# FERRARI CLUB OF AMERICA

## Track Events Manual

### 2026 Edition

Staging successful track events requires a commitment to safety, strategic planning, an informed understanding of high performance driving, and the dedicated participation of many people. The first *Track Events Manual*, written by Watts Hill, set standards for Ferrari Club of America track events, and Bob Coates refined and supplemented those standards during his tenure as National Track Chair. The FCA is grateful to Watts for his initiative, to Bob for his previous contributions and continued recommendations, and to all other National Track Chairs–including Lee Wilson, Jack Wilkening, Sam Smith, Jerry Molitor, Rick Race, Denny Austin, Bruce Hamilton, Carl Iseli, and Franklin Bass–who have helped shape Ferrari Club of America track events.

For their questions and comments concerning the 2025 *Track Events Manual,* FCA Regional Track Chairs Michael Kelly and Howard Stanton deserve my thanks. My conversations and correspondence with each of them helped me sharpen some of the regulations presented in the 2026 *Track Events Manual*.

The 2026 edition of the *Track Events Manual* provides updates and new materials–including guidance for driver promotion, lead-follow lapping, and classroom instruction. The FCA's Tech and Grid Inspection forms have been refreshed as well. The 2026 *Track Events Manual* continues to serve as the metric for all Ferrari Club of America track events.

Chris Vorce
FCA National Track Chair

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# INTRODUCTION

The purpose of an FCA track event is to provide the owners of Ferraris with a venue where they can have the pleasure of driving their cars safely in a controlled environment and at the speeds for which the cars were designed–all while improving their driving skills. To this end, **track events are for safe driver development**. Participants may be inexperienced drivers, drivers unfamiliar with a given course, or even highly experienced drivers who wish to improve their skills. Instruction and coaching is tailored to the individual driver's needs.

Effective in 2011, the FCA began to permit competitive wheel to wheel racing as a separate Race Event within the Track Event using a mandatory set of FCA Race Event Rules which are published separately. Regions wishing to host a Race Event must have explicit written permission in the form of a Sanction from the FCA Executive Committee and the National Track Chair and adhere to the Race Event Rules.

Safety is everyone's primary concern, and the FCA expects all drivers to drive within their abilities and to practice proper driving etiquette, respecting all other track event participants. Instructors are provided and classroom sessions are scheduled for new/inexperienced drivers and are also available to all other drivers.

Driving the perfect lap is a never-ending quest, even for the most experienced drivers. It takes patience, effort, and significant, extensive seat time to develop the skills needed to drive well and to move to more advanced run groups. Good drivers, whether novices or very experienced, are always open to suggestions on better techniques and skills; consequently, the FCA recommends that all drivers make use of the available instructors to improve their driving skills. There is always something new to learn.

Drivers are assigned to run groups according to their driving skills, the capabilities of their cars, and their experience at the track where the event is held.

The *Track Events Manual* (*TEM*) has been developed to assist those responsible for organizing and conducting a track event in order to make it an enjoyable and safe event. The intent of the *TEM* is to assist in planning and to ensure that critical steps are not overlooked.

There are some mandatory requirements established by the FCA's insurance or bylaws. In other areas, options are given. For example, reliance is placed on the good judgment and common sense of a Track Event Chair to conduct an event with adequate safety precautions. The *TEM* recognizes that local conditions may require modifications to procedures.

Suggestions for improvements are appreciated. They should be made in writing to the FCA National Track Chair, whose email address is listed inside *Prancing Horse.*

### a. Interpretation and Application of the *Track Event Manual* (*TEM*)

The *TEM* shall be applied in a logical manner with the understanding that it cannot specifically cover all possible situations. The words "shall," "shall not," "will," and "will not" are mandatory. The words "may,"

“should,” and “recommended” are permissive. The interpretation and application of the FCA's *TEMI* by FCA officials shall be final and binding. In order to promote the ideals for which track events are organized, and in consideration of the numerous benefits that accrue to them, all members, drivers, officials, and participants agree that:

- Determinations by FCA officials are non-litigable and are final;
- They will not maintain litigation of any kind against FCA or anyone acting on behalf of FCA to reverse or modify any such determinations or seek to recover damages or other relief allegedly incurred or required as a result of such determination (this provision is contractual and not a mere recital); and
- If a member, racer, official, or other participant initiates litigation in violation of this provision, that member, racer, official, or participant agrees to reimburse FCA for all costs of such litigation, including travel expenses, court costs, and attorney’s fees.

**b. Reservation of Rights**

The FCA is a private, not-for-profit organization. It reserves the right to refuse any entry for a track event for any reason or no reason except that it will not deny license recognition or refuse race entry on the basis of race, creed, color, sex, or national origin.

## 2. Run Groups and Lunchtime Touring

**a. Run Group Assignments**

The goal of FCA track events is for everyone to have a safe and enjoyable experience. The FCA provides a controlled environment (using corner workers, stewards, instructors, and others) so that drivers can–with quality on-track instruction, informative classroom sessions, and practice–develop their high performance driving skills safely.

All new drivers (those in the Novice Group) and those new to the particular track must have an instructor in the car with them until the Chief Instructor approves the driver to run solo. Similarly, a driver moving to a higher run group must have an instructor in the car with him or her until the instructor signs off the driver as being able to solo in the new run group.

Assignment to a run group is done by the Track Event Chair or the Chief Instructor, who takes into account a driver’s skills and experience as well as the automobile being driven. The Track Event Chair or Chief Instructor usually keeps driver records from past regional track events and will know how to assign known drivers to the proper run group. With unknown drivers, the Track Event Chair or Chief Instructor will consider the driving experience provided by the driver in assigning the unknown driver to a run group. However, the Track Event Chair or the Chief Instructor may err on the side of caution and assign the unknown driver to a lower run group than requested. Any driver will be able to move to a higher run group as soon as he or she demonstrates to an instructor the skills needed to make the move.

**b. Description of Run Groups**

There are three basic run groups: **Intermediate/White**, **Advanced/Blue**, and **Very Advanced/Red**. Sometimes a fourth run group–**Novice/Green**–is added. **However, often novices can be successfully integrated with the Intermediate/White group**. Run Group placement will be determined by the event's Track

Chair or Chief Instructor based on the driver's experience and the automobile being driven. Lunchtime Touring is an *option* that can be offered to give people a taste of what it's like to drive on a track and to entice them to participate in future driver development events. Color coded wristbands are issued to drivers based on their run group assignments. At the discretion of the event's Track Chair or Chief Instructor, color coded wristbands can be issued to Lunchtime Touring group drivers.

**Novice/Green** – This low speed group is for drivers who have little or no track experience. Until they are soloed, Novice/Green Group drivers must have instructors in the cars at all times. No other passengers are allowed. Cars must have the same level of safety equipment (seat belts or harnesses, and seating) and protection for driver and instructor. Passing is limited to passing zones on long straights, and a point-bye is required. All passing must be accomplished before the end of the passing zone. There is no passing in turns. This is a low speed group, and one or more pace cars may be used to help control the speed of the event. However, usually speed is controlled by the in-car instructors. Drivers may be required to attend extra classroom sessions for instruction on the line, braking, how to take corners, how to pass safely, track rules, flag drills, etc. To run solo in the Novice/Green Group, a driver must earn a positive assessment from his or her instructor. Using certain criteria (see page 6 of the *TEM*) that instructor will provide confirmation that the driver is competent to drive without an instructor. At this time, the driver may remain in the Novice/Green Group or, with the approval of the Chief Instructor, move to the Intermediate/White Group (as space permits). *If the Novice/Green group is small, it may be combined with the Intermediate/White Group*. **An instructor is the only passenger who can accompany a soloed Novice/Green group driver**.

**Intermediate/White** – This is a moderate speed group for drivers who have some experience but who do not have the skill sets, seat time, or pace necessary to drive in the Advanced/Blue group. This group may also include more experienced drivers who wish to take passengers or who wish to remain in a more relaxed driving environment. These drivers must be cautioned to maintain the Intermediate/White Group rules on speed and passing and to be careful not to intimidate less experienced drivers. Passing is limited to passing zones on long straights, and a point-bye is required to pass. All passing must be accomplished before the end of the passing zone. There is no passing in turns. Intermediate/White Group drivers (including those just moving up from the Novice/Green Group if the Novice and Intermediate/White Groups are separate) must have an instructor in the car until approved for solo by their instructors. **Only solo-approved drivers may take casual passengers**. Cars must have the same level of safety equipment (seat belts or harnesses, and seating) and protection for driver and passenger. An Intermediate/White group driver's promotion to the Advanced/Blue Group is contingent upon the successful completion of a formal on-track assessment by an instructor and the approval of the Chief Instructor.

**Advanced/Blue** – This is a higher speed group for drivers who have more experience and ability than Intermediate/White group drivers but who do not have the skill sets, pace, or track knowledge to run in the Very Advanced/Red group. Those drivers new to the Advanced/Blue Group (for example those just moving up from the Intermediate/White Group and those new to a particular track) must have an instructor in the car until approved by the Chief Instructor to run solo. **Only solo-approved drivers may take casual passengers**. Passengers must have the same level of safety equipment and protection as the driver. Speeds are higher, passing is limited to straightaways, and a point-bye is required to pass. All passing must be accomplished before the end of the passing zone. There is no passing in turns. Instructors will be available, and drivers are encouraged to use instructors to help them improve their driving skills. An Advanced/Blue group driver's promotion to the Very Advanced/Red group is contingent on the successful completion of a formal on-track assessment by an instructor and the approval of the Chief Instructor.

**Very Advanced/Red** – This is the highest speed group for drivers with sophisticated driving skills, extensive experience, and cars suitable to the run group. Drivers assigned to this group must have demonstrated competency to run safely at this level. This may be done with instructor approval after a check ride, successful completion of an accredited third party racing school, or by otherwise demonstrating competence on the track. Instructors will be available to provide coaching for Very Advanced/Red group drivers who want to hone their driving skills.Cars must have the same level of safety equipment (seat belts or harnesses, and seating) and protection for driver and passenger. There is no speed limit, and **no passengers are allowed–except when one of the occupants is an instructor**. Passing is limited to straightaways, and a point-bye is required to pass. All passing must be accomplished before the end of the passing zone. There is no passing in turns.

**c. Soloing and Promoting Drivers**

To provide a structure and documentation for run-group advancement, FCA regions hosting track events must develop specific written criteria available for soloing Novice/Green group drivers and for promoting drivers to higher run groups. The following minimum criteria should be used to produce forms to document the soloing of Green group drivers or the promotion of drivers to higher run groups. *Importantly, FCA regions hosting track events are free to supplement the FCA's minimum criteria with additional benchmarks*.

- **Criteria for Soloing Drivers: Green Group**
    - Understands emergency procedures
    - Knows locations of track run-off areas
    - Knows the meanings of all command and information flags and the locations of the flag stations
    - Ordinarily drives the appropriate (DRY AND RAIN) under relevant track conditions
    - Uses consistent ocular vision
    - Demonstrates consistent situational awareness in traffic
    - Gives proper passing signals and responds to passing signals safely and effectively
    - Uses only the passing zones identified for his or her run group
    - Operates his or her car's control input (steering wheel, throttle, brake pedal, and transmission) competently
    - Runs at a pace consistent with other drivers in the Green group
    - Uses proper pit-in and pit-out procedures
    - Does not exceed his or her abilities in the operation of his or her car
    - Recognizes the importance of continued driver instruction and actively seeks instructional input

- **Run Group Advancement Criteria: Green to White** (Soloing criteria complement green to White advancement criteria)
    - On straights, shows evidence of planning (ex., uses consistent braking points) for upcoming corners and works to execute plans regularly
    - Applies brakes at the proper level for corner entry
    - Reduces brake pressure as the car approaches the turn-in point and as the car begins to turn
    - Safely practices and uses various types of braking (ex., threshold, brake-turning, and trail-braking)

- Applies the throttle smoothly and progressively for corner entry and exit
- Enters corners with controlled steering inputs and applies correct steering reductions for corner exits
- Can safely and effectively adjust the line for dry and wet conditions
- Can safely and accurately correct errors in his or her car's line
- Can confidently enter a corner off-line
- Practices heel/toe downshifts (if applicable) without significantly unsettling the car
- Can identify Type 1, 2, and 3 corners and works to adjust the line, braking inputs, throttle applications, and steering inputs given the type of corner
- Understands the differences between oversteer and understeer and the techniques for correcting each type of vehicle behavior
- Knows and uses all passing zones for his or her run group
- Points cars by early in the passing zones
- After giving a point-bye, adjusts speed (and potentially the line) to accommodate the passing car
- Accepts point-byes early in the passing zones and safely completes the pass on line by the end of the passing zone
- Operates his or her car at speeds higher than the speeds produced by other Green group drivers
- Reflect on his or her performance and seeks continuing instruction

***A check-out ride is required for advancement from Green to White.***

- **Run Group Advancement Criteria: White to Blue** (Green to White advancement criteria complement White to Blue advancement criteria)

  - Uses the appropriate line in dry and wet conditions
  - Can safely deviate from the standard line given changing track conditions and passing situations
  - Routinely applies the brakes at the proper level for corner entry
  - Regularly reduces brake pressure as the car approached the turn-in point and as the car begins to turn
  - Customarily uses various types of braking (ex., straight-line, threshold, brake-turning, and trail-braking)
  - Regularly enters corners with progressive steering inputs and uses smooth steering reductions for corner exits
  - Can readily correct his or her car's oversteering or understeering behavior
  - Regularly uses heel/toe downshifts (if applicable) while maintaining the car's balance
  - Repeatedly adjusts the line, braking inputs, throttle applications, and steering inputs given the type of corner
  - Is one of the quickest, most regimented drivers in the White run group
  - Drives regularly with conscious competence
  - Accepts point-byes in the appropriate passing zones and safely completes the pass on-line by the end of the passing zone
  - Can safely enter and exit a corner off-line
  - Demonstrates good judgment when encountering an unexpected event (ex., a point-bye in a non-passing zone, an incident, or changing track conditions)

- Confidently deals with cars in close proximity
- Analyzes his or her performance and develops realistic goals for self-improvement

***A check-out ride is required for advancement from White to Blue.***

- **Run Group Advancement Criteria: Blue to Red** (Green to White advancement criteria and White to Blue advancement criteria complement Blue to Red advancement criteria)

  - **I**n dry and wet conditions, drives laps on the appropriate line consistently and effortlessly
  - Can instinctively deviate from the standard line given changing track conditions and passing situations
  - Routinely applies the brakes at the proper level for corner entry
  - Consistently reduces brake pressure as the car approaches the turn-in point and as the car begins to turn
  - Naturally and skillfully utilizes all types of braking (ex., straight-line, threshold, brake-turning, and trail-braking)
  - Consistently applies the throttle smoothly and progressively for corner entry and exit
  - In Type 1 corners, consistently balances the car with the throttle to maximize exit speed
  - Instinctively enters corners with progressive steering inputs and uses smooth steering reductions for corner exits
  - In Type 2 corners, consistently balances the car with braking to maximize corner entry speed
  - Instinctively corrects his or her car's oversteering or understeering behavior
  - Consistently uses heel/toe downshifts (if applicable) while maintaining the car's balance
  - Systematically adjusts the line, braking inputs, throttle applications, and steering inputs given the type of corner
  - Automatically varies the line given traffic, track obstacles, and track conditions
  - Is one of the quickest, most regimented drivers in the Blue group
  - Drives regularly with unconscious competence
  - Calmly deals with cars in close proximity
  - Actively solicits coaching input in order to hone his or her driving skill sets

***A check-out ride is required for advancement from Blue to Red*.**

**d. Lead-follow Lapping**

Lead-follow lapping is an option which can be offered as an instructional approach in the Green, White, Blue, and Red run groups. Lead-follow lapping with *multiple drivers and one instructor* should only be used in the Green and White run groups, while lead-follow lapping for *one driver and one instructor* can be used in any run group. Approval by the Track Event Chair and Chief Instructor for lead-follow lapping instruction is required, and the Track Steward and Track Control must be notified when any lead-follow instruction is occurring in any run group. Only senior instructors should be selected to lead groups of cars or single cars during lead-follow instruction. For guidance on lead-follow lapping, see Attachments 12 a., page 48, and 12 b., page 51.

**e. Lunchtime Touring**

Lunchtime Touring is an optional activity which allows new members and others who have never driven on a track the opportunity to do so in a non-intimidating way. There are several issues that need to be addressed by any region considering conducting lunchtime touring sessions.

- A track must give its permission to conduct Lunchtime Touring and may set rules about the maximum allowable speed, clothing and helmet requirements, the minimum age requirement, etc.
- A Lunchtime Touring driver's meeting must be held by the Track Event Chair or the Chief Instructor immediately before the session. All of the rules of the session must be clearly explained. It is recommended that special wristbands or other identification be distributed to drivers who have attended the meeting and who have signed the waivers.
- Appointed by the Track Event Chair or the Chief Instructor, a qualified person with a radio must be stationed at pit out throughout the Lunchtime Touring session. Ideally, several pace cars, driven by instructors, be available to help maintain appropriate speeds. A good rule of thumb is one pace car for each 5-6 cars. Each pace car should have a radio.
- It's important to remember that usually corner workers are having lunch and not manning the corner stations during Lunchtime Touring sessions.

The basic lunchtime touring rules for the car and driver are:

- A driver must have a current valid driver's license.
- Safety is everyone's responsibility.
- All loose objects in the trunk and passenger compartment should be removed or secured.
- Cars' doors should remain unlocked: locked doors will impede safety workers in an extrication situation.
- Cars' stability and traction control systems must be activated.
- Cars' driver assistance systems (ex., automatic emergency braking, lane departure warning, blind-spot detection) must be deactivated.
- If required by the track, all drivers and instructors must wear helmets.
- All occupants must be wearing seat belts
- Hands and arms must be in the passenger compartment and not on the window frame.
- Keeping proper speed with the pace cars is required; falling back and speeding up is not allowed. **Passing is prohibited**.
- At the discretion of the Track Event Chair or Chief Instructor, casual passengers may be allowed.

## 3. Hill Climb and Other Speed Events

(This section on Hill Climb is credited to the work of John Hurabiell and others who have regularly staged the Virginia City Hill Climb for many decades.)

**a. Background**

For more than 35 years, folks in and around the FCA have been conducting the Virginia City Hill Climb and similar events. This section is based on the lessons learned from their diligent work.

The rules and guidelines set out for the holding of a track event and the rules regarding the on-track activities of the Blue/Red groups are generally applicable to Hill Climbs. Please refer to those specific sections in the *Track Events Manual*. To the extent that there are different or additional considerations, they are set forth in this section.

Hill Climbs are by nature "Time Trials," i.e., competitive events where finishing order is determined by elapsed times of cars running by themselves rather than by their relative position on the track (as is the case in wheel-to-wheel racing).

A Hill Climb can be a far more dangerous endeavor than a track event, including unrestricted wheel-to-wheel racing. This is due to the fact that while purpose built race tracks are designed for maximum safety, Hill Climbs are run on regular roads–generally, on public roads closed for the purpose. However, occasionally Hill Climbs are run on private property (e.g., Goodwood). Such roads are built anticipating much lower transit speeds and without concern for runoff areas. In fact, many Hill Climb routes have hazards immediately adjacent to the paved surface–drop offs, trees, boulders, and the like. In addition, most, if not all, race tracks lack blind curves and abrupt road bed drop offs. Some or all of these hazards are likely to be found on any Hill Climb course. There is rarely any rhythm to a Hill Climb course. Therefore, it is imperative that organizers and participants appreciate the very hazardous nature of the Hill Climb.

