



DRIVER'S EDUCATION OBSERVER'S REPORT

Revised 2021

This report should be completed and submitted within ten (10) days of the event. You will receive an email copy of the form. Please complete all fields. Please explain any **underlined responses in the comments section at the end of the form.**

GENERAL INFORMATION

Name of Event:

Event Host Region or Zone:

Event Date(s) From: To: [NA for single day events]

Location of Event: [Include City and State (or Province)]

Weather Conditions:

INSURANCE:

Was there a method to ensure all participants signed the standard PCA waiver and release form (including minor waiver forms from minor's parents or guardians)? YES **NO** **NOT SURE**

Was the Certificate of Insurance available for inspection upon request to the Event Chair? YES **NO** **NOT SURE**

Were there any incidents that required an Incident Report? **YES** NO **NOT SURE**

EVENT-SPECIFIC INFORMATION

Type of Event:

(Type of Event: Autocross Driving Tour Off-Road Driving Tour (Indicate Category 1, 2, or 3) Drivers Education Rally Tech Session Time Trial Tire Rack Street Survival Other)

DRIVER'S EDUCATION EVENT DETAILS:Approx. # of Cars in Event: **DRIVER'S EDUCATION EVENT BRIEFING:**Did the event leader ask all attendees if they signed the waiver form(s)? YES NOWas safety stressed? YES NODid the safety briefing make it clear that driver's education is NOT a competitive driving event? YES NOWas prohibition of alcohol and controlled substance use discussed? YES NO**DRIVER'S EDUCATION EVENT ORGANIZATION:**Was the proper number of corners manned with adequately equipped personnel? YES NOWas the corner station count adequate for the course layout? YES NOWere corner stations located in safe positions? YES NODid corner stations have a full complement of flags, radios & safety gear? YES NOWas communication between the stations and control adequate? YES NOWas equipment available on site to clean up fluid spills? YES NOIf there were lunchtime course touring laps, were the PCA course touring rules followed? YES NO

OVERALL EVENT EVALUATION:

(Rating: Excellent; Above Average; Average; Below Average; Poor)

Rate the overall safety of the event:

Rate the overall organization of the event:

Please provide general comments on overall event execution and explanation of any **underlined** responses above, and/or recommendations.

Additional Documentation may be attached.

PCA OBSERVER:


Name:

Telephone:

Email:

REPORT SUBMISSION:

Please type or print, as this report will be reproduced. Please scan and email a copy of the completed Observers Report to admin@pca.org or mail a copy to the PCA Executive Office, PO Box 6400, Columbia, MD 21045. Be sure to complete all pages and use extra pages for comments if necessary.

 This form is also available as a fillable pdf form that can be submitted electronically. Go to [pca.org](https://web.pca.org/?event=observersReports.observerReportForm-Main&m=iAjhx6r5Z2FeGGq8Bvs2JAxUQrMZIwMRWslDPXYpvww%3D), then <https://web.pca.org/?event=observersReports.observerReportForm-Main&m=iAjhx6r5Z2FeGGq8Bvs2JAxUQrMZIwMRWslDPXYpvww%3D>