

ATHLETICS OMNIBUS – PREPARING THE VENUE FOR AN EVENT

From the Athletics Omnibus of Richard Stander, South Africa

Before an event can start the first question is always if the competition area is laid out according to the rules. A far more important question should be if the venue is presentable. The presentability of a stadium often is the deciding factor whether the spectators will enjoy the athletics meeting and the athletes achieve crowd pleasing performances.

This includes the first impression as you enter the stadium as well as the equipment, facilities and people that need to be in place before and during an event. The following list will guide you towards presenting a stadium for an event:

1. FIRST IMPRESSIONS

- 1.1. Are the main entrance presentable, e.g. long queues, friendly and helpful Stewarts, etc?
- 1.2. Is the parking area for VIP's well managed and safe?
- 1.3. Is the parking area for VIP's within reasonable distance from hospitality area?
- 1.4. Is the grass on the infield of the track cut short and at an even height?
- 1.5. Is the grass on the embankment cut short and at an even height?
- 1.6. Is the pavilion clean and free from rubble?
- 1.7. Is there a railing around the competition area and is it neat and safe?
- 1.8. Is the appearance of advertisement boards professional?
- 1.9. How the safety in competition area is, e.g. manholes are covered, electrical cables uncovered, slippery areas, sharp objects close to competition area, etc?
- 1.10. Does the competition area appear tidy, e.g. hurdles neatly stacked, infield with objects such as tents that obstruct the view of spectators and Technical Officials?
- 1.11. Is the competition area swept clean and without slippery areas, rubble, etc?
- 1.12. Is the competition area crowded with Athletes, Technical Officials and volunteers fooling around?
- 1.13. Are the floodlights all working and at full strength?
- 1.14. Is the lighting requirements of floodlights on competition area 1500 LUX min. (Infield appear misty)?
- 1.15. Are the light settings of floodlights clear, e.g. light concentrates on infield for soccer or does it cover the bends for athletics track as well?
- 1.16. Is the lighting of the stairs of the pavilion and stands clear?
- 1.17. Are the Traffic Officers visible and the traffic to and from stadium free flowing?
- 1.18. Is the Security Officials visible and effective?
- 1.19. Is the public address system clear and effective?
- 1.20. Are the emergence evacuation routes clearly viable?

2. FACILITIES

2.1. SEATING

- 2.1.1. Is the VVIP seating for Senior Politicians, Senior Executives and Sponsors presentable?
- 2.1.2. Is VIP seating for guests contributing to the sport administratively and operationally presentable?

2.2. FLAG POLES

- 2.2.1. If only one flag pole is available – RSA flag must hang.
- 2.2.2. If two or more flag poles are available: RSA flag on the left and the other flags hang from left to right according to priority.
- 2.2.3. If one flag pole is longer, the RSA flag must hang on the longest pole.

2.3. FLAGS (In order of priority from left to right)

Flags play a very important role in giving recognition to the relevant authorities:

- 2.3.1. NATIONAL/PROVINCIAL
 - 2.3.1.1. RSA
 - 2.3.1.2. Province
 - 2.3.1.3. National/Provincial Sport Federation
 - 2.3.1.4. Title Sponsor

2.3.1.5. Host City

2.4. COMMUNICATION AREA

2.4.1. Television

- 2.4.1.1. Area for mobile unit to operate from
- 2.4.1.2. Interview area and/or mixed zone
- 2.4.1.3. Elevated area for cameras
- 2.4.1.4. Three phase power
- 2.4.1.5. Telephone line

2.4.2. Radio – per language

- 2.4.2.1. Kiosk free from external noise such as crowd and announcer noises
- 2.4.2.2. table and chair
- 2.4.2.3. 2 x 3 point plugs
- 2.4.2.4. Telephone line

2.4.3. News papers - per journalist

- 2.4.3.1. Table and chair
- 2.4.3.2. Telephone line

2.5. DIRECTION BOARDS

The following direction boards should be readable and easy to see:

- 2.5.1. To the event race
- 2.5.2. Kilometre markers – Road Races, Cross Country, Race walking
- 2.5.3. VVIP area
- 2.5.4. VIP area
- 2.5.5. Hospitality area
- 2.5.6. Parking area – Public
- 2.5.7. Parking area – VVIP and VIP
- 2.5.8. Parking - Officials
- 2.5.9. No Parking
- 2.5.10. No entrance
- 2.5.11. Doctor
- 2.5.12. First aid
- 2.5.13. Ambulance
- 2.5.14. Doping Room
- 2.5.15. Assizing
- 2.5.16. Mixed Zone
- 2.5.17. Office Stadium Management
- 2.5.18. Office – Event Management
- 2.5.19. Announcer
- 2.5.20. Medal ceremonies
- 2.5.21. Appeal Board
- 2.5.22. Conference centre
- 2.5.23. Technical Officials
- 2.5.24. JOC Command Centre
- 2.5.25. LOC Command centre
- 2.5.26. Equipment room
- 2.5.27. Store room
- 2.5.28. Security
- 2.5.29. Tickets
- 2.5.30. Entrance
- 2.5.31. Exit
- 2.5.32. Refreshments
- 2.5.33. Call Room
- 2.5.34. Warm up area
- 2.5.35. Results
- 2.5.36. Electronic time
- 2.5.37. Danger
- 2.5.38. Showers
- 2.5.39. Change Rooms – players
- 2.5.40. Change Rooms - Officials

- 2.5.41. Toilets – Men
- 2.5.42. Toilets – Women
- 2.5.43. Public telephone

2.6. HOSPITALITY AREA

- 2.6.1. Layout plan
- 2.6.2. Food & beverages
- 2.6.3. Security
- 2.6.4. Branding
- 2.6.5. Programmes
- 2.6.6. Provincial Information booklets

2.7. PARKING

- 2.7.1. VVIP
- 2.7.2. VIP, Media and LOC
- 2.7.3. Officials
- 2.7.4. Ambulance and Doctor
- 2.7.5. JOC
- 2.7.6. LOC

