

Eastern Veteran's Cycling Club

Roles and Responsibilities

Appendix:

Setting up the course

Tasks required for setting up the course include the following;

- unload required items from trailer
- set up registration desk
- assist on the registration desk taking entries
- sweep the course (crit circuits only)
- construct road signage
- distribute and set up signage
- locate cones, bell and grade boards at the finish
- other duties assigned by the race controller or committee member as designated

Packing up the course

Tasks for packing up the course include the following;

- collect and disassemble road signage
- check that all numbers have been returned
- return all items to the trailer
- other duties assigned by the race controller or committee member

Incident Reports:

Incident reports are for the use of the club in keeping record of incidents that occur at club events. They may be used to aid investigations or pursue complaints involving the behaviour of other road users, they may also be used to assist the club in improving rider education and course safety.

An incident report should be completed under the following circumstances;

- An ambulance is called
- Police are called or attend an event in an official capacity
- An accident, regardless of whether an ambulance was called or not
- A competitor behaved inappropriately (eg. swearing, littering, urinating) or rode in a manner that risked the safety of fellow competitors (eg. passing on the inside of a corner, failing to hold a straight line in a sprint).
- An official behaved inappropriately (swearing, littering or urinating) or acted in a manner that risked the safety of fellow officials or competitors.