



## Boston & WMC Chapter HPDE Procedures & Rules

Track Day, High Performance Driving Education. If you haven't participated in a Boston/WM Chapter event recently, please read this document carefully.

### BEFORE THE EVENT

**Eligibility.** You should have a current and valid full driver's license that you can present on the day of the event at registration. Learner's permits do not count.

**Waivers.** There will generally be TWO waivers.

1. The club uses SpeedWaiver which is an online App which makes the waiver process easier and registration at the event quicker. You will be prompted to sign a waiver and take your picture by smartphone. The club's waiver language is available at the end of this document.
2. Each track will have its own waiver policy and many of these are simple paper copies, generally signed at the entrance gate.

### PRE-Event Tech Inspection.

High performance driving on a race track involves serious responsibility. Preparing your vehicle for the event is key for your safety, the safety of the other participants, and for ensuring that your vehicle will perform for the whole event.

You must have your car inspected by a qualified person prior to the event to ensure it is ready for your upcoming event. To help you with this requirement, the club has made arrangements with several area shops to perform pre-event track inspections free of charge. The tech form may be found on the registration page or on the chapter's website.

Each driver is responsible for the safety of their vehicle and to have awareness of the condition of each of the elements listed on the tech form. Vehicles presented without a properly executed and signed tech form will be excluded from the event without a refund. Blank tech forms will not be available at the event.

See forms page for Tech Form.

**Medical Form.** Medical Forms are **No Longer** required.

**Minors.** If you are bringing a Minor under 18 years old; **both** parents, or legal guardians are required to sign a Minor Waiver upon entering the event premises. If either parent or legal guardian is not present at the event, this waiver must be **signed and notarized prior to the event** by the parent(s) / guardian(s) not at the event and presented to the Boston Chapter administration on arrival at the event. Contact the registrar to receive a copy of this form prior to the event.

**Insurance.** Under Massachusetts’ insurance regulations, you may not be covered by your insurance while on the track, even though this is neither a speed event nor practice for any racing or speed contest. A separate High Performance Driving Event policy, such as from Lockton Affinity or other providers, is recommended if you are concerned about possible vehicle damage.

**Track Day for Learning.** This is not a racing driver’s school. It’s a high-performance driving school, conducted on a race track with appropriate supervision by experienced instructors and coaches who have been approved by the Chief Instructor. If you wish to bring an outside coach to the track to instruct you, the coach must be pre-approved by the Chief Instructor.

The driver’s school chair reserves the right to expel any individual from the event at any time and for any reason.

**Drive within your ability.** With the guidance of your instructor, you’ll explore your own capabilities and those of your car. This will help prepare you for emergencies. You won’t be pushed or encouraged to go any faster than you feel comfortable. If you have any condition or limitation that we can accommodate by advanced planning, please contact us as soon as possible so that we can make your experience safe, fun and educational.

**Novices.** If you have no previous HPDE event experience try to attend an Advanced Driving Skills School first, if schedules permit. ADSS events are held in a parking lot (usually at NHMS) and provide low-speed training to help you better understand your vehicle before coming to the track. See the ADSS overview and the calendar.

**Helmet.** A Snell or SFI 31.1 2015 or newer rated helmet is required. It’s your responsibility to make arrangements to have an approved helmet at the event. Your helmet is part of your at-track Tech Inspection. Beware of DOT approved helmets without a Snell rating; they aren’t accepted. Unfortunately we will need to hold any unapproved helmets until the end of the event. You will need to see the tech inspector at the end of the event to retrieve it.



**Clothing.** The event will run rain or shine; come prepared to participate in the pouring rain. You must wear lace up shoes with socks (no open toed footwear), long pants, and a long-sleeved shirt. No nylon clothing is allowed. This also applies to anyone in the pit area. In hot weather, the short-sleeved shirts may be allowed as announced at the driver’s meeting.

**Automated Collision Avoidance Features** Before you register, please note cars with automatic braking and/ or lane drift correction systems will not be permitted to participate unless the systems can be fully turned off for the track sessions; proof that the systems can be turned off must be provided (i.e., information in Owner's Manual, etc.)

