

# Training Guidelines

## Officials of the DMSB-Staffel



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The terms for officials or officials' candidates used in the present text automatically include female and male persons.

## 1. General

- (1) Pursuant to Its Statutes, the Deutscher Motor Sport Bund (DMSB) exercises the sporting authority for motorsport in the Federal Republic of Germany. The requirements, duties and authorities resulting hereof are regulated in the International Sporting Code (ISC) of the Fédération Internationale de l'Automobile (FIA).
- (2) § 2 of the DMSB Statutes specifies that the DMSB is responsible for the control of motorsport in accordance with standardized regulations. In exercising its statutory duties, the DMSB is amongst others responsible for the education and training of officials and for the administration of issuing licences in accordance with the licence regulations. The DMSB has delegated the implementation hereof to the DMSB Academy.

## 2. Requirements

The comprehensive and significant duties, authorities and responsibilities of officials imply that, as an entry requirement, they have experience in motorsport and that they take regularly part in refresher and training courses.

The officials of the DMSB-Staffel must moreover be fit to cope with the physical requirements involved in their activities as member of the DMSB-Staffel.

## 3. Education Levels

The education of officials is based on the following levels:

- Candidate as official in the DMSB-Staffel
- Official in the DMSB-Staffel
- Team leader in the DMSB-Staffel
- Head of operations in the DMSB-Staffel

## 4. Admission

### 4.1 General admission requirements

The general admission requirements are defined in the Education and Examination Regulations of the DMSB (DMSB-APO).

### 4.2 Specific admission requirements

- (1) The specific admission requirements for the corresponding role of an official are summarized in the following table. Any exemption hereof for important reason is possible but subject to a case-by-case decision taken by the DMSB Academy with the assistance of the Academy Board.

	Age <sup>1</sup>	Participations as candidate / Confirmations of participation	Right to make recommendations
<b>DMSB-Staffel</b>	Candidate	20-50 At least licence as "Safety Marshal" and proven knowledge in the fields rescue service and/or recovery service (e.g. fire brigade, THW-Federal Agency for Technical Relief, or similar)	-
	Official	21-60 During the last 24 months before the examination at least 10x on duty in the DMSB-Staffel with licence "DMSB Staffel – Candidate"	-
	Team leader	25-60 During the last 36 months before the examination at least 15x on duty in the DMSB-Staffel with licence "DMSB Staffel – Official"	Appointed by the Director of the DMSB-Staffel upon proposal of the Head of Operations
	Head of operation	25- At least licence as „Chief Safety Officer Circuits “ and Licence "DMSB Staffel – Team Leader"	Appointed by the Specialised DMSB Safety Commission upon proposal of the Director of the DMSB-Staffel

—<sup>4</sup>The age shall be calculated in the year of the examination.

(2) For officials on duty at events with vehicles with alternative drive, the following additional qualification which can be achieved within a training organizes by the DMSB Academy\* is required:

Grade	Function	Conditions
<b>Green</b> (instructed personnel)	Other personnel: - Chief of pit lane - Pit personnel - Recovery/rescue personnel -	
<b>Yellow</b> (electrotechnically instructed personnel for non-electrotechnical work)	DMSB Officials: - DMSB Staffel	
<b>Orange</b> (electrotechnical work in zero-potential condition)	DMSB Officials: - DMSB Staffel or Medical Intervention Car (at least 1 person in each car)	Automotive Service Mechanic, Automotive Electrician and Automotive Mechatronics Technician with education after 1973, Body Construction and Vehicle Manufacturing Mechanic with education after 202 or equivalent professional qualification, e.g. study of vehicle technology

\* External certificates (TÜV, DEKRA, etc.) are accepted if complying with the German Statutory Accident Insurance Association (DGUV) requirements

### 4.3 Verification of the admission requirements

- (1) The verification of the General Admission Requirements in compliance with the DMSB Education and Examination Regulations (DMSB-APO) and of the Specific Admission Requirements pursuant to the present Training Guidelines shall be conducted by the body in charge of the examination, with the participation of the Director of the DMSB-Staffel and the Academy Board. This refers also to the granting of possible waivers, which includes amongst others exemptions from completing the required number of minimum participations before the admission to the examination, the professional qualifications or the admission of candidates included in the DMSB support programme. The granting of a waiver where the minimum age requirements are not met will only be examined if the application is accompanied by a supporting document issued by the applying club with designation of a supervisor for the young applicant (“accompanying activity as official”) who must moreover be of age. Before reaching the minimum age, he/she can only be appointed as a deputy.
- (2) Together with the registration for the examination and/or the application for the issue of a licence, the candidate must provide evidence on complying with the valid admission requirements in accordance with the above table. A list of accomplished participations as a candidate shall be conducted by the Director of the DMSB-Staffel

The presence of the candidate throughout the entire event and the assumption of only one single role is a condition for his participation as a candidate to be accepted. The candidate shall moreover take part in the preparation of the event. Only one participation as a candidate per calendar day is accepted.

