



# PCA OBSERVER'S REPORT FOR DRIVER'S ED

Version 2014

This report should be completed and returned no later than ten days after the event to the **PCA Executive Office, PO Box 6400, Columbia, MD 21045**. Please type or print: this report will be reproduced.

Name of Event \_\_\_\_\_ Date(s) \_\_\_\_\_  
 Region \_\_\_\_\_ Zone \_\_\_\_\_ Approx. # of Entries (per day) \_\_\_\_\_  
 Weather Conditions \_\_\_\_\_ Track Used \_\_\_\_\_  
 Event Chairperson \_\_\_\_\_ Contact Info \_\_\_\_\_

Were there any incidents that require an Incident Report?  Yes  No  
 If yes, was an Incident report for each incident completed?  Yes  No

### INSURANCE

Was there an effective system in effect throughout the event to collect Release and Waiver forms from all adult attendees (including visitors) and minor waiver forms from minors?  Yes  No  
 Were Driver's License and entrant's age checked?  Yes  No  
 Was a copy of the event insurance certificate available at registration?  Yes  No

### EVENT ORGANIZATION

Was prohibition of alcohol and controlled substance use discussed?  Yes  No  
 Was erratic driving and its consequence explained clearly?  Yes  No  
 Were car occupants (instructor-student only) clarified?  Yes  No  
 Were safety issues thoroughly discussed?  Yes  No  
 Was the Driver's Meeting adequate in terms of covering the meaning of flag, passing zones and other safety issues?  Yes  No  
 If there was lunchtime track touring, were the PCA track touring rules followed?  Yes  No  
 How could the Event Organization be improved? \_\_\_\_\_

### SAFETY(TECH) INSPECTIONS

Were helmets (rating/year) and drivers gear inspected?  Yes  No  
 Were all cars adequately teched?  Yes  No  
 How could the Safety Inspection be improved? \_\_\_\_\_

### STAGING GRID & PITS

Was a final check done on grid to verify helmets, belts, etc. were secure?  Yes  No  
 Was speed limit in staging and pits safely observed?  Yes  No  
 Was the grid area adequate and manned by grid/pit marshals?  Yes  No  
 How could the Staging, Grid & Pits be improved? \_\_\_\_\_

### CORNER WORKERS & EMERGENCY CREWS

Were the proper number of corners manned with adequately equipped personnel?  Yes  No  
 If No, What needs improvement? \_\_\_\_\_

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**GENERAL COMMENTS, REMARKS, OR RECOMMENDATIONS**

Additional pages attached

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PCA Observer: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Telephone: ( \_\_\_\_ ) \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_