**b. Pre-event Planning**

Hill Climbs, whether on public roads or private property, have a number of pre-event planning and organization concerns that do not arise in other track events.

**For All Hill Climbs -**

- If possible, arrange a return route separate from the course. If this cannot be done, event organizers will have to plan on shutting the course down at appropriate intervals to get the cars back down to the starting line. Unfortunately, this will significantly reduce the number of timed runs that drivers will get.
- Ensure that all driveways and roads that connect with the course are blocked.
- Ensure that people who will be inconvenienced by the closure of the road are contacted well in advance so that they will not venture onto the road during the time that the course is green. A protocol (a telephone call, for example) for residents to leave from and go to their property will need to be arranged as well. In some cases, authorities may also require that advance notice be posted–even to the point of taking out an ad in a local paper.

**For Hill Climbs on Public Roads -**

- Event organizers must obtain permission from appropriate governmental authorities well in advance of the event. The authorities might include County Boards of Supervisors, State Departments of Transportation, State Police (Highway Patrol), and City or Town authorities. In addition, event organizers will be well advised to make contact with Chambers of Commerce or Tourist Authorities.
- Crowd Control is a significant issue in public venues. Consequently, event organizers will want to contract for local Sheriff's Deputies or Police to assist in spectator control. Once it is known that the Ferrari Club is going to have a Hill Climb, there will be people who set themselves up on the hill to view the cars. There will be people who get too close to the course. There will be vehicles that will

approach the course. Event organizers will need legal authority to force these people to remove themselves a safe distance from the course. While most spectators will be cooperative, there will always be some that will refuse requests (hence the need for the long arm of the law).

**c. Organization and Operations - Best Practices**

**Course Layout** - Hill Climbs should be laid out to provide for safety in spite of the many possible hazards. Every reasonable effort should be taken to eliminate or reduce hazards if they are present, but competitors should be aware that Hill Climbs present hazards that exceed those found at other track events. Cones or other items are not to be used to create false obstacles under any circumstances.

**Flag Stations and Observation Points** - must be placed to provide complete, continuous coverage of all parts of the course (i.e., all parts of the course should be viewable from one or more corner stations). They must be manned by at least two people. All stations must be provided with a reliable method of communication to the Chief Steward at all times.

**Course Maps** - should be made available to all participants and officials and should be marked to indicate pit location, along with pit in and pit out (if used), flag and observation stations, finish-line shutdown areas, etc.

**Session Length** – In order to accommodate worker breaks, worker rotation, lunch, course cleanup, local access by non-participants, etc., the event is usually broken into sessions of two or three hours length. For events where there is no return route, it may be necessary to have shorter sessions and longer breaks to accommodate returning cars to the start line area.

**Instruction** – Hill Climb events should provide some instruction in driving techniques for relatively inexperienced drivers.

**Observation** - It is recommended that Driver Observers be used at various parts of the course to monitor all relatively inexperienced drivers. Corner workers may be used for this purpose so long as they are qualified to evaluate driving technique, are informed of their responsibility, and agree to act in such a capacity.

**Starting Procedures** - Hill Climbs represent a diverse mixture of driver skill levels and cars' speed potential. Whereas in other track events run group assignments are based on driver experience and competence levels, in a Hill Climb everybody runs in the same session. This is usually not a problem since cars are by themselves and there is no passing. The distinction is that the Starter must leave sufficient time between the individual cars so that no one catches the car ahead of him or her on the Hill–not even at the Finish line. This means that the Starter must allow for the actual transit time of the individual driver/car combinations. As an event progresses over the day and from event to event, the Starter and other workers will develop a sense of the typical (benchmark) transit time of each car/driver. It can be helpful for someone to be assigned to maintain records for use in flagging off the cars. If there is no benchmark time for a particular car/driver, then it is better to overestimate.

**Passing** – Wheel to wheel racing on a Hill Climb course is prohibited: such activity is foolish and unnecessarily dangerous. In the normal course of events, passing on a Hill Climb course is strictly prohibited. The only exception is for passing a disabled car while it is under the control of the corner workers. It is recommended that organizers emphasize and repeat regularly that there is no passing on the run. If a car is caught, then the

overtaking car must back off. The drivers should then notify the Starter of the situation. Corner workers can assist in this.

**Communications** - Communication discipline is far more critical at a Hill Climb due to the fact that there is often little margin for error. The path of the road will often go out of view to corner workers, and most of the time cars will not be visible to those following. Both situations lessen the margin of safety. Hence, prompt, clear communications to the Stewards is critical. Radio discipline must be strictly enforced. It is also critical that there be two or more corner workers at each station so that one corner worker can focus all of his or her attention on communications.

**Corner Workers** - Unlike at a race track, corner workers are stationed not at corners but at points along the track that allow them the best view down track (most often corners). There must be sufficient corner worker stations to allow for full coverage of the course. In general, corner workers should be stationed on the uphill side of the road in order to lessen the chances of a car going off road and hitting them and to provide a better field of vision. Corner workers' attention is focused downhill. The next station uphill will cover the road past the station. Where “holes” in track visual coverage exist, corner workers have to be careful to observe the time that it takes a car to transit the “hole.” If the time exceeds what is to be reasonably expected, then a yellow flag must be displayed and the stewards radioed.

- The primary goal and responsibility of corner working is to prevent the compounding of an incident. While we can’t prevent a car from going off road, spinning, breaking down, or the like, we can prevent a second car from plowing into the first. For that reason, radio communication and flagging oncoming cars are far more important than going to the aid of those involved in the incident. Only when oncoming traffic has been stopped can a corner worker go to the aid of those involved in the incident.
- Corner workers should have a large push broom, a fire bottle (10 lbs. recommended), and a yellow flag, a black flag, and a radio per corner worker station. Many Hill Climb courses have gravel, etc., on the shoulders of the course, necessitating sweeping the course down prior to opening it for competition or if a car should kick up gravel or other debris onto the course. Locating flag stations to maximize corner workers' vision likewise makes them most visible to the oncoming cars for flagging purposes.

Although not required, it has proven beneficial to have each driver man a corner worker station at some point during the event. In such cases, the driver pairs up with an experienced corner worker for a session. In addition to leveraging the track workforce, the pairing also permits drivers to learn more about the course by observing other competitors.

## 4. Safety Equipment Requirements and Recommendations

### *Safety at track events is paramount and is everyone’s responsibility.*

Safety at track events is paramount and is everyone’s responsibility. A former FCA National Track Chair would always say at drivers’ meetings that “Nothing you do on the track today will increase the value of your car tomorrow.” Of course, there are many things a driver might do on the track that might make his or her car less valuable. Consequently, to keep drivers and their cars in good condition, **the FCA requires that drivers drive safely and within their limits**. FCA track events do not provide opportunities for drivers to

exceed their and their cars' limits. Other venues are available to drivers who want to reach that objective. FCA track events are for everyone–from beginner to experienced driver– and are structured to help all drivers improve their driving skills while staying in control of their cars. Sessions on the track may be challenging and thrilling, but they should not be scary or dangerous for drivers and other participants. The FCA plans for safe events, and workers do everything possible to make those events safe. Drivers must do their part, making sure that their cars are properly prepared for each session, that they drive within their abilities, and that they show awareness of other cars, corner workers, and changing situations (traffic, conditions, etc.).

***Safety should never be a hard sell.***

****Note that some safety requirements detailed in this section are run group-specific. When the FCA's policy varies from a track's policy, the more restrictive policy is applied.****

**a. Driver Safety Equipment**

Drivers must equip themselves with the following safety equipment while taking part in events which call for full safety equipment.

- **Required for all drivers and passengers, regardless of the run group** – Helmets of recognized high quality. Closed face helmets are strongly recommended. Helmets must bear the seal of approval of the Snell Foundation and should be no more than one level below the current highest readily available Snell SA Rating. Presently, the highest readily available Snell rating is SA2025. Therefore, Snell SA2020 is the FCA's minimum requirement for helmets, with SFI 31.1 Quality Assurance Specification. (FIA helmet ratings 8858-2010, 8859-2015, 8860-2018, or 8859-2024, and the BSI BS6658-85 type A/FR rating, are also recognized.)
    - **The FCA's "Plus 1" Stipulation**. Snell SA2025 helmet certification labels were not released until April 2025, and manufacturers were not able to sell SA2025 helmets until 1 October 2025. **As a result, the FCA will allow the use of SA2015 helmets through 2026**. This extension should provide sufficient time for the supply chain to procure and stock inventory and for drivers to order and receive updated helmets which are consistent with their preferences.
    - Some tracks have their own minimum Snell requirement. When the FCA's policy varies from the track's policy, the more restrictive policy is to be applied – check the track rental contract.
- **Required for street cars in all run groups** – driver and any passengers must wear:
    - Approved Snell-rated SA helmets (see above)
    - Closed shoes (preferably leather)
    - Sleeved shirts (no tank- or bikini-tops), long pants, and socks (all preferably cotton)
- **Strongly recommended for all race-prepared cars in any run group** – driver and any passengers are *strongly advised* to wear:
    - Nomex or equivalent one piece driver's suit, covering the entire body from neck to ankles and

wrists. Multi-layer Nomex suits are strongly recommended (SFI 3.2A/3 or higher or FIA Standard 8856-2000 or 8856-2018 homologation). Ideally, any single layer Nomex suit should be worn with Nomex or Carbon-X underwear

- Cotton underwear is not recommended: it does not wick away moisture and can result in serious steam burns in the event of a fire.

- Hood (balaclava), socks, shoes, and gloves of fire-resistant material (Nomex or Carbon-X) meeting FIA Standard 8856-2000 or 8856-2018 homologation.

- **Required – Face shields** (or goggles) of impact-resistant material in open cars. **Closed face helmets are *strongly recommended* for drivers and passengers in all cars**.
- **Recommended for street cars in all run groups** – A hood (balaclava) of fire-resistant (Nomex or Carbon X) material is highly recommended when needed to cover facial hair or other hair protruding from the helmet.
- **Recommended for street cars in all run groups –** one piece, fire-resistant driving suits. Nomex (or cotton) underwear is also recommended, as are gloves of fire-resistant material.
- **Strongly Recommended** – HANS or Comparable Device. All participants are encouraged to wear a Head and Neck Restraint System, such as the HANS device or a comparable product, if the device is compatible with the car's restraint and seating systems. The HANS or comparable device should meet the requirements of SFI 38.1 (in which case the device should be recertified every five years) or of FIA 8858.
- **Arm Restraints** are **recommended** in all fixed-top cars with open windows and are ***strongly recommended*** in all convertibles.

**b. Vehicle Safety Equipment**

- **Race-Prepared Cars Defined** – For the purposes of FCA Track events, “race-prepared” is defined as any car that:

  - is or was a Ferrari Challenge car
  - was manufactured primarily for racing rather than street use (e.g., 333SP, F40LM, F360GT, 308 Michelotto, etc.)
  - was rebuilt primarily for racing rather than street use (i.e., extensive performance modifications make it unsuitable or illegal for street use)

- **Roll Over Protection**

  - **Recommended** - Roll over protection for cars in the Advanced/Blue or Very Advanced/Red Groups is recommended. (SCCA roll bar specifications serve as a benchmark).
  - **Required** – Race-Prepared cars 1980 and newer shall have roll over protection meeting SCCA roll bar specifications for the era in which they were originally raced or better. Race-Prepared cars prior to 1980 shall have roll over protection appropriate to the era in which they were originally raced or better.

- **Convertibles** – Convertibles are defined as street cars where the top can be removed. Convertibles with roll over protection (i.e., factory installed protection with DOT approval or aftermarket installed

protection meeting SCCA roll bar specifications) are treated differently from convertibles without such protection. Examples of cars with acceptable factory installed rollover protection include: 308/328 GTS, 348 TS etc. with “targa” style roof and 360/430/458 convertibles with factory installed roll bars behind the seats. Examples of cars without factory installed roll over protection include: Mondial Cabriolet, F355 Spyder, etc.

- **Convertibles With Roll Over Protection** – For purposes of FCA safety equipment requirements, convertibles with factory installed roll over protection or aftermarket installations meeting SCCA roll bar specifications are treated the same as all other cars. All convertibles with factory installed or aftermarket roll-over protection must meet the "broomstick" rule: the driver's and passenger's helmeted heads must be below a bar placed on top of the roll bar and the car's windshield. *Roll bars and roll hoops which can be raised and lowered* and which are designed to deploy automatically are not acceptable unless they are in the full upright and locked position at all times.
    - Convertibles with factory-installed pop-up hoops which only deploy but which cannot be lowered–that is, which deploy pyrotechnically but which cannot be raised and lowered mechanically–will be restricted to the Green or White run group and, at the discretion of the Track Event Chair, Chief Instructor, or in-car instructor, could have their on-track speeds limited.
- Convertibles with **retractable hard tops** must run with the tops in the *up* position.
- **Tires for Convertibles with Roll-over Protection** – Convertibles with roll over protection bars meeting the "broomstick" test may use touring, performance, or track/competition tires (as described below). Convertibles with roll-over protection that does not meet the "broomstick" test are limited to touring or performance tires. At the discretion of the Event Track Chair, Chief Instructor, or in-car instructor, convertibles with roll-over protection that does not meet the "broomstick" test will be restricted to the Green or White run group and could have their on-track speeds limited.
- **Tires for Convertibles Without Roll-over Protection** – Convertibles without roll-over protection must use touring or performance tires as defined below. Convertibles without roll-over protection are restricted to the Green or White run group and, at the discretion of the Track Event Chair, Chief Instructor, or in-car instructor, could have their on-track speeds limited.
- **Local Rules for Convertibles** –Some tracks and jurisdictions may have more restrictive requirements about the use of convertible automobiles in track events; such requirements take precedence over the guidelines set forth in the *TEM*. Organizers are expected to make themselves aware of any such restrictions and publish them in the Local Rules.

- **Tires** – Following the Tire Rack's classification of tires, the FCA recognizes categories of tires for track use. *Touring* tires have reasonable dry and wet traction and responsive handling; *Performance* tires have more responsive handling and higher wet and dry traction; and *Track and Competition* tires are extremely responsive and have the highest level of dry traction. Any car in any FCA run group should have tires with a speed rating which clearly exceeds the maximum speed that the car can safely achieve on the track. The FCA recommends "V" (speeds up to 149 mph) as the minimum speed rating for car's tires in the Green and White run groups, and "W" (speeds up to 168 mph), "Y" (speeds up to 186 mph), and "Z" (speeds above 149 mph) as the minimum speed ratings for a

car's treaded tires in the Blue and Red groups. The FCA recommends that only race-prepped cars use full-slick competition tires, which are not speed rated. The FCA reserves the right to lower a car's run group assignment if the car's tires fail to match the speeds anticipated in that run group. In general, race-prepped cars are expected to run on racing tires suitable to the purpose and appropriate to the era in which the car is or was raced. Otherwise, cars are expected to use the type of tires which match the cars' performance characteristics. Convertibles have specific tire rules which are described above.

- **Required: Fire System for Race-Prepared Cars** – An on-board fire system meeting SFI specification 17.1 or FIA Technical List No. 16 is required for all *race-prepared cars* (as defined above) regardless of run group. In case of fire, a driver is expected to bring his or her car to a controlled stop off the track surface (if possible). Driver and any passenger are expected to exit the car and move away to a safe location in order to allow the emergency services workers access with their track-side fire equipment. If non-Ferrari race-prepared cars are participating (ex., instructors' personal cars) and are prepared to SCCA Showroom Stock, Touring, Spec Miata, Improved Touring, or equivalent street-based racing rules, those cars shall be equipped *at a minimum* with Halotron or dry chemical extinguishers of at least 2 pounds. Those extinguishers shall be mounted securely in the cockpit in all-metal mounting brackets where the drivers can access them while belted into the driver's seat.

  If non-Ferrari race-prepared cars are participating (instructors' personal cars, for example) and if such cars are prepared to SCCA Showroom Stock, Touring, Spec Miata, Improved Touring, or equivalent, then those cars shall at a minimum be equipped with a Halotron or dry chemical extinguisher of at least 2 pounds that shall be mounted securely in the cockpit in an all-metal mounting bracket and where the driver can access it while belted into the driver's seat.
- **Optional** – **Hand Held Fire Extinguisher for Non-race-prepared Cars**. A hand-held Halotron fire extinguisher is recommended for all non-race-prepped cars. In case of fire, a driver is expected to bring his or her car to a controlled stop off the track surface (if possible). Driver and any passenger are expected to exit the car and move away to a safe location to allow the emergency services workers access with their track-side fire equipment. If a hand held fire extinguisher is installed, it shall be a Halotron or dry chemical extinguisher of at least 2 pounds and shall be mounted securely in the cockpit in an all-metal mounting bracket where the driver can access it while belted into the driver's seat.
- **Required** – **Seat Belts** – At a minimum, factory-installed lap belts of the inertia reel type with shoulder straps, in good condition, are required. If a passenger will be in the car, the passenger side seat belts must be equal to the driver's side seat belts. For example, if a driver has a five- or six-point harness, the passenger must have one as well. Inadequate belts will be turned down–whether factory-installed or not. If racing-type seat belts (i.e., 5, 6, or 7 point) are installed, they must be properly installed and in good condition; if passengers are to be in the car, racing-type seat belts must be installed on both sides. Racing-type seat belts should meet SFI 16.1 or FIA 8853-2016 certification standards. Since racing-type seat belts deteriorate with age and use even though they may not show outward signs of wear, it is highly recommended that owners replace SFI certified belts every two years from the belts' date of manufacture and FIA certified belts every five years from the belts' date of manufacture.

    - **An approved head and neck restraint device is strongly recommended for all cars using harness systems.**

- **Competition Seats Recommendation** – Ideally, competition seats should meet or exceed the FIA F/A 8855-1999 standard or the SFI 39.2 standard. If a competition seat is installed for the driver, one meeting the same standard must be installed for a passenger.
- **Fuel Cells** – For cars equipped with racing-type fuel cells, it is highly recommended that the fuel cell foam and bladder be replaced at least every 5 years.

## 5. Inspections

****Technical inspection is not a guarantee of fitness for any particular purpose. Vehicle condition remains entirely the responsibility of the owner and the driver.****

Two inspections are conducted for all cars participating in FCA track events. **A separate form is used for each inspection**. The first inspection is the **pre-event Tech Inspection** and is intended to ensure that the car is in good repair and properly equipped to be run in a track event. The Tech Inspection should be completed no more than 30 days prior to the event so that any problems can be corrected before the event. **Since the FCA does not offer pre-event Tech Inspections at the track, *it is the car's owner's responsibility to have his or her car's pre-event Tech Inspection completed before arriving at the track***.

The second inspection is the **at-track Grid Inspection**, which is intended to confirm that the pre-event Tech Inspection paperwork has been properly completed and that all last-minute preparations (numbers, stickers, removal of loose items, etc.) have also been properly performed.

The Pre-event Tech Inspection and At-track Grid Inspection forms are included in the Attachments. See Attachments 12 c., page 54, and 12 d., page 57.

### a. Pre-event Tech Inspection

Before being permitted on the track, all cars must have proof of passing pre-event Tech Inspection within 30 days of the event. This means a person at an authorized Ferrari dealership or recognized independent Ferrari service business must complete, sign, and date the Tech Inspection Form.

