 6. Triage system.

Treatment Areas

Treatment areas may be established at the request of the Incident Commander, Medical Branch Director, or any other individual who believes it would benefit patient care. Predetermined treatment areas or any location deemed appropriate by the Incident Commander may be used. See the diagram below for examples of locations that have been predetermined.

FIGURE B.2 *Continued*

The first area that should be established is for those victims with minimal or minor injuries (walking wounded). By removing these patients from the scene first, the emergency responders are provided with quicker access to those critically injured and begin the incident stabilization process. Trams, buses, and other vehicles may be used to move these victims to treatment facilities.

The Immediate and Delayed Treatment areas should be designated. They should be located in an area that is as follows:

(1) Safe

(2) Large enough to handle the number of victims easily

(3) Easily accessible to rescue vehicles

(4) Located away from the morgue

Once they have been triaged, patients are sent to the Immediate, Delayed, or Minor Treatment areas. Continuous triage and patient evaluation should occur in these areas until all patients have been transported to their receiving facilities.

Personnel assigned to the treatment areas should at all times function only within their scope of practice and under medical control as allowed by local regulations.

Physicians and RNs are normally assigned to the treatment areas.

Selection of the most appropriate treatment areas will depend on the size, location, and nature of the incidents. The following are predetermined treatment areas that are likely to be used during a multi-casualty incident.

Predetermined Treatment Areas

Immediate Treatment Area	Delayed Treatment Area	Minor Treatment Area	Morgue

Transportation

The Transportation Group Supervisor, in cooperation with the managers of the treatment areas and the communication center, will arrange transport of patients to the most appropriate available facility.

Whenever possible, the patients in the Immediate category should be transported first to the most appropriate medical facility. A lower level of medically trained personnel as determined by the Transportation Group Supervisor in cooperation with the Treatment Unit Leader may transport patients when appropriate.

Patient distribution should occur in such a way that no one facility is overloaded to prevent moving the disaster from the field to the hospital.

Additional resources should report to the staging area established by the Incident Commander or the Operations Section.

FIGURE B.2 *Continued*

Staging Areas

Staging areas are used as a gathering point for incoming resources to wait prior to being assigned tasks by the Incident Commander. The area selected for staging will depend on a number of factors, including location and type of incident. Some possible sites could include the following:

Possible Staging Areas for Outside Resources

Aircraft

The use of helicopters for medical evacuation provides a means for rapid patient transportation to the receiving facility. However, at large-scale incidents, it is suggested that helicopters not be used immediately until the Incident Commander has an understanding of the size and complexity of the incident. Helicopters can also be used to assist the IC for a rapid reconnaissance of the incident. Helicopter landing areas should be predetermined prior to the event.

Position Descriptions

FIRST RESPONDER/INITIAL UNIT

Function: Overall management of the incident in level 1 and level 2 incidents. Management of scene until others assume IMS positions in higher level incidents.

Duties:

(1) Stop outside the affected area and get the "big picture."
(2) Provide Size-Up Report to Communications including the following:
  (a) Location of incident
  (b) Type of incident
  (c) Number of patients
  (d) Any additional resources required
(3) Remember Safety, Isolate and Deny entry, and Notify (SIN).
(4) Start triage using START triage system. Begin by removing minor injury patients.
(5) Provide Follow-Up Report to communications, including the following:
  (a) Situation
  (b) Progress
  (c) Needs
(6) Establish and announce location of command post and staging areas.

INCIDENT COMMANDER

Function: The Incident Commander's responsibility is the overall management of the incident. On most incidents, the command activity is carried out by a single Incident Commander. The Incident Commander is selected by qualifications and experience.

FIGURE B.2 *Continued*

Duties:

(1) Go to the scene and get a briefing from the current IC.
(2) Establish the immediate priorities.
(3) Establish an Incident Command Post.
(4) Establish an appropriate organization.
(5) Ensure that adequate safety measures are in place.
(6) Coordinate activity for all Command and General Staff.
(7) Coordinate with key people and officials.
(8) Approve requests for additional resources or for the release of resources.
(9) Keep agency administrators informed of incident status.
(10) Authorize release of information to the news media.
(11) Order the demobilization of the incident when appropriate.

INFORMATION OFFICER

Function: The Information Officer acts as a liaison between the media and the Incident Commander.

Duties:

(1) Determine from the Incident Commander if there are any limits on information release.
(2) Release and update media on the incident.