## Convertibles and Removable Roof Section Vehicles. (Definitions)

Convertibles Definition - Convertibles are defined as cars with retractable soft tops and/or fully removable hard tops. Vehicles with integrated retractable factory hardtops are not considered convertibles for the purposes of this section.

Convertibles are not allowed to participate in sessions driven when helmets are required unless the car is equipped with the following minimum requirements:

- A roll bar or roll cage meeting the requirements for Convertibles.
- Arm restraints in soft-top vehicles.
- Recommendation: Five (or more)-point harnesses for both driver and passenger.

Cars with factory-installed, fixed rollover protection and removable roof sections MAY be allowed, but only if this protection meets the clearance distance of the Helmet Reference Plane described in diagram below for both the driver and the passenger.

The club reserves the right to exclude convertibles or cars with removable roof sections entirely from sessions requiring helmets, regardless of roll bar/cage, fixed rollover protection, or any other provision of this section.

Contact the registrar **before the event** to discuss your vehicle or equipment configuration. If the vehicle does not pass the on-site Tech Inspection with regard to these rules, you will not be allowed to participate, and no refund will be given. If you have an approved convertible and no available instructor is willing to accompany you on the track, your entry fee will be refunded.

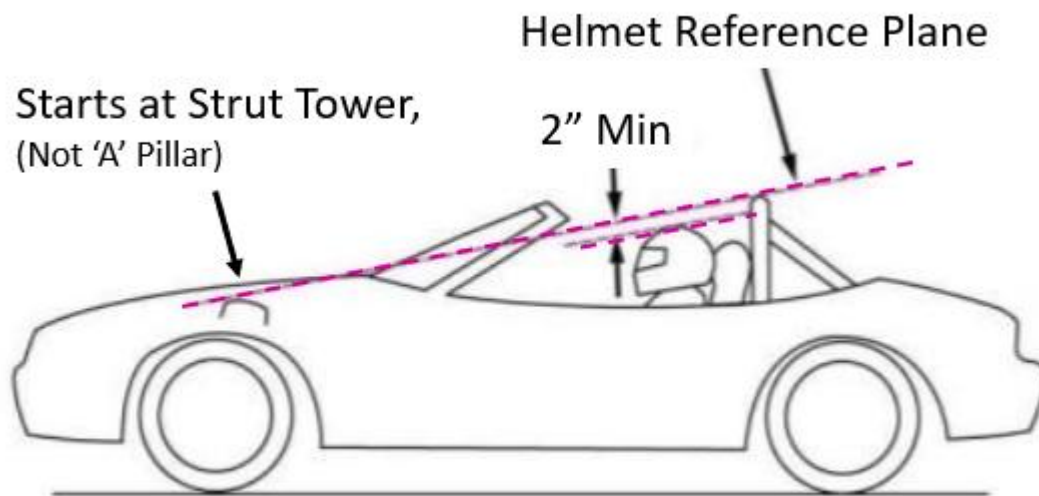


Figure 1. Helmet Reference Plane

**High Center-of-Gravity vehicles.** Most SUVs, SAVs, crossovers, pickup trucks, vans and other high center-of-gravity vehicles are not allowed, except for certain performance-oriented vehicles such as the BMW X3 and X5, and only for at a drivers first-ever track event. Contact the registrar for approval before registering.

**Race cars, PASSENGER SEATS.** Race cars are welcome, provided they have **TWO** seats (with equivalent restraint) and closed wheels (no formula cars).

**SOUND LIMITS:** Sound Limits vary by track so please verify in the specific event documentation what the sound limit is and ensure your car will make sound. Track management may exclude an offending car for which there will be no refund. **(Lime Rock is 87db, CMI, Tremblant and PALMER are 92DB)**

**Drones and 'copters.** Drones and remote-controlled aircraft aren't allowed at any time. Leave them home.

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## DAY OF THE EVENT

Please do arrive in time for registration and tech inspection and the driver's meeting – all of which happens before the track goes hot. Once the track goes hot our tech folks will likely be on track and late arrivals will have to wait and may lose track time without refund.

