MSA MARSHALS UPGRADING CHECKLIST

FOR THE UPGRADING MARSHAL

When was my last upgrade?	Date:	
Have I got the correct number of attendance signatures for the grade I am applying to upgrade to?	Yes/No	If yes, how many?
Has the Chief Marshal of the meeting been informed I want an upgrade assessment?	Yes/No	If yes, when?
Was my upgrade assessment carried out by the appropriate Examining Post Chief/Specialist/Kart Marshal/Rally Marshal?		Yes/No
Have I attended the correct number of training days since my last upgrade? Are they the correct number of months apart?	Yes/No	If yes, how many?
Have I got the correct number of training modules completed for the grade I am upgrading to?		Yes/No

If yes to all, before you send your PRC and Marshals Upgrade Form to the relevant person at your primary club, please take a copy for your records.

FOR THE UPGRADER (EXAMINING POST CHIEF/SPECIALIST/KART/RALLY MARSHAL)

What is the date of the upgrading Marshals last upgrade?	Date:	
Has the Chief Marshal of the meeting requested this upgrade assessment?	Yes/No	If yes, when?
Has the upgrading Marshal got the correct number of attendance signatures for the grade they are applying to upgrade for?	Yes/No	If yes, how many?
Have I got the correct grade/specialism to carry out this assessment?		Yes/No

FOR THE CLUB

What is the date of the upgrading Marshals last upgrade?	Date:	
Was the assessment carried out by the appropriate Examining Post Chief/Specialist/Kart/rally marshal?	Yes/No	
Has the upgrading marshal got the correct number of signatures?	Yes/No	Num:
Has the upgrading Marshal attended the correct number of training days since the last upgrade?	Yes/No	Num:
Has the upgrading Marshal completed all training module for the grade they are upgrading to, as specified by the MSA?		Yes/No

Please note Assessments must be carried out as follows:

- Race — Examining Post Chief
- Specialist — Examining Specialist
- Kart — Examining Kart Marshal
- Speed — Examining Speed Post Chief