



OFFICIALS REMINDERS & HELPFUL TIPS

SCANNING TIPS

1. Remember to ensure you can find your event on your device before the weekend
2. Sync your device before you leave home and while still in wifi range
3. Once home after the event, remember to click on SAVE AND SYNC, this will make sure all your scanned data is uploaded into the MNZ database

OTHER HELPFUL TIPS

- If you have any injuries/accidents on the weekend that involved a referral for further medical assessment, can you please email a copy of the Event Injury Report, or even a photo of the report to the Office (maryanne@mnz.co.nz) on the Monday after the event. This is to be fair and to give our riders enough notice to get a clearance if they wish to ride again before the next weekend. Any licences held back must also be sent to the Office on the Monday directly after the event.
- Mary-Anne from the Office will be contacting any Steward on a Tuesday following an event if a report has not already been filed. As mentioned above even just a photo of the Event Injury Report will be enough.
- All warnings need to be in writing using a CIN. Even if it has no penalty attached. It's a record that needs to be kept for future reference.
- Please ensure you have the latest version of the MoMS with you at every event. If you can't find what you need then call the MNZ Officials Helpline 0800 669 245.
- Do not forget to ring the Officials Helpline if you encounter a serious incident.

To access the Serious Incident Report click [HERE](#).

- The Officials Commission is being restructured and the Officials Commissioner will then have some key people appointed in various areas of the North and South Islands to assist local Officials with training and support.
- Officials Training will soon be available online using the new "Officials Training Tool". This tool to begin with will only be offered to Grades 1 and 2 Officials. Training using this tool will need to be done annually, but has the advantage that it can be done from home. Face-to-Face seminars will still be available from time to time and will be used mainly for Grades 3 and 4.

FINAL NOTE

We will be extending all warrants due to expire December 2020 due to no training being made available during 2020. Everyone will receive new warrant cards in the coming weeks.