### On Site Registration

**BRING YOUR DRIVER'S LICENSE AND TECH FORM WITH YOU TO REGISTRATION.**

**Waiver:**

**SPEED-Waiver - You will then only need to show your smart phone receipt and driver's license to get your registration package from the chapter registrar. (You still need to sign in with the track as noted below).**

**Track only Paper Waiver – The track will use either “self-service” or in person check in at the gate and requires each participant and guests to sign a waiver and collect a wrist band.**

**Guests and children.** If you have guests or children in tow, it's your responsibility to help them complete both waivers with children requiring a paper waiver from both the club and the track. Everyone on the property **must** be wearing an appropriate wristband. Sign the waiver and obtain the wrist band at registration or by contacting an organizer. No one under 18 is allowed on pit lane or the track.

Children are solely your responsibility and must be supervised. The paddock is an inherently dangerous place. Foot scooters, bicycles, in-line skates and the like should be used with great caution or not at all. Children may not drive motorized pit vehicles.

**Pets.** Pets are allowed so long as they are restrained on a leash or in a kennel and you clean up after them ☺.

### Registration Packets:

**What you get at registration.**

**Car Numbers and Group Wristband:** Apply the car numbers as described below and put on your wristband.

**Schedule:** The schedule is usually emailed to you as a PDF for viewing on your smart phone. We suggest that you add your on-track and classroom times to your calendar with an alarm set. We will have the schedule posted at Control and may use the PA for reminders. Be advised that the PA does not cover the entire property.

**Name Tags:** We will provide a name tag (Hi my name is \_\_\_\_\_) and a lanyard unless you already have one in your track box.

**Garages. (Availability varies by track)** The organizers will typically occupy the garage bays closest to the track entrance if available. Garage bays are usually reserved; don't park in a garage unless authorized. At some events, garage rentals are available. No fueling or fuel storage in the garage. In inclement weather, ask to store your belongings in someone's garage bay.

**Car preparation and Numbers.** Select a parking spot for the duration of the event. Empty your vehicle of all loose items (glove box contents, map pocket contents, floor mats, trunk mat, jack and lug wrench). Affix your car numbers to the outsides of both rear side windows. If a third set of numbers is provided, install them on the rear window. Clean the glass surface first, work out all the bubbles, and press to seal around the edges, otherwise the numbers will blow off. Fill up your tires by over-inflating and then bleeding down to save time at the air chuck (if available). Remove wheel trim rings and cosmetic center caps. Torque lug bolts to specification. Check for oil and coolant leaks. Recheck your wheel torque (after wheels cool), tire pressures, and fluids during the day.

**Video Cameras and Data Acquisition:** Video cameras, data acquisition units and other non-factory objects mounted inside or outside the vehicle must also be anchored with a safety tether. Helmet mounts are not permitted. Lap times are used as a teaching tool shared with instructors and coaches but may not be posted.

### **Tech Inspection:**

#### **Tech Forms will not be available at the track – Don't Forget it!**

High performance driving on a race-track involves serious responsibility. Preparing your vehicle for the event is key for your safety, the safety of the other participants, and for ensuring that your vehicle will perform for the whole event.

The on-site tech verification location will be announced by the registrar either via email or at registration. Take your tech form, car and helmet to the tech inspection line. Advanced students and instructors may skip the tech verification line and present their form at registration.

Slide your Pre-Event Safety Inspection Report under your windshield wiper (or on the dash if it's raining), and drive your vehicle with your helmet to the Tech Line on Pit Road or designated area. Stay with your vehicle during the tech verification process. Cooperate with the tech verification team and follow their requests and instructions to complete the verification quickly. If your car isn't presented promptly, you'll likely miss your first run session.

If you do not have your car inspected prior to the event, you must take your vehicle to a qualified person or shop nearby to have it inspected, if available. Once that inspection is completed you must return to have the vehicle inspection verified the designated Tech Steward. The chapter is not responsible for the cost of any inspection, any loss of track time and refunds are not available for this reason.

