



**24<sup>th</sup> – 25<sup>th</sup> August 2024**  
**Donington Park (GP) Circuit (2.490 miles)**  
**Final Instructions: Meeting HQ58 – V1**



**ISSUED BY: BARC Office**

VERSION	AMENDMENTS
Version 1	First Issue

This meeting is organised by the BARC governed by the General Regulations of the Motorsport UK incorporating the provisions of the FIA International Sporting Code, additional Supplementary regulations, and any written instructions that the organisers issue for the meeting.

This meeting will be held under the following Motorsport UK permit numbers:

National (Open):	<b>134905</b>
National:	<b>134919</b>
Interclub:	<b>134920</b>

These Final Instructions must be read in conjunction with the [BARC Standing Regulations](#), current [BARC H&S Guidance](#) which are available on the BARC website in the “Documents” section and using the links above, and the 2024 BTCC Safety Bulletin included with these instructions.

**All competitors are required to uphold the standards of the Motorsport UK Race with Respect code – please see the full code of conduct via this link [Race with Respect - Motorsport UK](#)**

**1.1 CHAMPIONSHIPS RACING:**

Kwik Fit British Touring Car Championship  
 Rokit F4 British Championship - Certified by FIA  
 The Vertu Motors MINI CHALLENGE – Trophy Class  
 Porsche Carrera Cup Great Britain  
 Porsche Sprint Challenge Great Britain

**1.2 OFFICIALS:**

BTCC Permanent Stewards:	Nicky Moffitt (Motorsport UK), Brian Hemmings, Rod Parkin
Support Race Stewards:	Adrienne Watson (Motorsport UK), Paul Clackett, David Evans
Senior Clerk of the Course:	Ian Watson
Clerks of the Course:	Andy Butler, Luke Caudle, Nigel Jones, Stacy Lawday, Vickie MacClinton, Colin Oakley, Dave White, Trevor Williams
Secretary of the Meeting:	Anita Joy, Ellie Salmons (Dep)
BARC Safety Officers:	Trevor Williams
TOCA Series Director:	Alan Gow
TOCA Championship Coordinator:	Dan Mayo
TOCA Chief Scrutineer:	Sam Riches
Chief Scrutineer:	Phil Mason
Chief Marshal:	Darren Holmes
Chief Incident:	Diane Hardy
Chief Observer:	Adrian Mudge
Race Radio:	Aimee Watts
TOCA Medical Delegates:	Dr Paul Trafford, Dr Nick James
Chief Medical Officer:	TBC
Chief Start Line Marshal:	Richard High
Chief Pits Marshal:	Jake Southcombe
Chief Assembly Marshal:	TBC
Chief Timekeepers:	Craig Smith, Tony Daff - TSL Timing Ltd
Commentators:	Chris Hartley, Alan Hyde
Mini Challenge Coordinator:	Rhea Beauchamp
Porsche Coordinators:	Annabel Edmed, Ian Fletcher, James MacNaughton
F4 British Champ Coordinators:	Eve Lake-Grange, Flora Scott
Safety Car Driver:	Scott Stringfellow
Safety Car Observer:	Kieron Salmons
Safeguarding Officer(s):	Vickie MacClinton, Ellie Salmons
Event Officials:	Members of BARC, other Motorsport UK recognised clubs
Rescue Unit:	TOCA Safety Team, BARC NW, Donington ES
Breakdown Vehicles:	Mick Avery & Donington Park Circuit



**1.3 PASSES:**

For those without permanent passes, electronic tickets will be sent to you; those under the age of 13 are admitted free of charge.

Marshals will receive a vehicle pass which will allow access to the areas specified in section 1.14. Under no circumstances will marshals cars be permitted in the paddock at any time during the event.

**1.4 SIGNING-ON:**

- a) Officials will not sign-on at the meeting having previously completed signing on electronically using the [BARC Alpha system](#).
- b) There will be race day programmes produced for the event however entry lists will also be available on the BARC website [TOCA Race Meeting: Donington Park GP](#)
- c) All marshals must see the chief marshal between the times below to confirm their attendance. Two queues will be formed: all Incident and IO's should queue on the right-hand side and all Post Chiefs, Flags and Specialists to queue on the left-hand side. Enter Donington via the East entrance, stay in your vehicle, and go straight to virtual sign on which is at the Wooden Gate that sits next to Gate 10 (Behind Coppice), access is through the Williamson tunnel, you should then proceed your designated parking area as outlined in section 1.14. Parking on post is not permitted under any circumstances at this event. All tickets / passes will need to be shown on entering the circuit after sign on so please make them available.

