

Worker Tip Sheet

The Bottom Line

- ◆ Workers are Control's eyes and ears on the hill.
- ◆ There must always be two workers at a station.
- ◆ One person must always man the phone. Second person carries radio and responds to incidents.
- ◆ A worker's own safety comes before a driver's safety.

Clothing and Equipment

- ◆ Pack for the current season plus the one before and after. All weather conditions are possible, if not likely! Expect to add and subtract layers for two days, and carry these with you.
- ◆ Required: truly waterproof rain gear—including footwear or a change of shoes. Chair. Plastic bags (large) to put over equipment and chairs, and for trash (we are required to carry out everything we carry in). Umbrella for rain or sun. Hat and gloves. Sunglasses. Bug spray. Snacks and liquids. Toilet paper.
- ◆ Optional: Camera. Stopwatch for split times. Paper and pencil. Entertainment, such as a book, in case of delays.

General Setup

- ◆ Upon arrival at checkpoint: confirm presence of headset, speaker, and battery; fire extinguisher; broom; Speedy Dry; red flag.
- ◆ Connect phone to battery. Connect speaker to drop line, turn on, and place as far away as possible. Adjust volume so it does not squeal. Place other equipment in easily accessible location; unravel flag.
- ◆ Report to Control ("Check 3 to Control...")

Duties

- ◆ Listen to phone/radio communications and keep track of all cars during their passage from the checkpoint below you to the checkpoint above you.
 - During fam runs: report the first car and last car past your checkpoint ("Car 9 past Check 3")
 - During timed runs: report each car past your checkpoint.
 - During breaks: report service vehicles or civilian vehicles past your checkpoint, up or down.
- ◆ Repeat until Control acknowledges.
- ◆ What to report:
 - Routine—cars that pull in to your checkpoint; workers leaving/returning to checkpoint; fluid spills; dragging or dropped parts, excessive smoke; drivers not wearing helmets or behaving unsafely; unauthorized spectators.
 - Emergency—cars off the course; cars stopped on the course and unable to continue; hard impacts; rollovers; cars taking way too long to get to next checkpoint and can't be heard.
- ◆ How to report:
 - Press the button; speak clearly and firmly into the mouthpiece ("Check 3 to Control..."); release button; listen for acknowledgment before continuing.
 - Speak only to Control unless given permission to speak to anyone else.

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Emergency Procedures

- ◆ Treat all accidents as emergencies then downgrade later. It is better to overreact than fail to act when quick response was needed.
- ◆ Person manning phone must jump in with "Emergency at Check 3" [or wherever you are] and report which car, where it is, and what help is required. Do not offer any details. **STAY ON THE PHONE.**
- ◆ Drivers whose cars have horns will honk twice if they are O-K or lean on the horn for one long bleat if they need Helllllllp! Report any honking to Control.

Responding to Incidents

- ◆ Person not manning phone must grab fire extinguisher (plus radio and fire glove, if applicable) and head to the incident. Note that moving vehicles that might still be on the hill. Report to Control upon arrival if radio available; otherwise, stabilize situation then report back to checkpoint. Any driver involved in a hard impact or rollover must be seen by ambulance crew.
- ◆ Driver will probably be out of the car before anyone gets there. If so, make him sit down until safety crew arrives. If still in car, attempt to keep him there until safety crew arrives, especially if he appears injured. (Only exception: if driver is in danger from fire.) If car is upside-down, make sure driver understands which way is up before undoing belts.
- ◆ In case of fire: pull pin on fire extinguisher, aim at BASE of fire, and squeeze handle, sweeping back and forth. If fire is under the hood, try to shoot the extinguisher up from under the car. If in the cockpit with driver still inside, spray the driver if you have to.
- ◆ If possible, make sure a disabled car is turned off. The fancier race cars will have a "kill switch" on the outside, marked with a lightning bolt, with which you can cut off the juice. All other cars are controlled by key in ignition.
- ◆ Report status to Control via radio or else stabilize situation then return to checkpoint.

Communications Failure

- ◆ If an accident cuts the phone line and there is no handheld radio contact, Finish will serve as Control from the break upward, while Control will communicate to checkpoints from the break downward.

Red Flag

- ◆ Hold flag open and sway (vs. flap by handle) in driver's line of sight but not in line of impact. Use when Control instructs, or if something happens above and there is not enough time to communicate before next car arrives.
- ◆ Drivers must stop safely, immediately, when they see a red flag. Report to Control when driver has stopped or if driver has failed to stop.

Miscellaneous

- ◆ Control will always do a course check before starting a session. Respond in sequence ("2 here", "3 here", etc.)
- ◆ Speak car numbers as digits ("Car one-nine"; "car two-five") instead of words ("car nineteen"; "twenty-five").