2.8. MEETING ROOMS FOR

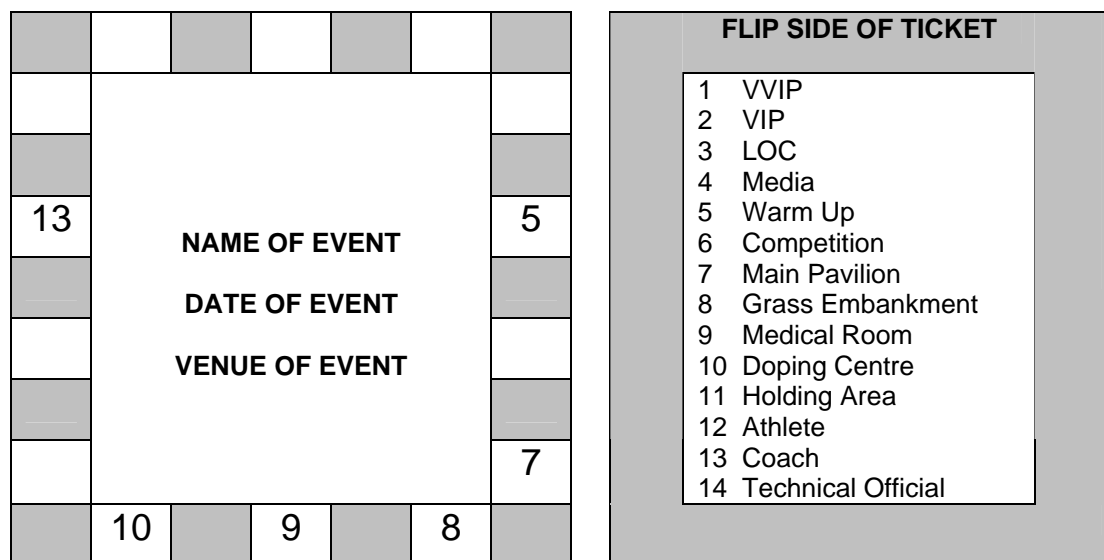
- 2.8.1. LOC
- 2.8.2. JOC or Command Centre
- 2.8.3. Selectors
- 2.8.4. Technical Officials
- 2.8.5. Results
- 2.8.6. Board
- 2.8.7. Appeal Board

2.9. VICTORY CEREMONIES

- 2.9.1. National Anthem on CD
- 2.9.2. Ceremonial music on CD
- 2.9.3. Uniform clothing
- 2.9.4. Flowers for prize winners
- 2.9.5. Chairs for guests
- 2.9.6. Table for medal lay-out
- 2.9.7. Table cloth
- 2.9.8. Medal pillows x 3 (Gold, Silver and Bronze)
- 2.9.9. Medals
- 2.9.10. Gifts to medal presenters
- 2.9.11. Podium
 - 2.9.11.1. Winner in the centre
 - 2.9.11.2. 2nd on the right hand side of the winner
 - 2.9.11.3. 3rd on the left hand side of the winner
 - 2.9.11.4. 4th to 8th on the left hand side of 3rd position
- 2.9.12. Briefing document on procedure of medal ceremony
- 2.9.13. Time schedule of medals issued
- 2.9.14. Order of medals issued – Bronze, Silver, Gold
- 2.9.15. Order of Category Medal Ceremony
 - 2.9.15.1. Junior
 - 2.9.15.2. Masters
 - 2.9.15.3. Seniors
- 2.9.16. Order of hanging medals – First hang the medal, then congratulate the medal winner.

2.10. IDENTIFICATION TAGS

- 2.10.1. The front of the Identification Tag carries Logos of the organizer and sponsor, the name of the event, date of the event and the venue of the event.
- 2.10.2. On the edges of the Identification Tags, numbers will reflect which Official the Identification Tags are for.
- 2.10.3. On the flip side of the Identification Tags the numbers will appear with the description of the Official.
- 2.10.4. For easy identification the Identification may be colour coded. E.g.:
 - 2.10.4.1. Green - VIP's, administrators and executive team manager (head of delegation)
 - 2.10.4.2. Blue - Technical Officials
 - 2.10.4.3. Red - Managers and Coaches
 - 2.10.4.4. Pink – Athletes
 - 2.10.4.5. White – Press
- 2.10.5. The example below shows an Identification Tag issued to a Team Coach



3. OFFICIALS AND TECHNICAL OFFICIALS

3.1. HOST/HOSTESS

- 3.1.1. At the main entrance of the stadium to direct guests to the VIP area
- 3.1.2. At the door of the VIP area to welcome VIP's
- 3.1.3. In the hospitality area to ensure that the hospitality area are presentable at all times

3.2. APPEAL BOARD - 3 or 5 members

3.3. ANNOUNCING

- 3.3.1. Announcer
- 3.3.2. Announcing Assistant
- 3.3.3. Recorder

3.4. STARTER

- 3.4.1. Starter 1
- 3.4.2. Starter 2

3.5. STARTERS COORDINATOR

- 3.5.1. Starter Assistant 1
- 3.5.2. Starter Assistant 2
- 3.5.3. Starter Assistant 3

3.6. REFEREES

- 3.6.1. Track
- 3.6.2. Time
- 3.6.3. Electronic time/Photo Finish (per camera)
 - 3.6.3.1. Chief
 - 3.6.3.2. Operator
 - 3.6.3.3. Reader
 - 3.6.3.4. Writer
- 3.6.4. Vertical Jumps
- 3.6.5. Horizontal Jumps
- 3.6.6. Throws - Shot/Hammer
- 3.6.7. Throws - Discus/Javelin
- 3.6.8. Race Walking (Events outside stadium)
- 3.6.9. Combined Events

3.7. OFFICIALS

- 3.7.1. Timekeepers
 - 3.7.1.1. Chief + 7 or more depending on places
 - 3.7.1.2. Recorder
- 3.7.2. Place Judges
 - 3.7.2.1. Chief + 7 or more depending on places
 - 3.7.2.2. Recorder
- 3.7.3. Lap scorers x 2
- 3.7.4. Corner judges/Umpires
 - 3.7.4.1. Chief + at least 2 per corner
- 3.7.5. Electronic number control
 - 3.7.5.1. Chief + assistant
- 3.7.6. Wind gauge operator – track x 2
- 3.7.7. Wind Gauge Operator - Horizontal Jumps x 2
- 3.7.8. Walk judges - at least 4
- 3.7.9. High jump
 - 3.7.9.1. Chief + 2 officials
 - 3.7.9.2. Recorder
- 3.7.10. Long jump
 - 3.7.10.1. Chief + 2 officials
 - 3.7.10.2. Recorder
- 3.7.11. Triple jump
 - 3.7.11.1. Chief + 2 officials
 - 3.7.11.2. Recorder
- 3.7.12. Pole vault
 - 3.7.12.1. Chief + 2 officials
 - 3.7.12.2. Recorder
- 3.7.13. Shot put
 - 3.7.13.1. Chief + 2 officials
 - 3.7.13.2. Recorder
- 3.7.14. Discus Throw + Hammer Throw
 - 3.7.14.1. Chief + 3 officials
 - 3.7.14.2. Recorder
- 3.7.15. Javelin Throw
 - 3.7.15.1. Chief + 4 officials
 - 3.7.15.2. Recorder
- 3.7.16. Combined Events
 - 3.7.16.1. 2 officials
 - 3.7.16.2. Recorder
- 3.7.17. GENERAL
 - 3.7.17.1. Records
 - 3.7.17.2. Lane Draw x 3
 - 3.7.17.3. Results and duplicating x 3
 - 3.7.17.4. Corvee x 30