LIAISON OFFICER

Function: The Liaison Officer provides a point of contact for assisting and cooperating agencies.

Duties:

(1) Establish and coordinate interagency contacts.
(2) Monitor incident operations to identify interagency needs and potential problems.
(3) Keep agencies supporting the incident aware of the incident status.
(4) Maintain a resource list of agencies including limitations and capabilities.

SAFETY OFFICER

Function: The Safety Officer immediately corrects situations that create an imminent hazard to personnel.

Duties:

(1) Go to scene and get briefing from IC.
(2) Identify hazardous situations associated with the incident.
(3) Exercise emergency authority to stop and prevent unsafe acts.

OPERATIONS SECTION CHIEF

Function: The Operations Section Chief is responsible for the management of all operations directly applicable to the primary mission.

Duties:

(1) Go to the scene and get a briefing from the IC.
(2) Meet with the IC and all of the branch directors at the scene (Fire/Rescue, Medical, and Security branches). Determine immediate priorities.
(3) Confirm that all predetermined management positions are filled.

FIGURE B.2 *Continued*

(4) Go to the command post location.
(5) Supervise operations.
(6) Determine need and request additional resources.
(7) Assure timely reporting and resource requests to outside agencies through IC.

STAGING AREA MANAGER

Function: The Staging Area Manager is responsible for establishing a staging area and managing all activities within the staging area.

Duties:

(1) Establish staging area.
(2) Determine (and request) any support needs for equipment, ambulances, security, etc.
(3) Establish a check-in process, as appropriate.
(4) Dispatch resources as requested by Operations Section Chief.
(5) Monitor and record resource utilization.
(6) Advise the Operations Section Chief when reserve levels reach minimums.

FIRE/RESCUE BRANCH DIRECTOR

Function: The Fire/Rescue Branch Director supervises all fire/rescue personnel and equipment assigned to the speedway.

Duties:

(1) Coordinate all fire and rescue resources at the scene.
(2) Provide manpower as needed for medical branch, including litter teams and teams to assist with transportation between the triage and treatment areas.

MEDICAL BRANCH DIRECTOR

Function: The Medical Branch Director supervises all medical personnel and equipment assigned to the speedway. The Medical Branch Director supervises the Triage Unit Leader, Treatment Unit Leader, and Patient Transportation Group Supervisor.

Duties:

(1) Go to the scene and get briefing from IC.
(2) Designate Unit Leaders, Patient Transportation Group Supervisor, and Treatment Area locations as appropriate.
(3) Request additional personnel and resources as needed to handle incident.
(4) Isolate Morgue and Minor Treatment Area from Immediate and Delayed Treatment Areas.
(5) Request law enforcement/coroner involvement as needed.
(6) Establish communications and coordination with Patient Transportation Group Supervisor.
(7) Ensure notification local EMS/health agencies.
(8) Ensure proper security, traffic control, and access for medical operations.
(9) Direct medically trained personnel to the appropriate Unit Leader.
(10) Maintain summary of events as time permits.

FIGURE B.2 *Continued*

TRIAGE UNIT LEADER

Function: The Triage Unit Leader supervises all personnel in triage unit and is responsible for triage management and movement of patients to the treatment areas.

Duties:

(1) Advise Medical Branch Director and/or IC of resource needs.
(2) Implement triage process.
(3) Request triage personnel as needed and supervise.
(4) Coordinate all patient movement to treatment areas.
(5) Give periodic status reports to Medical Branch Director.
(6) Maintain security and control of the Triage Area.

TREATMENT UNIT LEADER

Function: The Treatment Unit Leader supervises treatment operations for transport and movement of patients to loading areas.

Duties:

(1) Develop treatment organization sufficient to handle incident.
(2) Direct and supervise Treatment Dispatch, Immediate, Delayed, and Minor Treatment areas.
(3) Coordinate movement of patients from Triage Area to Treatment Areas with Triage Unit Leader.
(4) Request sufficient medical caches and supplies as necessary.
(5) Establish communications and coordination with Patient Transportation Group Supervisor.
(6) Ensure continual triage of patients throughout Treatment Areas.
(7) Direct movement of patients to ambulance loading area(s).
(8) Give periodic status reports to Medical Branch Director.

TREATMENT DISPATCH MANAGER

Function: The Treatment Dispatch Manager is responsible for coordinating transportation of patients out of the treatment areas.

