|  |  |
| --- | --- |
| **Event Name:** |  |
| **Event Organiser:** |  |
| **Organising club:** |  |
| **Event Date:** |  |
| **Event Location:** |  |
| **Name of Commissaire(s):** |  |

**Facilities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Covered sign on?** | **Yes** |  | **No** |  |  |
| **Toilet facilities?** | **Yes** |  | **No** |  |  |
| **Changing facilities?** | **Yes** |  | **No** |  |  |
| **Hot showers?** | **Yes** |  | **No** |  |  |

**Course design and features**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Course map provided to riders?** | **Yes** |  | **No** |  |  |
| **Clear and safe stage marking?** | **Yes** |  | **No** |  |  |
| **Fire road crossing clearly marked?** | **Yes** |  | **No** |  |  |
| **Clear directions between stages?** | **Yes** |  | **No** |  |  |
| **Number of stages for youth / beginner** |  |  |
| **Number of stages for full event** |  |  |

**Spectator facilities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Course map provided to spectators?** | **Yes** |  | **No** |  |  |
| **Presentation podium?** | **Yes** |  | **No** |  |  |
| **Refreshments available?** | **Yes** |  | **No** |  | Coffee van on site |

**Race officials and helpers**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Marshals at the top and bottom of all stages?** | **Yes** |  | **No** |  |  |
| **Marshals equipped with hi-vis vests, whistles?** | **Yes** |  | **No** |  |  |

**Bike scrutiny and minimum equipment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Was there bike scrutiny in place?** | **Yes** |  | **No** |  |  |
| **Were there minimum equipment checks?** | **Yes** |  | **No** |  |  |

**Practice day**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **All riders practicing with race plates?** | **Yes** |  | **No** |  |  |
| **Practice times adhered to?** | **Yes** |  | **No** |  |  |

**Timekeeping**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Accurate timing completed?** | **Yes** |  | **No** |  |  |
| **Timing system used** |  |

**Communications**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Radios provided?** | **Yes** |  | **No** |  |  |
| **Communication effective?** | **Yes** |  | **No** |  |  |

**First aid**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Dedicated first aid personnel on site?** | **Yes** |  | **No** |  |  |
| **Description of First Aid cover:** |  |
| **Placement, staff levels adequate?** | **Yes** |  | **No** |  |  |

**Penalties / Incidents**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Comment |
| **Penalties issued?** | **Yes** |  | **No** |  |  |
| **Incident report form attached?** | **Yes** |  | **No** |  |  |

**Accidents / Relevant Incidents**

**Comment on incidents below. Include licence numbers of riders involved and note on injuries, details of any witnesses**

|  |
| --- |
|  |

**Weather**

|  |
| --- |
|  |

**General comments**

**Please give comments as to how the event may be developed and improved in the future**

|  |
| --- |
| Suggestions for next time |

|  |  |
| --- | --- |
| Report form completed by |  |
| Cycling Ireland licence number |  |
| Date |  |
| Signature |  |