

Referee's Checklists

Personal Equipment Checklist

Critical

- Clipboard
- Writing implements (several): pens, pencils (rain), highlighters
- Notepad or paper
- Voice recorder
- Stop watch
- Race flyer/bible
- Map/directions to the race course
- Extra forms
- Record mileage and fuel up.

Important

- Whistle
- Food & water
- Appropriate clothing

Optional

- 2-way radios

Pre-race checklist

- Check out and install flasher and radio. (Paper under the magnets will help protect the car's finish.
- Confirm radio is working and on correct frequency (usually 3-15).
- Check fuel.
- Exchange cell numbers with CR and CJ.
- Note mileage.
- Gather and inventory wheels noting what you have.
- Place signs (if provided) in your windows.
- Meet lead and follow drivers. Review your process for working the race.
- Help lead and follow/support get setup with radios, flasher, wheels, signs, etc.
- Test radios...again. Hand-helds don't always hold a charge very long.
- Attend pre-race meeting with CR so you may fill out your start line announcement checklist.
- Get a copy of the start list from Registration.

Process Checklist

As race stages to start...

- Check rider number placement at start. Help fix problems before they become bigger.
- Do roll call if you have time.
- Provide pre-race message to racers using your checklist.
- Check with CR to make sure you're cleared for take-off.

During Race

- Monitor other groups on the road.
- Enforce rule violation penalties.
- Note wheels given out, mishaps, and medical issues/crashes. Record mileage, time into race, time of day and other related info.
- Confirm your lead car is communicating with the corners as you arrive.
- Document dropped and DNF riders
- Capture prime sprints, if any (may need to drive ahead to do this).
- If possible, provide time splits by working with your lead car using landmarks to establish the gaps and communicate them to your riders. They like to know what's going on.
- Record the riders in the lead group to help the judges capture everyone at the line (assume their generator died and they are capturing manually).
- Hand off your start sheets and notes about rider locations to the judge.

Post-Race

- Give notes to CR, and make sure you're cleared to leave.
- Help out where needed.
- Return wheels ASAP.
- Turn in mileage to Chief Referee