Personnel	Saturday	Sunday
All officials	From 07:30	From 07:30
Post Chief Briefing	08:15	08:15
On Post	08:45	08:45
Clerks Inspection	09:10	09:10
First Activity	09:30	09:30

- d) The Post Chiefs Briefing will take place at Gate 10.

**1.5 ENGINE/NOISE POLLUTION:**

Engines must not be run before 09:00 or after 20:00 on both days.

Noise checks will take place at the entrance to the assembly area for all support categories.

**1.6 CIRCUIT ACCESS/PRACTICE AND QUALIFYING PROCEDURE**

**BTCC** – Competitors should follow the instructions within the Championship Regulations.

**Support Races** – These competitors need to go to the Assembly Area located on adjacent to the Donington Park Circuit Offices, opposite the Melbourne Hairpin. They will then follow the Safety Car across the driveway and on to the circuit and proceed to the pit lane for qualifying and directly to the grid for races. All support buggies and personnel must proceed to the pit gate between garage 38 and the pits café to enter the pit lane. All passes will be checked at this point prior to admission in to the pit lane, please respect the marshals and show your pass. Any rude or aggressive behaviour will be reported to the Clerk of the Course. At the end of the session exit the Pit Lane via the scrutineering bay gate.

At the end of qualifying and races support competitors will take the chequered flag and complete a “slowing down” lap pulling in to the pit lane and proceeding direct to Parc Fermé without stopping, except those required for ITV interviews.

**1.7 LIVE SNATCH:**

There is provision for “live snatch” at this meeting but only under local yellow flags.

**1.8 RED SIGNALS:**

Any category which generates a “red” may be placed toward the end of the schedule subject to time being available.

**1.9 JUDICIAL PROCEDURES:**

The judicial procedures for this meeting remain unaltered except that paperwork will be dealt with electronically.

Any protest or appeal needs to be lodged with the Secretary of the Meeting or the Clerk of the Course using the email addresses provided. Once a decision has been made it will be announced verbally and passed by email to those concerned. The time limits for any protest or appeal remain unaltered.



**1.10 RESULTS & NOTICE BOARD:**

All time sheets, grids and results are deemed to be provisional until the conclusion of all judicial actions.  
 Results will be available on the TSL website: [British Touring Car Championship - Round 8 - Timing Solutions Ltd.](http://www.british-touring-car-championship.com)

Official notice board is online at: [Donington Park – August 24/25 - BARC](http://www.doningtonpark.com)

**1.11 CIRCUIT & MEETING NOTES:**

BARC will not be liable for any damage caused to vehicles being recovered from the track.

**1.12 SOCIAL MEDIA**

Both officials and competitors are reminded that they should not make comments upon social media sites which may in any way be deemed derogatory, defamatory, obscene, or libellous. You should remember that comments made are in a public arena and can be seen by more than your intended audience. Please read the [BARC Social Media Guidelines](#).

**1.13 SAFEGUARDING:**

A number of officials within the club are appointed as safeguarding officers and are available to deal with problems which may arise or are brought to their attention. Issues can be raised by contacting the senior clerk of the course at the event or contacting a safeguarding officer whose details can be found within the [BARC Safeguarding Guidelines](#) and the contact details below.

**1.14 MARSHALS MATTERS:**

All marshals will be supplied with a vehicle pass which must be used to park in the designated Marshals' parking areas there are two locations for parking. The infield on the hardstanding near the site of the old Craner Suites and outside the circuit near Gate 10. The parking area at Gate 10 is reserved for marshals posted to the McLeans & Coppice areas of the circuit. For the avoidance of doubt please refer to the table below;

Post	Parking Location
Pits /paddock /race control	Craner Tarmac
Post 1	Craner Tarmac
Post 2,4,6,7,9	Craner Tarmac
Post 8	Craner Tarmac
Post 10,11,12	Craner Tarmac
Post 14	Craner Tarmac or Gate 10 Parking
Post 15,17,18,19,21,22	Gate 10 Parking
Post 25,26,27,29,33	Craner Tarmac
Post 38,39,23	Craner Tarmac

Marshals' camping will be on the infield. Access is through Gate 10 and then via the Williamson Tunnel and proceed to the designated/signposted campsite for marshals only please camp in this space, where there will be electric hook up available.

