

SWOA RECORDER of CONTROLLERS

Job Description – revised October 2019

- 1 To keep an up-to-date list of licensed controllers appointed by SWOA; this is to be posted on the SWOA website
- 2 To process applications to the SWOA Committee for new controllers and controllers seeking an upgrade, and advise the Committee as to whether or not they should be accepted. To inform the Committee of any retirements and any whose BOF membership has lapsed.
- 3 To inform BOF of changes to the SWOA controllers list.
- 4 To offer assistance to clubs and other regional associations seeking a suitable controller.
- 5 To offer assistance to controllers seeking an event to control.
- 6 To conduct reviews of controller's activities as required by BOF Rules, Appendix C, and advise the Committee if in the Recorder's opinion they should be taken off the list of licensed controllers. However individual controllers are responsible for ensuring that they complete the requirements stipulated by BOF for maintaining their licence.
- 7 The manner of fulfilling the above duties shall be at the discretion of the Recorder, who shall be answerable to the SWOA Committee.

Arthur Vince, KERNO
October 2019