



**MSA ENVIRONMENT CHECKLIST – PERMANENT VENUES**

<b>EVENT:</b>			
<b>DATE:</b>			
<b>ORGANISER:</b>			
<b>CLERK OF THE COURSE:</b>			
<b>MSA ENVIRONMENTAL OFFICER:</b>		<b>LICENCE NO:</b>	
<b>VENUE:</b>		<b>NUMBER OF SPECTATORS:</b>	
<b>PERMIT NO:</b>			
		Yes	No
			Comments
<b>A</b>	<b>WEATHER</b>		
1	Previous rain - when?		
2	Presence of mud - effecting normal traffic/spectator access to circuit?		
3	Dry - Dusty? (Ref. 5.20)		
4	Rain during event?		
<b>B</b>	<b>ADVERTISING</b>		
1	Correct display of Posters, Banners etc. (Ref. 7.6)		
2	Distribution of leaflets at circuit, handouts, on cars, etc. (Ref. 7.7)		
3	Were posters, banners removed within the required time frame? (Ref. 6.2)		
4	Notification of best routes to the Event (Ref. 5.2)		
<b>C</b>	<b>TRAFFIC FLOW AND PARKING FACILITIES AT VENUE</b>		
1	Traffic flow (controlled & by who?) (Ref. 5.1)		
2	Traffic congestion on access roads (Ref. 5.1)		
3	Parking - Are all areas adequate for number of cars? (Ref. 8.3)		
4	Surface of parking areas - tar, gravel, cut or uncut grass, sloping, flat (Ref. 8.3)		
6	Security/Control in parking areas (Ref. 8.3)		
7	Overflow parking: Did people park in illegal areas? (Ref. 9.13)		
	Did people park in Vulnerable areas? (Ref. 9.13)		
8	Are designated areas demarcated & signposted? For spectators? (Ref. 8.20)		
	For Competitors?		
	For service vans & trailers?		
	For officials?		
	For disabled drivers?		
<b>D</b>	<b>SPECTATOR AREAS</b>		
1	Are signage of circuit facilities adequate? (Ref. 8.20)		
2	Are adequate litter bags, bins, skips available? (Ref. 5.9)		
3	Were spectator area's actually cleared of litter during event? (App. 8.4)		
4	Are spectators informed about responsible environmental behaviour?(Ref. 5.6)		
5	Are there sufficient and allocated spectator areas? (Ref. 8.20)		
6	Were any camping allowed? Compliant? (App. 7)		
7	Are there adequate, separate, signposted toilets for Male/ Female? (Ref.5.4)		
8	Were temporary toilets available at the event? (Ref.5.4)		
9	Are there adequate toilets for the disabled? (App.6.7)		
10	Were the toilets cleaned at regular intervals during the Meeting? (Ref.8.2)		
11	Sufficient potable drinking water for Spectators and Competitors? (Ref.8.24)		
<b>E</b>	<b>SOUND MEASUREMENT</b>		
1	Were sound measurements taken of competing cars/motorcycles? (Ref.5.24)		
2	Do PA systems meet requirements? (Ref. 8.13)		
<b>F</b>	<b>FOOD VENDORS</b>		
1	Are they compliant with all basic food hygiene requirements? (Ref.8.14)		

<b>G</b>	<b>OIL AND SOLID WASTE DISPOSAL</b>			
1	Are drums available for disposal of used oil and bins for oily rags/parts? (5.14)			
2	Are drums conveniently placed and signposted in Pit/Paddock area? (Ref.5.14)			
3	Are oil disposal drums placed on impermeable, hard surfacing?			
4	Waste disposal bins/skips adequate ? (Ref.5.11)			
5	Are separate recycle bins available for glass, plastic,& metal? (Ref.5.11)			
7	Was solid waste disposed of appropriately? (Ref.5.15)			
<b>H</b>	<b>PADDOCK AREA</b>			
1	Sufficient toilet/shower facilities for competitors? (Ref.8.23)			
2	Adequate waste containers provided? (Ref.5.11)			
<b>I</b>	<b>HAZARDOUS WASTE</b>			
1	Is hazardous waste (ref. oil) safely and adequately disposed of? (Ref.5.15)			
2	By whom? (Ref.5.15)			
<b>J</b>	<b>MEDICAL WASTE</b>			
1	Is medical waste safely and adequately disposed of? (Ref.5.10)			
2	By whom? (Ref. 6.5)			
<b>K</b>	<b>GENERAL</b>			
1	Washbay for Vehicle: Is designated facility available? (Ref. 8.10)			
2	Are Environmental mats being used ? (Ref. 9.5)			
3	Adequate fire fighting equipment in pits, paddock, parking areas? (App.9)			
4	Is waste water disposal nuisance free (municipal or septic tank system)? (8.11)			
<b>L</b>	<b>VENUE MAINTENANCE</b>			
1	Are venue buildings well maintained and constitute no safety risks? (Ref.8.2)			
2	Have any alterations/ additions currently been done? (Ref. 8.6)			
<b>M</b>	<b>ENVIRONMENTAL LOG SHEET (Environmental &amp; Disaster Management)</b>			
5	Are Environmental log sheets available at the Circuit? (Ref. 11.1)			
6	Has the log sheets been updated and filed after every race meeting? (Ref. 8.22)			
<b>N</b>	<b>GENERAL COMMENTS:</b>			

**ENVIRONMENTAL OFFICER SIGNATURE**

**DATE**