

EASTERN REGION UMPIRES COMMISSION



Chair: J Cotgrove

Last Reviewed Date: 26th May 2021

Event Audit Check List

Event:
Date:
Assessing Umpire:

Event Administration	Yes	No	N/A	Comments
Did event poster have all required information				
Once event entries closed and draw made was this available to competing Clubs / Crews				
Did entries comply with BROE				
Are officials and competitors informed of local rules				
Are names of officials and race committee identified				
Are result promptly posted and available				
Are crew race licences checked at registration and of winning crews				
Is there a race commentary system				

Safety	Yes	No	N/A	
Is an Event Safety Advisor (ESA) appointed and available				
Is the ESA a member of the organising committee				
Is the BR Row Safe Guide adhered to				
Has a current event Risk and Hazard assessment been completed				
Is there a current event Safety Action Plan				
Are First Aid facilities / persons available				
Were Safety Boats used and positioned on the course				
Were Safety Boat drivers / crews suitably trained (RYA Level 2)				

Course Facilities (Generic)	Yes	No	N/A	Comments
Is the course suitable for the event				
Are there suitable boating areas				
Is the circulation clearly described in the competitor instructions				
Are racing lanes clearly buoyed				
Are course hazards clearly marked				
Is the Start and Finish clearly marked				
Is there provision for other water users				
Was a Control Commission in place at boating area(s)				
Were mandatory crew / boat checks carried out				

Course Facilities (Regatta)	Yes	No	N/A	Comments
Are stake boat / platforms adequate and secure				
Are stake boat persons briefed and supplied with life jackets / flotation aids				
Are racing crews informed of any stager at the Start or Finish				

Course Facilities (Head)	Yes	No	N/A	Comments
Are overtaking instructions clear to crews and officials				
Were there reasonable timing gaps between racing crews at the start				

Competitor Facilities	Yes	No	N/A	Comments
Was there adequate trailer parking and boat rigging area(s)				
Were there changing facilities available				
Were toilet facilities available				
Were refreshments available				

Course Umpires	Yes	No	N/A	Comments
Were there adequate numbers of umpires				
Was there a pre-event Umpire brief				
Was the Umpiring rota available in a timely manner before the event				
Do Umpiring positions have a clear line of sight of the racing line				
Were Umpiring position issued with suitable safety equipment				
Were Umpires issued with updated race / division order(s)				
Are Start and Finish judges aided by a fixed sighting system				
Did Umpires follow the current Rules of Racing				
Did Umpires carry out their duties correctly				
Were trainee Umpires under the direct supervision of an experienced Umpire				
Were any infringements of the Rules of Racing properly assessed and dealt with effectively				
Were any appeals considered and properly dealt with				

Course Marshals	Yes	No	N/A	Comments
Were there adequate numbers of course Marshals				
Are current Marshalling positions effective				
Was there a pre-event Marshalling brief				
Was there a Marshalling rota				
Did Marshals perform their duties effectively				

Ancillary Facilities	Yes	No	N/A	Comments
Were Radio communication systems reliable and relevant for Umpires				
Were Radio communication systems reliable and relevant for Marshals				
Were loud hailers available to both Umpires and Marshals				
Was there suitable weather protection for officials, particularly at the Start and Finish				

Auditor Comments:

Signed by Assessing Umpire:

Contact Details:

Note 1: Any comments or concerns regarding the event are to be discussed with the Chair of the Event Organising Committee and or the Event Safety Advisor before the close of the day.

Note 2: If concerns are highlighted by an individual Umpire or if you have concerns regarding the performance of a particular Umpire or Umpires, these concerns are to be raised in confidence with the Chair of the Eastern Region Umpire Commission at the earliest opportunity.

Please forward the completed form, within seven days of the competition, to the following:

1. Chair of the Event Organising Committee:
2. Mark Goddard, Regional Rowing Safety Adviser - [Rowing Safety Contacts - British Rowing](#)