



RSO RallyEd Series

Movement Plans

How to create a movement plan/schedule

A movement plan or movement schedule is a document containing all the relevant locations, timelines & information specific to your team for an event. It can be as simple or as detailed as you like, but should be shared with all members of the team (driver, codriver, crew, anyone travelling with you) as well as emergency contacts or others that you may wish to keep informed.

- ◆ Aside from important phone numbers, travel details and accommodation information etc, all event information and scheduling can be found in the event’s Supplementary Regulations or Supp Regs, and in any subsequent competitor emails & bulletins. **BE SURE TO READ THE SUPP REGS SEVERAL TIMES OVER SO THAT YOU DON’T MISS ANY INFORMATION.**
- ◆ The layout of your movement plan is your choice but below is an example of the type of information you might like to include (based on the 2022 Rallye Baie-Des-Chaleurs). It is very useful for all members of your team to have a detailed timeline of the event—before, during and after, but again, it is personal preference as to how detailed you wish to be. Sometimes it’s a basic repeat of the event schedule; sometimes it will be a full timeline to include meal times, departure from accommodations, ideal times to gas up recce vehicles etc.
- ◆ Many events now provide coordinates to stage starts and finishes prior to the event via competitor emails. Plotting these along with specific important rally related locations, into a google map file, can be an additional tool to share with members of your team.

2022 Rallye BDC Movement Schedule
Copies to: Add the names of the people you want to receive a copy

XYZ Racing Movement Schedule

2022 Rallye BDC

July 1-3

New Richmond, Quebec

This list should contain the phone numbers and emails, if needed, of your team & emergency contacts. You can also include contact details for certain event officials if you'd like

1. IMPORTANT & USEFUL NUMBERS

Codriver Name (cell)	123-456-7890	Codriver (email)	codriver@gmail.com
Driver Name (cell)	321-098-7654	Driver Name (email)	driver@gmail.com
Crew 1 (cell)	111-222-3333	Crew 1 (email)	Crew1@gmail.com
Crew 2 (cell)	222-333-4444	Other (Emerg)	333-444-5555
Clerk – Name	# if available	Event Organizer	# if available
	Email	name	Email if available

2. TRAVEL INFORMATION

a. Vehicles:

Who	Vehicle	Notes
Crew 1 & 2	Truck, trailer, rally car	Go to service upon arrival in New Richmond via race fuel pick-up location. Truck will have to be used for remote refuel on Sunday.
Driver/codriver	Forrester	Recce car. Must be full of gas Thurs evening
Crew 3 & 4	Own vehicle	

b. Driving Times:

- “Home address” to New Richmond – approx. 7.5hrs (9hrs conservative with trailer & stops) – 714km
- Accommodation to HQ – Approx 18km – 15 mins

1

Information here could also include the number of hotel rooms booked, duration & distribution

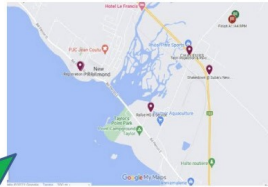
3. ACCOMMODATION –AirBnB

- a. Address
- b. Check in after 4pm Thurs June 30. Check out by 11am Mon July 4
- c. Host phone #: 777-888-9999

This may be a short list if the event is very compact eg. 1 location for HQ, registration, service, tech etc

4. IMPORTANT RALLY LOCATIONS

- a. **Registration, post rally banquet** – Centre Communautaire Adrien Gauvreau.
97-A Place Suzanne-Guite, New Richmond
- b. **HQ & Service** – Construction Axeco
116 Rue Industriel, New Richmond
- c. **Fuel Pick Up, Tech, Parc Ferme (pre-event)** – Pneus New Richmond
165 Route 132 Est, New Richmond
- d. **Shakedown** – Subaru New Richmond
196 Route 132 Est, New Richmond
- e. **Family day, Ceremonial Start, End of event, Parc Ferme & Podium** – Hotel de Ville (Town Hall) New Richmond
99 Place Suzanne-Guite, New Richmond



In town map

A map can be useful to have if there are a number of locations but may not be necessary if a compact event.