With local and regional events, on the registration form it is helpful to list the authorized Ferrari dealerships and independent services within the range of entrants. The list should include points of contact with names, addresses, and phone numbers. For large events such as the Annual Meet, organizers are encouraged to contact other FCA Regions to identify qualified authorized and independent Ferrari service organizations.

**The event participant must bring the completed pre-event Tech Inspection Form to the track and present it *and his or her helmet* with the car during the at-track Grid Inspection**.

### b. At-track Grid Inspection

The at-track Grid Inspection is done at the track by FCA grid inspectors. Using the Grid Inspection Form, Grid Inspectors make sure both car and driver are ready to go on the track. Grid Inspectors

- Validate that the Tech Inspection Form is complete–with any deficiencies remedied–and signed by a representative of a Ferrari dealership or recognized independent auto service business

- Confirm that all items on the Grid Inspection Form have been **v**isually **i**nspected (VI) or have been properly performed by the **d**river (D)
- Ensure that the correct numbers are on the car, that they are large enough to be seen by corner workers, and that they are properly applied on both sides of the car. Instructors use car numbers to keep track of students, and corner workers use car numbers to monitor cars for safe driving– including the possible need for a black flag, incident reports, or other issues. The region hosting the event determines cars' numbers. While in most cases cars with permanent numbers are allowed to retain those numbers, cars without permanent numbers are assigned temporary vinyl numbers, which are provided by the hosting region and which are placed in drivers' registration packets. Numbers are, at a minimum, 8" in height and in a color which contrasts with the color of the car.

Upon successful completion of the at-track Grid Inspection, the Grid inspector will place a tech sticker on the car's windshield, typically at the upper left corner or behind the rear view mirror where it will be out of the driver's line of sight. Placement of stickers should be in a consistent position to aid in checking cars for stickers as they go out in their run groups.

## 6. Track Event Policy and Procedures

The purpose of an FCA track event is to provide the owners of Ferraris and other marques with a venue where they can drive their cars safely at the speeds for which the cars were designed. That venue creates special opportunities for participants to improve their driving skills. Today, this can be done legally only at racetracks where highway speed limits are not in effect. The safety and protection of all participants requires diligent oversight of FCA track events by qualified persons who enforce reasonable regulations.

**Safety is everyone's responsibility. Drivers who are overly aggressive or who otherwise choose not to behave within the spirit of FCA track events will be subject to disciplinary action up to and including ejection from the event without refund and with denial of registration for future FCA events.**

### a. General and Local Rules

These General Rules (GR) are established by the FCA National Track Chair as approved by the FCA Executive Committee and govern all Ferrari Club of America track events. Local Rules (LR) are those rules that are determined by each region, depending on local conditions and preferences. In the event of a conflict between the General and Local rules, the General Rules shall take precedence.

### b. Authority

The *TEM* and related rules exist under the authority of the FCA Board of Directors and Executive Committee, as recommended by the National Track Chair. The *Track Event Manual* and related rules are the overriding authority for all Ferrari Club of America (FCA) sanctioned track events. Changes to the *TEM* and related rules may be made annually to be effective for a calendar year. Suggestions for improvements will be greatly appreciated. They should be made in writing to the FCA National Track Chair at the email address listed inside *Prancing Horse*. **Periodic interim updates may be issued as needed**. The most current version of the FCA *Track Event Manual* as amended will be available on the Club Website.

**c. Automobiles**

Only Ferrari and Ferrari-based automobiles shall be eligible for participation in the track event at an FCA Annual Meet. At the discretion of the FCA's Executive Committee and Annual Meet Chairs, other marques, driven by instructors, may be part of a separate run group at Annual Meets.

For all other FCA track events, non-Ferraris may be permitted by the Local Rules. At the option of the Track Event Chair and the Chief Instructor, qualified instructors may use their personal cars on-track for instructional purposes (orientation and demonstration, for example) and as compensation for their services as instructors.

- A track's control and safety crews **must** be notified if an **electric car** is part of any run group. The Track Event Chair or the track at which an event is held has the authority to prohibit an electric vehicle from participating in an FCA track event.

Open-wheel (Formula/Indy-type) cars are not allowed on track with closed-wheel cars at the same time unless specifically approved by the National Track Chair and the Track Event Chair.

Convertibles without roll bars may participate at the discretion of the host FCA region under the Local Rules. If convertibles are allowed, they must comply with specific safety requirements in the Vehicle Safety Equipment requirements described in Section 4. b. of the *TEM*.

**d. Entrants and Drivers**

Only FCA members in good standing may enter and drive in FCA track events. However, the Local Rules may permit an entrant's family or guests or non-FCA members to participate as drivers. Entrants are completely and solely responsible for the conduct of their family, guests, and crews. Failure of any such participant to adhere to the GR or LR may result in penalties against the entrant up to and including ejection from the event and future events as well as a recommendation for ejection from the Club.

Only two people–a driver and a passenger (typically an instructor)--are allowed in a car when it is on the track. Exceptions to this rule can only be made by the Track Event Chair or Chief Instructor. If such an exception is made, a car with more than two people will be restricted to the Intermediate/White group, must operate at speeds anticipated in that group, and must follow rules for passing in that group.

To sustain the consistent, timely, and safe operation of FCA track events, all drivers are expected to comply with a number of important expectations. Drivers

- must submit all required information on the event registration form
- must have the pre-event tech inspection of their cars completed before arriving at the track
- pick up event registration materials at the track
- must sign the FCA and track waivers
- must attend all drivers' meetings
- should attend all run group meetings
- must remove all items from their cars which could obstruct vision, interfere with the operation of their cars' pedals, or become loose
- must secure with a tether any portable data acquisition devices in their cars

- must come to the track with all mandated, properly certified safety equipment
- should arrive at the track early on the event's first day in order to have their cars complete the grid inspection (helmets' certification dates will be checked during the grid inspection, so drivers should have their helmets with them when their cars go through the grid inspection)
- should have numbers on their cars before entering the track's staging area
- must wear and be prepared to display their run group wristbands
- must follow pit lane speed limits, procedures for entering and exiting the track, and all rules for passing
- must respond to all safety flags appropriately
- are expected to promptly notify the Track Chair, the Chief Instructor, or the Track Steward of any inappropriate on-track behavior
- are expected to carefully monitor their cars' tire pressure and wear, oil level and temperature, coolant level and temperature, fuel level, brake fluid level, brake pad and rotor condition, and wheel lug nut tightness
- are expected to recognize that they, and not the FCA, are liable for any damage to their cars or to the track and its facilities
- are expected to accept responsibility for their own safety by properly addressing all of the safety requirements and recommendations in the *TEM*
- should stay properly hydrated
- should be respectful of event staff and other drivers

**e. Disciplinary Hearings and Actions**

If the Track Event Chair finds it necessary to consider disciplinary action against any participant, he or she shall appoint a Hearing Committee of at least three disinterested persons. The Hearing Committee shall hear all particulars relating to the proposed action and render a timely recommendation to the Track Event Chair. Recommended actions shall fall into one of the following categories in increasing order of severity:

- **Event-Level Action** – Track Event Chair's action is final, binding, and not appealable. No further reporting:
    - No action – Disciplinary action is not needed or is not appropriate.
    - Warning/Reprimand – The party understands the problem and is not likely to repeat.
- **Club-Level Action** – Track Event Chair's action is final, binding, and not appealable. Decisions are reported to the Club Office:
    - Ejection for the remainder of the day without refund
    - Ejection for the remainder of the event without refund
- **Club-Level Recommendation** – The Hearing Committee's recommendation is reported to the National Office for final action by the National Track Chair. The Track Event Chair may add concurrence, disagreement, or offer no comment.
    - Recommend probation period of up to 13 months for future track event(s) throughout the FCA. If upheld, the fact of probation will be an adverse factor in evaluating misconduct during the probationary period and will lead to enhancement of any disciplinary action.

- Recommend suspension period of up to 13 months from entry for future track event(s) throughout the FCA
- Recommend removal from the FCA

Club-level actions and recommendations may be combined as appropriate. The Track Event Chair may accept, reject, or modify recommendations of the Hearing Committee and shall in all cases take prompt, timely action once the recommendation is received.

All Club-Level actions/recommendations shall be reported to the National Office and the final decisions shall be communicated to all FCA Region Directors by the National Track Chair. Any recommendations for probation or rejection of entry for future track events throughout the FCA shall be considered and decided by the National Track Chair, who will consult with the FCA's Executive Committee. Any recommendations for removal from the FCA shall be considered and decided by the FCA's Executive Committee.

**f. Pit Entry Speeds**

During the event, access to the track and the pits is made through the designated pit entrances. A reasonable and proper pit speed is established in the Local Rules. Check for track-specific requirements.

**g. Passing**

Under the direction of the Track Event Chair and the Chief Instructor, suitable passing zones will be established for FCA track events. Passing zones are identified at instructors' and drivers' meetings. During an event, any changes to passing zones are addressed at those meetings. All passing should be completed by the end of the passing zone.

It is the responsibility of both overtaking and overtaken drivers to assure a safe pass at speed. A lone car may use the full width of the track. However, if a car is being overtaken by a faster car, the car being overtaken should yield to the faster car. **The car being overtaken remains on-line**. That car's driver points to the side on which he or she wishes to be passed and then momentarily lifts lightly off the gas to allow the overtaking car the opportunity to complete the pass safely. The overtaking car goes off-line and should be able to return back on-line by the end of the passing zone. **If a late pass occurs, the overtaking car should complete the pass off-line, and the overtaken car should be prepared to adjust its speed and line in order to accommodate the car which has taken a late pass**. In other words, passing requires cooperation between the drivers involved and establishes on-track sportsmanship.

**h. Passing Signals and Procedures**

A clear passing signal (point-by) for each car seeking to overtake should be given by the driver of the car being passed. Similarly, the driver of an overtaking car should receive a clear passing signal from each car that he or she seeks to pass. Maneuvers which hinder, obstruct, threaten, or create danger to other drivers–whether such maneuvers are deliberate or unintentional–are prohibited and may result in disciplinary action.

All FCA track events are bound by a track's requirements for window position and passing signals identified in the track's contract. **If the contract does not set requirements for window position and passing signals, then, at the discretion of the Track Event Chair and Chief Instructor, drivers can signal passing**

**opportunities with either (i) hand signals with windows down or (ii) turn signals with windows up or down**.

- **Hand Signals.** With their cars' windows lowered, drivers use hand signal point-byes in specified passing zones. Hand signal point-byes should be exaggerated, should be easy for other drivers to see, and should identify the direction of the pass–that is, on the left or the right side of the signaling driver's car. A separate point-bye must be used for each car which is signaled to pass.
- **Turn Signals.** With their cars' windows raised or lowered, drivers use their cars' turn signals as passing signals in specified passing zones. Turn signal passing signals should identify the direction of the pass–that is, on the left or the right side of the signaling driver's car. If a driver uses his or her car's left turn signal, the pass should take place on the left side of the signaling driver's car; if a driver uses his or her car's right turn signal, the pass should take place on the right side of the signaling driver's car. A separate turn signal passing signal must be used for each car which is signaled to pass–that is, the turn signal passing signal must be turned on and off for each car allowed to pass.

If a car has fixed windows *and* turn signals, the driver of that car can use his or her car's turn signals to signal a passing opportunity–regardless of the passing signal protocol (point-byes or turn signals). If a car has fixed windows and does not have turn signals, the driver of that car will signal a passing opportunity by trimming his or her car's speed while remaining on the appropriate line; under such circumstances, the pass should be completed well before the end of the passing zone. **Cars with fixed windows or cars without turn signals should be identified at the event's drivers meeting, at which time instructions for on-track interaction with those cars will be identified for all drivers.**

**Otherwise, all cars must use the same passing signal procedure during the event. If the procedure is changed during the event, the change applies to all run groups, and a mandatory drivers meeting must be held to notify all drivers of this change.**

**i. Offs and Spins**

At all FCA track events, cars that place two wheels off the track surface are not required to pit-in for a safety consultation with the Track Steward. However, cars which place four wheels off the track surface (including cars that drive into paved run-off areas) or which spin must pit-in for a safety consultation with the Track Steward. Cars which put four wheels off the track surface or which spin and which then fail to pit-in are black-flagged.

**By FCA standards, the claim that a driver has to spin his or her car in order to find the car's limits is a falsehood. On track, a driver's first obligation is to retain control of his or her car at all times while interacting safely with other drivers. The ability to anticipate the steps which must be taken to guide a car quickly, predictably, and safely around a race track is the benchmark for all drivers in all run groups at FCA track events.**

**j. Emergency Procedures**

Emergency procedures fall into two categories: (a) those which are used concurrently with an incident, and (b) those which are utilized after an incident.

Regardless of the reason, if a car is incapable of continuing during a session and if it's not unsafe for the driver (and, if present, his or her instructor or passenger) to remain in the car, then the driver should stay in the car–with helmet on and belts fastened–and wait for the safety crew to arrive. Exiting a car on a hot track is prohibited unless it's unsafe for the driver to remain in the car. If it is unsafe for the driver to remain in the car (if, for instance, the car is on fire), then the driver should check the surroundings, exit the car quickly, and move behind a safety barrier or, in the absence of a safety barrier, out of the path of oncoming cars.

If an instructor is present in a car and if its driver loses control, the instructor is expected to help the driver minimize any injury to the car's occupants and any damage to the car. Direct commands (to correct oversteer or understeer, for example) from the instructor should be used to help the driver regain control of his or her car and guide it away from a potential impact with stationary objects or minimize its pending impact with stationary objects. **An instructor should never touch the car's steering wheel unless, in the instructor's judgment, the driver has abandoned control of the vehicle and a serious impact–one likely to create grave injuries–with a stationary object is likely**. After an incident, the instructor is expected to evaluate the driver's condition and assess his or her own condition. If the driver was not able to retain control of his or her car and if the loss of control resulted in damage to the car or injury to any of the car's occupants, the instructor should report the incident to the Track Steward, the Track Chair, and to the Chief Instructor in a timely manner.

Many of the emergency procedures followed by the FCA are governed by the tracks at which events are staged. The track's emergency personnel deal with any injuries. If the car is undriveable, it will be removed from the track either by track personnel or by one of the track's contractors. All individuals in the car should report to the track's medical center, or to a medical vehicle contracted by the track, for evaluation. The FCA Track Steward, Track Chair, and Chief Instructor should be notified promptly of the incident.

**k. Report of Incidents**

An incident is defined as any occurrence that might give rise to an insurance claim, such as when a vehicle sustains physical damage or when a person at the event sustains physical injury. Minor incidents (such as spins, four wheels off, etc.) do not require a formal incident report.

If an incident occurs, the FCA Track Chair, Chief Instructor, or Track Steward obtains a copy of the track's incident report and sends it–along with the names, addresses, and phone numbers of all parties involved in the incident–to the FCA's National Office, Insurance Chair, Track Chair, and General Counsel. Available photos of any aspect of the incident are also submitted.

**While some tracks provide an incident report after an accident, others do not. If a track does not issue incident reports, the FCA's Incident Report Form should be used to document an incident**. See Attachment 12 e., "Ferrari Club of America Track Event Incident Report," page 60.

**l. Demonstration Rides**

A demonstration ride by an instructor can be helpful to enhance a driver's development. The purpose of the ride is to display the proper driving techniques to help the driver advance his or her skills; a demonstration ride is never used by an instructor to show how well he or she can drive. The FCA encourages demonstration rides which give drivers attainable goals. ***"Thrill rides" given by instructors are prohibited***. Demonstration rides can only take place in the Green, White, or Blue groups, and instructors must not exceed the speeds

anticipated in those run groups and must obey all of the rules pertaining to those run groups. **Demonstration rides set quality examples for developing drivers**.

- At FCA track events, drivers are not required to have their cars driven by instructors. A driver can ask to have his or her car driven by an instructor, but the driver–and not the instructor–must initiate the request. *A driver must freely and voluntarily give permission for the instructor to drive. The instructor must operate the car at no more than 7/10ths of the car's performance capabilities*. Neither the FCA nor the instructor has any liability for any damage.

For individuals with no track experience, demonstration rides can be used to entice them to join the high performance driving community and participate in FCA track events. For those uninitiated to the track, demonstration rides can be given in the Novice/Green, Intermediate/White, or Advanced/Blue run groups by instructors or other qualified drivers.

**m. Data Acquisition Devices**

Video cameras, data acquisition units, and other non-factory **temporary** objects mounted *inside* the vehicle must be anchored with a safety tether. Helmet mounts are not permitted. Video cameras, data acquisition units, and other non-factory objects mounted *outside* the vehicle are not permitted. Data acquisition devices hard mounted in a car (ex., in a bracket affixed to a roll bar) are permitted and do not require a safety tether.

If a student uses a Garmin Catalyst and has an instructor in the car with him or her, the Catalyst's volume must be muted, and the screen must face down and away from the sight lines of the driver.

FCA track events are not timed or competitive events. Any performance data collected by a driver is done solely for instructional or informational purposes.

**n. Stability Systems, Traction Control Systems, and Driver Assistance Systems**

Available stability and traction control systems must be active in all cars in the Green and White run groups and are recommended for all cars in the Blue and Red run groups. Driver assistance systems–lane departure warning emergency braking, for example–must be deactivated in all run groups.

**o. Alcoholic Beverages**

During an event, it is forbidden to consume any alcoholic beverages in the pits, paddock, or other portions of the premises under control of the officials until on-track activities are completed for the day. Drivers shall not consume any alcoholic beverage within 6 hours prior to going on-track.

**p. Medical Responsibility of Drivers**

A driver who suffers an injury or illness which affects his ability to drive shall refrain from taking part in an FCA event until he is again medically fit. It is the responsibility of the driver to report any unusual medical condition, allergies, or anticipated special treatment that he or she may require to the Track Event Chair prior to each event in which he or she intends to drive.

**q. Spectators**

If a region chooses to allow the general public access to FCA track events, the region should check with the track to identify the track's rules regarding spectators and then present the plans to the event organizers. **All spectators must sign the FCA waiver as well as the track's waiver**. Plans to control spectators should focus on the safety of the spectators as well as FCA members. **Spectators should not be allowed in the pit area**, but may walk in the paddock area.

**r. Local Rules**

Regions supplement the General Rules with Local Rules, taking into account local track rules, event specific situations, options, and requirements. Local Rules shall be sent to the FCA National Track Chair at least 60 days prior to the event.

