



## Regional Commissaire Practical Assessor Notes Track

Performance Criteria	Task	Competency			Notes	Score
<b>Arrival</b>	<b>Arrive at the venue at least one hour prior to the racing and be ready to take an assigned role</b>	<b>Planning and organising</b>	<b>Responding flexibly</b>			
	1. Arrive at the venue when required. On time and ready. Have all appropriate equipment and PPE for the event. 2. Be prepared and flexible if your assigned duties change. Have a can-do attitude.	The candidate arrives on time or early with all appropriate equipment ready to participate with the team.	The candidate is happy to accept an assigned task and is enthusiastic, positive, and ready to work with the team.		Over the course of the event rotate the candidate through roles of: Starter of handicap, judge of scratch race/ points and corner Commissaire and Clerk (to brief riders).	Y/N
<b>Interest</b>	<b>Demonstrate an interest in allocated tasks</b>	<b>Responding flexibly</b>				
	Accept task as assigned. If you are not sure of the task or duties, be enthusiastic and ask questions to clarify.	The candidate is happy to accept an assigned task and is enthusiastic, positive, and ready to work with the team.			Watches the races and does not turn their back on the riders during the races.	Y/N

<b>Risk Analysis</b>	<b>Undertake a basic risk analysis</b>	<b>Observant</b>	<b>Analysing</b>	<b>Verbal Communication</b>		
Field of Play Review	<ol style="list-style-type: none"> <li>1. Survey field of play identify and hazards that may exist.</li> <li>2. Quantify any risks associated with the hazards and discuss risk reduction.</li> <li>3. Have contact details of key personnel and emergency services</li> </ol>	The candidate surveys the field of play. Can identify, hazards.	The candidate can analyse and make judgments based on their observations. Discuss any risks associated with hazards and any risk reduction that may be required.	The candidate can verbally communicate their findings to the assessor. Quantify any risks associated with the hazards and discuss risk reduction	Walk the track and identify that fence and track surface are safe.	Y/N
Helmet Check	<ol style="list-style-type: none"> <li>1. Is the Helmet fit for purpose?</li> <li>2. Is the helmet in good condition or damaged?</li> <li>3. Does the helmet have the AS/NZS 2063 or international equivalent compliance?</li> </ol>	The candidate can identify that a helmet is correct for the type of event. They inspect the helmet to ensure it is safe to use and has the appropriate compliance stickers	Candidate can analyse and make judgments based on their observations.	The candidate can verbally communicate their findings to the assessor and possibly a rider.	Only need to check a couple of helmets at random.	Y/N
Bike Check	<ol style="list-style-type: none"> <li>1. Is the Bike fit for purpose?</li> <li>2. Is able to conduct bike check for a Junior rider.</li> </ol>	The candidate can identify that a bike is correct and fit for the type of event.	The candidate can analyse and make judgments based on their observations.	The candidate can verbally communicate their findings to the assessor and possibly a rider.	Knows what to check and how to do a rollout on a Junior bike.	Y/N
<b>Safety of self and others</b>	<b>Ensure safety of self and others throughout the event</b>	<b>Observant</b>	<b>Analysing</b>	<b>Respond flexibly</b>		
	<ol style="list-style-type: none"> <li>1. Check that officials are correctly positioned.</li> <li>2. Ensure you are positioned in an appropriate area for your role.</li> </ol>	The candidate can identify any officials that may not be correctly positioned. They continually observe proceedings and identify any safety issues.	The candidate can analyse and make judgments based on their observations.	The candidate is happy to accept an assigned task and is enthusiastic and positive.	Ensure track is kept clear before riders start a race and that people do not walk across	Y/N

