

Stewards Checklist

The Stewards of the meeting shall not be in any way responsible for its organization and shall not have any executive duty in connection therewith. The Steward incurs no responsibility other than to CAMS. The Stewards of the meeting shall have general power and authority to enforce compliance with the rules of the CAMS manual and the supplementary regulations as per NCR169 as requested by the Clerk Of Course. The Steward in conjunction with a second Steward must adjudicate on any dispute or protest arising during the meeting and hand down any penalties.

Duties on race day

Sign on to officials register

Report to and liaise with senior officials

Race permit number

Number of entry forms received

Number of entrants

How many valid licences are there? (collect licences).....

Is an ambulance present?

First Aid **Level 2: Name.....**

Number

Level 2: Name.....

Number

Are medical facilities satisfactory?

Are all officials on the officials register?

Are all volunteers on the volunteers register.....

All essential officials present?

Track condition (Is track safe?)

Is all safety equipment in place?

Attend officials briefing

Attend drivers briefing

Give permission to start

Note start time

Monitor event schedule and make decisions as requested by the Clerk Of Course

Observe competitors

Observe officials

Conduct any hearings and note penalties in licences

Note finish time

Complete stewards report

Collect provisional results

Collect reports from senior officials

Attend de-briefings and presentation