Please pitch sensibly allowing space between each pitch and access for cars to manoeuvre off site. You may wish to leave your car at the campsite and walk to sign on, then to post. There will be showers and toilets available. The vehicle passes issued to marshals will allow access to the campsite.

No private cars are allowed in the paddock under any circumstances. Any private cars found in the paddock will be towed away. Please remember you should not use mobile phones or cameras while on duty unless it is necessary to send a report to Race Control.

If you are unable to attend, please contact the Competitions Department and return any passes to BARC (See below), if after 17:00 Wednesday 21<sup>st</sup> August, please also contact the Chief Marshal.

**1.15 BARC CONTACTS:**

<b>Competitions Dept:</b>		E: <a href="mailto:competitions@barc.net">competitions@barc.net</a>	T: 01264 882288
<b>Volunteer Manager:</b>	Julie Hill	E: <a href="mailto:julie.hill@barc.net">julie.hill@barc.net</a>	T: 01264 882210
<b>Chief Marshal:</b>	Darren Holmes	E: <a href="mailto:dholmes.barc@gmail.com">dholmes.barc@gmail.com</a>	T: 07748 483650



24<sup>th</sup> – 25<sup>th</sup> August 2024  
Donington Park (GP) Circuit (2.490 miles)  
Final Instructions: Meeting HQ58 – V1



ISSUED BY: BARC Office

Whilst at the meeting, please use the following email addresses to contact either the Clerk or the Secretary.

<b>Secretary of the Meeting:</b>	Anita Joy	E: <a href="mailto:ajoy.barc@gmail.com">ajoy.barc@gmail.com</a>
<b>Clerk of the Course:</b>	Andy Butler	E: <a href="mailto:abutler.barc@gmail.com">abutler.barc@gmail.com</a>
<b>BARC Safeguarding Officers:</b>	Vickie MacClinton	E: <a href="mailto:vmacclinton.barc@gmail.com">vmacclinton.barc@gmail.com</a>

**Special Note A:**

Motorsport UK has adjusted the Yearbook regulations for 2024 and where they are installed the Light Signals must be the priority signal used at all marshals' posts rather than flags. It is therefore imperative that the circuit light panels are operated quickly to signal to competitors as this will also trigger the in-car display to each driver. Motorsport UK has produced a video to explain this method of signalling and explaining why this change is necessary. There will be set of flags available on each post and these can be used in the case of a system failure or to supplement the light signals or to display additional signals should the panel be displaying a higher grade signal. Signals for the Safety Car and for Stopping a session will be initiated and controlled by Race Control.

**Special Note B:**

Scrutineering will be in accordance with Q.11.2 of the Motorsport UK Yearbook which means that a minimum of 25% of the competitors in each championship will be selected for full physical scrutineering and all competitors will also complete a self-declaration form.



## 2 TIMETABLE:

### TOCA Timetable : Version 5 (10.08.24)

#### Saturday, August 24

Time	Activity	Championship	Laps
09.30 – 10.05	Free Practice	Kwik Fit British Touring Car Championship	
10.25 – 10.45	Qualifying	ROKiT F4 British Championship	
10.55 – 11.25	Qualifying	Porsche Sprint Challenge Great Britain	
11.35 – 12.05	Qualifying	The Vertu MINI CHALLENGE Trophy	
12.15 – 12.50	Free Practice	Kwik Fit British Touring Car Championship	
12.50 – 13.50	<i>Lunch Break</i>		
13.50	Race	ROKiT F4 British Championship	20 mins
14.25 – 14.55	Qualifying	Porsche Carrera Cup Great Britain	
15.05 – 16.00	Qualifying	Kwik Fit British Touring Car Championship	
16.15	Race	The Vertu MINI CHALLENGE Trophy	20 mins
16.50	Race	Porsche Sprint Challenge Great Britain	20 mins
17.30	Race	ROKiT F4 British Championship (Round 3)	20 mins

