



## CIRCUIT INSPECTION REPORT

**NAME & LOCATION OF CIRCUIT**

**MONTH & YEAR**

DATE	KA APPROVED INSPECTOR(S)	PRESENT	NOTES

**NOTES & WAIVER:**

*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 Regulations & Guidelines (CRG) 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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### Check list for Circuit Inspector:

ITEM	CHECKED	OUTCOME	NOTES
Medical Room			
Stewards Room			
Fire extinguishers			
Direction of use sign			
Disclaimer sign - entry			
Disclaimer sign - outgrid			
Bulletin Board			
Phone reception or land line			
Priv Practice rules sign			
Race Control layout			
Race Control visibility			
Circuit lights (night)			
Emergency lights (night)			
Scales access			
Scales test certificate			
Parc Ferme signage			
Parc Ferme fencing			
Scrutineering room			
Track logbook			

**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)	Flag Marshal 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 in this report for further detail.

Track Variant	Length	Width	Density	Notes
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 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 racetrack (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 CRG.
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.



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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 Likelihood	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  $RR < 7$
- Hazards which meet physical or design requirements of the CRG 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					
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							
100							
110							
120							

	<b>LOCATION ON CIRCUIT</b>	<b>ITEM DESCRIPTION</b>	<b>LIK</b>	<b>CON</b>	<b>RR</b>	<b>EXPLANATORY COMMENT ON ITEM</b>	<b>INSPECTORS COMMENT ON ITEM</b>
130							
140							
150							
160							
170							
180							
190							
200							
210							
220							
230							
240							
250							
260							

	<b>LOCATION ON CIRCUIT</b>	<b>ITEM DESCRIPTION</b>	<b>LIK</b>	<b>CON</b>	<b>RR</b>	<b>EXPLANATORY COMMENT ON ITEM</b>	<b>INSPECTORS COMMENT ON ITEM</b>
270							
280							
290							
300							
310							
320							
330							
340							
350							
360							
370							
380							
390							
400							

	<b>LOCATION ON CIRCUIT</b>	<b>ITEM DESCRIPTION</b>	<b>LIK</b>	<b>CON</b>	<b>RR</b>	<b>EXPLANATORY COMMENT ON ITEM</b>	<b>INSPECTORS COMMENT ON ITEM</b>
410							
430							
440							
450							
460							
470							
480							
490							
500							
510							
520							
530							
540							
550							

	<b>LOCATION ON CIRCUIT</b>	<b>ITEM DESCRIPTION</b>	<b>LIK</b>	<b>CON</b>	<b>RR</b>	<b>EXPLANATORY COMMENT ON ITEM</b>	<b>INSPECTORS COMMENT ON ITEM</b>
560							
570							
580							
590							
600							
610							
620							
630							
640							
650							
660							
670							
680							
690							



	<b>LOCATION ON CIRCUIT</b>	<b>ITEM DESCRIPTION</b>	<b>LIK</b>	<b>CON</b>	<b>RR</b>	<b>EXPLANATORY COMMENT ON ITEM</b>	<b>INSPECTORS COMMENT ON ITEM</b>
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.

<b>Meeting type</b>	<b>Approved</b>	<b>Not approved</b>
Club		
Zonal		
State		
National		

\* Final decision on suitability for National Events is made by KA assessment and Supplementary Circuit Inspection by National Circuit Inspector.

KA Approved Circuit Inspector:

Date:

**WORKS ORDERS TO BE COMPLETED AS A RESULT OF THIS INSPECTION**

<b>WO Number</b>	<b>Description</b>	<b>Location</b>	<b>Agreed Completion Date</b>
1			
2			
3			
4			
5			
6			

**6 XXXX RACEWAY CIRCUIT VARIATIONS & SPECIFIC ITEM PHOTOGRAPHS**

*These pages for different track layouts, photographs etc.*