

	TITLE: FORM – RALLY MARSHALL HEALTH AND SAFETY CHECKLIST		
Applicable to IMCC Policy Number: IMCC 02	Version: 1.0	Issue date: January 2026	Review date: January 2029

THIS RALLY MARSHALL HEALTH AND SAFETY CHECKLIST MUST BE FULLY COMPLETED BY THE RALLY MARSHALL. THEY SHOULD TICK EACH CHECK ISSUE AND WHEN COMPLETED EMAILED TO THE RALLY CO-ORDINATOR WHO WILL FORWARD IT TO THE CLUB SECRETARY.

RALLY NAME: _____

RALLY LOCATION: _____

RALLY DATE: _____

RALLY MARSHALS: _____

CHECKLIST ITEMS FOR RALLY

CHECK	CHECKLIST ITEM
	PRE RALLY SETUP
1.	Site inspected for hazards i.e. uneven ground, trip risks, fire hazards
2.	Emergency contact list available i.e. Gardai, ambulance and nearest hospital
3.	First Aid kit present and accessible on the premises
4.	Fire extinguisher and fire blanket available on the premises
5.	Rally signage and entry/exit points clearly marked
6.	Speed limit signage (15 kph) posted or verbally communicated to attendees
7.	Chemical toilet disposal point identified and briefed for attendees
8.	Waste and recycling bins available or disposal instructions given
9.	BBQ/fire rules briefed to attendees
10.	Dangerous dog breeds checked for compliance i.e. muzzled, leashed, handler over 16
	ATTENDEES BRIEFING (WRITTEN OR VERBAL)
1.	Welcome and Safety briefing delivered to attendees
2.	Reminder of Code of Conduct and Health and Safety responsibilities – policies to be included on the IMCC website.
3.	Attendees advised that children must be supervised at all times
4.	Attendees advised that there should be no ball games near campers
5.	Attendees advised there should be no alcohol for people under 18 years of age
6.	There should be no raffles or fundraising without prior approval
7.	There should be no flats/emblems other than IMCC permitted
8.	Attendees should be advised to leave their pitch clean on departure.
	DURING THE RALLY
1.	Campers should be parked with safe spacing
2.	Speed limits must be observed
3.	Noise levels must be monitored especially after 10.00 p.m.



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CHECK	CHECKLIST ITEM
	4. Dogs must be kept on leads and fouling cleaned up immediately
	5. The waste water and chemical toilet use should be monitored
	6. Any incidents or complaints should be logged and reported to the Club Secretary
	7. Emergency access routes must be kept clear
	POST RALLY CHECK
	1. Site should be inspected for cleanliness and damage
	2. An incident log should be completed if applicable.
	3. Any feedback or concerns should be reported to the Club Secretary
	4. The safety checklist must be completed and emailed to the Rally Co-Ordinator