



ISSUED BY: John Hutchison

VERSION	AMENDMENTS
Version 1	First Issue

This event will run under the new 2025 National Competition Rules (hereinafter referred to as NCR).

Competitors are reminded to acquaint themselves of the new format and content of the NCR, **the latest version being V9.** These Final Instructions must be read in conjunction with the <u>BARC Standing Regulations (2025 v1)</u>.

Current <u>BARC H&S Guidance (Feb 25)</u> which are available on the BARC website in the "Documents" section and using the links above, and the <u>2025 BARC Safety Bulletin</u> on Page 9 of these Instructions.

In the event that any race has to be stopped then the Clerk of the Course reserves the right to send the race back to the paddock and only undertake a further restart at the end of the day if time permits.

1 COMPETITOR INFORMATION

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 <u>Race with Respect - Motorsport UK</u>

1.1 CHAMPIONSHIPS/SERIES RACING:

TCR UK Milltek Civic Cup Junior Saloon Car Championship Track Action Caterham Graduates Racing Club

1.2 PADDOCK ACCESS & ALLOCATION:

Please see the paddock plan in Section 5. It is important that teams only park in their designated area. Any competitor/team that parks in an area that is not assigned for them and refuses to move when asked by an official will be reported to the Clerk of the Course for penalty up to disqualification.

The garages have been allocated to TCR UK

Paul Abbott is helping with the paddock management; he can be contacted via the details provided in Section 2.4. He will be onsite from Friday morning until Saturday afternoon.

Teams using the Pit Garages are reminded that it is their responsibility to ensure that persons under the age of 16 years old are not allowed access to the pit lane.

If a pre-race test day is scheduled prior to the race meeting, competitors will be allowed to access the venue after 1.00pm and up to 10.30pm on the day before. Under no circumstances, unless given special permission by the Circuit Manager, must they arrive before 1.00pm.

Teams that are not testing will be allowed access to the circuit after 6.00pm and until 10.30pm on Friday. Competitors arriving before this time will be held in a car park (near the main entrance).

If testing on Friday and racing on Saturday, please park in the location that is allocated to your Championship – if you have hired a garage for testing this can be used.

The paddock area should be vacated as soon as possible after the meeting on Sunday and no later than 9pm. Motorhomes and RV's can park in the area opposite the main building on the other side of main road.

Teams using the Pit Garages are reminded that it is their responsibility to ensure that persons under the age of 16 years old are not allowed access to the pit lane.

1.3 <u>PASSES:</u>

Passes will be sent to you under separate cover.

2025 BARC Vehicle Passes (Green) will be required for this event, please ensure your pass is stuck in your support vehicle's windscreen. Without this pass, your support vehicle will not be given access to the paddock.















1.4 SIGNING-ON:

Competitors will not sign-on at the event having previously completed signing on electronically, and having uploaded photographs of the front, and back, of their current race licence (signed) using the <u>BARC Alpha</u> <u>system</u>.

Licence upgrade cards. Drivers are reminded that upgrade cards must be valid bearing a recent photograph and be signed by the driver. Drivers who wish to have their upgrade card signed should bring them to race admin on the morning of the event. They can then be collected 30 minutes after the respective race has concluded. Cards without a photograph will not be signed.

1.5 ENGINE/NOISE POLLUTION:

Engines must not be run before 08:30 or after 18:45 on both days. The noise limit and location of the noise test at this event is as follows:

<u>105dB (static)</u>	
TCR UK	Pit Lane (prior to qualifying)
Civic Cup	Assembly Area (prior to qualifying)
JSCC	Assembly Area (prior to qualifying)
Track Action	Assembly Area (prior to qualifying)
MINI Clubsport	Assembly Area (prior to qualifying)
Catherham Graduates	Assembly Area (prior to qualifying)

1.6 <u>SCRUTINEERING & ELIGIBILITY:</u>

All vehicles and driver equipment will be examined at the times indicated in table below. These are also included on the timetable in Section 4.

Video equipment may be fitted to a vehicle if it is not used for commercial purposes. All video equipment must be fitted to the vehicle at scrutineering. Failure to do so may mean that the camera is removed.