**Drivers meeting.** At the scheduled time, (usually before 8:30am) report to the driver's meetings, usually held near the front of the garage or where the organizers are parked. Listen to the event's procedures and announcements and ask any questions that you may have. Refrain from side conversations so that all can hear.

**Run Groups.** Each run group will typically have about four 20-25 minute sessions or more. A flag station will wave the checkered flag to end each run session. Drive your cool-down lap slowly enough to avoid using the brakes. You and your instructor should use this lap to discuss your driving during the session. A slow cool-down lap will also cool your engine and your head. Don't use the hand/parking brake after parking in the paddock.

Students are **not** permitted to drive on the track in any run group not assigned to them or with passengers, other than an approved instructor. Infractions of this rule may cause you to be ejected from this and future events at the discretion of the organizers.

**Run Group assignments.** Your run group is the first digit of your car number. The registrar places drivers in run groups based upon their experience, the event's attendance, and the constraints of any co-driven cars. For multi-day events, run groups may differ on each day. Usually there are three or four student run groups, an instructor run group and possibly a club racer run group (if the event contains a separate club race).

**Solo sign-off.** The club uses solo driving as a skill development tool to reinforce technique and situational awareness. The assigned Coach/instructor will assess your ability and readiness to drive solo with a defined sign-off process. The solo'd driver uses the individual time to practice specific skills with the expectation that the instructor/coach evaluates the driver later in the day to fine tune the development plan.



### **Advanced Passing (AP) Rules:**

AP is a progression and continuation of the BMW CCA passing rules. It is designed to train the heightened situational awareness required in a track environment, with the direct benefit of application on often intensive public highways.

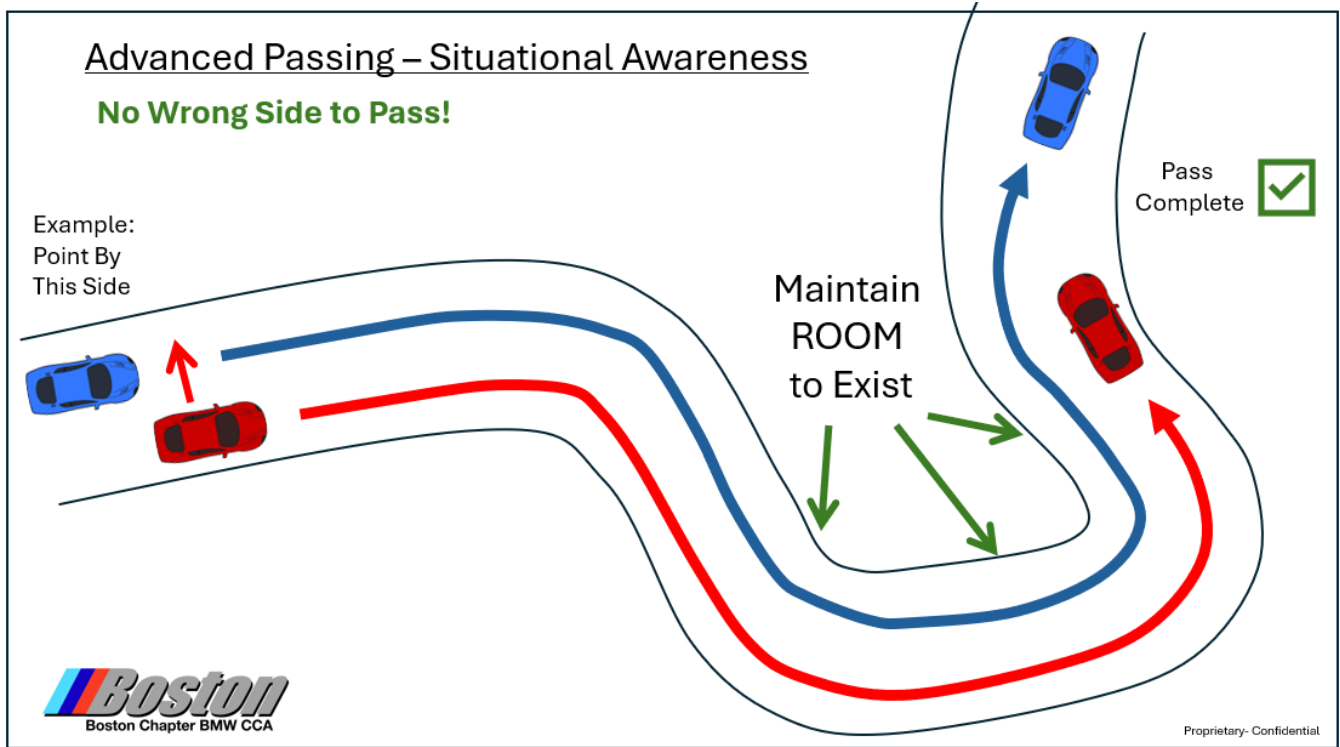
With Advanced Passing, the Point-By is **BOTH**, the invitation to pass and indication of the direction required for that pass **regardless** of the direction of the upcoming turn.