Duties:

(1) Establish communications with the Immediate, Delayed, and Minor Treatment managers.
(2) Establish communications with the Patient Transportation Group.
(3) Verify that patients are prioritized for transportation.
(4) Coordinate ambulance loading with Treatment Manager.
(5) Record patient tracking information.

TREATMENT MANAGERS (Immediate, Delayed, and Minor)

Function: Treatment Managers are responsible for the treatment and re-triage of patients assigned to their respective areas.

Duties:

(1) Set up assigned treatment areas.
(2) Request personnel and supplies as needed.
(3) Establish medical treatment teams as needed and assign patients received.
(4) Assure appropriate prioritization of patients for transport.

FIGURE B.2 *Continued*

(5) Coordinate patient transportation with Treatment Dispatch Manager.
(6) Assure appropriate recording of patient information.

PATIENT TRANSPORTATION GROUP SUPERVISOR

Function: The Patient Transportation Group Supervisor manages ground and air ambulance resources, dispatches ambulances as requested, and manages loading of ground and air ambulances.

Duties:

(1) Establish communications with hospital(s) and/or local dispatch centers.
(2) Designate ambulance staging area(s).
(3) Determine routes of travel for ambulances.
(4) Direct the transportation of patients as determined by Treatment Unit Leader.
(5) Request additional ambulances, as required.
(6) Assure appropriate recording of patient information and destination.

SECURITY BRANCH DIRECTOR

Function: The Security Branch Director is responsible for security functions related to management of the incident.

Duties:

(1) Secure the incident scene and access routes for emergency personnel.
(2) Provide spotters to direct emergency responders to incident scene.
(3) Secure staging areas, ambulance routes, and helicopter landing areas as needed.
(4) Coordinate activities with local law enforcement personnel.

Assignments During a Major Incident

Event: _____ Date: _____

The following positions are predesignated for the management of multi-casualty incidents during this event. Actual assignments may vary depending on availability of specific people, the type of incident, and management decisions. Descriptions of the responsibilities associated with each position can be found in the MCI plan.

Title	Assigned Person	Radio Channel	Reports To
Incident Commander			
Safety Officer			Incident Commander
Information Officer			Incident Commander
Liaison Officer			Incident Commander
Operations Section Chief			Incident Commander
Security Branch Director			Operations Section Chief
Fire/Rescue Branch Director			Operations Section Chief
Medical Branch Director			Operations Section Chief

FIGURE B.2 *Continued*

Title	Assigned Person	Radio Channel	Reports To
Staging Manager			Operations Section Chief
Triage Unit Leader			Medical Branch Director
Treatment Unit Leader			Medical Branch Director
Transportation Group Supervisor			Medical Branch Director

Radio channel used by responding medical units (normally "3") may be changed in the event of a serious incident. Any such change will be announced on the radio.

Site Emergency Team Reporting Locations Based on Level of Response

Position	Level 1	Level 2	Level 3	Level 4
Incident Commander	S	S	S	S
Fire Safety Officer			S	S
Operations Section Chief			S	S
Security Branch Director	*	S	S/EOC STAGING	S/EOC STAGING
Fire Rescue Branch Director	*	*	*	*
Medical Branch Director			S	S
Staging Manager			S	S
Treatment Unit Leader	S	S	S	S
Public Relations Officer			EOC	EOC

Key To Assignment Locations:
S = Report to scene
* = Requested as needed
EOC = Report to Emergency Operations Center
STAGING = Report to Staging Area

Communications Plan

On-Site Communications

Department	Radio Channel	Telephone	Other
Administration			
Security			
Fire/Safety			
Medical			
Race Control			

FIGURE B.2 *Continued*

Off-Site Communications

Organization	Radio Channel	Telephone	Other
Air ambulance			
Ground ambulance			
Fire department			
Law enforcement			
Emergency department			
Trauma center			
Communications center			
Hazardous materials team			
Other			

Note: When personnel have an emergency, the radio term **"emergency radio traffic"** should be used to clear other nonemergency radio traffic. Personnel should use **clear text** (i.e., no radio codes) to identify the type of emergency, request additional resources, or advise of change in conditions, etc. When the emergency is concluded, the person who declared an emergency shall conclude it by transmitting the statement, **"All clear, resume radio traffic."**

Additional Note: All communications systems should be tested prior to the beginning of any event whenever possible.

Other Emergencies

Fires, Fire Alarms, and/or Explosions

(1) If an audible alarm is heard, ask guests to remain calm and await further instructions.

(2) If a fire is observed, activate the nearest alarm and immediately notify security and speedway management on Channel _____ .