Scrutineering will be available from 1pm until 5pm on Friday Afternoon, and at the times indicated below:

Scrutineering Times:

Grid	Devi	Time	Manua
Grid	Day	Time	Venue
All Grids	Friday	1pm – 5pm	Scrutineering Bay
JSCC Practice – All Entries / Drivers Kit	Saturday	07:30	Scrutineering Bay
CGRC Combined	Saturday	08:00	Scrutineering Bay
Civic Cup – All New Entries / Drivers Kit	Saturday	08:30	Scrutineering Bay
TCR UK – All New Entries / Drivers Kit	Saturday	09:00	Garages in Situ
CGRC 135s – All New Entries / Drivers Kit	Saturday	09:30	Scrutineering Bay
JSCC – All Entries / Drivers Kit	Saturday	10:00	Scrutineering Bay
Track Action – All New Entries / Drivers Kit	Saturday	10:15	Scrutineering Bay
CGRC 150s – All New Entries / Drivers Kit	Saturday	10:30	Scrutineering Bay

1.7 BRIEFINGS:

New Driver Briefings

New Drivers Briefings will form part of the Championship Briefings detailed in the table below. A Clerk will be available from 08:00 at Race Admin should any driver have any specific queries.

Grid	Day	Time	Venue
JSCC	Saturday	08:00	Briefing Room
CGRC 135s & 150s	Saturday	09:00	CGRC Awning
Civic Cup	Saturday	09:00	TCR UK Race Centre
TCR UK	Saturday	09:30	TCR UK Race Centre
Track Action	Saturday	10:00	Briefing Room













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1.8 CIRCUIT ACCESS/PRACTICE AND QUALIFYING PROCEDURE

All Championships (except TCR UK): All vehicles will need to go to the assembly area for noise testing to take place.

For qualifying competitors will be released onto the circuit at the start of their session. At the end of qualifying and races, vehicles will take the flag, complete a slowing down lap, and enter Parc Fermé via the pit lane.

TCR UK: All cars will be noise tested in front of their garages prior to their qualifying session. At the end of qualifying and races, vehicles will take the flag, complete a slowing down lap, and enter Parc Fermé via the pit lane

1.9 MAXIMUM STARTERS:

The maximum starters for events without a class structure for this meeting are as follows: All Grids: **40**

1.10 START PROCEDURE:

The following Championships/classes will have a **Standing Start**: TCR UK Milltek Civic Cup Junior Saloon Car Championship Track Action Caterham Graduates Racing Club

All races (apart from TCR UK) will assemble in the assembly area and leave for the grid behind the safety car form up on the grid and undertake their green flag lap. At the end of the green flag lap, they will form up on the grid and then take the start.

TCR UK Race 8: will leave from the Pit Lane for the grid behind the safety car to form up on the grid. The grid walk will take place. Once the grid is clear competitors will undertake their green flag lap prior to a standing start.

All other TCR UK Races: will leave from the Pit Lane for the grid behind the safety car, form up on the grid and then undertake their green flag lap prior to a standing start.

All competitors must undertake the green flag lap at an appropriate speed without overtaking or excessive weaving (weaving from one side of the track to the other is not permitted). The Organisers reserve the right to commence the race clock 3 minutes after the start of the green flag lap.

1.11 RESULTS & NOTICE BOARD:

All time sheets, grids and results are deemed to be provisional until the conclusion of all judicial actions. The official notice board is online at: <u>HERE</u>. Results will be available on the TSL website: <u>HERE</u>. It is the responsibility of the Competitor to monitor the **Official Noticeboard**.

1.12 PODIUM PRESENTATIONS:

Podium finishers will be stopped in Parc Fermé to undertake interviews for the Live Stream. Officials will direct cars as necessary.

1.13 CIRCUIT & MEETING NOTES:

BARC will not be liable for any damage caused to vehicles being recovered from the track. No fuel is available for sale at the circuit

1.14 LIGHT PANELS AND FLAG SIGNALS:

This venue uses light panels; these light signals will take priority and may be supplemented with flags. For reasons of safety, in case of conflicting signals between the light panels and any flags displayed by marshals, drivers must comply with the requirements of the signal with the highest level of safety.

In order of precedence: Red Signal, Double Yellow Signal, Single Yellow Signal, Safety Car Signal, Green Signal.















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Please see the light panel guide in Section 5.2 and light panel location map in Section 5.3 of these final instructions for a diagram of the different light panels that will be used and their location on the circuit.

