



CIRCUIT INSPECTION REPORT

NAME & LOCATION OF CIRCUIT

MONTH & YEAR

DATE	KA APPROVED INSPECTOR(S)	PRESENT	NOTES

NOTES:

The numbers shown under the heading 'Location' commence at the start line and indicate the percentage distance to the next turn. i.e. 0.5 LH indicates a location halfway 50% between the start line and turn 1 on the left hand side. For the purposes of NCSC reporting, the "turn" is defined as the geometric midpoint of the arc. Location 4.8 RH indicates a right hand location 80% of the distance between the midpoints of turns 4 and 5.

All work required to be undertaken must be carried out to the specifications noted in and in accordance with the KA Circuit Construction & Safety Guidelines (CCSG) or as otherwise approved by the National Circuit Safety Committee (NCSC). In cases where the Track Operator proposes alternative action, relevant drawings and engineering data should be submitted to KA for comment.

The inspection giving rise to this report has been carried out solely for the purposes of establishing what changes or work (if any) may be necessary for a KA Circuit Licence to be either issued or maintained for the Venue in respect of events for which a KA or SKC Organising Permit, or other specific authorisation for an activity which is granted by KA or an SKC, is in force. It should be noted that a KA Circuit Licence is only valid for such periods as a KA or SKC Organising Permit, or other specific authorisation for an activity which is granted by KA or an SKC, is in force and it only relates to the Kart types that may be specified on the KA Circuit Licence.

Any advice given by KA, its authorised representatives and/or agents, to the Venue Owner and/or Operator arising out of an inspection and/or in relation to the safety requirements of the track has been given solely to enable the KA Circuit Licence to be granted for the purposes of the Venue Owner and/or Operator and/or party to which the KA or SKC Organising Permit, or specific authorisation for an activity which is granted by KA or an SKC, has been issued to, in undertaking events covered by a KA or SKC Organising Permit, or other specific authorisation for an activity which is granted by KA or an SKC, and for no other purpose.

If the Venue is to be used for activities other than those authorised by KA in accordance with a KA or SKC Organising Permit, or other specific authorisation for an activity which is granted by KA or an SKC, it is the Venue Owner/Operator's responsibility to satisfy itself/themselves as to the nature and extent of safety requirements appropriate to those activities. KA does not accept any responsibility in relation to any activities not covered by a KA or SKC Organising Permit or other specific authorisation for an activity which is granted by KA or an SKC and therefore the Venue Owner/Operator should seek independent advice as to the standards of safety which it considers to be appropriate to those activities.

The KA Circuit Licence, the content of this report, any related correspondence from KA or advice given by KA, its servants or agents whether oral or in writing only relates to KA authorised activities and should not be relied upon for any other purpose.

EXECUTIVE SUMMARY

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COMMENTS and BACKGROUND

Preamble:

Abbreviations used in this document:

1LoP	First Line of protection
FTE	From track edge
LH	Left Hand
RH	Right Hand
FP(n)	Flagmarshal point location (number)
TB	Tyre Buffer
BF	Barrier Fence
BB	Barrel Barrier

Circuit information:

XXXX Raceway complex consists of XX variants of tracks. See drawings at end of this report for further detail.

Track Variant	Length	Width	Lap Record	Av Speed	Type of kart
A	m	m			
B	m	m			
C	m	m			
D	m	m			
E	m	m			
F	m	m			
G	m	m			
H	m	m			
I	m	m			
J	m	m			
K	m	m			

1 OBSERVATIONS

1.1 General

XXXX Raceway is situated XXXXXX, approx. X kilometres from the township of XXX in (state).

The land on which the kart circuit is constructed is owned by XXXXX and is leased to the XXXX Club.

The Circuit was first issued with a KA Circuit Licence in XXXX.

Brief description of circuit layout and development over time.

Brief comments on the upkeep and general state of the circuit and infrastructure.

Brief description of the topography of the venue, any unusual impacts that it creates and how they have been addressed.

Brief description of the primary barrier types and overview of how buffers, barriers and runoffs are generally configured.

Any comments here on how the operator or club conducts itself in regard to circuit safety and maintenance

KA licenses the circuit for (up to and including) XXXX status activities.

1.2 Track

Each race track variant has a minimum width of Xm. The width of the bitumen in the area of the start line is Xm wide, X meters of which is delineated to exclude it from the race track (if applicable).

1.3 Breakdown Lane

1.4 Grid area

1.5 Run Off Areas and Catch Traps

1.6 Kerbs, Ripple Strips and Verges

General description of types of kerbs, ripple strips and verges at XXX raceway, with photos to illustrate.

1.7 Barriers

1.8 Buffers

1.9 Fence types

1.10 Race Control

1.11 Marshal Posts

1.12 Disclaimer Signs

Appropriately worded KA disclaimers were easily visible at the public entrance to the circuit and at the Out Grid.

2 MAINTENANCE

Routine maintenance items are not always detailed in this report but must nevertheless be carried out as required to maintain the circuit in a fit condition for use and to ensure that the KA Circuit Licence remains valid. Items include the following, all of which are an essential component of circuit maintenance and for the ongoing issue of a KA Circuit Licence.