At a minimum, Local Rules shall specify the following for each track event:

- Dates, times and location of the track event
- Facility layout including track map and length
- Schedule of activities
- Description of method for dealing with speed control on the track
- Any approved variations from the GR (e.g., allow non-Ferraris)
- Verification of instructors' qualifications and of the types of instruction being offered
- Description of run groups and their rules
- Description of passing zones and rules
- Any other information or rules appropriate to the local event and conditions

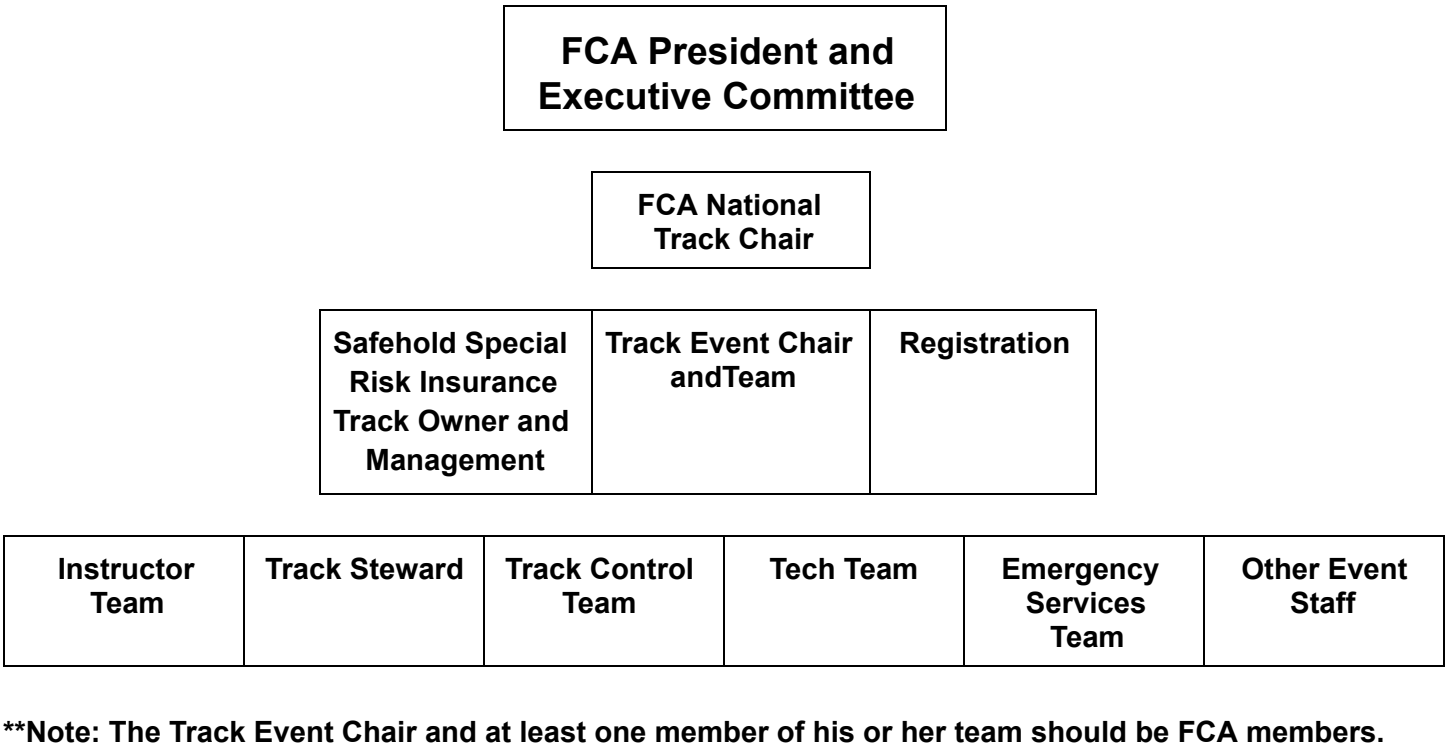
Approved General and Local Rules shall be made available to all entrants, officials, and other participants in advance of and during the Track Event so that all may know what to expect.

**s. Track Time for Event Officials**

The demands on the time of the event officials are such that it is often very difficult for them to get track time themselves. Whenever an event official wants to go out on the track, the Track Event Chair must be informed and arrangements made for an appropriate back-up person to serve. The Chief Track Control should also be informed so that the official can be brought in via black flag if something arises that requires immediate attention.

If any of the more senior officials (i.e., Track Event Chair, Track Steward, Chief Instructor, Chief Tech Inspector, or Track Control) wish to go on track or temporarily step down for any reason, each shall clearly transfer his or her duties to a qualified back-up person and make sure that all event staff are aware of the substitution so that there is no question about who is in charge.

## 7. Track Event Organizational Chart




****Note: The Track Event Chair and at least one member of his or her team should be FCA members. Other officials often are highly experienced officials and workers who typically are not FCA members.****

The roles and responsibilities of the FCA Track Event organization are as follows:

**a. FCA President and Board of Directors**

- The President and Board of Directors have overall responsibility for philosophy, direction, governance and oversight of *all* Club activities in the interests of the membership.

**b. FCA National Track Chair**

- The FCA National Track Chair serves at the pleasure of the President and Board of Directors and is responsible for developing and implementing policy, guidance, and oversight of FCA track events.
- From time to time the FCA National Track Chair may choose to form an ad hoc National Track Committee to consult with various leaders and subject matter experts to assist in formulation and implementation of Club policy regarding track events.

**c. Track Event Chair**

- The Track Event Chair is responsible for planning, organizing, and publicizing the event. This is a large job, involving working with the FCA National Track Chair, track management, and Safehold Special Risk Insurance. The Track Event Chair also assembles and facilitates the efforts of the Event Committee, including chiefs/heads of Registration (including publicity), Stewards, Technical Inspection, Chief Instructors, Track Control (i.e., flagging, communications, pit, and grid), Emergency Services, and other event staff (i.e., refreshments, catering, and crowd/traffic control).

- The Track Event Chair is responsible negotiating a contract with the Track Owner/Management for providing access to the track with facilities and support services as appropriate for the duration of the event. Track contracts for FCA sanctioned events shall be signed by a properly authorized Club officer, typically the Track Event Chair or the Regional Director. Contact the FCA National Track Chair or FCA General Counsel for specific guidance as needed.
- The Track Event Chair is expected to follow the regulations identified in the *TEM* and has the responsibility of aligning those regulations with a track's regulations. Stricter regulations–whether the FCA's or a track's–have priority. He or she should have knowledge of a track's procedures for reporting any incidents. (If a track does not provide incident reports, the FCA's Track Event Incident Report form should be used to document any track-related incidents. See Attachment 12 e., page 60, for the FCA's Track Event Incident Report form.)
- While the FCA establishes no standards for **cars' sound levels**, some tracks do. Consequently, the Track Event Chair should be familiar with any noise restrictions set by a track before the contract with the Track Owner/Management is signed.
- Event insurance is provided through Safehold Special Risk Insurance for all FCA Sanctioned Track Events. The Track Event Chair is responsible for contacting Safehold Special Risk Insurance at (800) 842-8917 to make the necessary arrangements and complete the application for a rider to the Club's umbrella policy. The Track Event Chair needs to be prepared to discuss specific details, including dates, location, additional insureds (e.g., the track and its owners, etc.), and any other details Safehold Special Risk Insurance may require. Contact the FCA National Track Chair, FCA Insurance Chair, or FCA General Counsel for specific guidance. Their contact information is on the inside the front cover of *Prancing Horse*.
- Some tracks may require their own insurance. If so, this is in addition to the Club's Safehold Special Risk Insurance and event rider. Contact the FCA National Track Chair, FCA Insurance Chair, or FCA General Counsel for specific guidance.
- An individual who has registered and paid for the event may cancel before the event. The Event Track Chair should identify a refund/credit policy to deal with a registrant's unanticipated cancellation.
- The Track Event Chair is expected to schedule and hold drivers meetings for all event participants. The Chief Driving Instructor should provide assistance at the drivers meetings. Pit-in and pit-out procedures, passing protocols (including passing zones for each run group and the direction of point-byes), management of late passes (by the passing car and the car being passed), rules for passengers (no passengers in the Red run group, for example), responses to offs and spins, activation or deactivation of stability and traction control systems, driver clothing and safety equipment requirements, on-track emergency procedures, rules for refueling in the paddock, traffic patterns in the paddock, the meanings of information and command flags, the location and start times of classroom sessions, track damage liability, etc., must be carefully presented at the first drivers meeting and reviewed as necessary during subsequent drivers meetings (when any issues from previous days should be identified and addressed).
- After the track event, the Track Event Chair is responsible for collecting all documentation, including FCA waivers, pre-event tech inspection forms, at-track grid inspection forms, incident reports (if any), and the Track Steward's actions and recommendations (if any), and sending them to the FCA Executive Director at the address found inside *Prancing Horse*.
- **Once organized, the conduct of the event is under the control of the Track Event Chair**, who may delegate some responsibilities to the Chief Instructor and the Track Steward.
- Critical success factors for all Track Event Committee Members include: enthusiasm, organization, communications, availability for planning and implementation, delegation and succession planning, and the ability to balance safety, rules, and participant enjoyment.

- Critical success factors for an Track Event Chair also include: broad understanding of Club/Region interests, a broad understanding of track events and the local market, and executive-level leadership of diverse volunteers and paid staff.
- **The Track Event Chair occasionally assumes the responsibilities of the Event Registrar, whose responsibilities are described below. Adjust and coordinate FCA track officials' roles and responsibilities based upon available staff and tracks' rules and regulations.**

**d. Event Registrar**

- The Registrar works very closely with the Track Event Organizer throughout the planning, execution, and follow up stages of the event. During the event, the Registrar also works with the Track Steward in cases of late registrations and other car/entrant issues.
- Prior to the event, the Registrar is involved early in the planning for the event when the event pricing is being done and the form and event notices are being developed.
- Specific duties include registration form design, event publicity, registration processing, acceptance and deposit of payments, answering or appropriately referring questions, sending acknowledgements of registration, developing registration packets, and handling at-track registration.
- The registration form should include any information about the pre-event technical inspection that the Chief Technical Inspector wishes to publicize to participants. It is recommended that the registration acknowledgment identify points of contact at authorized Ferrari Dealerships as well as any recognized independent Ferrari service organizations that can perform inspections.
- The Registrar needs have access to the current national membership list to validate a participant's membership status.
- The Registrar answers questions and resolves problems (there are always "special circumstances" and "good stories"). He or she also develops a database with all pertinent information from each participant's registration form. This database will be used by various people (including the Event Track Chair and Chief Instructor).
- The Registrar sends acknowledgements of receipt of registration entries, together with some registration materials (see "Acknowledgement" section below).
- The Registrar prepares the emergency contact list, now often required by the track. This is a list of the names of all participants and an emergency contact person and phone number for each participant. The simplest way to get that information is to request that information on the event registration form and then compile that information into a list for the track. A sample registration form is included as Attachment 12 f., page 61.
- Registration packages, prepared by the Registrar's team, should include:

    - Name Tags – Club members should have their own name badge, but most do not bring them, so provide paper name tags. Names should be printed in large, heavy letters so they can be easily read.
    - Tickets – for prepaid cocktail parties, meals, etc., which state the date, time, and location of the meal, party, etc.
    - Mementos – dash plaques, driving suit patches, decals, or the like.
    - Participant Lists – name, address, phone numbers, and cars entered. Be sure to add late entries. Event officials will need copies of the participant list sorted by Name, by name within each run group, and by car number within each run group.
    - Schedule of Events (location and time) – be sure to give the time and place of the drivers meeting as well as any directions participants may need during the course of the event.

- Car Numbers – All cars must have legible numbers on both sides so that the car can be identified. Numbers should be a minimum of 8” in height in a color which contrasts with the color of the car.
- Other Items – as appropriate.

- For the Annual Meet, actual event registration should take place at the headquarters hotel and also at the track. Provide at least one registration team of three people – more teams of three may be needed for larger events. The third team member is needed to relieve the other two and to handle late entrants. Registration should be kept open from a reasonable hour until 10:00 p.m. at the hotel on the first day and for two hours in the early morning at the track or hotel on subsequent days at an announced location and time.
- If the event is a one day affair, registration will probably be at the track only.
- Critical success factors for an Event Registrar also include computer skills, accounting/ bookkeeping, reporting, and recruiting.

**e. Track Steward and Assistants**

- The Track Steward plays a pivotal role in ensuring that the event is safe and pleasurable. Roles and responsibilities include:

  - Control of drivers and drivers during the entire event.
  - Accessibility either in person or via radio with ready access to information about course conditions, activities, and incidents.
  - The Track Steward shall have a thorough understanding of the FCA *TEM* and all supplementary requirements (e.g. Local Rules), as appropriate. It is highly desirable for the Track Steward to be familiar with the track, workers, and the local FCA Region.
  - It is highly recommended that the Track Steward be an experienced Track Steward from a recognized track organization such as the SCCA, PCA, BMWCCA, Skip Barber, etc. The ability to manage large and complex track events–including safely, calmly, and effectively handling complex, ambiguous, and potentially dangerous situations where personalities and egos may be a factor–is a required core competency of FCA Track Stewards. It is not required that the Track Steward be an FCA member.
  - The Track Steward is expected to be very busy throughout the track event and shall have no other duties.

- Additional *Assistant* Track Steward(s) are appointed as appropriate to handle a wide range of important support tasks including:

  - Interfacing with Club members
  - Implementing and announcing changes in schedule
  - Making (or arranging to have made) announcements over a public address system which can be heard by all participants
  - Being available to the Track Steward,Track Event Chair, and the Chief Instructor to assist in the handling of questions, problems, or other issues.
  - Other duties as assigned by the Track Steward as appropriate.
  - Assistant Track Stewards may or may not be FCA members and may serve in multiple capacities.

- It is highly recommended that at least one Assistant Track Steward be trained and fully capable of taking over the duties of the Track Steward.

- Critical success factors for the Track Steward include deep knowledge and experience in speed event operations; an understanding of FCA events and participants; executive–level management/ leadership skills; superior judgment and discretion; timely and decisive decision making; and superior delegation and communication skills.
- Critical success factors for Assistant Track Stewards include some mix of the Track Steward's critical success factors and the ability to develop the others.

**f. Instructor Team**

- The Instructor Team is responsible for making sure that all drivers in the track event have the appropriate driving skills and mind-set to drive their cars safely and effectively. In addition to well established track driving expertise, the Instructor Team shall be well versed in adult learning principles as they apply to the highly complex and physically dangerous activity of operating a car at high speeds on a race track. The ability to establish a trusted consulting relationship with drivers who have a wide range of personality types and track experience is a core competency of the Instructor Team.
- The Chief Instructor is expected to:

  - Recruit and lead a qualified, certified group of Instructors large enough to provide in-class and on-track instruction to drivers in the Track Event
  - Provide the Track Event Chair with an instructor roster, which should include instructors' emergency contact information and identify their cars by make, model, color, and number
  - Develop an overall set of approved content for classroom delivery, rules of engagement for instructors, criteria for changing run group assignments, and criteria for allowing drivers to solo. See Attachment 12 g., page 61, the FCA's Minimum Classroom Standards.
  - Work with the Track Event Chair to establish scheduling and assignment of drivers to run groups
  - Serve on or delegating an instructor to serve on a Hearing Committee or as Pace Car driver at the direction of the Track Event Chair
  - have well established leadership/management experience in a recognized track driving or racing school (e.g., ESR/FCA, PCA, BMW CCA, Skip Barber, SCCA, etc.) and have completed at least one formal instructor training program with an accredited HPDE organization (ex., ESR/FCA, PCA, BMW CCA, MSF). The ability to evaluate driver credentials and behavior dispassionately and make an appropriate decision in potentially tense or emotional circumstances is a required core competency of all FCA Chief Instructors.
  - The Chief Instructor is expected to schedule and hold meetings for all event instructors. Pit-in and pit-out procedures, passing protocols (including passing zones for each run group and the direction of point-byes), management of late passes (by the passing car and the car being passed), rules for passengers (no passengers in the Red run group, for example), responses to offs and spins, activation or deactivation of stability and traction control systems, driver soloing and promotion criteria, standards for instructor/driver interaction, driver clothing and safety equipment requirements, on-track emergency procedures, rules for refueling in the paddock, traffic patterns in the paddock, the location and start times of classroom sessions, etc., must be carefully presented at the first instructors meeting and reviewed as necessary

during subsequent instructors meetings (when any issues from previous days should be identified and addressed).
    - Conduct regular evaluations of established FCA instructors' performance
    - Thoroughly review the qualifications of any instructor who is new to an FCA track event

- Instructor responsibilities are as follows:

    - Classroom Instructors, assigned by the Chief Instructor, are responsible for the effective delivery of approved content during classroom sessions. Classroom instructors shall have a demonstrably deep understanding of the theory and practice of high speed track driving, a thorough understanding of how FCA Events are conducted, and established competence as classroom presenters. The ability to maintain control and effectively present critical information to medium to large groups with a wide range of knowledge and personality types is a required competency of FCA classroom Instructors
    - In-car instructors are responsible for effectively engaging with their drivers in order to assist them in achieving reasonable and attainable driver development goals. In-car driving instructors shall have completed instructor training programs with accredited high performance driver education organizations. **Exceptions to this requirement can only be made by the Track Event Chair or the Chief Instructor**. *Preference* is given to individuals who have earned their instructor certification with the ESR/FCA, the PCA, the BMW CCA, or the Motorsports Safety Foundation. *Years of track experience as a racer or track driver is not sufficient to qualify an individual as an FCA instructor*. The ability to manage potentially dangerous situations effectively in real-time and at high speeds from the passenger seat is a required core competency of all FCA instructors.
    - A certified instructor new to the FCA must provide a written reference from a chief instructor from an accredited HPDE organization and should have ample experience instructing at the track at which an FCA event is held. The written reference should be submitted to the event's Chief Instructor.
    - A freelance (private) instructor who has contracted with an FCA track event participant must submit his or her instructor qualifications to the Chief Instructor **three weeks** before the event during which such private instruction will take place. The Chief Instructor will review the qualifications and submit his or her recommendations to the Track Event Chair, who will make the final determination about the individual's qualifications to serve as a private instructor at an FCA track event. The Chief Instructor will then contact the private instructor with the decision of the Track Event Chair.
    - A “demonstration ride” by an instructor can be helpful to enhance a driver's development. The purpose of the ride is to display the proper driving techniques to help the driver advance his or her skills; a demonstration ride is never used by an instructor to show how well he or she can drive. The FCA encourages demonstration rides which give drivers attainable goals. *"Thrill rides" given by instructors are prohibited*. Demonstration rides can only take place in the Green, White, or Blue groups, and instructors must not exceed the speeds anticipated in those run groups and must obey all of the rules pertaining to those run groups. Demonstration rides set quality examples for developing drivers. At FCA track events, drivers are not required to have their cars driven by instructors. A driver can ask to have his or her car driven by an instructor, but the driver–and not the instructor–must initiate the request. *A driver must freely and voluntarily give permission for the instructor to drive. The instructor must operate*

*the car at no more than 7/10ths of the car's performance capabilities*. Neither the FCA nor the instructor has any liability for any damage.
    - Serving on a Hearing Committee or as Pace Car driver at the direction of the Chief Instructor.