<b>Safety of self and others</b>	<b>Ensure safety of self and others throughout the event</b>	<b>Observant</b>	<b>Analysing</b>	<b>Respond flexibly</b>		
	4. Be prepared to give instructions to spectators, competitors or fellow officials if required. 5. Take directions from others and move as requested. 6. Actively assist if an incident occurs.	Has good situations awareness.	The candidate can analyse a changing situation and can make a positive input to increase the safety of self and others.	Is happy to accept instruction and feedback.	the track when not appropriate.	Y/N
<b>Positioning skills</b>	<b>Demonstrate positioning skills relevant to the type of race</b>	<b>Planning and organising</b>	<b>Respond flexibly</b>			
	1. Understand the requirements of the competition and what your role is. 2. Take direction from others and move as requested.	The candidate has done their pre-event work and understand their role at the event and the appropriate position to place themselves for that role.	The candidate accepts feedback and instruction from others about their role and their positioning at the event.		Based on their allocated role can move to position that gives them good visibility. Starter of handicap should be in centre of track to ensure all riders can hear the whistle.	Y/N
<b>Emergency</b>	<b>Be able to respond to an emergency if required</b>	<b>Taking the initiative</b>	<b>Analysing</b>	<b>Verbal communication</b>		
	1. Be prepared to take control of a situation if required. 2. Be aware of the surroundings and understand the inherent hazards the risks and possible consequences of the situation.	The candidate understands that emergency situations can happen (rider down) and that their own safety is first and foremost. That the safety of others is next.	The candidate can analyse the emergency and understand what is required and can calmly, methodically but quickly formulate a plan to resolve the situation.	The candidate can verbally communicate clearly what is required of others. They can use emergency communications (radio) to clearly pass information.	If there is a fall moves to position to protect fallen rider and warn any other riders. Make decision to stop/neutralize race if fallen rider/s are on track surface. Use red flag or	Y/N

	<p>Be prepared to actively respond if required. Ensure your safety first.</p> <p>3. Be prepared to clearly communicate to others at the incident to either take control or be of assistance in controlling the incident. Be prepared to be in control if required.</p>				whistle to warn. Use radio to call for medical.	
<b>Verbal communication</b>	<b>Use appropriate verbal and non-verbal communication</b>	<b>Verbal communication</b>				
	<p>1. Be able to clearly communicate with others at the event in an appropriate manner.</p> <p>2. Understand any non-verbal signals (flags) that may be in use.</p>	The candidate can verbally communicate clearly what is required of others. Can use emergency communications (radio) to clearly pass information. They understand the use of any flags (red flag, yellow flag) at the event and what their purpose is.				Y/N
<b>Conflict</b>	<b>Implement positive and appropriate strategies to prevent or resolve conflict situations</b>	<b>Verbal communication</b>				
	<p>1. Actively listen to all parties, remain calm and objective.</p> <p>2. Deal with all competitors and officials in a professional and courteous manner.</p> <p>3. Provide concise and clear instructions in a timely manner. Check for understanding.</p>	The candidate is an active listener, does not interrupt and waits for the appropriate time to talk. They only states the facts when talking. Remains calm and professional.			Get the candidate to talk to rider if there is a penalty to be issued. If not ask candidate how they would speak to rider, what types of questions or statements would they use.	Y/N

Organisation	Organise human and physical resources appropriate to the type of event	Planning and organising				
	<ol style="list-style-type: none"> <li>1. Identify resources required for the type of event.</li> <li>2. Able to identify the number of personnel required for the event.</li> <li>3. What the first aid and or emergency services requirement are for the type of event.</li> <li>4. Understand the operation and be able to operate a stopwatch, lap boards, bell etc</li> </ol>	The candidate has done their homework and understand their role at the event. Has all the appropriate equipment for the changing role and weather. They understand the level or type of event and what specialist resources are required (first aid, timing).			Have whistle and stopwatch available. Have pen and notepad for judging. Can move from one role to another during the event and are prepared.	Y/N
Regulations	Able to apply the rules and regulations of AusCycling	Verbal communication				
	<ol style="list-style-type: none"> <li>1. Have a thorough working knowledge of the regulations relevant to the event including any specific regulations issued for the event you are attending.</li> <li>2. Is able to perform the different roles.</li> </ol>	The candidate has a solid working knowledge of the regulations that are applicable for the level and type of event. They have access to a copy of the regulations and can quickly find a specific section if required.			Able to perform different roles. Are able to take at least 4 placings when judging. Can time an event. Know how to judge an Elimination race.	Y/N
Report	Be able to write a short report	Written communication				
	<ol style="list-style-type: none"> <li>1. Provide a short, written report of the event.</li> <li>2. Be able to complete or explain how to complete an AusCycling incident report form.</li> </ol>	The candidate understands how to complete an AusCycling post event report. Why its required, what content is required and where to send it.			Write a short summary of the day's races and send to assessor to prove literacy .	Y/N