- A To adjust hurdles heights
 - B Carrying of implements and equipment
 - C Ladies to present prizes
 - D Runners for distribution of results
 - E Medical services
 - F Honorary doctors
 - G Physiotherapists x 2
 - H First aid x 3
 - I Test room attendants - 1 man, 1 woman
 - J Gate and programs
 - K Marshals x 4
 - L Parking x 4
 - M Entrance into stadium x 2
 - N Entrance into VIP lounge x 2
 - O Mixed Zone
 - P Warm up area
 - Q Call Room
- 3.7.17.5. Entrance into warm up area
 - A Chief + 2 officials
 - 3.7.17.6. Call Room area
 - A Chief + 2 officials
 - 3.7.17.7. Liaison officials
 - A Athletes
 - B Press
 - C Guests of honour
 - 3.7.17.8. Assize official
 - A Chief + assistant

4. MARKERS AND OTHER FORMS OF SIGNAGE IN COMPETITION AREA

The following markers must be clearly reflected on the inner rim of the athletics track. All markers must have an accreditation certificate from a land surveyor:

4.1. FINISH

- 4.1.1. There must be only one finish line for all track events.
- 4.1.2. The finish of a race shall be denoted by a white line 5cm wide.
- 4.1.3. To assist alignment of the Photo Finish equipment and to facilitate the reading of the Photo Finish image, the intersection of the lane lines and the finish line shall be painted black in a suitable design.

4.2. START SPRINT MARKERS

- 4.2.1. 60 m
- 4.2.2. 80 m
- 4.2.3. 100 m
- 4.2.4. 150 m
- 4.2.5. 200 m
- 4.2.6. 300m
- 4.2.7. 400 m

4.3. START OF MIDDLE AND LONG DISTANCE MARKERS

- 4.3.1. 800 m - non-staggered
- 4.3.2. 800 m - staggered
- 4.3.3. 800 m cut in line -1st bend if staggered start is used
- 4.3.4. 1200 m
- 4.3.5. 1500 m
- 4.3.6. 1 mile
- 4.3.7. 3 000 m
- 4.3.8. 5 000 m
- 4.3.9. 10 000 m

4.4. START OF STEEPLE CHASE MARKERS

- 4.4.1. 1 500 m steeple chase
- 4.4.2. 2 000 m steeple chase
- 4.4.3. 3 000 m steeple chase
- 4.4.4. Hurdles – adjustable in height:
- 4.4.5. 4 hurdles around the track + 1 at waterhole
- 4.4.6. Waterhole 3,66 m x 3,66 m
- 4.4.7. Water level in line with track surface
- 4.4.8. Carpet in water hole

4.5. START OF RACE WALKING MARKERS

- 4.5.1. 1 500 m (same as middle distances start)
- 4.5.2. 1 500 m start in 7th lane *
- 4.5.3. 3 000 m (same as middle distances start)
- 4.5.4. 3 000 m start in 7th lane *
- 4.5.5. 5 000 m (same as middle distances start)
- 4.5.6. 5 000 m start in 7th lane *
- 4.5.7. 10 000 m (same as middle distances start)
- 4.5.8. 10 km road race walking #
- 4.5.9. 20 km road race walking #
- 4.5.10. 50 km road race walking #

* **The** marker in the 7th lane allow for development races such as school races to take place while the rest of the programme continues in the inside lanes.

Route map

Markers on route

4.6. RELAY MARKERS

4.6.1. START

- 4.6.1.1. 4 X 80M
- 4.6.1.2. 4 X 100M
- 4.6.1.3. 4 X 400M
- 4.6.1.4. 1 000M medley (100m, 200m, 300m, 400m)

4.6.2. START

- 4.6.2.1. 4 X 80M
- 4.6.2.2. 4 X 100M
- 4.6.2.3. 4 X 400M
- 4.6.2.4. 1 000M medley (100m, 200m, 300m, 400m)
A 300m cut in line

4.6.3. EXCHANGE ZONES

4.6.3.1. 4 x 80m exchange zones

Centre line, exchange zone front (10m), back (10 m) and pre zone area (10 m)

- A Exchange 1
- B Exchange 2
- C Exchange 3

4.6.3.2. 4 x 100m exchange zones

Centre line, exchange zone front (10m), back (10 m) and pre zone area (10 m)

- A Exchange 1
- B Exchange 2
- C Exchange 3

4.6.3.3. 4 x 400m exchange zones

Centre line, exchange zone front (10m), back (10 m) and pre zone area (10 m)

- A Exchange 1
- B 400m cut in line for 2nd lap
- C Exchange 2
- D Exchange 3

4.6.3.4. 4 x 1 000m medley exchange zones

Centre line, exchange zone front (10m), back (10 m) and pre zone area (10 m)

- A Exchange 1 – 100m and cut in line in straight in front of the main pavilion
- B Exchange 2 – after 200m leg
- C Exchange 3 – after 300m leg

4.7. HURDLE MARKERS

4.7.1. START

- 4.7.1.1. 70 m
- 4.7.1.2. 75 m
- 4.7.1.3. 80 m
- 4.7.1.4. 90 m
- 4.7.1.5. 100 m – Same as 100m sprint
- 4.7.1.6. 110 m
- 4.7.1.7. 150 m – Same as 150m sprint
- 4.7.1.8. 200 m – Same as 200m sprint
- 4.7.1.9. 300 m – Same as 300m sprint
- 4.7.1.10. 400 m – Same as 400m sprint

4.7.2. HIGH HURDLES SPACING

MEN Age categories	Distance in meter	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line
Senior Men	110	13,72	9,14	14,02
Junior Men: 19 Years	110	13,72	9,14	14,02
Youth Boys: 17 Years	110	13,72	9,14	14,02
Sub-Youth Boys: 16 Years	110	13,72	9,14	14,02
Sub-Youth Boys: 15 Years	100	13	8,5	10,5
Sub-Youth Boys: 14 Years	90	13	8	13
Primary Youth Boys: 13 Years	80	12	8	12
Primary Youth Boys: 12 Years	75	11	7,5	11,5
Primary Youth Boys: 11 Years	70	10	7	11
Primary Youth Boys: 10 Years	70	10	7	11
WOMEN Age categories	Distance in meter	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line
Senior Women	100	13	8,5	10,5
Junior Women: 19 Years	100	13	8,5	10,5
Youth Girls: 17 Years	100	13	8,5	10,5
Sub-Youth Girls: 16 Years	100	13	8,5	10,5
Sub-Youth Girls: 15 Years	90	13	8	13
Sub-Youth Girls: 14 Years	80	12	8	12
Primary Youth Girls: 13 Years	75	11	7,5	11,5
Primary Youth Girls: 12 Years	75	11	7,5	11,5
Primary Youth Girls: 11 Years	70	10	7	11
Primary Youth Girls: 10 Years	70	10	7	11

4.7.3. LONG HURDLES SPACING

MEN Age categories	Distance in meter	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line
Senior Men	400	45	35	40
Junior Men: 19 Years	400	45	35	40
Youth Boys: 17 Years	400	45	35	40
Sub-Youth Boys: 16 Years	400	45	35	40
Sub-Youth Boys: 15 Years	300	50	35	40
Sub-Youth Boys: 14 Years	200	16	19	13
Primary Youth Boys: 13 Years	200	16	19	13
Primary Youth Boys: 12 Years	150	23	19	13