## 5. Educational Objectives and Contents

- (1) The educational objective is to prepare the candidate or the official for his subsequent role as DMSB official and to provide him with the necessary sporting know-how, with the knowledge in the coherence of matters in the sporting regulations as well as with the skills and the necessary empathy to interact with other officials and with active and passive motorsport people.
- (2) The official must have a general and a specialised knowledge of the provisions / laws / regulations specified in the appendices. Sources are as follows:
  - Structure and duties of the DMSB / FIA
  - Types of events in automobile sport DMSB / FIA
  - FIA International Sporting Code (ISC) with Appendices
  - DMSB Yearbook Automobile Sport
  - DMSB Regulations for Events run on Circuits
- (3) Theoretic education
  - Specific knowledge of rules in motorsport  
Flag signals, starting procedure, safety-car phase, suspension / stopping of a race
  - Safety equipment in race cars  
Main circuit breaker, electrical safety for hybrid cars, fire extinguishers / automatic fire extinguishing systems, opening of doors, seats and harnesses, recovery devices on the car

- Organisational structure of the DMSB-Staffel  
Preparation of the operational procedures of the DMSB-Staffel
- Task structure of the DMSB-Staffel  
Head of operation, team leader, official of the DMSB-Staffel, candidate, vehicles of the DMSB-Staffel
- Tasks and fields of application of the S-car  
Safety when an official of the DMSB-Staffel is on duty  
Compulsory clothing of the official, recommended clothing of the official, safety equipment, radio equipment, driving lines of the DMSB-Staffel vehicle during the race, getting out of the car, staying outside the car  
Radio communication whilst the DMSB-Staffel is in operation  
Duties of the official of the DMSB-Staffel within the rescue of casualties  
Rescue chain

(4) Practical education

- Vehicles  
Equipment of an S-car, fields of application of an S-car, maintenance of the car equipment
- Radio procedure training
- Deployment during the race  
Driving on the circuit, decision about stopping position and getting out of the car, protection of the scene of the accident, support of the recovery, cooperation of the DMSB-Staffel with the safety marshals, position after the end of the deployment
- Use of the recovery tools of an S-car  
Securing the vehicles before towing (formula car, touring cars), working with scissors and spreaders
- Use of the fire extinguishing technology of the S-car  
Fire on and inside the race car, decision about extinguishing technology, stand-by of fire-fighting appliances, correct conduct during fire-fighting activities

(5) Schedules

**Educational contents –DMSB-Staffel candidates**

Training film Structure and Composition of the DMSB	30 minutes
Introduction	30 minutes
DMSB Regulations for Events run on Circuits	60 minutes
Specific knowledge of motorsport rules	60 minutes
Safety equipment in race cars	60 minutes
Organisational structure DMSB-Staffel / Preparation of a DMSB-Staffel operation	20 minutes
Task structure of the DMSB-Staffel	45 minutes
Duties and fields of application of the S-car	15 minutes
Safety whilst a DMSB-Staffel official is on duty	90 minutes
Radio communication during the operation of the DMSB-Staffel	30 minutes

	45 minutes
<b>Written part of the examination (if necessary)</b>	<b>30 minutes</b>
<b>Oral part of the examination (if necessary)</b>	<b>15 minutes</b>
<b>TOTAL</b>	<b>485+45 minutes</b>

## 6. Examination

- (1) The time as a candidate should cover at least 12 months and maximum 24 months.
- (2) The examination shall be conducted by the DMSB in compliance with the DMSB-APO. In cases where an examination is not required, the DMSB-APO applies accordingly.

## 7. Refresher Courses

- (1) Pursuant to the licence regulations, all DMSB officials' licence-holders are obliged to attend regular training courses in the discipline concerned every year after the examination and/or the last participation in a training course. This is a requirement for the renewal of the licence.
- (2) The purpose of the regular training courses is to enhance the training content. The training courses shall furthermore inform of important updates and modifications in the sporting laws and the regulations and promote the exchange of experiences.
- (3) Any training course shall comprise at least 9 tutorial modules of 45 minutes each in order to be accepted for the renewal of the licence.

## APPENDIX

### A.1 Additional Qualification “alternative drives”

**Content of the instructions – HV grade green** **Max. 90 minutes**

- On-site instruction at the event
- Position of the warning lights and of the emergency stop on the corresponding vehicles
- Use of the protective equipment
- Identification of HV components

**TOTAL** **Max. 90 minutes**

**Content of the instructions – HV grade yellow** **90-180 minutes**

- Position of the warning lights and of the emergency stop on the corresponding vehicles
- Use of the protective equipment
- Instructions on the performance of the work without HV
- Identification and definition of HV components
- Basis knowledge in first aid procedures in case of electrical accidents
- Overview alternative drives
- Rough overview on operating principles
- Electrical dangers
- Safety
- Protective equipment
- Conduct after an accident
- Identification of the vehicles
- Identification of the operating status of the HV systems

**Written part of the examination** **30 minutes**

**Oral part of the examination (if necessary)** **10 minutes**

**TOTAL** **130-220 minutes**

**Content of the instructions – HV grade orange:**

**Theory:** **360 minutes**

- Position of the warning lights and of the emergency stop on the corresponding vehicles
- Use of the protective equipment
- Identification and definition of HV components
- Basis knowledge in first aid procedures in case of electrical accidents



- Overview alternative drives
- Rough overview on operating principles
- Electrical dangers
- Safety
- Protective equipment/ Means of rescue/ fire extinguishers
- Conduct after an accident
- Identification of the vehicles
- Identification of the operating status of the HV systems
- Authority to issue directives
- Training methods
- Issue of certifications

*Practical applications*

*180-360 minutes*

- Enabling of vehicles
- Advanced protective measures
- Release of enabled vehicles
- Evaluation of safety concepts
- Vehicle inspections
- Vehicle checks of undamaged and accident-damaged vehicles

**Written part of the examination**

**90 minutes**

**Oral part of the examination (if necessary)**

**10 minutes**

**TOTAL**

**280-460 minutes**