



## Urban Competition Checklist *'Safety First'*

**Venue:** .....

**Date:** .....

**Organising Committee:** .....

**Safety Coordinator** .....

*Checklist before the Competition.*

<b>TRACK</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
Even Surface – No tree roots etc			
Surface Condition – No slip areas, No trip areas etc.			
Fencing – Sharp wires etc.			
Plugs – even area			
Plug Covers			
Spare Balls, Lugs, Turn Cock, Spanner etc. Safe way of lifting cover.			
Track Poles – fittings etc			
Track Markings.			
Drainage System			
Plug Arrows over Track			
Discs - Anchor Points Checked			
Pumper Event - All equipment checked			

<b>LADDER STAGING</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
Visual Inspection of Staging Frame			
Decking Surface – Decking Timber Sound Not Slippery etc			
Ladder Ties.			
Anchorage Points for Catcher.			
‘Judge in the Box’ Cage.			
Staging Moving Equipment (Avoid Back Injuries)			

<b>COMPETITION EQUIPMENT</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
Even Surface – No tree roots etc			
Safety Harness – Correct Type Fittings Belting etc			
Ladders – Condition Markings as per VFBV Guidelines.			
Wet Gear For Catcher			
Goggles for Catcher			
Safety Mats – Know positioning of Mats.			
Hose Conditions			
Dummy Lengths			

<b>VENUE FACILITIES</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
First Aid Qualified First Aider Equipment Location Privacy etc.			
Sunscreen available			
Using Re-cycled Water. Hand Washing Facilities available			
Shade Tents – secure etc - For Spectators - On Oval/Roll-on area			
<b>Reels</b> – Location, tripping hazards			

<b>VENUE FACILITIES</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
Seating – Condition of Decking, No Trip Hazards etc			
Toilets – Clean Cleaned if 2 Day Competition Paper, Hand Towel etc			
PA System Safely Located Volume Control etc			
Rubbish Bins – Sufficient for Day/Weekend			
Canteen Power Supply Sufficient Leads Tagged Equipment Tagged.			
Brooms for Track			
Flags – Track Master Officials			
Sufficient Judges and Officials			
Drinking Water for Officials Distribution System			
Water Re-cycling System			
Judges Box			
Small Gear			
Marshall Gear			
Starting Equipment			
Marshall Track			

<b>WATER TESTING.</b>	
Water Timed at .....Seconds	
Water Time Announced over PA System .....Yes .....No	

<b>SAFETY ADDRESS TO COACHES</b>
Address Given By: .....
All Coaches/Brigades in Attendance: .....Yes .....No
<u>If No</u> , Names of Brigade Not at Briefing.
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Competent Reel Catches Emphasised: .....Yes .....No

<b>AFTER CONDUCTING COMPETITION.</b>	<b>O.K.</b>	<b>Not O.K.</b>	<b>Comments</b>
Accident Reports Submitted as Required.			
'Near Miss' Reports Submitted as Required.			

<b>RISK ASSESSMENTS</b>
Were any Risk Assessments Conducted .....Yes .....No
If Yes Where? .....
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**Suggestions / Recommendations to Improve Competitions:**

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***Copies to be forwarded to:***

Executive Officer (Urban) VFBV ..... Yes .....No

Secretary Organising Committee: .....Yes .....No

Secretary, Host Brigade: .....Yes .....No

Local Region Headquarters: .....Yes .....No

Others as Identified:

.....Yes .....No

.....Yes .....No