WOMEN Age categories	Distance in meter	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line
Senior Women	400	45	35	40
Junior Women: 19 Years	400	45	35	40
Youth Girls: 17 Years	400	45	35	40
Sub-Youth Girls: 16 Years	400	45	35	40
Sub-Youth Girls: 15 Years	300	50	35	40
Sub-Youth Girls: 14 Years	200	16	19	13
Primary Youth Girls: 13 Years	200	16	19	13
Primary Youth Girls: 12 Years	150	23	19	13

5. EQUIPMENT IN THE COMPETITION AREA

5.1. STARTER

- 5.1.1. Starter's pistol x 2
- 5.1.2. Ammunition .38 (3 x the amount of the events on the events calendar)
- 5.1.3. Whistle
- 5.1.4. Programme
- 5.1.5. Black ball point pen
- 5.1.6. Starter's platform
- 5.1.7. Entry ticket into competition area

5.2. FIRST STARTER'S ASSISTANT

- 5.2.1. Starter's pistol
- 5.2.2. Ammunition .38
- 5.2.3. Whistle
- 5.2.4. Programme
- 5.2.5. Lane draw list
- 5.2.6. Result card of false starts
- 5.2.7. Black ball point pen
- 5.2.8. Clip board
- 5.2.9. Flag (green/red)
- 5.2.10. Entry ticket into competition area
- 5.2.11. Two way radio

5.3. SECOND STARTER'S ASSISTANT

- 5.3.1. Whistle
- 5.3.2. Loudhailer
- 5.3.3. Programme
- 5.3.4. Black ball point pen
- 5.3.5. Lane draw list
- 5.3.6. Entry ticket into competition area
- 5.3.7. Clip board

5.4. JUDGE TRACK

- 5.4.1. Programme
- 5.4.2. List of records
- 5.4.3. Record request forms
- 5.4.4. World, Africa, National, Province, Meeting, etc.
- 5.4.5. Result card of judgements
- 5.4.6. Black ball point pen
- 5.4.7. Clip board
- 5.4.8. Entry ticket into competition area

5.5. CHIEF TRACK JUDGE: PLACE JUDGE

- 5.5.1. Lane draw list

- 5.5.2. Programme
- 5.5.3. Result cards - position placing
- 5.5.4. Black ball point pen
- 5.5.5. Clip board
- 5.5.6. Flag (green/red)
- 5.5.7. Umbrella
- 5.5.8. Two way radio
- 5.5.9. Entry ticket into competition area

5.6. CHIEF TRACK UMPIRE: CORNER JUDGES

5.6.1. Exchange 1,2,3 and 4

- 5.6.1.1. Lane draw list
- 5.6.1.2. Programme
- 5.6.1.3. Result cards
- 5.6.1.4. Black ball point pen
- 5.6.1.5. Clip board
- 5.6.1.6. Flag (green/red)
- 5.6.1.7. Umbrella
- 5.6.1.8. Two way radio
- 5.6.1.9. Entry ticket into competition area

5.7. CHIEF TIME KEEPERS

- 5.7.1. Stop watch x 12 + batteries
- 5.7.2. Lane draw list
- 5.7.3. Programme
- 5.7.4. Result card times
- 5.7.5. Black ball point pen
- 5.7.6. Clip board
- 5.7.7. Flag (green/red)
- 5.7.8. Umbrella
- 5.7.9. Two way radio
- 5.7.10. Entry ticket into competition area

5.8. WIND METER OFFICIAL X 2 (TRACK)

- 5.8.1. 1 x Wind meter
- 5.8.2. 1 x table
- 5.8.3. 2 x chairs
- 5.8.4. Programme
- 5.8.5. Result card of wind meter readings
- 5.8.6. Black ball point pen
- 5.8.7. Clip board
- 5.8.8. Entry ticket into competition area

5.9. WIND METER OFFICIAL X 2 (LONG JUMP AND TRIPLE JUMP)

- 5.9.1. 1 x Wind meter
- 5.9.2. 1 x table
- 5.9.3. 2 x chairs
- 5.9.4. Programme
- 5.9.5. Result card of wind meter readings
- 5.9.6. Black ball point pen
- 5.9.7. Clip board
- 5.9.8. Entry ticket into competition area

5.10. ELECTRONIC TIME

- 5.10.1. Programme
- 5.10.2. Clip board
- 5.10.3. Flag (green/red)
- 5.10.4. Two way radio

- 5.10.5. Entry ticket into competition area
- 5.10.6. Electronic time room
 - 5.10.6.1. Stand for camera before room
 - 5.10.6.2. Camera: omega/accutrack
 - 5.10.6.3. Battery (also car battery)
 - 5.10.6.4. Battery charger
 - 5.10.6.5. Films for camera (day and night)
 - 5.10.6.6. Slide holder for films
 - 5.10.6.7. Cables/cable plugs (starter and elec. Time, starting positions)
 - 5.10.6.8. Table x 2
 - 5.10.6.9. Chairs x 2
 - 5.10.6.10. Reading board
 - 5.10.6.11. Development buckets
 - 5.10.6.12. Developer and activator

5.11. HURDLES STEWART

5.11.1. HURDLES - EXTRAS

- 5.11.1.1. Measuring sticks x 10
 - 5.11.1.2. Hurdle weight 10 kg and 3,6 kg push weight
- Note: Hurdle quantity 100 + 10 reserves for junior and senior events
 Hurdle quantity 80 + 8 reserves for sub - junior events

5.11.2. HIGH HURDLES

MEN Age categories	Distance in meter	Hurdle Height in cm	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line	Hurdle quantity
Senior Men	110	106,7	13,72	9,14	14,02	10
Junior Men: 19 Years	110	99,5	13,72	9,14	14,02	10
Youth Boys: 17 Years	110	91,4	13,72	9,14	14,02	10
Sub-Youth Boys: 16 Years	110	84	13,72	9,14	14,02	10
Sub-Youth Boys: 15 Years	100	84	13	8,5	10,5	10
Sub-Youth Boys: 14 Years	90	76,2	13	8	13	9
Primary Youth Boys: 13 Years	80	76,2	12	8	12	8
Primary Youth Boys: 12 Years	75	76,2	11	7,5	11,5	8
Primary Youth Boys: 11 Years	70	68	10	7	11	8
Primary Youth Boys: 10 Years	70	68	10	7	11	8

WOMEN Age categories	Distance in meter	Hurdle Height in cm	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line	Hurdle quantity
Senior Women	100	84,0	13	8,5	10,5	10
Junior Women: 19 Years	100	84,0	13	8,5	10,5	10
Youth Girls: 17 Years	100	76,2	13	8,5	10,5	10
Sub-Youth Girls: 16 Years	100	76,2	13	8,5	10,5	10
Sub-Youth Girls: 15 Years	90	76,2	13	8	13	9
Sub-Youth Girls: 14 Years	80	76,2	12	8	12	8
Primary Youth Girls: 13 Years	75	76,2	11	7,5	11,5	8
Primary Youth Girls: 12 Years	75	68	11	7,5	11,5	8
Primary Youth Girls: 11 Years	70	68	10	7	11	8
Primary Youth Girls: 10 Years	70	68	10	7	11	8