Procedure:

1. The passing car will present themselves behind the car to be passed.
2. The car being passed will provide a timely Point-By signal to the car behind with a specific direction, dictating on which side the pass should be made.
3. The car being passed will yield a lane through the corner, in the direction of the Point-By, to allow the passing car to safely complete the pass.
4. The passing car will ensure that the pass is completed safely within the lane provided by the car being passed.
5. The Point-By invitation remains in effect until the pass is completed. (This means that both cars will maintain the 'passing lanes' even if the pass continues into the next corner or further, unless waved off by the passing car.)
6. Both cars will adjust their pace to complete the pass safely.
7. Any driver uncomfortable with a specific Point-By may wave it off.

8. For Novice and intermediate run groups, the organizers will designate specific passing zones in which a pass must be completed. For advanced and instructors, the organizers typically designate the entire track as a passing zone.

Instructors will work with novice drivers to choose specific directions for certain corners at certain tracks to facilitate learning. As drivers progress, the skill to pass virtually anywhere on a race track is coached and monitored to ensure that our driver students safely elevate their situational awareness.



**Classroom.** Classroom attendance is mandatory for all students.

**ISG Overview** - For advanced drivers who want to extend their skills in a safe, fast-paced coaching environment, the Boston and White Mountain chapters of BMWCCA offer the Independent Study Group (ISG). To promote continuous advanced skill development for experienced, independent drivers, ISG encourages students to identify areas in which they want to improve, then allows them to create a personalized curriculum for achieving their goals.

Every ISG student is assigned a coach at each event who will work with them to achieve their goals. ISG drivers are often offered additional solo track sessions and the opportunity to drive in the instructors' run group. Participants use deliberate practice to develop their on-track driving skills and partake in exercises that promote using the full track, driving off-line, and executing *Advanced Passing* techniques. The ISG curriculum is dynamic and evolves throughout the season. Each event emphasizes different skills and employs distinct exercises. Individual participants and the ISG cohort benefit from frequent and sustained ISG registration.

Whereas ISG drivers drive fast laps, they do so with an emphasis on interacting with other group drivers and executing *Advanced Passing* techniques (*i.e.*, at the apex, regardless of the direction of the upcoming turn, off-

line, late initiation, over/under and under/over, etc., with point-bys). It is not the intention of ISG to provide instruction for “time attack” or “time trials” laps. If your goal is to set your fastest qualifying lap in an HPDE with limited traffic, we have a different group to which you will be assigned based on your track driving experience.

**ISG Qualification** – Solo’ed drivers with substantial experience and the skills to drive a consistent line, at an advanced run-group pace, on a variety of racetracks are eligible for consideration. Entry to the group is based on recommendations from Boston of White Mountain BMWCCA instructors and/or references from the Chief Instructor of another recognized organization. After passing a thorough checkout drive with an ISG instructor, which emphasizes awareness, safety, consistency, and pace, the ISG candidate is admitted into the group.

Candidates should note that ISG is a study 'group' and that all drivers are required to participate in classroom and on-track exercises. Drivers should expect safe, on-track sessions with *Advanced Passing* as a standard, as well as exercises to extend driver awareness at speed.

