



## Risk Assessment of Event, “On The Day”

*(To be completed by the Event Secretary or the Chief Marshal and returned to the designated District official as soon as possible after the event)*

<b>Promoting Club</b>			
<b>Course No.</b>	<b>Date</b>	<b>Day of Week</b>	<b>Start Time</b>

Please tick box if no problems were encountered and sign at the bottom of page   
 If problems were encountered please give details using the boxes below as appropriate.

	Action	Details of Hazard found (if any)	Risk H/M/L	Measures to reduce Risk
1	Check course for unforeseen hazards e.g. temporary road works, unreported potholes, broken grid, mud, hedge clippings, parked vehicles, etc.			
2	Ensure all marshals, observers and warning signs were in <b>correct</b> position.			
3	Any other incidents on the course or in the vicinity which affected the event e.g. adverse weather, diverted traffic, road traffic accident, local event or festival, etc.			
4	Others			

Signed..... Dated.....

### Completion of this form

The purpose of this form is to forward details of any incidents that occurred during your event, that may require an amendment to the Generic Risk Assessment Document Also to record any measures taken to reduce the risk from unforeseen hazards.

In particular:

- please record parts of the course where you felt it necessary to deploy more marshals or signs.
- comment on the positioning and effectiveness of marshals and signs.
- any areas where rider behaviour requires correction

**This form should be completed, whether or not you found any extra hazards/ took any extra measures**