

RMR/AMR Event Chairperson's Guidelines 2013
Radio and Headset Distribution

The Equipment Chair has radios and headsets for RMR Driving Events. The Equipment Chair has access to all radio gear and will instruct the Event Chair and others in the proper set-up and use. The Equipment Chair will make sure the radios are ready for use at driving events and will coordinate getting them to the venue and to the Event Chair.

Prior to the start of the event, the radios and headsets should be delivered to the Control Trailer and distributed as listed below by the Event Chair.

1. It is the responsibility of the Event Chair to arrange for re-charging the radios overnight on Saturday for the next day event on Sunday.
2. Control will be the main user of the radios during the event along with the Corner Workers.
3. All other event personnel should severely limit talk on the radio and just monitor the communication, responding only when needed or directed.
4. Radios will only be used on the assigned channel by the person/position provided with the radio for the event.
5. Radio use should be limited to those persons who have attended a radio use meeting in the rules and proper use of radios. The Equipment Chair has information intended for this purpose.
6. Additional radios and headsets are available should additional persons or radios be required. Currently there are 25 radios, 18 ear muff headsets, and 2 ear buds available for use.
7. The High Plains Radios (Track Radios not RMRs) are not to be used by the Rocky Mountain Region PCA Event Staff to supplement or in place of the club's radios.

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Event Person/Position	Radio Handsets	Ear Muff Headset	Ear bud	Channel Assigned	Returned
Control	3	1	1		
Ambulance	1				
Track Manger	1				
Event Chair	1				
Safety	1				
CDI's	2	2			
Grid	1	1			
Corner Workers	8	8			
Other Event Personnel					