5.11.3. LONG HURDLES

MEN Age categories	Distance in meter	Hurdle Height in cm	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line	Hurdle quantity
Senior Men	400	91,4	45	35	40	10
Junior Men: 19 Years	400	91,4	45	35	40	10
Youth Boys: 17 Years	400	84,0	45	35	40	10
Sub-Youth Boys: 16 Years	400	84,0	45	35	40	10
Sub-Youth Boys: 15 Years	300	84,0	50	35	40	7
Sub-Youth Boys: 14 Years	200	76,2	16	19	13	10
Primary Youth Boys: 13 Years	200	68	16	19	13	10
Primary Youth Boys: 12 Years	150	68	23	19	13	7

WOMEN Age categories	Distance in meter	Hurdle Height in cm	Distance of start To first hurdle	Distance between hurdles	Distance from last hurdle to finish line	Hurdle quantity
Senior Women	400	76,2	45	35	40	10
Junior Women: 19 Years	400	76,2	45	35	40	10
Youth Girls: 17 Years	400	76,2	45	35	40	10
Sub-Youth Girls: 16 Years	400	76,2	45	35	40	10
Sub-Youth Girls: 15 Years	300	76,2	50	35	40	7
Sub-Youth Girls: 14 Years	200	68	16	19	13	10
Primary Youth Girls: 13 Years	200	68	16	19	13	10
Primary Youth Girls: 12 Years	150	68	23	19	13	7

5.11.4. STEEPLE CHASE HURDLES

AGE CATEGORIES	1 500m STEEPLECHASE	2 000m STEEPLECHASE	3 000m STEEPLECHASE
Senior Men			Height: 91,4cm
Junior Men: 19 Years			Height: 91,4cm
Youth Boys: 17 Years		Height: 76,2cm	
Sub-Youth Boys: 15 Years	Height: 76,2cm		
Senior Women			Height: 91cm
Junior Women: 19 Years			Height: 91cm
Youth Girls: 17 Years	Height: 76,2cm		

5.12. JUDGE WALK

- 5.12.1. Programme
- 5.12.2. List of records
- 5.12.3. Record request forms
- 5.12.4. World, Africa, National, Province, Meeting, etc.
- 5.12.5. Result card of judgements
- 5.12.6. Black ball point pen
- 5.12.7. Clip board
- 5.12.8. 1m White Board for scorekeeping
- 5.12.9. Map of route
- 5.12.10. Warning boards
- 5.12.11. Entry ticket into competition area

5.13. JUDGE THROWS

- 5.13.1. Programme
- 5.13.2. List of records
- 5.13.3. Record request forms
- 5.13.4. World, Africa, national, province, meeting, etc.
- 5.13.5. Result card of judgements
- 5.13.6. Black ball point pen
- 5.13.7. Clip board
- 5.13.8. Entry ticket into competition area

5.14. JUDGE VERTICAL JUMPS

- 5.14.1. Programme
- 5.14.2. List of records
- 5.14.3. Record request forms
- 5.14.4. World, Africa, national, province, meeting, etc.
- 5.14.5. Result card of judgements
- 5.14.6. Black ball point pen
- 5.14.7. Clip board
- 5.14.8. Entry ticket into competition area

5.15. JUDGE HORIZONTAL JUMPS

- 5.15.1. Programme
- 5.15.2. List of records
- 5.15.3. Record request forms
- 5.15.4. World, Africa, national, province, meeting, etc.
- 5.15.5. Result card of judgements
- 5.15.6. Black ball point pen
- 5.15.7. Clip board
- 5.15.8. Entry ticket into competition area

5.16. CHIEF LONG JUMP

- 5.16.1. Lane draw list
- 5.16.2. Programme
- 5.16.3. Entry ticket into competition area
- 5.16.4. Result cards
- 5.16.5. Black ball point pen
- 5.16.6. Clip board
- 5.16.7. Flag (green/red)
- 5.16.8. 10 m measuring tape
- 5.16.9. Skewer for tape
- 5.16.10. Markers for athletes' run-up area
- 5.16.11. Umbrella
- 5.16.12. Two way radio
- 5.16.13. Table and chair
- 5.16.14. Cones to indicate take-off area
- 5.16.15. Sand rake and fork
- 5.16.16. Wind sock
- 5.16.17. Distance board next to sand pit
- 5.16.18. Performance board
- 5.16.19. Record flags x 2
- 5.16.20. Stopwatch + batteries

5.16.21. Important information:

5.16.21.1. Runway

- A Min. 1,22 x 40 m

5.16.21.2. Take-off board

- A 1,21 - 1,22 m long
- B 198 mm - 202 mm wide
- C Max. 100 mm deep
- D Painted white
- E 1 m away from sand pit
- F Level with run-up

5.16.21.3. Plasticine indicator board

- A 98 - 102 mm wide
- B 1.21 - 1,22 m long
- C Forms 30° angle with board

- 5.16.21.4. 7 mm max. Above board

5.16.21.5. Landing area

- A End 10 m from board
- B Width 2,75 m
- C Sand loose and level with board

5.17. CHIEF TRIPLE JUMP

- 5.17.1. Lane draw list

- 5.17.2. Programme
- 5.17.3. Entry ticket into competition area
- 5.17.4. Result cards
- 5.17.5. Black ball point pen
- 5.17.6. Clip board
- 5.17.7. Flag (green/red)
- 5.17.8. 20 m measuring tape
- 5.17.9. Skewer for tape
- 5.17.10. Markers/powder for run-up area
- 5.17.11. Umbrella
- 5.17.12. Two way radio
- 5.17.13. Table and chair
- 5.17.14. Cones to indicate take-off area
- 5.17.15. Sand rake and fork
- 5.17.16. Wind sock
- 5.17.17. Distance board next to sand pit
- 5.17.18. Performance board
- 5.17.19. Record flags x 2
- 5.17.20. Stopwatch + batteries

5.17.20.1. Important information:

5.17.20.2. Runway

- A Min. 1,22 x 40 m

5.17.20.3. Take-off board

- A 1,21 - 1,22 m long
- B 198 mm - 202 mm wide
- C Max. 100 mm deep
- D Painted white
- E Level with run-up
- F 13 m away from sand pit for men
- G 11 m away from sand pit for juniors
- H 9 m away from sand pit for women

5.17.20.4. Plasticine indicator board

- A 98 - 102 mm wide
- B 1.21 - 1,22 m long
- C Forms 30° angle with board
- D 7 mm max. Above board

5.17.20.5. Landing area

- A End 21 m from board
- B Width 2,75 m
- C Sand loose and level with board

5.18. CHIEF HIGH JUMP

5.18.1. High jump uprights x 2

- 5.18.1.1. 2.5m high min.
- 5.18.1.2. Stand must be sturdy
- 5.18.1.3. Distance between uprights 4 m