For the rules regarding light panels & signalling, see NCR Ch.12 App.8 Art.1.

1.15 TRACK LIMITS

The attention of Competitors is drawn to NCR App12 Ch7 Art 1.6. Track limits will be monitored around the circuit. A driver will be judged to have left the track if any part of the contact patch of any tyre of the vehicle goes completely beyond either the outer edge of any kerb or the white line where there is no kerb.

Unless championship regulations state otherwise, the following penalties will be applied: In qualifying sessions: The lap time on which the breach occurred will be disallowed for the purposes of establishing grid order for the relevant race but will still count towards the minimum number of laps required to qualify for the relevant race. Note of times that have been disallowed will made on the results sheet for that session.

In race sessions: A first breach will be noted. A second breach will result in the driver being shown the Black & White flag. A third breach will result in the driver receiving a 5-second time penalty. A fourth breach will result in a further 10-second penalty being added to your race time. A fifth breach will result in a 'Drive Through Penalty' NCR 12.7.1.11 (b) in addition to the preceding time penalties. A sixth further breaches will result in a Black Flag.

Should the number of breaches or the timing of the receipt of the Judge of Fact reports in race control, prevent the above procedure from being implemented, the Clerk of the Course or the Stewards (where they are the designated authority to impose such a penalty), may, at their discretion and after the race, invoke NCR 12.7.1.8 and impose a post-race penalty.

1.16 SAFETY CAR

The Safety Car will be utilised in accordance with NCR Ch.12 App.8 Art.2. For the first lap only of races with a standing start it will be positioned at pit entry for the first lap, and thereafter at the pit lane exit. When the Safety Car is deployed it will join the circuit, normally ahead of the leader. When the Safety Car period is coming to an end it will turn its lights off between Turns 9 and 10 and then enter the pit lane.

1.17 TIMING OF DECISIONS

If the Clerk of the Course holds a formal inquiry into an incident and subsequently issues a formal decision to a competitor, the decision will be issued in writing either in the hearing, by electronic notification or posted on the Official Noticeboard. The Appeal period, where applicable, begins whichever is the earliest time of issue. NCR 2.3. 1.16 & NCR 2.4.1.17.

1.18 TRANSPONDER HIRE

If you need to hire a transponder for this event, you must do so by the Wednesday prior to the event. This can be done by visiting the TSL-Timing shop: <u>Click Here for TSL Transponder Hire Shop</u> Don't leave it until the race weekend, the timekeepers may not be able to supply you a transponder if you have not pre ordered one. This could lead to you being in breach of NCR 12.6.2.2.











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2 OFFICIALS/MARSHALS INFORMATION

Motorsport UK Steward: Chris Gibson Event Stewards: Ian Watson, Anthony Curran, David Hay	
Event Stewards: Jan Watson, Anthony Curran, David Hay	
Senior Clerk of the Course: Ray Sumner (Track Action)	
Clerks of the Course: Carol Glenn (Ops), Steve Hill (TCR), Kieron Salmons (TCR Dep),	
Darren MacClinton (Civic), Nigel Jones (CGRC), Craig Czornyj (JSCC	:),
Mark Leybourne (Asst, Track Action Dep)	
Secretary of the Meeting: Julie Hill, Anita Joy (Dep)	
Race Radios: Kate Hinchliffe, Claire Morton	
Chief Scrutineer: Paul Hewer	
Chief Marshal: Bill Sudlow	
Chief Startline: Jim Little	
Chief Pits: Craig Hope	
Chief Assembly: Zena Wooller	
Chief Timekeeper: Richard Evans, TSL Timing Ltd	
Commentator: Robert Johnston	
Event Officials: Members of the BARC & other MSUK recognised clubs	
Ambulance Services: Croft Circuit	
Rescue Unit: BARC NW/ DDMC	
Breakdown Vehicles: Croft Circuit	
Safety Car Driver / Observer: Daniel Blander / Harry Cabot	

2.2 OFFICIALS/MARSHALS SIGN ON:

Officials will not sign-on at the event having previously completed signing on electronically using the <u>BARC</u> <u>Alpha system</u>. However, all marshals must see the chief marshal between the times below to confirm their attendance and receive their post allocation.