Alternatively create a google maps file with the locations

You decide how much detail to add

5. SCHEDULE

DATE	TIME	WHAT	WHERE	WHO
Tuesday June 28	0750	Codriver Flight departs	YYZ T1	Codriver name Flight #
	0915	Driver flight departs	BOS TB	Driver name Flight #
	1107	Codriver Flight Arrives	Halifax	
	1156	Driver flight arrives	Halifax	
	Afternoon	Check belts fit, car contents, test drive(?), Pack trailer	Home base	Names of those involved
	After dark	Test rally lights	Home base	
Wed June 29		Finishing packing & load car		Names of those involved
		Put winter tires on Forrester & take 2 summers as spares & tire changing kit for recce		
		Finish prepping routebooks/recce/shakedown		Codriver name
Thurs June 30	0530	Depart home base	Home base	
	1200 NR	Service Park Opens	Event HQ	
	1330	Arrive Rally Location (very conservative 9hrs travel)	New Richmond	
	On arrival	Pick up race fuel	Pneus NR	
	1330	Drop trailer at service park	Service/HQ	
	1400-1600	Trailer set up/groceries for house (normal store hours)		Names of those involved
	1600	Check in at Accommodation & possibly dinner?	Accoms	Names of those involved
	1800-1930	Registration	Registration location	All (+ late arriving crew if possible)
	1830	CRAB evening festivities - 2021 member accomplishments – 50 th anniversary	Registration location	Not sure if mandatory attendance – Team free entry
	1900	Dinner – if not earlier	TBD	All
	2000	Service Park Closes	HQ	
	Evening	Fill recce car with gas	New Richmond	Those involved

Useful to be able to distinguish days – either by shading the boxes every other day or thick lines between them

Fri July 1	0427	Sunrise		
	0600	HQ Opens	HQ	
	0600-0700	Late Registration	HQ	Late arriving crew if needed
	0630	Possible recce meeting	HQ?	Notes in sup regs say recce starts 0630. Schedule says 0700
	0700-1600	Recce	Start from HQ – possible convoy	Names of those involved
	1200-1600	Family Day Rally Car Display	Town Hall	Names of those involved
	During day	Set up service area, fuel car for shakedown	HQ	Names of those involved
		Late finish – May want to bring dinner items to service		
	1730-1900	Shakedown	Subaru New Richmond	Driver/codriver
	1900-1945	Clean up car & add lights for photos & official start	HQ	All
	1930 for 1945 photo	Official Photos	Town Hall	Driver/codriver names with rally car (must wear race suit).
	2000	Ceremonial Start in reverse order	Town Hall	
	2027	Sunset		
		Notes prep		Codriver name
Sat July 2	0428	Sunrise		
	0700	Opening of HQ	HQ	
		Provisional Start order	HQ	
	Before tech	Ensure rally car is full with gas	HQ	
	0840-0910	Tech for Seed 3 competitors	Pneus NR	All
	After Tech	Into Parc Ferme	Pneus NR	
	1000	Start order draw for 85+ speed factor	Pneus NR	
	1030	Tech closes	Pneus NR	
	1045	Official Start Order	Pneus NR	
	1100	Drivers Meeting	Pneus NR	Driver & codriver names –

				Mandatory
	1145	Parc Ferme opens (car can be started 10 mins prior to out time)	Pneus NR	Driver & codriver names
	1200	Start Leg A	Pneus NR	
	1700	End Leg A	HQ	
	1800	Start Leg B	HQ	
	2027	Sunset		
	2230	End Leg B	HQ	
	2400	HQ closes	HQ	
Sun July 3	0429	Sunrise		
	0800	HQ Opens	HQ	
	0830	Start order posted	HQ	
	0900	Start Leg C	HQ	
	1130	End Leg C	HQ	
	1200	Start Leg D	HQ	
	1500	End of Rally	Town Hall	
	1600	Results Final		
	1700	Podium		
	1800	Banquet		
		HQ closes		

The notes section is your chance to add in any other details or reminders that don't necessarily fit into the schedule

6. NOTES

- Camelbak – needs to be installed in the rally car for event
- Ensure new 9V battery in intercom if needed
- Secure wheel gun in car & ensure battery charged
- Tires: Must have correct wheels & tires to start rally at Tech as it goes into parc ferme prior to event. CAR MUST BE READY TO START EVENT for tech.
- Designated re-fueling zone – not considered service. Service book has guidance for fuel planning. Car must be filled with gas before tech
- Tarp must be under car in service at all times
- Ensure fire extinguisher in service is visible & accessible – also need one at refuel
- Light pods will be needed for later stages – put on at service 2