



Sanctioning Report Form

Event Name	
Date of Event	
Location of Event	
Website	
LOC Name	
LOC Address	
LOC Contact Telephone	
LOC Email	
Competition Manager Name	
CM Address	
CM Contact Telephone	
CM Email	
Start date of event	
How many event days	
Start Time	
Finish Time	
Event Type	
Event Details - list each	
Estimate Number of Compet	
Principal Sponsors	
TTMP Submitted	
TTMP Plan	
Name of company that prepared TTMP and STMS	
Medical Personnel	
Police Permission	
Transit Permission	
Local Govt Permission	
DOC Permission	
Permission File	
Recycling Options at event?	
Will athletes be informed that they cannot litter?	
Rubbish Plans	
Rubbish Management Plan	
Contingency Plan	
Health & Safety Plan	
Weblink for entry	
Entry Form (if no website)	
Parking options	
Insurance as per Tri NZ requirements	
Insurance Certificate	
If no insurance why?	

Residents notified of event?	
How have residents been notified?	
Volunteer Briefing Date	
Volunteer briefing time?	
Registration location	
Registration date	
Registration time	
How many registration staff?	
Course maps displayed at rego?	
Type of timing	
Timing company name	
Toilets at the event	
Acknowledgement of sponsors	
Overnight security?	
Bike & Helmet Checks	
Competitor Briefing	
PA & Commentator	

RR Comments overview:

insert comments here:

Transition Map	
Transition Director	
Number of transition marshals	
What will transition marshals be wearing?	
Is transition fair & workable?	
Are there any crossovers with athletes?	
Cross over management	
Separate entry & exit points	
Entry & Exit Management	
Is transition secure?	
Transition surface details	
Are there enough bike racks?	
Are the bike racks stable	
Are the bike racks numbered?	
Method to check that competitors only take their own gear?	

RR Comments Transition

insert comments here:

Cycle Map	
Cycle Director	
Number of cycle marshals	
Indentification of cycle marshals	
Bike distance & laps	
Are there any compulsory stops?	
Management of compulsory stops	
Are there any right hand turns?	
Management of right turns	
Have police been notified for traffic lights?	
Is the cycle course signed, coned and marshalled in accordance with TTMP and Tri NZ guidelines?	
Bike measurement accurate?	
Who measured bike course?	
Are there any cross overs?	
Management of cross overs?	
Hazards identified?	
Course swept?	
How many motorbikes	
Bike aid stations	
Provisions at aid stations	
Is there a lead/tail vehicle	

RR Comments Bike

insert comments here:

Run Map	
Run director	
Number of run marshals	
Indentification of run marshals	
Run distance & laps	
Is run course sign, coned and marshalled in accordance with TTMP and Tri NZ guidelines?	
Run measurement accurate	
Who measured the run course?	
Is there a lead/tail vehicle	
How will multi-laps be recorded?	
How many aid stations?	
Provisions at aid stations	

RR Comments Run

insert comments here:

Finish Line Director	
Number of finish marshals	
Identification of finish marshals	
Is the finish chute defined?	
Is there water at the finish line?	
Finish Clock?	
If recovery what services are provided?	
RR Comments Finish	

insert comments here:

Room for Anti Doping	
Will there be a prize giving?	
Will a PA system be used?	
Will sponsors be acknowledged?	
Tables for medals and prizes	
Prize money gender equality?	

RR Comments Post Race

insert comments here:

Referee Overall Event Summary

insert comments here:

Technical Official Report

Were incidents recorded?

Penalty board at finish?

Was a Technical debrief held?

Provide details or protests/appeals when applicable - attach additional information if required

insert comments here:

Please include the names and roles of the Technical Officials for this event. Indicate the vacant or non-applicable p instead of a name.**Evaluate the TOs based on their performance with 1 (poor) to 5 (excellent). This area of the report will be removed I to the LOC. The TOs' score will be used only for internal purposes.****Role****Name**

Technical Delegate

Race Referee

Technical Delegate & Race Referee

Chief Race Official

Chief Swim

Assistant Swim

Chief Transition

Assistant Transition

Assistant Transition

Transition (mount/dismount)

Transition (mount/dismount)

Chief Bike

Assistant Bike

Assistant Bike

Assistant Bike

Chief Run

Assistant Run

Chief Lap Auditor

Assistant Lap Auditor

Chief Finish

Chief Aid Station

Assistant Aid Station

Chief Wheel Stop

Chief Penalty Box

RR comments Technical Officials

insert comments here:

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