SCCA
Sports Car Club of America

RoadRally Safety Steward

License Requirements & Procedures

There are two types of RoadRally Safety Steward Licenses. This procedure explains how to become a licensed RRSS.

- **RoadRally Safety Steward (RRSS):** This is the standard license needed for an RRSS to officially Safety Check an SCCA RoadRally.
- **RoadRally Safety Steward Instructor (RRSSI):** This license is for experienced RRSSs. They have held the above license for at least 5 years and their rally experience is valuable in instructing and mentoring new RRSSs. If you are interested in becoming an RRSSI, please contact your Divisional Road Rally Steward (DRRS) or the RoadRally Board to begin the process.

REQUIREMENTS TO START THE PROCESS

- Current SCCA Member
- At least 18 years old
- Prior road rally experience
- Desire to ensure that RoadRally courses are safe for competitors, workers, and the general public

PROCESS

(APPLICANTS SHOULD COMPLETE THESE STEPS IN THE ORDER GIVEN)

1. Contact your DRRS and express interest.
   - The list of DRRS can be found in the Member Account Portal (MAP) > Member Resources > Boards and Committees > RoadRally > Divisional RoadRally Stewards
   - Should you be unable to contact your DRRS, send an e-mail expressing interest to the RoadRally Board at RRB@scca.com
2. Download and complete an application and return it to your DRRS (can be done in conjunction with Step 1.)
   - The application can be found on the SCCA website at www.scca.com > RoadRally > Rules & Documents > Safety Steward Information > RRSS License Application
3. You will be assigned an RRSSI as your Mentor to help you through the licensing process.
   - Your DRRS will assign you a Mentor.
   - All questions about the process or training materials should be directed to your Mentor.
   - You and your Mentor will touch base during the training to review the training materials and to also make sure you are comfortable with the first Safety Checks that you perform as a licensed RRSS.
4. Review the Safety Steward Manual, TSD Safety Checklist, and GTA Safety Checklist that can be found on the website at www.scca.com > RoadRally > Rules & Documents > Safety Steward Information
5. Complete the Learning Management System (LMS) RoadRally Safety Steward Training course which will be available under the My Learning tab on your my.scca.com Member Account Portal (MAP).
   - You will receive an e-mail with instructions for accessing the LMS course once your application has been received and approved (typically within five business days of submission).

- The LMS course will take 45-90 minutes to complete. You can stop at any time and return to the course as needed.
- To complete the course
  - View all of the chapters and answer the quiz questions at the end of each.
  - Take the final test with a passing score of 100%. The final test is open book and can be taken an unlimited number of times.
- Should you have any questions about the materials, reach out to your Mentor to discuss.
- If you are having technical difficulty with the LMS program, reach out to your Mentor and they will help find a solution.

6. Contact your Mentor after completing the LMS course to start a dialogue about the types of scenarios you might encounter in your Safety Checks and other helpful tips.
7. Receive your 3-year RoadRally Safety Steward License.
   - At the beginning of the month after you complete the LMS Course, your Mentor will confirm that you are ready to be issued your RRSS license.
     - Should you need to be responsible for a Safety Check sooner that this process permits, please discuss this with your Mentor at the beginning of the process.
   - SCCA Member & Region Services will be notified to add the license to your membership card.
   - If your SCCA membership is not going to renew in the next 90 days, you will be mailed a new membership card.
   - If your SCCA membership is going to renew in the next 90 days, your license will be on your new membership card at renewal. In the meantime, it can be accessed/viewed online under your profile on the member account portal

LICENSE RENEWAL IN THE EVENT THERE IS A LAPSE IN MEMBERSHIP

In the event there is a lapse in your SCCA membership, your License will be reinstated with your renewed membership, provided you have not passed the License expiration date. If your membership has lapsed and your License has expired, you must reapply for your License using the above procedure.