5.18.2. Cross bar supports

- 5.18.2.1. 40 mm x 60 mm
- 5.18.2.2. Solidly attached to upright

5.18.3. Landing area

- 5.18.3.1. 5 m x 3 m x ,65 m min.
- 5.18.3.2. Loose cushions must be held together with a cover

5.18.4. Cross bar x 2

- 5.18.4.1. Round max. ,25 mm - 30 mm thick
- 5.18.4.2. Length 3,98 - 4,02 m
- 5.18.4.3. Weight 2 kg
- 5.18.4.4. Ends flat 25 - 30 mm x 150 mm - 200 mm

5.18.5. Runway

- 5.18.5.1. At least 20 m

5.18.6. Equipment

- 5.18.6.1. Draw list
- 5.18.6.2. Programme
- 5.18.6.3. Entry ticket into competition area

- 5.18.6.4. Result cards
- 5.18.6.5. Black ball point pen
- 5.18.6.6. Clip board
- 5.18.6.7. Flag (green/red)
- 5.18.6.8. Step-ladder
- 5.18.6.9. Measuring tape 3 m
- 5.18.6.10. Markers
- 5.18.6.11. Performance board
- 5.18.6.12. Markers/powder for run-up area
- 5.18.6.13. Stopwatch + batteries

5.19. CHIEF POLE VAULT

5.19.1. Pole vault uprights x 2

- 5.19.1.1. 6 m high min.
- 5.19.1.2. Distance between uprights is 4,3 m
- 5.19.1.3. Stand must be sturdy

5.19.2. Cross bar supports

- 5.19.2.1. Round pin 13 mm x 75 mm
- 5.19.2.2. Solidly attached to upright

5.19.3. Landing area

- 5.19.3.1. 5 m x 5 m x 0,75 m min height.
- 5.19.3.2. Loose cushions must be held together with a cover
- 5.19.3.3. Base of uprights also covered

5.19.4. Cross bar x 2

- 5.19.4.1. Round max. ,25 mm - 30 mm thick
- 5.19.4.2. Length 4,48 - 4,52 m
- 5.19.4.3. Weight 225 kg
- 5.19.4.4. Ends flat 25 - 30 mm x 150 mm - 200 mm

5.19.5. Runway

- 5.19.5.1. 1,22 m wide
- 5.19.5.2. 40 m long

5.19.6. Apparatus box

- 5.19.6.1. 1 m long
- 5.19.6.2. 600 m wide on top
- 5.19.6.3. 150 mm wide against the stop block
- 5.19.6.4. Angle of stop block 105°
- 5.19.6.5. Depth of box - 200 mm
- 5.19.6.6. Upright adjustment rails

5.19.7. Equipment

- 5.19.7.1. Draw list
- 5.19.7.2. Programme
- 5.19.7.3. Entry ticket into competition area
- 5.19.7.4. Result cards
- 5.19.7.5. Black ball point pen
- 5.19.7.6. Clip board
- 5.19.7.7. Flag (green/red)
- 5.19.7.8. Measuring pole 7 m long
- 5.19.7.9. Forked stick to adjust bar
- 5.19.7.10. Step ladder
- 5.19.7.11. Performance board
- 5.19.7.12. Markers/ powder for run-up area
- 5.19.7.13. Stopwatch + batteries

5.20. CHIEF SHOT PUT

5.20.1. CIRCLE

- 5.20.1.1. 2,135 m thick and level with the ground.
- 5.20.1.2. Centre point clearly marked.
- 5.20.1.3. Centre line extended outside circle 50 mm wide x 750 mm long

5.20.2. RING

- 5.20.2.1. 6 mm thick and painted white

5.20.3. FLOOR

- 5.20.3.1. Cement and 20 mm lower than top of circle
- 5.20.3.2.

5.20.4. STOP BLOCK

- 5.20.4.1. Must cut into circle. Length 1,21 - 1,23 m
- 5.20.4.2. Width 112 mm, height 98 - 102 mm.
- 5.20.4.3. Painted white

5.20.5. SECTOR LINES

- 5.20.5.1. Angle 35° measured from centre of circle
- 5.20.5.2. Sector lines 25m long both sides
- 5.20.5.3. Width of sector lines is 50 mm wide

5.20.6. OTHER EQUIPMENT

- 5.20.6.1. Broom to sweep sector
- 5.20.6.2. Rag to clean sector and equipment
- 5.20.6.3. Performance board
- 5.20.6.4. Record flags x 2
- 5.20.6.5. Measuring tape x 25 m

5.20.7. Stopwatch + batteries

- 5.20.7.1. Draw list
- 5.20.7.2. Programme
- 5.20.7.3. Entry ticket into competition area
- 5.20.7.4. Result cards
- 5.20.7.5. Black ball point pen
- 5.20.7.6. Clip board
- 5.20.7.7. Flag (green/red)
- 5.20.7.8. Implements

AGE CATEGORIES	SHOT
Senior Men	7.26kg - Painted red
Junior Men: 19 Years	6 kg – Painted blue
Youth Boys: 17 Years	5 kg – Painted green
Sub-Youth Boys: 16 Years	5 kg – Painted green
Sub-Youth Boys: 15 Years	4 kg – Painted yellow
Sub-Youth Boys: 14 Years	4 kg – Painted yellow
Primary Youth Boys: 13 Years	4 kg – Painted yellow
Primary Youth Boys: 12 Years	3 kg – Painted orange
Primary Youth Boys: 11 Years	2 kg – Painted white
Primary Youth Boys: 10 Years	2 kg – Painted white

AGE CATEGORIES	SHOT
Senior Women	4 kg – Painted yellow
Junior Women: 19 Years	4 kg – Painted yellow
Youth Girls: 17 Years	4 kg – Painted yellow
Sub-Youth Girls: 16 Years	4 kg – Painted yellow
Sub-Youth Girls: 15 Years	4 kg – Painted yellow
Sub-Youth Girls: 14 Years	3 kg – Painted orange
Primary Youth Girls: 13 Years	3 kg – Painted orange
Primary Youth Girls: 12 Years	3 kg – Painted orange
Primary Youth Girls: 11 Years	2 kg – Painted white
Primary Youth Girls: 10 Years	2 kg – Painted white

5.21. CHIEF DISCUS THROW

5.21.1. CIRCLE

- 5.21.1.1. 2,5 m thick and level with the ground. Centre point clearly marked. Centre line extended outside circle 50 mm wide x 750 mm long.

5.21.2. RING

- 5.21.2.1. 6 mm thick and painted white

5.21.3. FLOOR

- 5.21.3.1. Cement and 20 mm lower than top of circle

5.21.4. SECTOR LINES

- 5.21.4.1. Angle 35° measured from centre of circle
- 5.21.4.2. Sector lines 70m long both sides
- 5.21.4.3. Width of sector lines is 50 mm wide

5.21.5. CAGE

- 5.21.5.1. Must have a U - shape. There must be at least 6 panels of 3,17m wide, 4 m high, and the mouth must be 6 m open.