#### Sunday, August 25

Time	Activity	Laps
09.30	The Vertu MINI CHALLENGE Trophy	20 mins
10.05	Porsche Sprint Challenge Great Britain	20 mins
10.40	ROKiT F4 British Championship	20 mins
11.15	<i>BTCC Pit Lane Opens</i>	
11.30	Kwik Fit British Touring Car Championship	14
12.10	Porsche Carrera Cup Great Britain	19
12.50 – 13.45	<i>Lunch break</i>	
13.00 – 13.30	<i>BTCC Pit Lane Walkabout / Autograph Session</i>	
13.45	The Vertu MINI CHALLENGE Trophy	20 mins
14.20	<i>BTCC Pit Lane Opens</i>	
14.35	Kwik Fit British Touring Car Championship	14
15.15	Porsche Sprint Challenge Great Britain	20 mins
15.50	ROKiT F4 British Championship	20 mins
16.25	Porsche Carrera Cup Great Britain	19
17.10	<i>BTCC Pit Lane Opens</i>	
17.25	Kwik Fit British Touring Car Championship	14

The programme may be brought forward or the programme order may be amended and competitors should listen carefully to the instructions given to them by their Championship Co-ordinator and/or Paddock announcements. It may not be possible to accommodate competitors arriving after the Assembly Area has been cleared.



**3 SAFETY BULLETIN:**

 	
<div style="display: flex; align-items: center;"> <div style="background-color: yellow; border: 2px solid black; padding: 5px; text-align: center; width: 100px;"> <b>SAFETY FIRST</b> </div> <div style="margin-left: 20px;"> <h2 style="margin: 0;">2024 SAFETY BULLETIN</h2> <p style="margin: 0;">This safety bulletin supports TOCA and BARC 2024 Health and Safety Guidance, Supplementary Regulations and Final Instructions</p> </div> </div>	
<b>1. VEHICLES, SCOOTERS, BUGGIES &amp; QUADS</b>	
<ul style="list-style-type: none"> <li>The use of quad bikes and buggies must be covered by 3<sup>rd</sup> party insurance when driven within the confines of the venue.</li> <li>No mini-bikes, scooters or 2-wheeled transport allowed.</li> <li>Observe venue speed limit at all times.</li> <li>Absolutely NO electric stand-on scooters.</li> </ul>	  
<b>2. SAFE BUGGY AND QUAD USE</b>	
<ul style="list-style-type: none"> <li>Only drive if you hold a valid licence</li> <li>Do not leave keys in ignition</li> <li>Observe maximum speed limits at all times</li> <li>Observe one-way systems at all times</li> </ul>	<ul style="list-style-type: none"> <li>No carrying of unsecured loads</li> <li>No riding on equipment trolleys</li> <li>All passengers must be seated</li> </ul> 
<b>3. WORKING AT HEIGHT</b>	
<p style="color: red; text-align: center;"><b>NEVER STAND ON A ROOF WITHOUT PROTECTION FROM FALLING</b></p>	
<ul style="list-style-type: none"> <li>Put up secure side barriers</li> <li>Use clipped on full safety harness</li> <li>Use a secured ladder / steps</li> <li>All ladders must be "footed"</li> </ul>	<ul style="list-style-type: none"> <li>Only use ladders and steps to EN 131</li> <li>Ensure equipment is not damaged</li> </ul>   
<b>4. SPECTATING</b>	
<ul style="list-style-type: none"> <li>Do not spectate from tail lifts / trailer roofs</li> <li>Only spectate from truck roofs if appropriate safe access and barriers are in place.</li> <li>Do not climb on / spectate from venue infrastructure e.g. Pit Wall / Fence, waste bins, fencing or generators</li> </ul>	
<b>5. HOT WORKS AND FUEL</b>	
<ul style="list-style-type: none"> <li>Keep fuel storage to a minimum and in a safe location</li> <li>Keep extinguisher suitable for fuel fire close by</li> <li>Comply with all refuelling regulations</li> <li>Refuel when engine is turned off and cooled</li> <li>Keep fuel away from ignition sources</li> </ul>	 
<b>6. CABLES AND TAIL-LIFTS</b>	
<ul style="list-style-type: none"> <li>Securely cover hoses and cables.</li> <li>Tail lifts should not be left unattended at halfway point.</li> <li>Consider using "Tensabarriers" to avoid pedestrians walking under lifts</li> <li>Use harnesses or guardrails where possible or appropriate</li> </ul>	 
<p>Your co-operation is appreciated</p>	
 	
   	