- Members of the Instructor Team are expected to be very busy throughout the track event and shall have no other duties.
- Critical success factors for the Chief Instructor include a deep knowledge and experience in track driving and instruction, understanding of FCA events and participants, executive–level management/leadership skills, superior judgment and discretion, timely and decisive decision making, superior delegation, and excellent communication skills.
- Critical success factors for Instructors include a deep knowledge and experience in track driving and instruction, understanding of FCA events and participants, superior judgment, discretion and excellent communication skills. Moreover, Instructors are expected to

    - contact their students (if contact information is available) before an event to introduce themselves and to gather some insights about their students' track experiences, goals, car preparation, etc.
    - promptly notify the Chief Instructor if they can no longer attend an event for which they've registered
    - be prepared to instruct for the entire event (and to notify the Chief Instructor if they have to leave an event early)
    - arrive at the event early enough to find and meet their students
    - attend and be on time for all instructors' and drivers' meetings and for all of their students' track sessions
    - have helmet communicators and and student headsets
    - have full Nomex/Carbon X gear available if they drive or instruct in the Blue or Red groups
    - know and follow the track check-in procedures for drivers and instructors
    - know and follow the criteria identified in the FCA's pre-event and grid inspection forms
    - know and follow the traffic patterns in the paddock of the track at which the event is scheduled
    - know and follow the the procedures for staging cars at the track at which the event is scheduled
    - know the meanings of all of the information and command flags
    - know the locations of all of the flag stations of the track at which the event is scheduled
    - know the locations of the run-off areas and evacuation lanes of the track at which the event is scheduled
    - know and follow the passing standards and passing zone rules for all run groups
    - assist students with passing signals, when appropriate, by reminding the students to give passing signals (**barring emergencies, instructors do not give passings signals for drivers**)
    - know event emergency procedures
    - know and follow the event-established procedures for soloing a driver in the Green run group and for promoting drivers between run groups
    - provide students with goals before each session and with concise evaluations and additional goals after each track session
    - conduct themselves professionally and as representatives of the Ferrari Club of America

**g. Tech Team**

- The Tech Team is responsible for assuring that all cars running on track are appropriately prepared mechanically, with the necessary safety equipment installed and operating correctly. They are also responsible for assuring that drivers have the necessary personal safety gear, including helmets, driving suits, etc., as appropriate for the cars and run groups. See the technical and safety inspection requirements elsewhere in the *TEM*.
- The Chief Technical Inspector is the person with overall responsibility for assuring the safety and mechanical soundness of all cars running on the track during the track event. Roles and responsibilities include:

    - Delegating authority to conduct pre-event technical inspections to authorized Ferrari dealers and selected independent service facilities specializing in Ferraris. For large events such as the Annual Meet, organizers are encouraged to contact other FCA Regions to identify qualified independent Ferrari service organizations. The list of delegated (i.e., approved) inspections sites shall be given to the Track Event Chair and Registrar for publication in advance of the event.
    - Validating the acceptability of other inspection sites as requested on a best-efforts basis
    - Decisions to accept or reject any pre-event technical inspection document regardless of its source
    - Decisions to accept or reject any car for any reason at any time throughout the event
    - Where possible, arranging for a qualified service provider (typically the local authorized Ferrari dealership) to be available throughout the track event to assist with minor mechanical repairs or services as needed. The provider may charge the car owner for any such repairs or services.
    - Recruiting a team of qualified Grid Inspectors sufficient to meet the anticipated inspection requirements at the beginning of the event
    - Maintaining close control over car, helmet, and run group tech stickers as well as all completed pre-event and grid inspection forms
    - The Chief Tech Inspector shall have well established leadership/management credentials in a recognized track driving or racing environment (e.g., ESR/FCA, SCCA, PCA, BMWCCA, Skip Barber, etc.) as well as a thorough mechanical understanding of Ferrari automobiles. The ability to dispassionately evaluate the technical and safety preparation of Ferrari automobiles and driver safety equipment for track use– including racing–is a required core competency of FCA Chief Technical Inspectors.
    - The Chief Technical Inspector is expected to be very busy during the first half day of a track event and from time to time thereafter. It is highly recommended that the Chief Technical Inspector not have any other duties during these periods.
- Grid Inspectors are responsible for conducting Grid Inspection at the track to make sure the cars and drivers are ready to go on the track. Roles and responsibilities include:

    - Checking completed pre-event Tech Inspection forms, making sure that any discrepancies are resolved, and verifying that the car is in full compliance with technical requirements for the run group
    - Completing the Grid Inspection form and validating that all car and driver items on the checklist are in compliance with the requirements

- Upon satisfactory completion of the Grid Inspection (i.e., all car, helmet, and other safety items to be checked are in compliance), the Grid Inspector will:

    - Sign and date the Grid Inspection for and return it and the Pre-event Tech Inspection form to a secure place designated by the Chief Technical Inspector
    - Place the Technical Inspection and appropriate Run Group stickers on the car (typically the upper left windshield or other approved location)
    - Place a Technical Inspection sticker on the driver helmet in the approved location
    - Refer any questions or problems to the Chief Technical Inspector for resolution

- The ability to calmly, thoroughly, and accurately complete a detailed checklist of safety items under frequently hectic circumstances is a required core competency of FCA Grid Inspectors. Grid Inspection can be a very enjoyable and interesting job for members who are new to track events and who want to get involved without a lot of training, experience, or time commitment.
- Critical success factors for the Chief Technical Inspector include a deep knowledge and experience in maintaining/preparing Ferrari and other cars (including race cars) for track driving, understanding of FCA events and participants, executive–level management/leadership skills, superior judgment and discretion, timely and decisive decision making, and superior delegation and communication skills.
- Critical success factors for Grid Inspectors include attention to detail, general understanding of preparing cars for track driving, general understanding of FCA events and participants, good judgment, discretion, and communication skills.

**h. Track Control Team**

- The Track Control Team is responsible for communication with and control of the drivers when cars arrive at the make up grid, while cars are on the track, while cars are in the pits, and when cars return to the paddock/parking area. Track control team members work closely with the Track Steward through the Track Control Chief – in effect becoming the “eyes and ears” of the Track Steward while cars are on track. They also become the Track Steward’s “arms and legs” by taking appropriate action during on-track incidents. It is important that members of the Track Control Team have an open, comfortable, and trusting relationship with the Track Steward.
- Chief Track Control – This person, sometimes referred to as “Control," is the primary focal point for directing and reporting what is happening on the track. Control is aware of and directs all events through contact (via radio or other appropriate mechanisms) with the corner workers (flaggers) and the Track Steward. Roles and responsibilities include:

    - Along with the Track Steward, meets with corner workers and describes the type of event, passing zones, and type of behavior expected. Ensures the flaggers are using the flags consistent with driver expectations
    - Sets up and manages the communications network (typically radios or closed circuit phones) which lets the Track Steward know what is happening on the track
    - Ensures that the public address system is operating properly so that participants can clearly hear announcements. The public address system is one of the keys to a successful event. Participants given adequate, timely information will react well. Without information, they will be confused and upset. The system should be checked in advance of a track event to be sure there is adequate clarity and power. “Bull horns” are not adequate.

- Ensures operations run smoothly, using a public address system to inform participants
- Ensures the track is safe before allowing cars to enter
- Keeps track of event time; checkers run groups when complete
- Stays informed of driver behavior or incidents and directs appropriate action including, but not limited to:

    - Black Flag with accompanying advisory instruction
    - Informing the Chief Steward of circumstances requiring additional instruction
    - Red Flag session if necessary
    - Dispatching emergency vehicles as needed

- It is highly recommended that Chief of Track Control be an experienced Race Chief Track Control from a recognized track organization such as SCCA, PCA, BMWCCA, Skip Barber, ESR/FCA, etc.
- The Chief of Track Control shall have no other duties.
- It is highly recommended that the Chief of Track Control have at least one deputy trained and capable of taking over the roles and responsibilities of the Chief of Track Control.
- It is not required that the Chief of Track Control or any deputies be FCA members.

- Critical success factors for the Chief Track Control include a deep knowledge and experience in speed event operations, a general understanding of FCA events and participants, executive–level management/leadership skills, superior judgment and discretion, superior ability to prioritize in real-time, and effective communication skills.
- Pit and Grid – This person, who is often also the Track Steward, is responsible for recruiting a team of qualified persons who will control the staging of cars on the grid as well as the entrance to and the exit from the course. This is critical to the safe operation of a track event. Typically, at least one to two people will be needed at any one time. It may be appropriate to recruit additional people who will serve on a rotating basis. Roles and responsibilities of the Pit and Grid team include:

    - Staging cars on the pre-grid (sometimes called the make-up or false grid) in advance of a run group session. This includes:

        - Assuring that the cars and drivers (and any passengers) are properly credentialed (i.e., correct car and helmet stickers, driver and passenger wristbands) for the coming session
        - Assuring that drivers (and any passengers) are wearing the proper safety equipment for the coming session
        - Directing cars to the appropriate location on the pre-grid
        - Informing the Instructor Team of any driver with needs (i.e., does not have a “solo” wristband)
        - Maintaining a clear path for vehicles to enter and leave the grid area
        - Clearing any cars that do not belong on the grid (i.e., cars from a different run group)
        - Responding to and relaying signals from the Chief Track Control to drivers (e.g., minutes to go, start engines, move forward, stop, etc.)
        - Maintaining good order on the Pit Lane during the run group including, signaling drivers to slow or stop as appropriate when in the pit lane, and directing drivers safely toward pit out or the paddock as appropriate and in coordination with the Chief Track

Control or Track Steward
    - Assisting during “black flag” and “red flag” situations by directing the driver(s) involved to move/stop their cars appropriately as directed by the Chief Track Control or Track Steward
    - Safely clearing the pit lane at the end of the run group by directing traffic appropriately

- If their numbers are sufficient, Pit and Grid workers they may have other duties. Often, Grid Inspectors will also serve as Pit and Grid workers.
- Pit and Grid can be a very enjoyable and interesting job for members who are new to track events and who want to get involved without a lot of training, experience, or time commitment.

- Critical success factors for Pit and Grid workers include attention to detail, general understanding of preparing cars for track driving, general understanding of FCA events and participants, good judgment, discretion, and effective communication skills.
- Corner Workers – It is highly recommended that the Track Event Organizer contract with a recognized track organization (such as SCCA, PCA, BMWCCA, etc.) in the area to provide qualified corner workers. *In most cases, the track can provide qualified corner workers*. In all cases, it is essential that there be an open, comfortable, and trusting relationship amongst members of the Corner Worker team and with the Track Steward and the Chief Track Control. If participants are to function as corner workers, then provisions shall be made to ensure their training, experience, and competency.
- Critical success factors for Corner Workers include a thorough knowledge of flag standards and corner experience (including flagging and emergency services) in racing or other track events, general understanding of FCA events and participants, the ability to prioritize in real-time, and effective communication skills.

**i. Emergency Services Team**

- The Emergency Services Team reports to the Track Steward under the direction of the Chief Track Control and includes the following:

    - Ambulance - At least one basic life support (BLS) ambulance with an EMT crew is required. In the event of an injury requiring the use of an ambulance, the event cannot continue until an ambulance has returned and is once again available if needed. For this reason, it is prudent to consider having more than one ambulance (especially with a large event such as the Annual Meet). It is highly recommended that an advanced life support (ALS) ambulance be considered.
    - Medical Personnel – If appropriate “Race Medical” facilities are available at the track, it is recommended that qualified personnel be secured to staff it during the event.
    - Wrecker - At least one wrecker to pick up and transport a car back to the paddock

- In many cases, the track can provide or help arrange for these services at a reasonable price–either as part of the contract or as a referral.

**j. Other Event Staff**

- The Track Event Chair will want to coordinate with the Track Steward and the Registrar to ensure volunteer or paid staffing for a number of other roles including but not limited to:
    - At-track registration
    - Refreshments and catering throughout the event
    - Logistics (i.e. “care and feeding”) of sponsors, special guests, and other VIP’s
    - Paddock Marshalling (i.e., crowd control, traffic control parking, security, etc.)
    - “Runners” to assist various officials as appropriate
    - These roles can be a very enjoyable and interesting for members who are new to track events and who want to get involved without a lot of training, experience or time commitment.

## 8. General Event Planning Checklist

***PLEASE NOTE: Events should be budgeted to be financially self-sustaining.***

1. Secure the track dates (written contract to cover track rental, workers, equipment), and pay the deposit on time.
2. Arrange insurance (certificate of insurance) through Safehold Special Risk, identifying additional named insureds.
3. Identify key event staff and arrange for workers – corner workers, instructors, registration, tech/grid, waivers, pit, communications, pace cars for lunchtime touring, etc.
4. Plan for any meals, tents, etc., including plenty of water for all participants, guests, and workers.
5. Decide on and purchase event trophies, badges, event mementos and worker gifts. Plan for worker rides and meals.
6. Get sponsors, and then arrange for the care and feeding of the sponsors.
7. Block hotel rooms.
8. Arrange for tech forms, tech and helmet stickers, wristbands, and car numbers.
9. Arrange communications (workers, stewards; two-way radios for key workers at event).
10. Arrange for fuel to be available at the track.
11. Secure cones to mark passing zones.
12. Arrange for security.
13. Price the event.
14. Line up tech inspectors (e.g., authorized and independent Ferrari service facilities).
15. Create a registration form, and advertise the event in the FCA Monthly Bulletin and by email.
16. Handle registrations as they come in, making sure information is complete and payments are correct and valid. Deposit all checks,run credit cards as soon as possible, and coordinate payment information with the Treasurer.
17. Send registration acknowledgements.
18. Prepare registration packets.
19. Create a display to indicate which run group is on the track and which will be out next.
20. Devise an event schedule and make run group assignments.
21. Print handouts (schedule, track map, a write-up on how to drive a lap of the track, etc.).
22. Plan drivers’ meetings (including flag display and presentation).
23. Designate people to take photos at the event, and write an article for *Prancing Horse*.
24. Arrange for vendors (if wanted), including a photographer to take photos of cars on the track. (optional)

25. Outside media are unlikely to be interested in covering any event except an Annual Meet. If needed, the Annual Meet Committee should make such arrangements as deemed appropriate.
26. Have turn-in, apex, and track-out cones in place. Frequently, the track will have them in place in advance if requested ahead of time.
27. Set up registration at the track.
28. Bring checks to the track.
29. Post event actions include but are not limited to a financial wrap-up, the submission of an article to *Prancing Horse*, and the sending thank-you notes.
30. All waivers, tech and grid inspection forms, and incident reports should be sent to the FCA Executive Director at the address on the inside cover of *Prancing Horse*.

## 9. Checklist Details

### a. Track Owner/Manager Contract

The contract shall be in writing and cover the following:

- Cost to use Facility – This should be the total cost for all services provided. It should cover the conditions under which cancellation can take place with reimbursement in whole or in part (such as weather) as well as a final date for cancellation. In pricing an event, the Track Event Chair should also bear in mind possible hidden costs which may result from the track contract. Many track contracts require the Lessee to provide a certain number of ambulances, tow trucks, and corner workers and to clean up after the event. Thus, the contract should be carefully reviewed to make sure there are no hidden costs which should be reflected in the pricing of the event.
- Track Owner Availability – know how to contact at what hours, on what days, in what location
- Track Personnel – know who will represent the owner in case of problems (power off, gates locked, etc.) and how to contact them. Get names, how to locate, including a list of all appropriate phone numbers. Be sure that the Track Event Chair has this list at the event.
- Track Services Included – power, gas, air, water, garage, toilets, public address system, radio system for use by corner workers, emergency vehicles, and other services. If the track will provide the corner workers, know whether the corner workers are included in the track rental or are an additional expense.
- Emergency Equipment – arrange for an ambulance (BLS required, ALS preferred – two or more desirable) and at least one wrecker. This can often be arranged through the track. The value of having two ambulances is in case of an incident requiring transport, the event can continue with the single remaining ambulance. Also, make sure there are arrangements with the local hospital for emergency care. Arrange for either a wrecker or flatbed truck. If the track has gravel traps, a flatbed truck generally does not work very well. Frequently, the track can arrange for the wrecker.
- Track Decision Maker – know who has the authority to enforce or modify the contract
- Track Prohibitions and Rules – some examples include not allowing children in certain areas, minimum age to be a passenger or driver, ability to do lunchtime touring, convertibles, passengers in convertibles, etc. An FCA member must be assigned the job of enforcing the prohibitions and rules.
- Track Concessions – find out what concessions (food, souvenirs, etc.) will be available as well as the rules about inviting vendors (including those who might cater a meal at the track). There may be prohibitions or costs associated with concessions or vendors as well as requirements where sales may take place (vendor tent, meal venue, etc.).

- Sample Contract – no contract is shown as contracts have various forms: verbal arrangements between persons with long-established relationships, modest (and incomplete) contracts, and those that are very formal. The Track Event Chair should know best what local conditions require. When in doubt, contact the FCA General Counsel.

**b. Insurance**

Arrange for insurance at least 30 days in advance of the event and follow up to make sure the event is appropriately covered. Safehold Special Risk is the required insurance provider for all FCA sanctioned track events. The insurance for a track event will be a rider on the Club's master policy. Contact Safehold Special Risk at (800) 842-8917 to request the application.

- Track Supplied Insurance – Some track contracts require that the event be run under the track's insurance. If so, this insurance is in addition to the Safehold Special Risk insurance required by the Club.
- "Additional Insureds" are those organizations/people who wish to be covered by the insurance for the event. The track will likely want to be named. The event "chiefs" and any worker organizations will likely want to be named. It is not necessary to name FCA members.
- Cost of Insurance – In all cases, the cost of event insurance is borne by the host FCA region and should be budgeted appropriately.
- Certificate of Insurance – About 10 days before the event, contact the track to confirm that the certificate of insurance has been received. The Track Event Chair should also receive a certificate of insurance. A copy of the certificate should be available at the track during the event.

Contact the FCA National Track Chair, Insurance Chair, General Counsel, or the Executive Director if additional information or guidance is needed.

**c. Waivers**

**Every person attending, working, or participating in an FCA sanctioned track event–including minors–must sign a waiver. Anyone who is ineligible, unable, or unwilling to sign a waiver shall not be permitted inside the gate to the track or to participate in the event in any way**. At the end of the event, all signed waivers shall be sent to the FCA National Office.

- Waiver Forms – Safehold Special Risk Insurance will send their waiver forms to the Track Event Organizer at the time insurance is ordered for the event. If Safehold Special Risk does not send the forms, call Safehold Special Risk at (800) 842-8917 to request the forms (including minor waivers for any minors who may come to the event).
- FCA's Safehold Special Risk Waivers shall be signed by everyone attending the track event: drivers, spouses, children, guests, and workers.
    - A good place to get waivers signed is at the entrance to the track. A team of 2-3 FCA members can handle this.
    - At the top of the waiver form in the space provided for the date, fill in the dates encompassing the ***entire*** event.

- Make sure everyone signs the waiver and that they are signing their own names (not Lewis Hamilton or Charles Leclerc).

- Track Waiver (may be a separate waiver from the FCA waiver) – The track may require everyone to sign their waiver in addition to the FCA waiver, especially if the FCA is getting insurance through the track instead of through the FCA's insurance with Safehold Special Risk. The track will make sure everyone signs the track's waiver. A team of FCA members should make sure everyone signs the FCA waiver.
- Waiver for a Minor – must be signed by the minor (if able) and by the parent or guardian. Minor release forms completed away from the event registrar must be notarized. Minors are those who have not reached the age of majority (usually 18) in the state where the event is located. Waiver forms for minors are available from Safehold Special Risk.

**d. Minimum Age**

- All drivers must have a valid driver's license and be at least 18 years old to drive on the track.
- All passengers must be at least 16 years old.
- **The track's policy may be more restrictive**. When the FCA's policy varies from the track's policy, the more restrictive policy is to be applied. Check the track rental agreement.

**e. Children and Pets**

- Children shall remain under the effective control of the adult who signed the Minor Waiver.
- Children shall not be in potentially dangerous locations such as the hot pit area, corner worker stations, etc.
- **Participants are strongly urged not to bring pets to the track**. Any pets that are brought to the track shall be on a leash, in a cage, or otherwise suitably restrained. Some tracks may prohibit pets entirely, so check the track rental agreement.

**f. Non-Member Entrants and Drivers**

From time to time, it may be advantageous to invite individuals (as opposed to other clubs) who are not FCA members to be participants in FCA events. This is permitted by our insurance. Such persons are considered "Invited Guests." These invitations should be screened with care. If an "Invited Guest" is the source of a claim, it will be charged to FCA's experience record.

