

## Guidelines for the Organisation of on the Road Events

All "time critical" scatters will need to run under an MSA permit, therefore:

- The event will need to be organised as a minimum 4 weeks prior to running in order for the permit to be obtained. This can be obtained either directly from the MSA by filling out a form or via the Club Secretary for an online application
- The cost of the Permit (£17.30 in 2007) will need to be recovered via an entry fee, dividing the cost between the number of entrants or through club funds.
- PR will have needed to have been carried out as per the Blue book - essentially the RLO should be advised of the map references for all of the controls in his area. A signature is required from all properties within 500M of the control, therefore where possible select locations that are "more than 500m" from any houses.

Avoid running the same areas within six weeks of another event and minimise the likelihood of "time critical" events going through Urban areas, which are more suitable for average speed or navigational routes styles.

"Time critical" events should where possible start after Sun-down

Scatters require a maximum of 75% of the controls to be visited in the allotted time. Test the timing/spacing of controls to ensure that it offers enough of a challenge to all competitors while enabling them to cover a reasonable mileage without it being easily cleanable.

The event should be around 1.30mins to ensure the event can start late enough for people to travel to the start after work, but finish early enough allowing the results to be compiled before the pub shuts

Pick a start location that people can easily travel to for the start time and that will offer a variety of route options for scatters or interesting roads for other events, leading up to an agreed finish location at a Pub or nearby.

Look for differentiators in the type of event that will allow the results to be determined without the need to use the tie breakers. Seek opinions from the more experienced members on how this can be done

Ensure tiebreakers are available - e.g. lowest mileage, lowest cc car, an anagram based on the clues, or prepare a question.

Check that your clues are still there just prior to the event and avoid using colour related answers that may be viewed differently by competitors and at night.

Decide in advance the level of tolerance you will accept for answers, put it in the instructions and stick to it.

Ensure that handouts and instructions are clear and unambiguous.

Ensure that the event is advertised to the members in sufficient time (via the bulletin, web site, e-mail circular and at the previous weeks meeting), giving details of start venue and time, finish venue and the maps/equipment needed.

If you are not sure about any aspects - Ask someone