(3) If unable to immediately contact security or management, notify the fire department by dialing 911.

(4) Alert co-workers and/or supervisors.

(5) Remove guests and others from the area.

Security Issues

If you receive a bomb threat:

(1) Remain calm and courteous.

(2) Listen to what the person making the threat is saying.

(3) Keep the person who is making the threat talking and ask the person to repeat the message. Obtain as much information as possible.

(4) Use the Bomb Threat Checklist to document as much information as possible.

(5) Immediately notify security and speedway management of the information, and follow their instructions.

FIGURE B.2 *Continued*

Bomb Threat Checklist

Instructions:

DO NOT HANG UP THE TELEPHONE!!!!

Be calm and courteous. Listen, do not interrupt caller. Quietly attract the attention of someone else to listen in, if possible. Pretend difficulty with hearing to keep caller talking and repeating the message.

Date: _____

Your Name: _____

Your Position: _____

Your Phone Number: _____

Questions to Ask:

1. What is going to happen?
2. When will the bomb explode?
3. Where is the bomb located?
4. What kind of bomb is it?
5. What does it look like?
6. What kind of damage will it do?
7. How is the object being put in place?
8. Who is putting the object in place?
9. Why are you doing this?
10. What is your address and telephone number?
11. What is your name?
12. Where are you now?

Exact Wording of Threat:

_____

_____

_____

_____

Caller's Voice (circle characteristics that apply):

Calm	Angry	Coherent	Irrational
Deliberate	Excited	Incoherent	Emotional
Slow	Rapid	Soft	Normal
Loud	Laughter	Crying	Stutter
Distinct	Slurred	Nasal	Ragged
Lisp	Raspy	Deep	Intoxicated
Clearing throat	Accent	Familiar	
Whispered	Disguised	High pitched	

If voice is familiar, whom does it sound like?

_____

Background Sounds (circle those that apply):

Street noises	Factory machinery
Dishes clanking	Animal noises
Voices	Clear
PA system	Static
Music	Local
House noises	Long distance
Motor	Phone booth
Office	Office machinery
Race track sounds	Traffic
Music	Trains
Other: _____	

Threat Language:

Well spoken (educated)	Incoherent
Foul	Irrational
Read by threat maker	Taped

Remarks:

_____

_____

_____

Time: _____ Date: _____

Sex of caller: _____ Race: _____

Adult or juvenile: _____

Estimated age: _____

Length of call: _____

Origin of call:

Local Long distance Internal

Number at which call was received:

_____

Report call immediately to:

_____

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FIGURE B.2 *Continued*

If you find a suspicious package, bag, boxes, or envelopes:

(1) Do not remove the item.

(2) Notify Security and speedway management.

(3) Remove guests and employees from the area.

(4) Remain at a safe distance and await instructions from security and/or law enforcement.

Verbal or Personal Threats:

(1) Remove yourself as soon as possible from the situation.

(2) Notify Security as soon as possible on Channel _____ .

Civil Disturbances:

(1) Notify Security on Channel _____ immediately.

(2) Remove yourself from the problem and go to a safe area.

(3) Continue to observe the situation and await instructions from security.

Medical Problems

If you encounter a medical emergency:

(1) Request medical assistance on Channel _____ .

(2) If you are without a radio, find the nearest supervisor or security personnel.

(3) Remain calm, speak clearly, and be as accurate as possible. Describe your specific location of nearby gates or other landmarks in the area.

(4) If unable to make contact as noted above, call 911.

(5) After the call for assistance is made, have a responsible person remain with the patient, and direct first responders.

(6) Do not move a seriously injured person.

Anyone exposed to blood or body fluids should report to the nearest first aid station as soon as practical. The effectiveness of treatments to prevent the transmission of serious diseases after exposure to blood and body fluids depends on the type of exposure and on how much time is allowed to elapse between the exposure and treatment.

Hazardous Material Incidents

Although there are many definitions for hazardous materials, a commonly accepted definition is a substance or material that has been determined to be capable of posing an unreasonable risk to health, safety, and property. Speedway employees must recognize that many of these substances are used safely every day, at the facility. On rare occasions, either by accidents or misuse, problems with these products can occur.

First On-Scene Initial Actions

The first operational objective for all responders is safety. If first responders don't think safety, they may become part of the problem, not the solution, and possibly may be killed or injured. The first responding unit operational priorities can be summed up using the acronym SIN.

FIGURE B.2 *Continued*