**ISG On-Track Sessions, Classroom, and Exercises** – On the racetrack, ISG drivers spend sessions working with their assigned coach to execute their personalized plan. Classroom sessions comprise lively discussions of driving lines, corner approaches, speeds, data analysis, physical and mental preparation, and a wide range of additional topics. Specialized on-track exercises are offered to improve situational awareness, increase comfort levels in close-quarters driving, and practice *Advanced Passing* techniques.

#### **ISG Car Requirements and Technical Inspection -**

1. Ideally, your car should have two seats and equal restraints - Contact the event registrar if the car is not equipped in this manner.
2. All other car tech rules apply (*i.e.*, convertibles, belts, etc.).
3. Tech - All cars require a tech inspection by a qualified individual. Tech forms for ISG are presented at registration only; secondary onsite tech is not conducted. Spot checks may be performed at the discretion of the chapter.

**Safety.** Safety is our top priority. Anyone considered to be driving in an unsafe manner may be ejected from the event. During periods of rain, slow down to establish the level of grip for safe driving. Use prudence and reduced speed on Pit Road. When pitting-in, check your mirrors before braking. The paddock speed limit is 10 MPH.

**Jacking.** Use jack stands whenever part of your body may be under your car. Protect pavement with jack stand pads. Follow any track-specific jacking regulations. No stakes in the pavement.

**Instructors.** You will meet your assigned instructor in the staging area. In the morning, we recommend meeting your assigned instructor to discuss your goals for the event.

## **ON TRACK**

**Windows and sunroofs.** The driver’s side window must be completely down while on the track. If there is an instructor in the car, then the passenger’s side window must also be open, otherwise it may be either completely opened or closed, but not partially open. Sunroofs must be completely closed.

**Flags.** Flag stations are located at specific corners and elsewhere around the track. At these stations, corner workers watch the cars and monitor the track's condition. When problems arise, the workers display or wave signal flags to warn the drivers of danger ahead before they encounter it. The flag and how it's displayed communicate specific situations and command specific responses from the driver.

In order to make this event safe for you and other drivers, you must know where the flag stations are, watch for the signal flags, and know what the flags mean. The flags may be also be demonstrated at the Driver's Meeting or first novice classroom session. See the New Performance Driver's Guide for the meaning of each flag and in the table below.. Events typically use the standard yellow, red, black, checkered, red/yellow debris and blue/yellow passing flags. A white flag means slow-moving vehicle on track, not last lap.

**Passing.** Watch your mirrors. All passing is accomplished with a point-by, given at the beginning of the passing zone. Give each passing car a separate and distinct point-by executed with purpose and style. Moderate your speed with a slight lift off the throttle (no brake) to facilitate the pass. Allow faster cars to pass even if they have lower horsepower. Wave-off any point-by that you aren't comfortable taking; a point-by is an invitation, not a command. Advanced groups are expected to use all the passing zone, down to but not including the apex.

**Spins and offs.** If you spin or put two wheels off you will be black flagged to come in and talk to control in the pit lane. Do not wait for the black flag; enter the pits as soon as possible for a safety check and discussion. If you spin twice or put four wheels off twice in the course of a day then the club may end your day early. All drivers are expected to drive within their own capabilities.

**Pit in/out.** When entering the track, stay inside a yellow blend line. Use a closed-fist pit signal to indicate your intention to pit in. Unless the checkered flag is out, don't over-slow before pitting.

See NEXT PAGE!!

## GOING HOME

**Clean up.** Before you leave, clean your paddock area, including sweeping up any fluid absorbent used. Bring used or broken parts home; don't leave them in the trash. Some tracks have a fluid disposal shack. If it isn't open when you need it, bring your used fluids home.

**Badge holders.** Return your badge holder but the lanyard is yours to keep for future events.

**Evaluations.** After the last day of the event, you will receive an e-mail with instructions to complete your evaluation online at [www.drivingevals.com](http://www.drivingevals.com).



