

CALIBRATION COURSE MEASURING REPORT

(Steel Tape Measurements)

Prepared by:

The Road Course Measurement and Certification Sub-Committee

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August 1, 1984

CALIBRATION COURSE MEASURING REPORT

(THIS REPORT MUST BE TYPED)

- 1. Town: \_\_\_\_\_
- 2. Location: \_\_\_\_\_
- 3. Measurement date(s): \_\_\_\_\_
- 4. Measuring personnel:

Leader (Person in charge)

1st Helper

Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

( ) \_\_\_\_\_

Level: \_\_\_\_\_ Age: \_\_\_\_\_

Level: \_\_\_\_\_ Age: \_\_\_\_\_

2nd Helper

3rd Helper

Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

( ) \_\_\_\_\_

Level: \_\_\_\_\_ Age: \_\_\_\_\_

Level: \_\_\_\_\_ Age: \_\_\_\_\_

5. Measuring Instruments:

Tape description: Of what material is the tape made of?

\_\_\_\_\_

Length: \_\_\_\_\_ meters, or \_\_\_\_\_ feet

Brand: \_\_\_\_\_

What is the certified length of steel tape?: \_\_\_\_\_

Attach photocopy of calibration certificate

Tension handle: Brand: \_\_\_\_\_

Tension used while measuring: \_\_\_\_\_ kg, or \_\_\_\_\_ lbs

Did you use a thermometer? YES  or NO

6. Description of road used:

Asphalt 100%  Concrete 100%

Other \_\_\_\_\_

Flat:  Hilly:

Straight:  Curved:

Number of intersections: \_\_\_\_\_

Traffic conditions: (safe or dangerous for calibration of bicycles?)  
\_\_\_\_\_

Attach road map of road used, indicating the start and end of of the calibration course. The map must be to scale.

7. 1st Measurement: (Consider this one as your reference distance)

Temperature (taken on the ground): Start \_\_\_\_\_ °C End \_\_\_\_\_ °C  
 Wind : Velocity \_\_\_\_\_ km/h Direction : from the \_\_\_\_\_  
 Time : Start \_\_\_\_\_ End \_\_\_\_\_  
 Length of Measurement \_\_\_\_\_ meters/feet

8. 2nd Measurement: (Compared to first measurement)

Temperature (taken on the ground): Start \_\_\_\_\_ °C End \_\_\_\_\_ °C  
 Time : Start \_\_\_\_\_ End \_\_\_\_\_  
 Length of Measurement between original points \_\_\_\_\_ meters/feet

9. 3rd Measurement: (Compared to first measurement)

Temperature (taken on the ground): Start \_\_\_\_\_ °C End \_\_\_\_\_ °C  
 Time : Start \_\_\_\_\_ End \_\_\_\_\_  
 Length of Measurement between original points \_\_\_\_\_ meters/feet

10. 4th Measurement: (Compared to first measurement)

Temperature (taken on the ground): Start \_\_\_\_\_ °C End \_\_\_\_\_ °C  
 Time : Start \_\_\_\_\_ End \_\_\_\_\_  
 Length of Measurement between original points \_\_\_\_\_ meters/feet

11. Adjustments performed for the calibration of the measuring tape, for the length of the calibration course:

Number of centimeters/inches \_\_\_\_\_ added

Number of centimeters/inches \_\_\_\_\_ subtracted

12. Adjustments for temperature

Number of centimeters/inches added (+) or subtracted (-):

Measurements:

1st + \_\_\_\_\_ cm/inches      2nd + \_\_\_\_\_ cm/inches

- \_\_\_\_\_ cm/inches      - \_\_\_\_\_ cm/inches

3rd + \_\_\_\_\_ cm/inches      4th + \_\_\_\_\_ cm/inches

- \_\_\_\_\_ cm/inches      - \_\_\_\_\_ cm/inches

13. What is the length of the reference distance? \_\_\_\_\_ meters/feet.

14. What did you add(+) \_\_\_\_\_ or subtract(-) \_\_\_\_\_ to bring the measured distance to the desired distance?

15. What is the length you finally chose to represent your calibration course? \_\_\_\_\_ meters/feet (exact desired distance)?

16. What did you use to indicate the start and end of your calibration course on the ground (usually P.K. nails)?

\_\_\_\_\_

17. Comparison of accuracy of calibration course by other means (Explain method of comparison and results): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

18. Attach a drawing of the calibration course on ONE 8½" x 11" sheet, including the following information:

- Name of drawing (Usually LOCATION OF A ONE KILOMETRE CALIBRATION COURSE)
- Name of the city or town -- date(s) of measurements
- The length of the calibration course (usually one kilometre).
- North arrow
- Name of race for which calibration course was measured
- Name, address, telephone no. of person in charge of measuring
- Name, address, telephone no. of local contact
- What you used to identify start and end of calibration course on the ground

- a minimum of two, often three, measurements from the ends of the calibration course to adequate landmarks
- Name of roads, streets, highways, and intersections around the calibration course to help in locating it
- A legend if necessary

19. Attach the photocopies of your field notes

20. Additional information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. Date: \_\_\_\_\_

22. Name of leader (person in charge): \_\_\_\_\_

Signature: \_\_\_\_\_

23. Return the completed report and attached documents to:

C.T.F.A., Road Course Certifiers  
333 River Road  
Ottawa, ON  
K1L 8H9