Personnel	Saturday	Sunday
All officials	From 07:30	From 09:00
Post-Chiefs Briefing	08:30	10:30
On Post	08:55	11:15
Clerks Inspection	09:10	11:30
First Activity	09:30	11:50

2.3 MARSHALS MATTERS:

Check in will take place as in the Marshals Sign On Office in the Assembly Area at the times shown above. Please remember you should not use mobile phones or cameras while on duty unless it is necessary to send a report to Race Control.

2.4 BARC CONTACTS:

Event Manager:	John Hutchison	E: john.hutchison@barc.net	T: 01264 882 209
Volunteers Manager:	Kate Constance:	E: kate.constance@barc.net	T: 01264 882 210
Chief Marshal:	Bill Sudlow	E: chiefmarshal@croftmarshals.co.uk	T: 07810 698 669
Paddock Manager:	Paul Abbott		T: 07919 427 458

Whilst at the meeting, please use the following email addresses to contact either the Senior Clerk, the Event Secretary or a Safeguarding Officer.

Event Secretary	
Senior Clerk of the Course:	
Safeguarding Officers:	

Julie Hill Ray Sumner Vickie MacClinton Craig Czornyj Darren MacClinton David Wheadon E: Julie.hill@barc.net E: rsumner.barc@gmail.com E: vmacclinton.barc@gmail.com E: cczornyj.barc@gmail.com E: <u>dmacclinton.barc@gmail.com</u> E:david.wheadon@@barc.net













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GENERAL INFORMATION:

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:	202048
Interclub:	202049

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3.1 LIVE SNATCH:

There is no "live snatch" at this event. However, the Clerk of the Course may use vehicles to move stranded race cars while the Safety Car is in operation

3.2 <u>RED SIGNAL:</u>

Should any session be stopped or suspended by the display of the red signal, the Clerk of the Course will use all reasonable endeavours to resume the session as soon as possible and for the remaining duration. However, the Clerk of the Course reserves the right to cancel the remainder of the session, or to place it (or as much as can reasonably be run), toward the end of the overall event schedule, subject to time being available.

3.3 JUDICIAL PROCEDURES:

The judicial procedures for this event remain unaltered except that paperwork will be dealt with electronically. Any protest or appeal needs to be lodged with the Secretary of the Meeting in the administration office or the Clerk of the Course. Judicial hearings will be conducted in the usual way.

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.

3.4 SOCIAL MEDIA

Both officials and competitors are reminded that they should not make comments on 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 <u>BARC Social Media Guidelines</u>.

3.5 <u>SAFEGUARDING:</u>

Several 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 an event or contacting a safeguarding officer whose details can be found within the <u>BARC</u> <u>Safeguarding Guidelines</u>. Or you can use the <u>BARC Safeguarding Incident Report Form</u> to report any problems that have arisen.

3.6 LIVE STREAM:

This event will be live streamed on the **BARC YouTube channel**.

3.7 GENERAL HEALTH & SAFETY:

Championship Co-ordinators and representatives are asked to visually check garages and working spaces for the following:

- 1) Fuel is stored in suitable containers with lids away from sources if ignition;
- 2) Each competition car has one suitable fire extinguisher stored in a usable location (i.e., not in race transporter) and is both tested and in-date;
- 3) Floor/ground is kept clean & tidy;
- 4) Waste is disposed of in identified bins & containers provided by the circuit. Waste must not be mixed or waste left around the site. In the event that the BARC is charged for such issues then the charge will be passed on to the championship concerned if the individual cannot be identified;
- 5) Old tyres must be taken away by teams/competitors unless the championship has arrangements with the tyre company (there will be waste disposal charge levied to the championship for any items which are controlled/hazardous that BARC and or Circuit have to dispose of);
- 6) No trailing electrical cables that can cause electric shock or tripping hazard;
- 7) Waste/grey water from motorhomes must be disposed of in line with circuit requirements;
- 8) Work at height without harnesses and fall restraints is not permitted.













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9) The use of BBQs in the Pit Garages is strictly forbidden.

3.8 SPECTATORS AND CHILDREN

Competitor tickets and public tickets (purchased via Croft) will grant access to the paddock – accompanied children will be admitted.

3.9 NON-COMPETITON VEHICLE SAFETY

Entrants, Teams, and Competitors must ensure that all vehicles are used in accordance with manufactures instructions and under no circumstances should anyone be allowed to ride or hang on to buggies, tyre trolleys, roll bars, side pods and the like.