5.21.6. OTHER EQUIPMENT

- 5.21.6.1. Broom to sweep sector
- 5.21.6.2. Rag to clean sector and equipment
- 5.21.6.3. Carpet for athletes to clean feet
- 5.21.6.4. Performance board
- 5.21.6.5. Record flags x 2
- 5.21.6.6. Measuring tape x 100 m
- 5.21.6.7. Skewer for measuring tape
- 5.21.6.8. Stopwatch + batteries
- 5.21.6.9. Draw list
- 5.21.6.10. Programme
- 5.21.6.11. Entry ticket into competition area
- 5.21.6.12. Result cards
- 5.21.6.13. Black ball point pen
- 5.21.6.14. Clip board
- 5.21.6.15. Flag (green/red)
- 5.21.6.16. Implements

AGE CATEGORIES	DISCUS
Senior Men	2 kg – Painted red
Junior Men: 19 Years	1.75 kg – Painted blue
Youth Boys: 17 Years	1.5 kg – Painted green
Sub-Youth Boys: 16 Years	1.5 kg - Painted green
Sub-Youth Boys: 15 Years	1 kg – Painted yellow
Sub-Youth Boys: 14 Years	1 kg – Painted yellow
Primary Youth Boys: 13 Years	1 kg – Painted yellow
Primary Youth Boys: 12 Years	0.75 kg – Painted white

AGE CATEGORIES	DISCUS
Senior Women	1 kg – Painted yellow
Junior Women: 19 Years	1 kg – Painted yellow
Youth Girls: 17 Years	1 kg – Painted yellow
Sub-Youth Girls: 16 Years	1 kg – Painted yellow
Sub-Youth Girls: 15 Years	1 kg – Painted yellow
Sub-Youth Girls: 14 Years	1 kg – Painted yellow
Primary Youth Girls: 13 Years	0.75 kg – Painted white
Primary Youth Girls: 12 Years	0.75 kg – Painted white

5.22. CHIEF HAMMER THROW

5.22.1. CIRCLE

- 5.22.1.1. 2,135 m thick and level with the ground. Centre point clearly marked. Centre line extended outside circle 75 mm x 50 mm x 750 mm long

5.22.2. RING

- 5.22.2.1. 6 mm thick and painted white

5.22.3. FLOOR

- 5.22.3.1. Cement and 20 mm lower than top of circle

5.22.4. SECTOR LINES

- 5.22.4.1. Angle 35° measured from centre of circle
- 5.22.4.2. Sector lines 70m long both sides
- 5.22.4.3. Width of sector lines is 50 mm wide

5.22.5. CAGE

- 5.22.5.1. Must have a U - shape.
- 5.22.5.2. There must be at least 7 panels of 2,74m wide, 7 m high, and the mouth must be 6 m open.
- 5.22.5.3. Two movable netting panels 2.00m wide and at least 10.0m high shall be provided at the front of the cage to allow for the panels to be opened and closed to suit "right-handed" and "left-handed" throwers.

5.22.6. NETTING

- 5.22.6.1. Must be capable of stopping a 7.26kg hammer moving at up to speeds of 32m per second.
- 5.22.6.2. The maximum mesh size for wire netting shall be 0.05m and, for cord netting, 0.044m.
- 5.22.6.3. The minimum height of the netting shall be 7.00m.
- 5.22.6.4. The minimum distance from the centre of the circle to any point on the cage netting shall be 3.50m.
- 5.22.6.5. The netting shall be hung clear of the support posts or frame.

5.22.7. OTHER EQUIPMENT

- 5.22.7.1. Broom to sweep sector
- 5.22.7.2. Rag to clean sector and equipment
- 5.22.7.3. Carpet for athletes to clean feet
- 5.22.7.4. Performance board
- 5.22.7.5. Record flags x 2
- 5.22.7.6. Measuring tape x 100 m
- 5.22.7.7. Skewer for measuring tape
- 5.22.7.8. Stopwatch + batteries
- 5.22.7.9. Draw list
- 5.22.7.10. Programme
- 5.22.7.11. Entry ticket into competition area
- 5.22.7.12. Result cards
- 5.22.7.13. Black ball point pen
- 5.22.7.14. Clip board
- 5.22.7.15. Flag (green/red)
- 5.22.7.16. Implements

AGE CATEGORIES	HAMMER
Senior Men	7.26kg - Painted red
Junior Men: 19 Years	6 kg – Painted blue
Youth Boys: 17 Years	5 kg – Painted green
Sub-Youth Boys: 16 Years	5 kg – Painted green
Sub-Youth Boys: 15 Years	4 kg – Painted yellow
Sub-Youth Boys: 14 Years	4 kg – Painted yellow

AGE CATEGORIES	HAMMER
Senior Women	4 kg – Painted yellow
Junior Women: 19 Years	4 kg – Painted yellow
Youth Girls: 17 Years	4 kg – Painted yellow
Sub-Youth Girls: 16 Years	4 kg – Painted yellow
Sub-Youth Girls: 15 Years	4 kg – Painted yellow
Sub-Youth Girls: 14 Years	3 kg – Painted orange

5.23. CHIEF JAVELIN THROW

5.23.1. Runway

- 5.23.1.1. 30 m - 36,5 m long
- 5.23.1.2. Lines 4 m apart
- 5.23.1.3. Lines 70 mm wide

5.23.2. Arc

- 5.23.2.1. Line painted white, 70 mm wide
- 5.23.2.2. Level with ground
- 5.23.2.3. Radius 8 m
- 5.23.2.4. Straight lines outside run-up 750 mm long and 50 mm wide
- 5.23.2.5.

5.23.3. Sector lines

- 5.23.3.1. 50 mm wide and at least 80 m long

5.23.4. Other equipment

- 5.23.4.1. Rag to clean sector and equipment
- 5.23.4.2. Performance board
- 5.23.4.3. Record flags x 2
- 5.23.4.4. Measuring tape x 100 m
- 5.23.4.5. Skewer for tape

- 5.23.4.6. Markers/powder for athletes' run-up
- 5.23.4.7. Stopwatch + batteries
- 5.23.4.8. Draw list
- 5.23.4.9. Programme
- 5.23.4.10. Blue ticket
- 5.23.4.11. Result cards
- 5.23.4.12. Black ball point pen
- 5.23.4.13. Clip board
- 5.23.4.14. Flag (green/red)
- 5.23.4.15. Implements

AGE CATEGORIES	JAVELIN
Senior Men	800 g – No colour specification
Junior Men: 19 Years	800 g – No colour specification
Youth Boys: 17 Years	700 g – No colour specification
Sub-Youth Boys: 16 Years	700 g – No colour specification
Sub-Youth Boys: 15 Years	600 g – No colour specification
Sub-Youth Boys: 14 Years	600 g – No colour specification
Primary Youth Boys: 13 Years	600 g – No colour specification
Primary Youth Boys: 12 Years	500 g – No colour specification

