

## **Lead Inspector Recommended Meet List**

Early on Thursday (prior to start of practice or driver's meeting) meet with the following people and continue to check in throughout the weekend.

1. Meet with the Head Ref. You can check for any updates or issues from a referee standpoint. See if there is anything in particular a ref will be looking at as an issue for inspections. Discuss any recent changes or updates that need to be followed for the event. It may be best to have the FTA present for a consensus on all issues.
2. Check in with the FTA if they were not present for the meeting with the Head Ref. Discuss the same issues as above.
3. Check in with the IFI rep for any control issues that need to be addressed - software upgrades, modem issues, etc. Assist with getting teams to IFI for these issues if needed.
4. Introduce yourself to Pit Admin. They will be directing people to you for questions throughout the weekend.
5. Check in with the volunteer coordinator. You may be able to let some of your inspectors perform some other jobs early Thursday or during certain times on Friday and Saturday. Let them know if all of your volunteers have checked in and are present.
6. It is important to keep a good rapport with teams in the pits. Use some of the time on Thursday morning to walk the pit, introduce yourself to teams and check for glaring safety issues on robots. Offer your assistance and make a mental note of the rookie teams locations and general state of affairs.
7. Repeat items 1-4 throughout the weekend in case something comes up. Be ready for requests to come from any of the field people through Saturday. IFI frequently uses inspectors to help solve control system issues when a team has a problem or they will contact you if a team is using wireless control in the pit.