3.9.1 A maximum 5 mph speed limit will be in force in areas.

3.9.2 The use of pedal cycles and the like are strongly discouraged, particularly when ridden by children. All children should be always under the supervision of a responsible adult to try to ensure their safety.

3.9.3 The use of e-scooters is strictly forbidden.

More information can be found via this link to the Current **BARC H&S Guidance (Feb 25).**







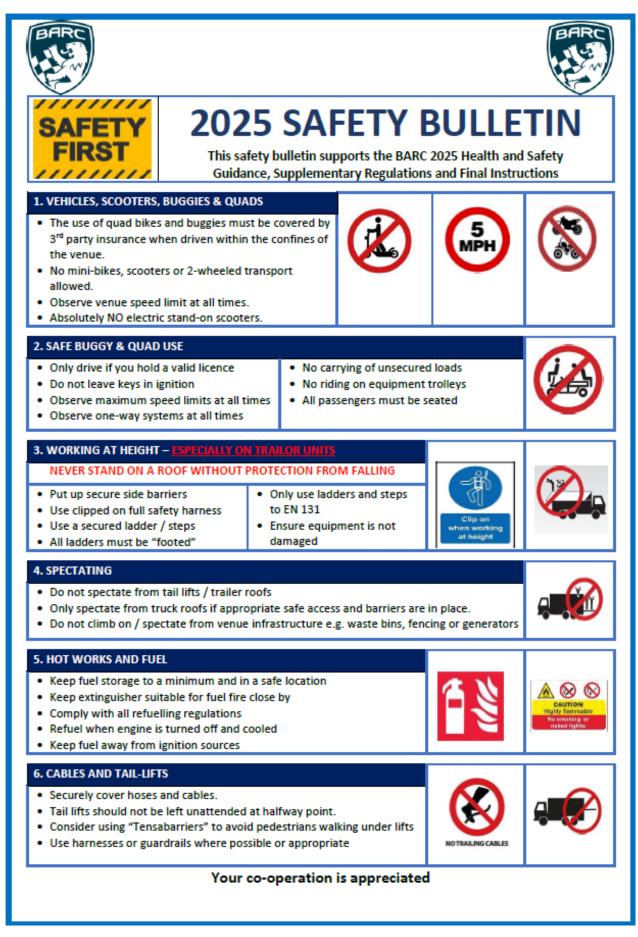






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MILLTEK

JSCC

TCRUK





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4 TIMETABLE:

