



MEMORANDUM

To: All Clubs/
From: Motorcycling Western Australia
Date: 24 March 2015
Subject: Flag Marshal Briefings

Please note:

As part of our ongoing risk management at events it has come to our attention that flag marshals are not always been briefed as to their duties, either at all or with sufficient detail.

At each event a briefing must be given to all operational officials including flag marshals to ensure they are aware of the process. This is even if you are sure that the volunteers know their roles.

The briefing must cover the use of all the flags that are in use on the day, emergency procedure in case of an accident, the responsibility for the marshal to remain at their post and to summon assistance for a fallen rider if required. Flag marshal also have a role to report infringements to the clerk of course for further action, and should be supplied with the relevant forms and pens in a suitable folder.

Flag marshals must be supplied with orange vests as well as other personal protection from the weather such as umbrella's, shade, sunscreen and insect repellent, and should be advised to take seating to rest between events should seating not be provided.

All clubs are also reminded that marshal posts **MUST** be more than 3 metres from the track edge, be flat and of 4 square metres. This is an opportunity to provide some more substantial comfort facilities for flag marshals such as shade and seating.