**g. Wristbands, Stickers and Forms**

Distinctive wristbands shall be used to identify all FCA Track Event participants: drivers, crew, family, friends, children, and workers. Drivers receive a green, white, blue, or red wristband, depending on their run group. A different color wristband should be chosen to be used by all others at the track. The wristbands should not be issued until the person has signed both the track waiver and the FCA event waiver.

- Non-driver participants may sign the FCA event waiver and get their wristbands at registration.
- Drivers should get their run group wristbands at the drivers' meeting or at registration.

Order wristbands, tech and helmet stickers, and car numbers ahead of time. Have blank tech and grid inspection forms available for the tech inspectors, both prior to and during the event. Sources include:

- Tech Inspection Stickers - order from any local supplier
- Tech and Grid Inspection Forms
- Wristbands – obtain a source through your local hospital or reliable retailer
- Car Numbers – obtain locally from a sign store that specializes in vinyl or Mylar products. or from a reliable retailer
- Other Stickers – obtain locally or from a reliable retailer or make your own.

**h. Passengers**

- The FCA's insurance company, Safehold Special Risk Insurance, does not specifically prohibit passengers in any group. Rather, Safehold Special Risk relies on the FCA and the track event organizers to exercise good judgment.
- Instructors may be passengers in cars in any run group.
- Passengers can accompany drivers in the Intermediate/White and Advanced /Blue groups.
- Passengers shall have the same safety equipment as the drivers (helmet, clothing, shoes).
- Seat belts shall be the same for passengers as for drivers. If a driver has a five- or six-point harness, the passenger shall have one as well.
- Prospective passengers are encouraged to attend the drivers' meeting to have a better understanding of the track environment.
- It is recommended that all non-instructor passengers not talk once the car is moving. The driver must concentrate on handling a car at speed, and talk is distracting.
- **On the track, passengers are not allowed to use cell phones or any other electronic devices**.

**i. Report of Incidents**

An incident is defined as any occurrence that might give rise to an insurance claim, such as when a vehicle sustains physical damage or a person at the event sustains physical injury. Minor incidents (such as spins, 4 wheels off, etc.) do not need to be reported.

In the case of an incident, the Track Event Chair should make sure that Safehold Special Risk Insurance, the FCA Insurance Chair, the FCA National Track Chair, and the FCA General Counsel are notified and that a written report is promptly and thoroughly prepared. The names, addresses, and phone numbers of witnesses are to be included, as are any available photos. The original report is to be sent to the FCA General Counsel, and a complete copy should be sent to the National Track Chair. The written report should be completed at the track as soon as possible after the incident while the individuals involved are still available.

The FCA's Track Event Incident Report form is included as Attachment 12 e., page 60..

**j. Event Mementos, Worker Meals, Rides, and Gifts**

Trophies are not awarded at track events as to do so would encourage "racing," which is contrary to club policy. Badges, dash plaques, t-shirts, etc., as evidence of participation are not necessary but are a nice touch.

Workers are essential to the safe conduct of a track event. Occasionally, they are paid (particularly if the track provides the workers), but many volunteer their time. Ways to show the Club's appreciation include giving "thank-you" rides to workers, providing meals for them, and giving them a memento of the event.

- Worker Rides – Rides should be given to corner workers under touring rules. It is important to schedule cars well in advance to give rides to workers. The registration form provides a direct opportunity to register cars for corner worker rides. Such registration can be confirmed with a windshield sticker which indicates that those cars have been signed up for worker rides. The rides can be given after the last session of the day or at lunch on the last day. Line up cars on the grid, line up the workers, and then place the workers in the cars.
- Worker Gifts – Mementos are greatly appreciated. A patch, t-shirt, or hat (the same as the one given to FCA participants) that is unique to those who were present at the event will mean even more to workers than to participants. Distribution should take place at the track at an appropriate time.
- Worker Meals – Lunches are provided for track workers. Dinner is generally provided for track workers on Saturday night. Senior FCA event officials (and, if possible, some of the instructors whose names would be familiar) should drop by, pay compliments, and leave. It is the gestures that are all important – the ones that say to workers, "we recognize your importance to us and we want you to know how much you are appreciated."

**k. Sponsors**

It is important to secure event sponsorship as early as possible. Be sure to get the sponsorship money in the bank as soon as possible–definitely before the event. Most importantly, work with the sponsors so that they feel that they have received fair value. Incorporate the sponsor's name in the event name, introduce the sponsor at the drivers' meeting, and so on.

- Special rules apply where sponsors' names or logos might be used in association with FCA or Ferrari SPA trademarks. Organizers shall consult with the FCA National Office.
- The primary sponsor for regional track events is usually a local dealer. However, sponsorship is not limited to a local Ferrari dealer. Check into related products that may be suitable–for example, a trailer manufacturer, a wax company, an auto racing safety gear supplier, etc.
- The key to sponsorship is giving value back to the sponsor. There are several ways of doing this:
    - Maintain a dialogue with the sponsor. Exchange ideas; express interest in the sponsor's products and services.
    - Introduce the sponsor and his or her staff at the drivers' meetings, and encourage people to support the sponsor.
    - Have giveaways–such as t-shirts, baseball caps, etc.--that mention the sponsor.
- When an authorized Ferrari dealership is a sponsor, consider the following:
    - Let the dealership know that if it has a potential customer for a particular model car, arrangements can be made at the event for someone who owns the same model to take the customer for a ride on the track.
    - Point out to the drivers that the dealer has expert knowledge of Ferraris and that, by using the dealer, owners will know that they are getting genuine Ferrari parts and authorized Ferrari

service.
    - Prior to the event, ask the dealership if it would like to include a used car inventory list in each registration package.
    - Help dealers get people into the dealership by supporting open houses at the dealership.

**l. Security**

Whenever possible, a guarded area (covered if possible) should be provided for the entrants' cars. This is especially important at hotel or meal venues.

**m. Display of On-Track Run Group**

Prepare a method to inform participants when the various run groups are on the track. A large bulletin board posted in a prominent place showing by color and time the status of the event at all times, including which group is presently on track and which group is next, is very useful. Helium-filled balloons can be very effective for informing participants of what group is on the track and what group goes out next. As an alternative, include a run group schedule in each participants' registration package.

**n. Post-Event Actions**

- Post Event Publicity – send a write-up of the event and photos to the editor of *Prancing Horse* within two weeks following an event.
- Thank-You Letters – Nothing surpasses “thank-you” letters for building good public relations for the club. Post-event letters from the Track Event Organizer should be written to all key figures – track owner, workers, hotel managers, and others as appropriate to the specific event and circumstances. Club members who make major contributions should also be thanked in writing.
- Signed Waivers and Inspection Sheets – Send all signed waivers and the tech inspection sheets to the FCA Executive Director within 10 days after the end of the event. These documents will be saved for 10 years.

## 10. Registration Package

Registration packages, prepared and managed by the Registrar’s team, should include:

- Name Tags – Club members should have their own name badges, but most do not bring them, so provide paper name tags. Names should be printed in large, heavy letters so that they can be easily read.
- Tickets – for prepaid cocktail parties, meals, etc., which state the date, time, and location of the meal, party, etc.
- Mementos – dash plaques, driving suit patch, decal, or the like
- Participant List – name, address, car(s) entered, and phone numbers. Be sure to add late entries.
- Garage assignments (if applicable)
- Schedule of Events (location and time) – be sure to give the time and place of the drivers’ meetings as well as any directions participants may need during the course of the event.

- Car Numbers – all cars must have legible numbers on both sides so that the car can be identified. Numbers should be a minimum of 8” in height in a color which contrasts with the color of the car. Contrasting roundels are encouraged.
- Information Package – any track or event-specific information (such as a track briefing manual, track driving instructions, or other relevant materials) that will help make the event smoother, safer, and more enjoyable for all participants
- Other Items – as desired

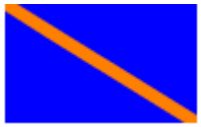
Registration forms should contain the following information. However, for a regional track event some of the following information may be unnecessary. A sample registration form is in the Attachments.

- Event name and date as well as an overall description of the event
- Type of event (and conditions to be met, if any)
- Hotel accommodations (including the event's hotel headquarters), with the names of the hotels, addresses, phone numbers, and cost range)
- Amenities available (pool, tennis, guarded area for cars, etc.)
- What is included in registration and other fees
- Deadlines – and late or cancellation policies
- Required Equipment, such as helmets, Nomex, etc.
- Event personnel – who to contact, how, and at what time of day
- Urge members to make hotel reservations early
- Emphasize unique aspects, such as noise limitations
- Other information that may be pertinent

## 11. Flag Standards

**➤Information Flags (Track Advisory Flags)**

**Green Flag**. Start of session or cancellation of a danger previously signaled. Track is clear.



**Blue Flag**. Another driver is following and may be trying to pass. The flag may be displayed standing or waving, depending on the speed at which the passing car is overtaking another car. Remain on line and be prepared to give a point-bye in the next passing zone.

**White Flag**. Ambulance, fire truck, wrecker, or other service vehicle is on the circuit, or a slow-moving car is ahead. A driver may pass the slow vehicle with care.

**Yellow Flag with Vertical Red Stripes**. A hazard exists on the track. It could be anything from liquids, such as antifreeze or oil, a the bumper from someone's car, or mud/gravel kicked up by an off-track excursion.

➤**Command Flags (Require Driver Action)**



**Yellow Flag**.

➤➤**Standing Yellow.** Indicates an area of danger ahead and off-line. Reduce speed. No passing from the flag until the driver has passed a corner worker station which is not displaying a yellow flag.

➤➤**Waiving Yellow.** Indicates an area of danger ahead and on-line. The track is partially blocked; reduce speed and be prepared to stop. No passing from the flag until the driver has passed a corner worker station which is not displaying a yellow flag.

**Black Flag**.

➤➤**Furled Black Flag**. Pointed or shaken at an individual car, indicating that the driver has been observed driving in an unsafe or improper manner. If the action continues, the driver shall be given an open black flag. A pit-in is not required.

➤➤**Open Black Flag (individual).** Proceed directly to the pits for consultation. Do not take another lap. This flag is usually displayed along with the number of the car concerned or a clear point to the car involved.

➤➤**Black Flag (all flag stations)**. All drivers should slow down, proceed directly to the pits, and await further instructions. This is used from time to time when the Track Steward and Track Control want to clear the track quickly and safely.

**Black Flag with Orange Disc (Meatball Flag)**. Your car has a mechanical fault of which you may not be aware. Proceed immediately to the pits for an explanation and inspection. In the absence of a "Meatball Flag," a Black Flag may be used to indicate a mechanical fault.

**Red Flag (all flag stations).** There is a serious situation on the track. Check your mirrors to make sure that the drivers behind you have also seen the red flag. Then, come to a controlled stop off-line on the side of the track and within sight of a corner worker. Leave room for any emergency vehicles to get through. Do NOT make a panic stop. When so advised by the corner worker (usually by means of showing a black flag), proceed slowly along the track and into the pits.

**Black and White Checkered Flag.** End of the session. Finish your lap at reduced speed and return to the pits. Passing under the checkered flag is strongly discouraged but, with a point-by, can be allowed at the direction of the Track Event Chair.

## 12. Attachments

***PDF versions of all attachments are available at the FCA National website, by clicking on the link, or directly from the National Track Chair.***

**12 a: Ferrari Club of America Lead-follow Lapping Guidance for Multiple Drivers (https://drive.google.com/file/d/1jpbHjs9ciXffPu_5u4BwXbXTpOSz8lu7/view?usp=sharing)**

***Multiple Drivers***

**LEAD-FOLLOW LAPPING**

**Approval by the Track Event Chair and Chief Instructor for *multiple* driver lead-follow lapping instruction is required, and the Track Steward and Track Control must be notified when any multiple driver lead-follow instruction is occurring in any run group. At drivers meetings, drivers in any run group in which multiple driver lead-follow lapping will occur must be informed that lead-follow lapping will be taking place in that run group.**

**Lead-follow lapping with *multiple drivers and one instructor* should only be conducted in the Green and White run groups.**

**All cars--instructor's and drivers'--in a multiple driver lead follow group will activate their flashers before entering the track. The cars' flashers will be activated for the entire session. The activation of the cars' flashers in a lead-follow group indicates that the cars are driving together as a unit.**

**During lead-follow lapping, you will follow your instructor, who will drive his or her car on the proper *track line* (path) and apply his or her car's *brakes* and *throttle* at the appropriate locations and levels. As a driver, your objectives are to**

- **drive your car accurately following the instructor's *line, maintaining a distance of three car lengths between cars;***

- **apply your car's *brakes* and *throttle* where the instructor applies his or her car's *brakes and throttle*; and**

- **apply your car's *brakes* and *throttle* at the <u>levels</u> at which the instructor applies his or her car's *brakes* and *throttle*.**

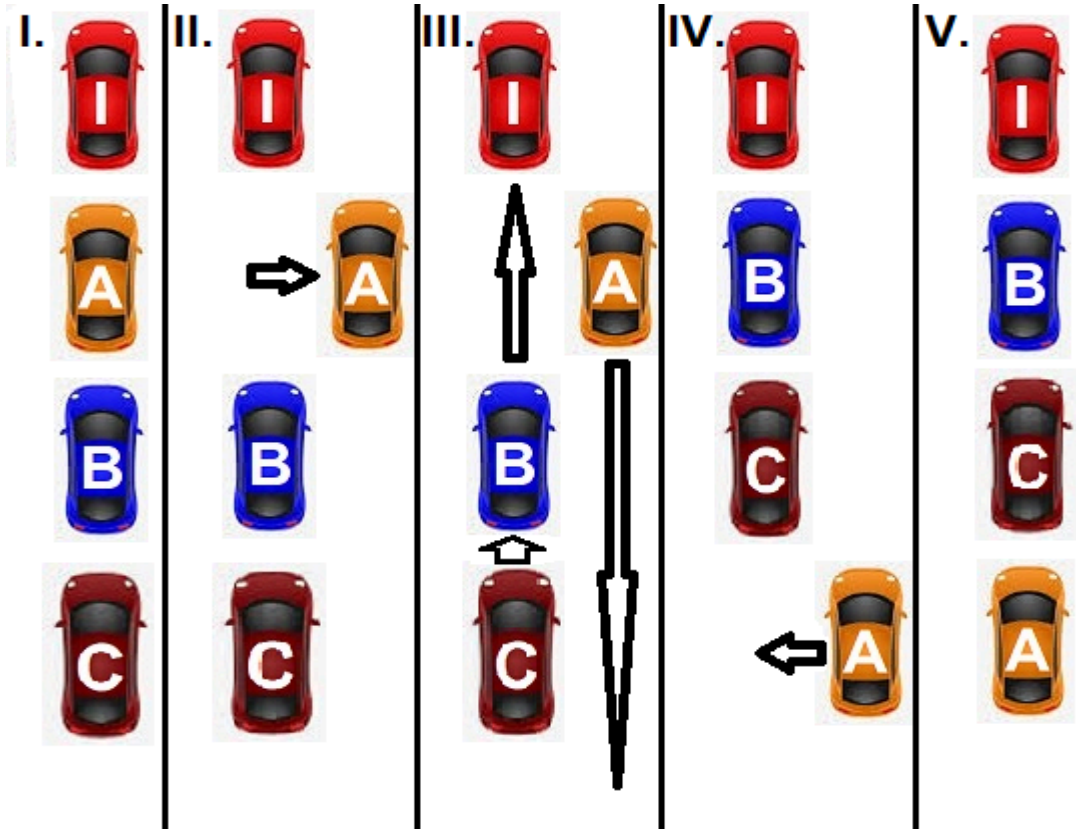
**On track, your instructor will use the following left hand signals to communicate with you.**

1. ***Tapping once on the car's roof indicates that the instructor wants you to follow him or her*:**

2. ***Tapping the car's roof multiple times indicates that the instructor wants you to keep pace, to follow the instructor's line, and to brake and accelerate more accurately:***

3. ***Showing an open hand indicates that the first driver's car in the group is too close to the instructor's car or that the instructor's and the drivers' cars are too far apart:***

4. ***Pointing the left hand index finger up and rotating that finger in a circular (helicopter) motion indicates that the car directly behind the instructor's car should (i) pull off-line, (ii) allow the other car or cars in the lead-follow group to move one position forward, (iii) drop to the end of the lead-follow group, and (iv) move back on-line:***




5. ***Showing a left hand fist indicates that the cars will pit-in (exit the track):***

***Special Situations***

- If a faster lead-follow group or car closes on a slower lead-follow group, the instructor of the slower lead-follow group will activate his or her car's flashers when the slower group enters a designated passing zone.The driver's car in the slower group will then activate its flashers, and the faster lead-follow group or car will drive off-line, pass all of the cars in the slower lead-follow group, and return back on line before the end of the passing zone. With a faster lead-follow group or car approaching, a slower lead-follow group can also exit the track, drive down the pit lane, and return to the track behind the faster lead-follow group. After the faster lead-follow group or car passes a slower lead-follow group on track, the cars in the slower lead-follow group cars will turn off their flashers.

- If a driver can't keep pace, or if a driver accelerates aggressively or brakes too late, all cars in the group will pit-in for a no-cost safety consultation.

- If cars in a group are separated, faster cars will slow to allow all cars to regroup; all cars will then pit-in.

- A driver whose car has a problem which does not prevent him or her from continuing with the lead-follow group will flash his or her car's headlights, and all cars in the group will pit-in. A driver whose car has a mechanical failure on track will receive assistance from the track's safety crew; all remaining cars in the group will pit-in. If an instructor's car becomes incapable of continuing on track, all remaining cars should pit-in.

**12 b.: Ferrari Club of America Lead-follow Lapping Guidance for One Driver (https://drive.google.com/file/d/1cFkJVhWR5yGDc5KPvVJmjVeFd0fi1wPE/view?usp=sharing)**

***Single Driver***

**LEAD-FOLLOW LAPPING**

**Approval by the Chief Instructor for *single driver* lead-follow lapping instruction is required, and the Track Steward and Track Control must be notified when any formal single driver lead-follow instruction is occurring in any run group.**

**Single driver lead-follow lapping can be conducted in any run group.**

**Both cars--instructor's and driver's--in a single driver lead follow group will activate their flashers before entering the track. The cars' flashers will be activated for the entire session. The activation of the cars' flashers in a lead-follow group indicates that the cars are driving together as a unit.**

**During lead-follow lapping, you will follow your instructor, who will drive his or her car on the proper *track line* (path) and apply his or her car's *brakes* and *throttle* at the appropriate locations and levels. As a driver, your objectives are to**

- **drive your car accurately following the instructor's *line, maintaining a distance of three car lengths between cars;***

- **apply your car's *brakes* and *throttle* where the instructor applies his or her car's *brakes and throttle*; and**

- **apply your car's *brakes* and *throttle* at the <u>levels</u> at which the instructor applies his or her car's *brakes* and *throttle*.**

**On track, your instructor will use the following left hand signals to communicate with you.**

1. ***Tapping once on the car's roof indicates that the instructor wants you to follow him or her*:**

2. ***Tapping the car's roof multiple times indicates that the instructor wants you to keep pace, to follow the instructor's line, and to brake and accelerate more accurately:***

3. ***Showing an open hand indicates that the driver's car is too close to the instructor's car or that the instructor's and the driver's cars are too far apart:***

4. ***Pointing the left hand index finger horizontally over the top of the car indicates that the instructor is giving a "point-by"--a passing signal.*** When the instructor points the left hand index finger horizontally over the top of his or her car, the instructor is signaling the **driver** in the group to give

the same signal--a passing signal--to a faster car or to faster cars approaching and closing on the lead-follow group. The faster car or cars will pass the cars in the lead-follow group on the right. **(Under proper circumstances and at the instructor's discretion, this signal can also be used by the instructor to point-by the driver in a single driver the lead-follow group so that the instructor can follow and observe the driver).**

➤➤***For the purpose of rotating lead-follow car group positions or directing faster cars by, drivers should learn how and when to use this signal***.

