



## **Actions to be taken by the Clerk of the Course in the event of a Serious Incident involving a Competitor, Official or Spectator**

Active post incident management and adopting a pro-active approach to investigations after an incident has occurred should ensure the circumstances of the incident are accurately recorded.

If incidents are investigated at an early stage and a pro-active approach adopted it should then be possible to place Insurers in the position where if a claim is received they are able to respond immediately with all necessary evidence to hand.

In that context it is important to recognise that all personal injury incidents have the following key issues:

- Who has been injured?
- The nature of extent of the injury?
- Who was responsible for the incident?
- Understand the position clearly on the question of responsibility (liability) for the incident?

It is essential therefore to investigate all **fatalities and serious personal injury** incidents that occur at a motor sports event immediately after they have occurred, to gather the necessary information and documentation as quickly as possible after the incident and to help Insurers by having all the evidence to hand in the event a personal injury claim is made or to deal with any threat of prosecution.

### **Roles and Responsibilities**

**Governing Bodies** – the governing bodies permit motor sport events

**Steward** – the on site representative of the governing body at a motor sport event

**Clerk of the Course / Race Director** – overall control of the meeting

**Insurance Broker** – arranges the insurance for the governing bodies, circuit owner, organiser, venue operator, promoter, track day hirer and the like

**Specialist Loss Adjusters** – investigates the incidents on behalf of the insurer

**Insurers** – ACU Insurance Ltd, Liberty and QBE

## Protocol

The following flowchart has been adopted by the Auto-Cycle Union and is delegated to the Clerk of the Course / Steward responsible for the event or in the case of a track day event the Organiser or Venue Operator.