**Driving Evals**

Online Evaluations for Driving Schools

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**FLAG OVERVIEW.**

	<b>TRACK IS CLEAR</b>
	<b>STANDING – HAZARD AHEAD, REDUCE SPEED, NO PASSING</b> <b>WAVING – HAZARD IMMEDIATELY AHEAD, REDUCE SPEED, NO PASSING</b>
	<b>REDUCE SPEED, STOP ON TRACK, OFF-LINE AND IN SIGHT OF A FLAG STATION</b>
	<b>FASTER CAR BEHIND – ALLOW TO PASS</b>
	<b>DEBRIS ON TRACK (FLUIDS, SOLIDS ETC)</b>
	<b>YOU ARE REQUIRED TO GO TO THE PIT LANE TO SEE CONTROL</b>
	<b>YOUR CAR HAS A MECHANICAL PROBLEM AND YOU NEED TO PIT.</b>
	<b>WHITE FLAG – SLOW VEHICLE ON TRACK AHEAD</b>
	<b>SESSION IS COMPLETE – YOU WIN</b>

## BMW CCA WAIVER TEXT

### RELEASE AND WAIVER OF LIABILITY ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

IN CONSIDERATION of being permitted to compete, officiate, observe, work, or participate in any way in the EVENT(S) or being permitted to enter for any purpose any RESTRICTED AREA (defined as any area requiring special authorization, credentials, or permission to enter or any area to which admission by the general public is restricted or prohibited), EACH OF THE UNDERSIGNED, for himself, his personal representatives, heirs, and next of kin:

1. Acknowledges, agrees, and represents that he has or will immediately upon entering any of such RESTRICTED AREAS, and will continuously thereafter, inspect the RESTRICTED AREAS which he enters, and he further agrees and warrants that, if at any time, he is in or about RESTRICTED AREAS and he feels anything to be unsafe, he will immediately advise the officials of such and if necessary will leave the RESTRICTED AREAS and/or refuse to participate further in the EVENT(S).
2. HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE the promoters, participants, racing associations, sanctioning organizations or any subdivision thereof, track operators, track owners, officials, competition vehicle owners, drivers, pit crews, rescue personnel, any persons in any RESTRICTED AREA, promoters, sponsors, advertisers, owners and leasees of premises used to conduct the EVENTS(S), premises and event inspectors, surveyors, underwriters, consultants and others who give recommendations, directions, or instructions or engage in risk evaluation or loss control activities regarding the premises or EVENT(S) and each of them, their directors, officers, agents and employees, all for the purposes herein referred to as "Releasees," FROM ALL LIABILITY TO THE UNDERSIGNED, his personal representatives, assigns, heirs, and next of kin FOR ANY AND ALL LOSS OR DAMAGE, AND ANY CLAIM OR DEMANDS THEREFORE ON ACCOUNT OF INJURY TO THE PERSON OR PROPERTY OR RESULTING IN DEATH OF THE UNDERSIGNED ARISING OUT OF OR RELATED TO THE EVENT(S), WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.
3. HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the Releasees and each of them FROM ANY LOSS, LIABILITY, DAMAGE, OR COST they may incur arising out of or related to the UNDERSIGNED'S INJURY OR DEATH, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.
4. HEREBY ASSUMES FULL RESPONSIBILITY FOR ANY RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE arising out of or related to the EVENT(S) whether caused by the NEGLIGENCE OF RELEASEES or otherwise.
5. HEREBY acknowledges that THE ACTIVITIES OF THE EVENT(S) ARE VERY DANGEROUS and involve the risk of serious injury and/or death and/or property damage. Each of THE UNDERSIGNED, also expressly acknowledges that INJURIES RECEIVED MAY BE COMPOUNDED OR INCREASED BY NEGLIGENT RESCUE OPERATIONS OR PROCEDURES OF THE RELEASEES.
6. HEREBY agrees that this Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement extends to all acts of negligence by the Releasees, INCLUDING NEGLIGENT RESCUE OPERATIONS and intended to be as broad and inclusive as is permitted by the laws of the State or Province in which the Event(s) is/are conducted and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I HAVE READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE OR GUARANTEE BEING MADE TO ME AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW.

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SUPPORT OUR SPONSORS

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