5. ***Pointing the left hand index finger horizontally out of the driver's window indicates that the instructor is giving a "point-by"--a passing signal.*** When the instructor points the left hand index finger out of the driver's window of his or her car, the instructor is signaling the **driver** in the group to give the same signal--a passing signal--to a faster car or to faster cars approaching and closing on the lead-follow group The faster car or cars will pass the cars in the lead-follow group on the right. **(Under proper circumstances and at the instructor's discretion, this signal can also be used by the instructor to point-by the driver in a single driver the lead-follow group so that the instructor can follow and observe the driver).**

➤➤***For the purpose of rotating lead-follow car group positions or directing faster cars by, drivers should learn how and when to use this signal***.

***5. Showing a left hand fist indicates that the cars will pit-in (exit the track):***

➤➤***For the purpose of pitting-in when the driver is leading the lead-follow group or if an instructor's car becomes incapable of continuing on track, a driver should learn how and when to use this signal***.

***Special Situations***

- If a faster lead-follow group or single car (e.g., a White group car) closes on a slower lead-follow group in a designated passing zone, the instructor in the slower lead-follow group will give a point-by; *the driver* in that group will then give a point-by, signaling the faster lead-follow group or faster single car that a passing opportunity is available. The faster lead-follow group or car will then drive off-line, pass all of the cars in the slower lead-follow group, and return back on line before the end of the passing zone.With a faster lead-follow group or car approaching, a slower lead-follow group can also exit the track, drive down the pit lane, and return to the track behind the faster lead-follow group.

- If a driver can't keep pace, or if a driver accelerates aggressively or brakes too late, both cars in the group will pit-in for a no-cost safety consultation.

- If cars in a group are separated, the instructor will slow to allow the two cars--the instructor's and the driver's--in the group to regroup.

- A driver whose car has a problem which does not prevent him or her from continuing with the lead-follow group will flash his or her car's headlights, and both cars in the group will pit-in. A driver whose car has a mechanical failure on track will receive assistance from the track's safety crew; the instructor will pit-in..If an instructor's car becomes incapable of continuing on track, the remaining car should pit-in.

**12 c.: Ferrari Club of America Pre-event Tech Inspection Form**
**(https://drive.google.com/file/d/1fZtwmMSR_rrtCW4l5LpJueY0FI_Kg76r/view?usp=sharing)**

## 2026 FERRARI CLUB OF AMERICA PRE-EVENT *TECH* INSPECTION FORM

**Make:_____ Model:_____ Year:_____**
**Owner / Driver:_____**
**Address:_____**
**Emergency Contact:_____ Cell #:_____**

***Not more than 30 days prior to arrival at the track event*, evaluate the car for suitability for driving at high speeds on a racetrack. Evaluation includes, but is not limited to, inspection of the items shown below. Check off items that pass, circle those items that fail, and describe any failures in the "comments" section. With the exception of brake pads/shoes, inspection should be done to the extent possible by visual examination and without disassembly. Additional remarks can be added in the "comments" section below.**

☐**Externally confirm safety integrity of recent vehicle work or work since last on-track event**

☐ **Windshield - no cracks; wipers fully functional; wiper blades satisfactory**

☐ **Indicate recent work to fuel, electrical, lubrication or cooling systems**

☐ **Brake fluid - DOT 4 or better, reservoir full & clear, and less than six (6) months old at time of track event**

**Date last changed:_____**

☐ **Brake pedal - firm and high**

☐ **Brake calipers, cylinders, lines, and hoses – no leaks or bulges; everything serviceable and suitable.**

☐ **Brake pads, 3/16" minimum**

☐ **Brake lights - operational and bright.**

☐ **Steering - no excessive play, no binding.**

☐ **Tie rod ends - no excessive wear.**

☐ **Suspension - no excessive wear or weakness of springs, shocks, and other components.**

☐ **Ball joints, kingpins - no excessive wear.**

☐ **Front wheel bearings - correct play, tightness meets specifications.**

☐ **Wheels - true, serviceable and suitable (check wire wheel spokes).**

☐ **Tires - General good condition; no cracks, cuts, cords, or blisters; tires aged more than 4 years should be assessed for their suitability for use**

☐ **Tires - Race-prepared cars: suitable to purpose and era. Street cars: most may use either racing tires or DoT approved tires. The specific DoT tire must have a speed rating appropriate for the maximum expected track speed. Convertibles without roll bars must use DoT tires with appropriate speed rating - Local rules apply if more restrictive.**

☐ **Battery - hold down secure, caps tight, terminals clean. (Recommend covering exposed terminals).**

☐ **Battery cut-off operational & clearly indicated with decal or paint (if installed - required on race prepared cars)**

☐ **Accessory drive belts - good condition, proper tightness.**

☐ **Hoses, fuel lines, wires - good condition, securely fastened.**

☐ **Engine, transmission, differential - absence of excessive leaks, mounts tight.**

☐ **Other leaks - oil, grease, water, gasoline - nothing out of the ordinary.**

☐ **Throttle - quick and positive return action.**

☐ **Driveshaft, half-shafts, joints, CV boots and bearings sound and secure - no excessive play.**

☐ **Exhaust system - sound, secure, and no leaks.**

☐ **Body and frame - no loose panels, dangerous protrusions or structural decay.**

☐ **Seatbelts - good condition and properly installed. Racing belts/harnesses less than 5 years old. (Recommend <3-yrs for open cars, due to increased UV exposure, which invisibly weakens belt fiber.)**

☐**Fire System or Extinguisher - If installed, must be fully charged, attached with metal bracket, and accessible to driver. Required for race-prepared cars.**

**Comments, Recent Work, Disassembly or Repairs:**_____

_____

**Name of Inspecting Organization:**_____

**Printed Name and Signature of Inspector:**

_____

**Odometer Reading:**_____ **Date of Inspection:**_____

***Pre-event technical inspection is a visual check for obvious defects and is not a guarantee of fitness for any particular purpose. The owner and the driver are solely responsible for the vehicle's condition and suitability to be operated safely on a racetrack.***

**THE UNDERSIGNED INDIVIDUAL HEREBY CERTIFIES THAT:**

**1 The completed Tech Inspection Form correctly and accurately shows the condition of the car identified above on the date of the inspection.**

**2. There have been no changes in the condition of the car since the date of the inspection that would affect the track-worthiness of the car.**

**The undersigned hereby agrees to defend, indemnify, and hold harmless the FCA, its regions and chapters, as well as the inspector, from any and all claims or demands arising directly or indirectly from any incorrect or inaccurate statements set forth in this form.**

**I understand that the technical inspection performed on my car and my helmet is solely for the purpose of meeting minimum standards of car preparation for the FCA's or the FCA region's or chapter's high performance driver education Event. No warranties or guarantees are implied or expressed by the passing of the inspection performed. I acknowledge that the safe condition and operation of my car is entirely my responsibility. I take full and sole responsibility for any vehicle problems, malfunctions, or damage that may occur in connection with the operation or performance of my car prior to, during, or subsequent to the event.**

**Printed Name & Signature of Owner:**_____

**January 2026-** ***previous versions are obsolete***

**12 d.: Ferrari Club of America Track Event Grid Inspection Form**
**(https://drive.google.com/file/d/1fZtwmMSR_rrtCW4l5LpJueY0FI_Kg76r/view?usp=sharing)**

## 2026 FERRARI CLUB OF AMERICA TRACK EVENT *GRID* INSPECTION FORM

### *REQUIRED OF ALL CARS IN DRIVER DEVELOPMENT RUN GROUPS*

**Evaluate items below by reference to completed Tech Inspection checklist, visual inspection (VI), or discussion (D) with the owner. When the car is ready for track, affix Inspection Sticker to windshield.**

- ☐ **Tech Inspection deficiencies (VI)**
- ☐ **Tire pressure (Caution driver about adequate tire pressures for the track.) (D)**
- ☐ **Wheel nuts (Driver check tightness.) (D)**
- ☐ **Exposed headlights and fog lamps Glass lenses must be taped by owner. (VI)**
- ☐ **Interior, trunk, glove box must not have loose items. Remove driver side floor mats (VI)**
- ☐ **Brake fluid - filled and fresh appearance (VI)**
- ☐ **Working brake lights (VI)**
- ☐ **Clean and unobstructed windows (VI)**
- ☐ **Spare tire, removed or secure (VI)**
- ☐ **Possession of safety equipment (see b) (VI)**
- ☐ **Check to make sure the helmet is current and correct and apply helmet sticker (VI)**
- ☐ **Passenger-side safety equipment (belts, seat, rollover protection) must be equal to driver's-side if instructor or other passenger will ride (VI/D)**
- ☐ **Check car number and make sure it is applied to both sides (VI)** **Car #:_____**
- ☐ **Apply participant sticker (D)**

☐ **APPROVED** ☐ **DISAPPROVED** **Grid Inspector's Signature:_____**

***The at-track grid inspection is an additional visual check for obvious defects and is not a guarantee of fitness for any particular purpose. The owner and the driver are solely responsible for the vehicle's condition, for its suitability to be operated safely on a racetrack, and for all required and prescribed safety equipment.***

## FCA SAFETY EQUIPMENT OVERVIEW

| | Race-prepped Cars | Street Cars |
|---|---|---|
| **Helmet (*TEM*, 15)** | **Snell SA 2015 (*only through 2026*) or *later*; full coverage visor in open cars (Note: motorcycle helmets with M or SM rating are NOT acceptable) Head & Neck Restraints (HANS or equivalent) of proper type are highly recommended for all types of vehicles.** | |
| **Driver's Suit (*TEM*, 15-6)** | **Nomex or equiv. suit with gloves, shoes and socks; Nomex or equivalent underwear if less than 3 layer suit** | **Recommended but not required. Sleeved shirts (no tank- or bikini tops), long pants, & socks (all preferably cotton) required** |
| **Driver's Hood (*TEM*, 15-6)** | **Required in all race prepared cars for drivers with long hair or facial hair** | **Not required in street cars; recommended for drivers with long hair or facial hair** |
| **Gloves (*TEM*, 15-6)** | **Full coverage leather or Nomex** | **Recommended but not required** |
| **Shoes (*TEM*, 15-6)** | **Leather or fire resistant with non-skid soles** | **Non-skid soles, closed-toe shoes. No sandals** |
| **Socks (*TEM*, 15-6)** | **Nomex or equivalent** | **Cotton** |
| **Tires (*TEM*, 17-8)** | **Racing tires suitable to the purpose and appropriate to the era in which car was raced** | **Most cars may use either racing tires (slicks) or DoT approved tires. The specific DoT tire must have a speed rating appropriate for the maximum expected track speed. Convertibles without roll bars must use DoT tires with the appropriate speed rating. Local rules apply if more restrictive.** |

| | | |
|---|---|---|
| **Fire Protection (*TEM*, 18)** | **On-board fire system meeting SFI or FIA requirements. Non-Ferrari race-prepared "street class" cars shall have a minimum 2 pound Halotron or dry chemical extinguisher, fully charged & securely mounted within reach of the driver** | **Optional - if installed, must be minimum 2 lbs., Halotron or dry chemical, fully charged, & securely mounted within reach of driver** |

| | | |
|---|---|---|
| **Seat Belts (*TEM*, 18)** | **Racing-type, installed properly, in good condition; same protection for driver and passenger** | **Factory installed or better; installed properly and in good condition; same for driver and passenger** |



**12 e.: Ferrari Club of America Track Event Incident Report Form**
**(https://drive.google.com/file/d/1VerlRf_uzvvwtXxElUlMyiq0Z-2vhlXP/view?usp=sharing)**

**FERRARI CLUB OF AMERICA TRACK EVENT INCIDENT REPORT**

**THIS FORM SHOULD BE USED IF THE TRACK DOES NOT PROVIDE INCIDENT REPORTS OR TO SUPPLEMENT A TRACK-GENERATED INCIDENT REPORT. COMPLETE ONE REPORT FOR EACH INCIDENT.**

**DATE OF INCIDENT _____**

**TRACK NAME _____**

**VISIBILITY AT TIME OF INCIDENT GOOD ____ FAIR ____ POOR ____**

**TRACK CONDITIONS DRY ____ DAMP ____ RAIN ____ SNOW ____ FLUID / DEBRIS ____**
**NAME OF EVENT _____**

**FCA REGION _____**

**EVENT CHAIR (INCLUDE EMAIL AND PHONE #) _____**
**_____**

**WAS ANY PERSON INJURED? YES ____ NO ____ IF A PERSONAL INJURY OCCURRED, BRIEFLY DESCRIBE THE INJURY_____**
**_____**
**_____**

**DID THE INJURIES REQUIRE TRANSPORT? YES ____ NO ____**

**DESCRIBE CARS(S) INVOLVED (INCLUDE MAKE, YEAR, MODEL, COLOR, BODY TYPE)**

_____

_____

_____

**WAS THERE A MECHANICAL FAILURE? (IF "YES," DESCRIBE) YES ____ NO ____**

_____

**DESCRIBE THE INCIDENT, INCLUDING DAMAGE TO CAR(S) AND PROPERTY**

_____

_____

_____

_____

_____

_____

_____

_____

**NAME, EMAIL ADDRESS, PHONE # OF WITNESS OR WITNESSES--INCLUDING CORNER WORKERS AND INSTRUCTORS**

_____

_____

_____

_____

_____

_____

_____

**NAME, EMAIL ADDRESS, PHONE #, AND POSITION OF PERSON COMPLETING THE REPORT**

_____

_____

**RETURN COPIES OF THIS FORM TO THE FCA'S EXECUTIVE DIRECTOR, INSURANCE CHAIR, LEGAL COUNSEL, AND TRACK CHAIR, WHOSE CONTACT INFORMATION IS LISTED IN *PRANCING HORSE*.**

**12 f.: Ferrari Club of America Sample Track Registration Form**

# Watkins Glen Track Event

**Friday September 6 through Sunday September 8, 2024**

| | | | | |
|---|---|---|---|---|
| **FCA Members: $1450 if postmarked before 7/10/24, $1500 after 7/10/24, $1550 after 8/25/24.** | **Non-Members: $1535 if postmarked before 7/10/24, $1585 after 7/10/24, $1625 after 8/25/24.** | **Garage Space included with registration, 1st come, 1st served** | **If registering at track: $1600 members $1675 non-members** | **Total Enclosed (*Check payable to FCA-ESR or by Zelle - see below.*): $** |

| | |
|---|---|
| Name: | Emergency Contact: |
| Address: | Emergency Contact Phone #: |
| City/State/Zip: | FCA Membership #: |
| Cell #: | Guest Names (required for entry): |
| Email: | **Drivers Meeting 7:45 AM (Mandatory)** |

| | | | | |
|---|---|---|---|---|
| Car Model: | Year: | I have driven previously at WGI with the FCA and was in the: | Green (Novice w/instructor) | White (solo) |
| Color: | Permanent #: | **Signature*** (Required):** | Blue (intermediate) | Red (experienced) |

****I hereby certify that I have no physical or health conditions that would render me unable to withstand the rigors of driving on a racetrack or that might otherwise jeopardize other people on the track. I will have completed the pre event Tech Inspection on the car listed above within 14 days of the event.*
*(See www.empirestateregion.com for a list of inspection facilities and official FCA Tech Inspection Form.*

**Please send completed form with signature and check (payable to FCA-ESR) to:**
**Bob Coates, 13415 Claysparrow Road, Charlotte, NC 28278. 201-755-6000 (evenings only) or rc@parawire.com**
**OR by Zelle (no fee) to FerrariClubESR@gmail.com, then mail or email a copy of this registration.**

**12. g.: FCA Minimum Classroom Standards**
**(https://drive.google.com/file/d/1fYVsXXDY7o_rs65TZ-JWWdCMLsk_LS4X/view?usp=sharing)**

## FERRARI CLUB OF AMERICA
## *MINIMUM CLASSROOM STANDARDS*

These minimum classroom standards deal with practical and technical subjects, and some of those subjects are shared in the four different classroom levels (novice, intermediate, advanced, and very advanced). Subjects concerning safety and policies are repeated between levels, for instance, as are some technical subjects. Safety and policy subjects are presented as review and for emphasis as classroom levels change, while technical subjects receive more coverage or are fine-tuned in the upper levels. Presentation is dominant in the lower levels; dialogue is primary in the upper levels. Moreover, the repetition of some subjects between levels creates an automatic alignment of the levels, and subjects refined in or added to intermediate, advanced, and very advanced classes--identified in colored text--automatically alter the scope of material covered in those three levels. Each succeeding classroom level builds upon the preceding level.

Subjects in each level are related sequentially, and that sequential pattern is repeated from level to level. The fundamental focus in the novice and intermediate classes is on the initial *development* of skill sets; the primary emphasis in the advanced and very advanced classes is on the *refinement* of skill sets. **There is no expectation that every component in each of the *courses* has to be addressed at every event--especially since the minimum standards in each *course* provide the basis for *classroom sessions***.

Setting minimum standards for classroom courses has an additional advantage. Basic outlines for each course can be produced by the classroom instructor(s) for in-car instructors, who will then be able to support and supplement course content more efficiently and effectively with in-car instruction.

Any HPDE organization's classroom courses rely on more than content for effectiveness, however. The individuals who deliver that course material should be **experts in content knowledge and have demonstrable skills as teachers**. Consequently, verifying a classroom instructor's qualifications is essential to the success of a formal FCA classroom program.

In-car instruction is not subordinate to classroom content--that is, classroom sessions do not determine the nature of in-car instruction. The relationship between classroom courses and in-car instruction is symmetric, where classroom courses and in-car instruction complement each other.

## GREEN (NOVICE) DRIVER CLASSROOM STANDARDS

Classroom sessions for **novice** students must address, ***at a minimum***, the following subjects, **with content tailored to the driving experience and skill levels of the attendees**.

