

Commissaires Check List

This checklist is an aid, it is not a formal report

Personal list (what you need at each event)

Commissaires report form
League and national rules
Commissaires clothing
Whistle, stopwatch, clipboard, pocket knife
Small amount barrier tape
Current league ranking and top 10 national ranking
Mobile phone/Race Radio

Venue

Accessibility of venue
Signs to get to venue
Car parking
Toilets
Changing rooms
Showers
Refreshments
Water availability
First aid provision
Ambulance available within 20 minutes

Course

8 rider wide, gridded start 0.75m width per rider
Adequate distance before narrowing/bends
Safety of spectators
Safety of competitors
Length of circuit ideally 6 to 12 laps per hour for seniors
Not more than 3.5 km long (normally 90% rideable)
Enough marshals and adequately positioned
Clear course marking
Checks on potential cut-offs
Carry and run not more than 80m/section or 250m total/lap
No steel stakes or obstacles
Safety of descents. Descents must be possible on the bike
No stairs downhill, wood stairs uphill
Not through water
Avoid risk of drowning if unconscious in shallow water
Speed reducing chicanes before descents or if falls likely
Trees & posts likely to be slid into are padded & marked
Whiplash foliage cut or tied back
Adequate headroom & intruding branches clearly marked
Manmade obstacles width of course and to regulations
Field/grass 5m wide, woodland/tracks 2.5m wide or better
Alternate wide & narrow such that blocking not an issue
Alternate fast and slow sections, rapid get back to speed
If major event, 150m road at finish pref. 6m wide

Avoid ploughed fields

Avoid wet compact clay areas. Avoid ice if possible.

No matter what the conditions, 75% should be rideable

Minimum of 1 pit, preferably double sided to standard

Pit marshal as assistant commissaire

Pit so that rider dismounts on side away from helpers

Pit clearly marked yellow flags or prominent signs

U12 easy for newcomers but with basic technical elements

U12 visible all round or marshalled to be visible all round

Sign - on

All signed BC standard form with disclaimer on top

All membership numbers if data not held by league

Day member fees collected

Count the number signed on (to check at start line)

Start line

Count number of riders not more than signed on

Helmets all correctly fastened, standard, etc

Grid according to current rankings (national then local)

Safety information to riders

Explain false start procedure

Explain start procedure

Start own watch on start signal

Judging

PDA in use

Back-up lap scorers

Timekeeping

Lap boards, Finish flag & bell

Presentation

League or national minimum prize lists or greater

Rapidly after last event

Paperwork

Fill in BC Cyclo-cross commissaire report form

Show what has been written to organiser & discuss

Send or give report to league cyclo-cross commissaire co-ordinator (Pete Whelan) within 7 days of the event.

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