



## GRADE 4 GENERAL OFFICIALS INDUCTION TRAINING

- Karting Australia Grade 4 Officials are 'General Official's' who assist with the running of a Race Meeting.
- As a 'General Official' you will be operating under the direct instruction of a higher Graded Official.
- Stewards have the ultimate responsibility for the enforcement of the Rules, and the health, safety and welfare of all Officials, Competitors and persons involved with a Race Meeting.
- At Club Race Meetings there must at all times be a Chief Steward (Grade 3 or higher), a Clerk of the Course (Grade 4 or Higher) and a Chief Scrutineer.
- Grade 4 General Officials can generally act as an assistant in any officiating area other than as a Steward. These roles include:
  - Starter
  - Grid Marshal
  - Flag Marshal
  - Pit/Paddock Marshal
  - Scale Marshal
  - Scrutineer
  - Timekeeper
  - Clerk of the Course
- At a Club Level Meeting, a Grade 4 General Official is permitted to act as a Steward provided the Chief Steward acts as the Chairman during a Hearing.
- All Officials have a responsibility to take all reasonable steps to minimise the risks associated with attending and participating in a Race Meeting.
- When applying the Rules as an Official you are required to act honestly, in good faith, in accordance with the Rules and importantly in the general interests of Karting. You should apply a common-sense, proactive approach to ensuring fair competition and treating all Competitors equally - If you observe something, action it by advising a more senior official (e.g: Steward, Clerk of the Course, Chief Scrutineer).
- Remember you are part of an overall team of officials - if in any doubt at any point before or during a Race Meeting ask a more senior Official for assistance.
- Work closely with the senior Officials in fulfilling your duties as part of the overall Officiating Team.
- Identify and understand the boundaries that exist as part of your Officiating role. If in doubt **ASK**.
- **Your personal safety is paramount**
  - If you are required to Officiate trackside make sure you are standing behind a barrier at all times (i.e: tyres, fence) that protects you in case of a Kart going off the Race Track.
  - If you need to cross the Race Track at any time make sure you notify Race Control and obtain approval. Ensure that it is safe to cross (always look in the direction from which the karts are coming) before crossing the track. **If in doubt do not cross the Track.**
  - If you identify a potential hazard advise a more senior official.
  - Observe and obey all warning signs.
- You are not permitted to make any comment to or on any form of electronic media regarding any matter arising from a Race Meeting.
- Follow instructions, don't take chances, if you don't know something – **ASK**.

### STEWARD / CLERK OF THE COURSE – CIRCUIT SPECIFIC INSTRUCTIONS

*Steward or Clerk of the Course to include any circuit specific instructions here.*



Thank you for devoting your time in becoming a Karting Australia Official. We hope you enjoy the experience of volunteering and working as part of a dedicated officiating team and we encourage you to become regularly involved as a Karting Official.

## **VOLUNTEER OFFICIALS MAKE THINGS HAPPEN!**

### **OFFICIATING ROLES OVERVIEW**

#### **Roles Responsible to the Clerk of the Course**

##### ***Assistant Clerk of the Course***

- May be appointed to specific areas by the Clerk of the Course
- Are required to report incidents and accidents which occur in their specific area to the Clerk of the Course

##### ***Timekeeper***

- To assist the Timing of each competition

##### ***Flag Marshal***

- Display Flag and/or Light signals to the competitors in accordance with the Rules and consistent with the Clerk of the Course Instruction's.

##### ***Starter***

- To signal the start and the end of each competition in a manner which is fair for all Competitors.

##### ***Pit / Paddock Marshal***

- Are responsible for the general organisation, layout and control of the Pit and Paddock area.

##### ***Grid Marshal***

- Are responsible for marshalling Karts in their correct grid positions and controlling the Karts until they are released onto the Race Track.

#### **Roles That Are Responsible to the Chief Scrutineer**

##### ***Scrutineer***

- Are generally responsible for ensuring compliance of each Kart and associated equipment in including apparel with the Rules.
- Use only measurement instruments as may be specified or approved by KA or as deemed necessary by the Chief Scrutineer to determine compliance.

##### ***Scale Marshal***

- Are Responsible for the weighing of Karts and Drivers