### *Introduction to Trained Responses*

1. Information and command flags
2. Pit-in and pit-out procedures
3. Emergency procedures (ex., how the driver should respond if his or her car has a mechanical failure)
4. Proper responses to offs and spins
5. Track-specific features (ex., flag stations, run-off areas)
6. Passing rules: passing zones, passing procedures (including descriptions of the signals for pointing a car by and of how a pass should be completed)
7. Cars' driver assistance systems (ex., stability and traction control systems)
   A. Identification of the HPDE organization's policy about disabling any driver assistance system
8. The driver as a car's most important performance component (barring a mechanical issue, a car's responses are determined by the driver)
9. Tire pressure and its impact of a car's handling
   A. Tires as contact patches
10. Proper seating position relative to the car's ***control inputs***--the steering wheel, the throttle pedal, the brake pedal, and, if applicable, the clutch pedal
    A. Hand position on steering wheel
    B. Leg distance
    C. Arm distance

11. Racing harnesses
    A. Lap belts on hips--a hard structure for resistance
    B. Belts should be tight enough to cause bruises
12. Side mirror adjustment
    A. Advice as to how often (ex., every 7 seconds) and where (ex., on corner exit) mirrors should be scanned
13. In-car communication
    A. Driver-Instructor headsets
    B. Hand signals
14. Load transfer
    A. A car is *balanced* at steady speed, with weight roughly equivalent on all four contact patches
    B. A car's control inputs increase or reduce load on contact patches (ex., acceleration increases rear tires' contact patches, reducing front tires' contact patches and traction for steering; braking increases front tires' contact patches, reducing rear tires' contact patches and traction for acceleration)
    C. A car's control inputs are used to alter a car's speed and direction, impacting the ways in which the car's suspension responds (ex., a spring is compressed or elongated as load is transferred)
15. Understeer and oversteer
    A. Causes (ex., aggressive throttle or brake application causes the front tires to lose traction, generating understeer; abrupt release of the throttle or brake pedal causes the rear tires to lose traction, generating oversteer)
    B. Corrective responses: basic information
        i..understeer: reduce pressure on throttle or brake
        ii. oversteer: CPR (Correction, Pause, Recovery)
16. Vision and its impact on driver performance
17. Throttle skills
    A. Throttle modulation
18. Braking skills
    A. Free play in the brake pedal's travel is designed into any braking system and precedes brake activation
    B. Types of braking
        i..Straight-line (including threshold braking)
        ii. Brake-turning
        iii. Trail-braking
    C. Brake modulation
    D. Speed and its impact on braking (more speed = more braking)
    E. Proper left or right knee placement for effective braking (align the left or right knee with the brake pedal)
19. Steering skills
    A. Relationship between steering wheel angle and throttle and brake levels
20. The line
    A. Types of corners
        i..Constant radius
        ii. Decreasing radius
        iii. Increasing radius
    B. Corner reference points (turn-in point, apex, track-out point
    C. Brake reference points

i. Brake boards
ii. Track features (ex., using a break in the armco as a brake reference point)

## INTERMEDIATE (WHITE) DRIVER CLASSROOM STANDARDS

Classroom sessions for **intermediate** students must address, ***at a minimum***, the following subjects, **with content tailored to the driving experience and skill levels of the attendees**.

### *Developing Trained Responses*

1. Information and command Flags
2. Pit-in and pit-out procedures
3. Emergency procedures (ex., how the driver should respond if his or her car has a mechanical failure)
4. Proper responses to offs and spins
5. Track-specific features (ex., flag stations, run-off areas)
6. Passing rules: passing zones, passing procedures (including descriptions of the signals for pointing a car by and of how a pass should be completed)
7. Cars' driver assistance systems (ex., stability and traction control systems)
   A. Identification of the HPDE organization's policy about disabling any driver assistance system
8. The driver as a car's most important performance component (barring a mechanical issue, a car's responses are determined by the driver)
9. Tire pressure and its impact of a car's handling
   A. Tires as contact patches
   B. Tires' speed and performance ratings
   C. Tire temperature and its effect on grip
10. Proper seating position relative to the car's ***control inputs***--the steering wheel, the throttle pedal, the brake pedal, and, if applicable, the clutch pedal
    A. Hand position on steering wheel
    B. Side mirror adjustment
    C. Leg distance
    D. Arm distance
11. Racing harnesses
    A. Lap belts on hips--a hard structure for resistance
    B. Belts should be tight enough to cause bruises
12. In-car communication
    A. Driver-instructor Headsets
    B. Hand signals
13. Load transfer
    A. A car is *balanced* at steady speed, with weight roughly equivalent on all four contact patches
    B. A car's control inputs increase or reduce load on contact patches (ex., acceleration increases rear tires' contact patches, reducing front tires' contact patches and traction for steering; braking increases front tires' contact patches, reducing rear tires' contact patches and traction for acceleration)
    C. A car's control inputs are used to alter a car's speed and direction, impacting the ways in which the car's suspension responds (ex., a spring is compressed or elongated as load is transferred)

14. Understeer and oversteer
    A. Causes (ex., aggressive throttle, brake, or steering application causes the front tires to lose traction, generating understeer; abrupt release of the throttle--trailing throttle oversteer--or brake pedal--trail-brake oversteer-- causes the rear tires to lose traction, generating oversteer)
    B. Corrective responses:
        i. Understeer: reduce pressure on throttle or brake
        ii. Oversteer: CPR (Correction, Pause, Recovery)
            a. Correction: steer in the direction which the car's rear is moving
            b. Pause: wait for and anticipate the release of energy from a compressed spring, which will occur when grip is restored at the rear of the car
            c. Recovery: reduce the correction--unwind the steering wheel--and apply the throttle to settle the rear of the car
    C. Handling characteristics associated with cars' drive platforms
        a. Front-wheel drive
        b. Rear-wheel drive
        c. All-wheel drive
15. Vision and its impact on driver performance
    A. Higher focal points as opposed to track level focal points
    B. Strategies for building sight pictures
        i. Corner-by-corner identification of key raised focal points ("Eyes UP: the farther ahead one looks, the slower things happen.")
    C. Avoiding target fixation by seeing everything
16. Throttle skills
    A. Throttle modulation
    B. The level of throttle application is connected to the degree of steering angle
17. Braking skills
    A. Types of braking
        i. Straight-line (including threshold braking)
        ii Brake-turning
        iii. Trail-braking
    B. Brake modulation
    C. Speed and its impact on braking (more speed = more braking)
    D. Proper left or right knee placement for effective braking (align the left or right knee with the brake pedal)
    E. The level of brake application is connected to the degree of steering angle
18. Steering skills
    A. Relationship between steering wheel angle and throttle and brake levels
    B. Shuffle steering technique
19. Shifting
    A. Upshifting
        i. Engine power band and gear selection
    B. Downshifting
        i. Purpose of a downshift (ex., to select the proper gear for corner exit)
        ii. Timing of a downshift (ex., after applying the brakes and while braking is occurring in a straight line)

iii. Manual transmission
a. Heel and toe technique ((brake on, clutch in, throttle blip, gear lever moves to a lower gear, clutch out, brake off)
b. Purpose of the heel and toe technique: matching engine speed with rolling speed while downshifting

20. The line
A. Types of corners
i..Constant radius
ii. Decreasing radius
iii. Increasing radius
B. Early and late apexes
C. Corner reference points (turn-in point, apex, track-out point)
D. Brake Reference Points
i. Brake boards
ii. Track features (ex., using a break in the armco as a brake reference point)

21. Corner preparation: objectives
A. Braking point identification
B. Throttle to brake transition
i. Rate of release of throttle and initial level of brake application (smooth, quick reduction in the throttle pedal, followed by a prompt transition from the throttle to the brake pedal, with the application of the brakes at the optimum level for corner entry)

22. Corner entry: objectives
A. Appropriate level of straight-line braking
B. Gear selection
C. Smooth reduction of brake pressure preceding the throttle application point
D. Brake to throttle transition
E. Make every turn end with an increasing radius

23. Driving in the rain
A. Modifications
i. Analyzing track surface (asphalt, concrete, painted surfaces)
ii. The line: alterations
iii. Throttle application levels
iv. Braking type and levels
v. Steering inputs
vi. Gear selection

24. *Introduction* to Data Analysis
A. Objectives of Data Analysis
B. Value of Data Analysis for Drivers
C. Basic Data Channels
i. Speed
ii. Engine rpm
iii. Throttle
iv. Longitudinal and lateral G Force
v. Steering angle
vi. Corner order

## ADVANCED (BLUE) DRIVER CLASSROOM STANDARDS

Classroom sessions for **advanced** students must address, ***at a minimum***, the following subjects, **with content tailored to the driving experience and skill levels of the attendees**.

### *Calibrating Trained Responses*

1. Pit-in and pit-out procedures
2. Emergency procedures (ex., how the driver should respond if his or her car has a mechanical failure)
3. Proper responses to offs and spins
4. Track-specific features (ex., flag stations, run-off areas)
5. Passing rules: passing zones, passing procedures (including descriptions of the signals for pointing a car by and of how a pass should be completed)
6. Cars' driver assistance systems (ex., stability and traction control systems)
   A. Identification of the HPDE organization's policy about disabling any driver assistance system
7. The driver as a car's most important performance component (barring a mechanical issue, a car's responses are determined by the driver)
8. Tire pressure and its impact of a car's handling
   A. Tires as contact patches
   B. Tires' speed and performance ratings
   C. Tire temperature and its effect on grip
   D. Tire compliance (the amount of grip generated by the contact patch)
   E. Slip angle and grip
   F. Tire compounds
9.. Load transfer
   A. A car is *balanced* at steady speed, with weight roughly equivalent on all four contact patches
   B. A car's control inputs increase or reduce load on contact patches (ex., acceleration increases rear tires' contact patches, reducing front tires' contact patches and traction for steering; braking increases front tires' contact patches, reducing rear tires' contact patches and traction for acceleration)
      i. Longitudinal load transfer (viz., weight transfer to the front or rear of a car)
   C. A car's control inputs are used to alter a car's speed and direction, impacting the ways in which the car's suspension responds (ex., a spring is compressed or elongated as load is transferred)
      i. Lateral load transfer (weight transfer from the left or right of a car)
   D. Vertical load (viz., weight transferred to a tire during cornering)
   E. Diagonal load Transfer (crisscross weight transfer)
10. Understeer and oversteer
   A. Causes (ex., aggressive throttle, brake, or steering application causes the front tires to lose traction, generating understeer; abrupt release of the throttle--trailing throttle oversteer--or brake pedal--trail-brake oversteer-- causes the rear tires to lose traction, generating oversteer)
   B. Corrective responses:
      i. Understeer: reduce pressure on throttle or brake
      ii. Oversteer: CPR (Correction, Pause, Recovery)
         a. Correction: steer in the direction which the car's rear is moving
         b. Pause: wait for and anticipate the release of energy from a compressed spring, which will occur when grip is restored at the rear of the car

c. Recovery: reduce the correction--unwind the steering wheel--and apply the throttle to settle the rear of the car

C. Handling characteristics associated with cars' drive platforms

a. Front-wheel drive

b. Rear-wheel drive

c. All-wheel drive

11. Suspension

A. Sprung (vehicle weight supported by springs) vs. Unsprung Weight (vehicle weight unsupported by springs--brakes, wheels, and tires, for example)

B. Springs

C. Shocks

i. Compression

ii. Rebound

D. Anti-roll bars

E. Camber

F. Toe

12. Vision and its iImpact on driver performance

A. Higher focal points as opposed to track level focal points

B. Strategies for building sight pictures

i. Corner-by-corner identification of key raised focal points ("Eyes UP: the farther ahead one looks, the slower things happen.")

C. Avoiding target fixation by seeing everything

13. Throttle skills

A. Throttle modulation

B. The level of throttle application is connected to the degree of steering angle

14. Braking skills

A. Types of braking

i. Straight-line (including threshold braking)

a. Tires rotate 15% slower than the car's rolling speed under threshold braking

ii. Brake-turning

iii. Trail-braking

B. Brake modulation

C. Speed and its impact on braking (viz., more speed = more braking)

D. Proper left or right knee placement for effective braking (align the left or right knee with the brake pedal)

E. The level of brake application is connected to the degree of steering angle

15. Steering skills

A. Relationship between steering wheel angle and throttle and brake levels

B. Shuffle steering technique

C. Hand pressure

a. Outside hand applies most pressure entering a corner; inside hand shadows outside hand with minimal pressure

b. Inside hand directs the movement to straighten the wheel

16. Shifting

A. Upshifting

i. Engine power band and gear selection

B. Downshifting
i. Purpose of a downshift (ex.to select the proper gear for corner exit)
ii. Timing of a downshift (ex.., after applying the brakes and while braking is occurring in a straight line)
iii. Manual transmission
a. Heel and toe technique ((brake on, clutch in, throttle blip, gear lever moves to a lower gear, clutch out, brake off)
b. Purpose of the heel and toe technique: matching engine speed with rolling speed
c. Skipping gears during downshifting
i. Advantages
ii. Potential pitfall: trailing clutch oversteer

17. The line
A. Most significant factor in determining lap times
i. Cornering speed's dependency upon the proper line through the corner ("straighten the corner")
B. Types of corners
i. Constant radius
ii. Decreasing radius
iii. Increasing radius
iv. Type 1 (later apex, emphasis on exit speed)
v. Type 2 (earlier apex, emphasis on entry speed)
vi. Type 3 (compromise corners preceding Type 1 corners; entry speed and line are compromised in order to maximize exit speed for the Type 1 corner)
vii. Track analysis based upon the type identification of a track's corners
C. Early and late apexes
D. Identifying the proper line through any corner
i. Initially late apex the corner
ii. Progressively use earlier apexes until all of the track is used at corner exit
E. Positive and negative camber in corners
i. Advantages of positive camber
a. Increased vertical load
b. gravity directs pulls the car towards the apex
F. Impact of elevation changes on the line
G. Corner reference points (turn-in point, apex, track-out point)
H. Brake reference points
i. Brake Boards
ii. Track features (ex., using a break in the armco as a brake reference point)

18. Corner preparation: objectives
A. Braking point identification
B. Throttle to brake transition
i. Rate of release of throttle and initial level of brake application (smooth, quick reduction in the throttle pedal, followed by a prompt transition from the throttle to the brake pedal, with the application of the brakes at the optimum level for corner entry)

19. Corner entry: objectives
A. Appropriate level of straight-line braking
B. Gear selection
C. Smooth reduction of brake pressure preceding the throttle application point

D. Brake to throttle transition
E. Make every turn end with an increasing radius

20. Passing: speed changes while drafting
A. Speed increase of car in the draft
B. Speed increase of the car being drafted
C. Speed reduction of the car being drafted when the car in the draft initiates the pass

21. Driving in the rain
A. Modifications
i. Analyzing track surface (asphalt, concrete, painted surfaces, camber and elevation changes)
ii. traction losses
a. Acceleration and braking (36% loss)
b. Cornering (50% loss)
c. Grip decreases as corner radius increases
iii. The line: alterations
iv. Throttle application levels
v. Braking type and levels
a. Transition off the brake to the throttle while the car is straight
b. Soften the brake pedal to maintain rolling speed
vi. Steering inputs
vii. Gear selection

22. Data analysis
A. Objectives of Data Analysis
B. Value of Data Analysis for Drivers
C. Basic Data Channels
i. Speed
ii. Engine rpm
iii. Throttle
iv. Longitudinal and lateral G Force
v. Steering angle
vi. Corner order
vii. Data logging and interpretation

## VERY ADVANCED (RED) DRIVER CLASSROOM STANDARDS

Classroom sessions for very **advanced** students must address, ***at a minimum***, the following subjects, **with content tailored to the driving experience and skill levels of the attendees**.

### *Honing Trained Responses*

1 Pit-in and pit-out procedures
2. Emergency procedures (ex., how the driver should respond if his or her car has a mechanical failure)
3. Proper responses to offs and spins
4. Track-specific features (ex., flag stations, run-off areas)
5. Passing rules: passing zones, passing procedures (including descriptions of the signals for pointing a car by and of how a pass should be completed)

6. The driver as a car's most important performance component (barring a mechanical issue, a car's responses are determined by the driver)
    A. Ambition should not exceed adhesion.
    B. Persistent objective: sharpen trained responses
        i. The best drivers persistently hone basic skill sets
7. Vision and its impact on driver performance
    A. Higher focal points as opposed to track level focal points
    B. Strategies for building sight pictures
        i. Corner-by-corner identification of key raised focal points ("Eyes UP: the farther ahead one looks, the slower things happen.")
    C. Avoiding target fixation by seeing everything
    D. Drafting focus
        a. Eyes ahead of the car being drafted
        b. Line (the racing line and the passing line)
        c. Braking zones
            i. Only the first car to the braking zone can brake at the normal point; cars behind brake earlier and return to power sooner
        d. Vision determines hand and foot speed
8. Throttle skills
    A. Throttle modulation
    B. The level of throttle application is connected to the degree of steering angle
9. Braking skills
    A. Objectives
        i. Remove the proper amount of speed
        ii. Remove the proper amount of speed quickly
    B. Brake modulation
    C. Manner in which brake pedal is released (sharply or progressively) determines the level and speed of rotation
    D. Speed and its impact on braking (more speed = more braking)
    E. The level of brake application is connected to the degree of steering angle
    F. Brake sequence: threshold, brake-turn, trail-brake
10. Steering skills
    A. Relationship between steering wheel angle and throttle and brake levels
    B. Hand pressure
        i. outside hand applies most pressure entering a corner; inside hand shadows outside hand with minimal pressure
        ii. inside hand directs the movement to straighten the wheel
11. Shifting
    A. Stretch gears to maximize the engine's powerband
12. Suspension and throttle
    A. A car's suspension softens when the car is under power
        i. a car communicates more information to the driver when it's under power
    B. A car's suspension stiffens when the car is off power
13. The line
    A. Most significant factor in determining lap times
        i. Cornering speed's dependency upon the proper line through the corner ("straighten the corner")

B. Kinds of corners
i. Type 1 (later apex, emphasis on exit speed)
ii. Type 2 (earlier apex, emphasis on entry speed)
iii. Type 3 (compromise corners preceding Type 1 corners; entry speed and line are compromised in order to maximize exit speed for the Type 1 corner)
iv. Track analysis based upon the type identification of a track's corners
v.. Variable cornering force turns
a. More grip in the first half of corner = early apex
b. More grip in the second half of corner = late apex
C. Slow corners: balance the car with braking and steering inputs
D. Fast corners: balance the car with throttle and steering inputs
E. Positive and negative camber in corners
i. Advantages of positive camber
a. Increased vertical load
b. Gravity directs pulls the car towards the apex
F. Impact of elevation changes on the line

14. Corner preparation: objectives
A. Braking point identification
B. Throttle to brake transition
i. Rate of release of throttle and initial level of brake application (smooth, quick reduction in the throttle pedal, followed by a prompt transition from the throttle to the brake pedal, with the application of the brakes at the optimum level for corner entry)

15. Corner entry: objectives
A. Appropriate level of straight-line braking
B. gear selection
C. Smooth reduction of brake pressure preceding the throttle application point
D. Brake to throttle transition
E. Make every turn end with an increasing radius

16. Passing: speed changes while drafting
A. Speed increase of car in the draft
B. Speed increase of the car being drafted
C. Speed reduction of the car being drafted when the car in the draft initiates the pass

17. Reducing lap times
A. Fast, Medium, Slow Times During a Session
i. Medium time = baseline
ii. Trying to beat the fast time leads to overdriving

18. Driving in the rain
A. Modifications
i. Analyzing track surface (asphalt, concrete, painted surfaces, camber and elevation changes)
ii. Traction losses
a. Acceleration and braking (36% loss)
b. Cornering (50% loss)
(i) Danger zones in corners (where the wet and dry lines intersect on corner entry and corner exit
iii. The line: alterations
iv. Throttle application levels
v. Braking type and levels

vi. Steering inputs
vii. Gear selection
viii. Chassis modifications
a. Softer settings for cars with adjustable suspension settings
b. Brake bias set to the rear
c. Rain tires / tires with softer compound and groves to evacuate water and generate more heat in wet conditions

19. Data analysis
A. Objectives of Data Analysis
B. Value of Data Analysis for Drivers
C. Advanced comparison and interpretation of data logs
i. speed logs
ii. engine rpm logs
iii. throttle logs
iv. longitudinal and lateral G Force logs
v. steering angle logs
vi. corner order logs