Area	Attention
Track surface	Should be checked frequently for cleanliness and general condition – serious deterioration or cracking should be noted and attention commenced urgently. The profile should be checked particularly in areas known to be bumpy and unsettling to karts during competition. The track log should help to determine rate of deterioration over a period.
Edges, verges, run off areas and catch traps	All edges and verges should be level with the edge of the track and all areas behind kerbs should be filled in and level. In all grass-covered areas, the grass should be kept trimmed; dry grass and all solid vegetation should be removed. All vegetation and foreign matter should be removed from catch traps. Catch traps should be regularly scarified and levelled All verges between the track and the first line of protection should be kept clear of any obstruction.
Tyre buffers	Tyre buffers should be checked for firm ties and tight attachment together. Tyres should be assembled as per the CSCG.
Spectator and barrier fencing	Spectator and barrier fences should be checked regularly for support and tensioning. The fences should be checked for deterioration.
Kerbs	Kerbs should be checked for damage. Broken kerbs should be repaired/replaced promptly. Backfilling of kerbs should be checked and any operations required completed prior to each use of the track.
Drains and drainage	Drains should be cleaned regularly.
Service roads	Service roads should be kept in good condition with smooth surfaces, and should be kept clear of all obstructions.
Circuit demarcation lines	All demarcation lines for Track and Pits should be kept clear and clean and regularly repainted.
Observation and vision	Clear “line of sight” vision should be maintained at all times between consecutive Marshals/Observation Posts/Signalling locations etc. Trees and vegetation should be cleared or trimmed to maintain good vision.

Communications	Telephone and other permanent communications should be checked.
Starting Equipment	The operation of the starting equipment and timing lights/equipment/displays etc. should be checked and their visibility from the start line should be verified
Emergency Equipment	The guaranteed immediate operation of all equipment and supplies which are to be used in an emergency situation cannot be understated. Equipment should be regularly checked before storage and prior to events. Any supplies of consumables should be checked for currency (use by date) and quantity.

3 METHOD OF RISK EVALUATION OF HAZARDS

RISK MATRIX	Consequence			
	1 Insignificant	2 Minor	3 Moderate	4 Major
A - Almost Certain	High 9	High 10	Extreme 14	Extreme 16
B - Likely	Medium 4	High 7	High 11	Extreme 15
C - Possible	Low 3	Medium 6	High 8	Extreme 13
D – Unlikely	Low 1	Low 2	Medium 5	High 12

Likelihood		Consequence	Personal Injury	Administrative
A - Almost certain	Action will probably occur numerous times or in many circumstances	4 – Major Consequence	Death, permanent or extensive injury requiring hospitalisation to one or more people.	Significant hardship to Organisation
B - Likely	Action may occur occasionally or in some circumstances	3 – Moderate Consequence	Serious injury requiring hospitalisation; broken limbs or stand down for duration of event	Significant rejigging of organisational plans required
C - Possible	Action may occur in exceptional circumstances and has been known to occur elsewhere	2 – Minor Consequence	Medical attention on-site or ongoing attention to injury may be required	Minor rearrangement of plans required to address the situation
D - Unlikely	Whist theoretically possible is not known to have occurred	1 – Insignificant Consequence	Minor first aid, if at all. No ongoing medical attention	Localised assessment of affected issue to be considered

- Level of acceptability of hazards without further comment is $RR \leq 7$
- Hazards which meet physical or design requirements of the CCSG where $RR > 7$ are considered to be an acceptable risk, notwithstanding comment is required..
- Comment all hazards with $RR > 7$ is warranted
- TRA required for all hazards with $RR > 10$

4 RISK/HAZARD AUDIT

Insert track map with any notes on item numbers here.

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
010	0.0	Start Line				Location identifying comment	
020	0.0	Starting line facilities (Track edge line and grid marking, Timing line channels across track).				mm white lines for track edge markings	
030	0.0	Track width at location = m					
040	0.0	1LoP at Track edge					
045	0.0	Observed Start Operations					
050	0.0	Verge - +m wide at location				“Infield” of circuit. No unauthorised persons permitted in this area.	
060	0.1	Starters platform				Behind 1LoP. Lower level approximately 1.5m above track edge level. Does not protrude over track or verge.	
070	0.1	Start lights					
080	0.1	Signalling area				Signalling is permitted only in this area. 20m x 4 row high guardrail facing track. 300mm high concrete platform at rear.	
090							
095							

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
100							
102							
105							
110							
120							
130							
150							
160							
170							
180							
190							
200							
210							
220							

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
230							
240							
250							
260							
270							
275							
280							
290							
300							
310							
320							
325							
330							
340							

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
350							
360							
370							
380							
390							
400							
410							
430							
435							
440							
445							
450							
460							
470							

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
480							
490							
500							
510							
520							
530							
540							
550							
555							
560							
565							
570							
580							
590							

	LOCATION ON CIRCUIT	ITEM DESCRIPTION	LIK	CON	RR	EXPLANATORY COMMENT ON ITEM	INSPECTORS COMMENT ON ITEM
600							
610							
620							
630							
635							
640							
645							
650							
660							
670							
680							
690							
700							
710							

5 CIRCUIT LICENCE & WORKS ORDERS

This Circuit is Approved to conduct the following types of KA Sanctioned Race Meetings, provided that the required works identified in this report are completed in the agreed timeframes.

Meeting type	Approved	Not approved
Closed Meetings		
Open Meetings		
State		
National		

KA Approved Circuit Inspector:

Date:

WORKS ORDERS TO BE COMPLETED AS A RESULT OF THIS INSPECTION

WO Number	Description	Location	Agreed Completion Date
1			
2			
3			
4			
5			
6			

6 XXXX RACEWAY CIRCUIT IDENTIFICATION

These pages for circuit drawings, corner numbers, different track layouts etc.