CROFT			BARC			
14- 15 June 2025						
Meeting Code: HQ11 Timetable (Published)		v1.0	06/05/2025			
				Saturday		
Start		End	Duration	Category	Session	Scrut
09:30	-	09:45	00:15	Junior Saloon Car Championship	Paid Practice	07:30
09:55	-	10:15	00:20	P4 Emergency Lighting Caterham Grads RC - Combined	Paid Practice	08:00
10:25	-	10:40	00:15	Milltek Civic Cup	Qualifying	08:30
10:50	-	11:10	00:20	TCR UK	Qualifying	09:00
11:20	-	11:40	00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 135	Qualifying	09:30
11:50	-	12:05	00:15	Junior Saloon Car Championship	Qualifying	10:00
12:15	-	12:30	00:15	Track Action Racing Club	Qualifying	10:15
12:40	-	13:00	00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 150	Qualifying	10:30
13:00	-	14:00	01:00	Lunch break		
14:00	-	14:15	00:15	Milltek Civic Cup	Race No.	1
14:30	-	14:45	00:15	Junior Saloon Car Championship	Race No.	2
15:00	-	15:05	00:05	TCR UK	Start Procedure	
15:05	-	15:25	00:20	TCR UK	Race No.	3
15:40	-	16:00	00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 135	Race No.	4
16:15	-	16:30	00:15	Track Action Racing Club	Race No.	5
16:45	-	17:00	00:15	Milltek Civic Cup	Race No.	6
17:15	-	17:35	00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 150	Race No.	7
17:55				Curfew - chequered. Cars off circuit by 18:00		
				Sunday		
Start		End	Duration	Category	Session	Scrut
11:00	-	11:30	00:30	Pit Lane Autograph Session		
11:45	-	12:00	00:15	TCR UK - Grid Walk		
12:00	-	12:05	00:05	TCR UK	Start Procedure	
12:05	-	12:25	00:20	TCR UK	Race No.	8
12:40	-	13:00	00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 135	Race No.	9
		13:30	00:15	Junior Saloon Car Championship	Race No.	10
13:15	-	10.00				
13:15 13:45	-	14:00	00:15	Milltek Civic Cup	Race No.	11
	- -			Milltek Civic Cup P4 Emergency Lighting Caterham Grads RC - Sigma 150	Race No. Race No.	11 12
13:45	- - -	14:00	00:15			
13:45 14:15	- - - -	14:00 14:35	00:15 00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 150	Race No.	12
13:45 14:15 14:50	- - - -	14:00 14:35 15:05	00:15 00:20 00:15	P4 Emergency Lighting Caterham Grads RC - Sigma 150 Track Action Racing Club	Race No. Race No.	12 13
13:45 14:15 14:50 15:20	- - - - -	14:00 14:35 15:05 15:35	00:15 00:20 00:15 00:15	P4 Emergency Lighting Caterham Grads RC - Sigma 150 Track Action Racing Club Junior Saloon Car Championship	Race No. Race No. Race No.	12 13 14
13:45 14:15 14:50 15:20 15:50	- - - - -	14:00 14:35 15:05 15:35 16:10	00:15 00:20 00:15 00:15 00:20	P4 Emergency Lighting Caterham Grads RC - Sigma 150 Track Action Racing Club Junior Saloon Car Championship P4 Emergency Lighting Caterham Grads RC - Sigma 135	Race No. Race No. Race No. Race No.	12 13 14
13:45 14:15 14:50 15:20 15:50 16:25	- - - - - -	14:00 14:35 15:05 15:35 16:10 16:30	00:15 00:20 00:15 00:15 00:20 00:05	P4 Emergency Lighting Caterham Grads RC - Sigma 150 Track Action Racing Club Junior Saloon Car Championship P4 Emergency Lighting Caterham Grads RC - Sigma 135 TCR UK	Race No. Race No. Race No. Race No. Start Procedure	12 13 14 15

qualifying session or race

Live coverage of the races will be available on the BARC YouTube channel https://www.youtube.com/@britishautomobileracingclub















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FLAG TYPE	LIGHT PANEL DESIGN
Yellow Flag	
5	
Double Yellow Flag	
White Flag	
Green Flag	
Blue Flag	99
Red Flag	
Slippery surface Flag	
Safety Car Flag	SC
Pit Entry Flag	
Pit Entry Closed Flag	
Mechanical Problem Flag	99
Unsportsmanlike behaviour Flag / Warning Flag	99
Black Flag	BLACK FLAG





500





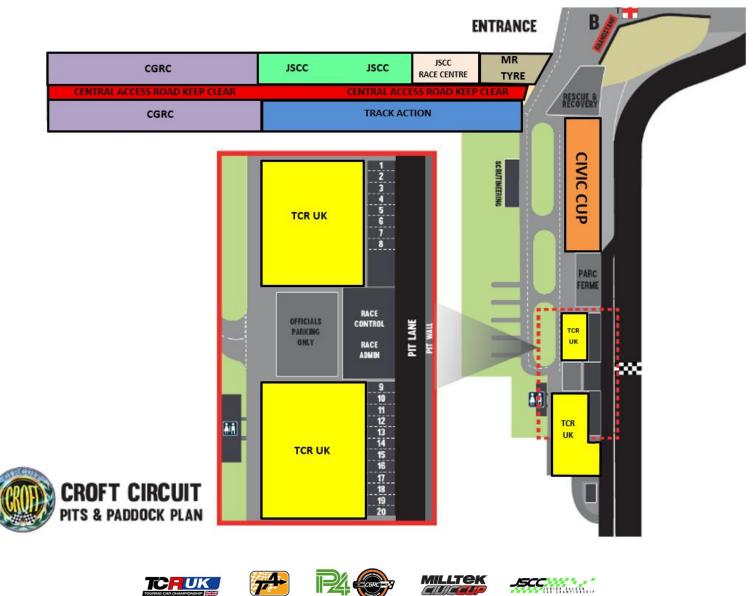






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PADDOCK PLAN: <u>5</u>



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