AGE CATEGORIES	JAVELIN
Senior Women	600 g – No colour specification
Junior Women: 19 Years	600 g – No colour specification
Youth Girls: 17 Years	600 g – No colour specification
Sub-Youth Girls: 16 Years	600 g – No colour specification
Sub-Youth Girls: 15 Years	600 g – No colour specification
Sub-Youth Girls: 14 Years	600 g – No colour specification
Primary Youth Girls: 13 Years	500 g – No colour specification
Primary Youth Girls: 12 Years	500 g – No colour specification

5.24. JUDGE COMBINED EVENTS

- 5.24.1. Combined Events Scoring Table
- 5.24.2. Programme
- 5.24.3. List of records
- 5.24.4. Record request forms
- 5.24.5. World, Africa, National, Province, Meeting, etc.
- 5.24.6. Result card of judgements
- 5.24.7. Black ball point pen
- 5.24.8. Clip board
- 5.24.9. 1m White Board for scorekeeping
- 5.24.10. Map of route
- 5.24.11. Warning boards
- 5.24.12. Entry ticket into competition area
- 5.24.13. Implements

AGE	DAY 1	Day 2
Senior Men Decathlon	Decathlon: 100m, LJ, SP (7,26kg), HJ, 400m,	Decathlon: 110mH (1,06m), DT(2kg), PV, JT (800gm), 1500m
Junior Men (19) Decathlon	100m, LJ, SP (6kg), HJ, 400m,	110mH (1,06m), DT(1,75kg), PV, JT (800gm) (New), 1500m
Youth Boys (17) Octathlon	100m, LJ, SP (5kg), 400m,	110mH (91,4cm), HJ, JT (700gm), 1000m
Senior Women Heptathlon	100mH (84 cm), HJ, SP (4kg), 200m	LJ, JT (600gm), 800m
Junior Women (19) Heptathlon	100mH (76,2 cm), HJ, SP (4kg), 200m	LJ, JT (600gm), 800m
Youth Girls (17) Pentathlon	90mH (76,2 cm), LJ, HJ, SP (3kg), 800m	

6. EQUIPMENT CONTRIBUTING TO QUALITY AND STANDARD OF COMPETITION

6.1. CHIEF ASSIZE ROOM

- 6.1.1. Programme
- 6.1.2. Result card of decisions
- 6.1.3. Black ball point pen
- 6.1.4. Clip board
- 6.1.5. Stickers
- 6.1.6. Gauging certificates in duplicate
- 6.1.7. Identification Tag – Restricted access

6.2. CHIEF TRACK SECURITY

- 6.2.1. List of people that can enter
- 6.2.2. Programme
- 6.2.3. Clip board
- 6.2.4. Two way radio
- 6.2.5. Identification Tag – All access

6.3. CHIEF WARMING UP AREA/CALL ROOM

- 6.3.1. List of people that can enter
- 6.3.2. Programme
- 6.3.3. Two way radio
- 6.3.4. Identification Tag – All access

6.4. CHIEF GATE OFFICIALS VIP AREA

- 6.4.1. List of people that can enter
- 6.4.2. Programme
- 6.4.3. Two way radio
- 6.4.4. Identification Tag – All access

6.5. MIXED ZONE AREA

- 6.5.1. List of people that can enter
- 6.5.2. Programme
- 6.5.3. Two way radio
- 6.5.4. Identification Tag – All access

6.6. CHIEF GATE OFFICIALS

- 6.6.1. List of people that can enter
- 6.6.2. Money box with small change
- 6.6.3. Tickets – spectators
- 6.6.4. Safety box
- 6.6.5. Programmes
- 6.6.6. Two way radio
- 6.6.7. Identification Tag – All access

6.7. CHIEF REFRESHMENTS HALL

- 6.7.1. Programme
- 6.7.2. Identification Tag – Restricted access
- 6.7.3. Important information
 - 6.7.3.1. All ticket holders are allowed for refreshments during competition.
 - 6.7.3.2. Only VIP's, LOC and JOC are allowed at the function

6.8. CHIEF PLACING OFFICIAL

- 6.8.1. List of Identification Tags with access codes
- 6.8.2. Programme
- 6.8.3. Two way radio
- 6.8.4. Identification Tag – Restricted access

6.9. CHIEF RESULTS ROOM OFFICIAL

N.B. Only LOC, Referees and Team Managers are allowed

- 6.9.1. Final result documents
- 6.9.2. Shelf for each member of press

- 6.9.3. Shelf for incoming results
- 6.9.4. Shelf for each team participating
- 6.9.5. Shelf for completed results
- 6.9.6. Notice board
- 6.9.7. Programme
- 6.9.8. Identification Tag – Restricted access
- 6.9.9. Black ball point pen
- 6.9.10. Clip board
- 6.9.11. Table + chairs
- 6.9.12. Notice board
- 6.9.13. Duplicating machine x 2
- 6.9.14. Tel no. And name of Copier Service Technician : _____
- 6.9.15. Copiers 2 x high speed/high volume
- 6.9.16. Photo copy paper x 30 reams
- 6.9.17. Stapler x 2
- 6.9.18. Press Stick

6.10. CHIEF LANE DRAW TABLE

- 6.10.1. List of people that can enter
- 6.10.2. Lane draw books
- 6.10.3. Programme
- 6.10.4. Identification Tag – Restricted access
- 6.10.5. Black ball point pen
- 6.10.6. Clip board
- 6.10.7. Table + chairs
- 6.10.8. Public address system
- 6.10.9. Notice board

6.11. TEAM COACHES AND COACHES OF INVITED ATHLETES

- 6.11.1. Programme
- 6.11.2. Identification Tag – Restricted access

6.12. INVITED ATHLETES

- 6.12.1. Programme
- 6.12.2. Identification Tag – Restricted access
- 6.12.3. Identification Tag – Restricted access for coach

7. EQUIPMENT IN PLACE AT PRE-COMPETITION SITE INSPECTION

7.1. GENERAL

- 7.1.1. Wind meters x 2 (track and jumps)
- 7.1.2. Rostrum
- 7.1.3. Score board
- 7.1.4. Relay batons (2 sets of 8)
- 7.1.5. Starting blocks
- 7.1.6. Competition numbers and pins
- 7.1.7. Electronic time numbers
- 7.1.8. Clothing baskets with track numbers on x 10
- 7.1.9. Flags around track x 80
- 7.1.10. Rope to cordon off the field events
- 7.1.11. Wind socks x 4
- 7.1.12. Medal table
- 7.1.13. Medal cushion with cloth
- 7.1.14. Copying machines
- 7.1.15. Computer or typewriters
- 7.1.16. Results notice board
- 7.1.17. Flag poles (country, A.S.A., prov., etc.)
- 7.1.18. Advertisement boards
- 7.1.19. Baskets for athletes clothing
- 7.1.20. Rubbish bins at every event point
- 7.1.21. Surveyor's certificate
- 7.1.22. Water bottles for officials on track

- 7.1.23. Flags
 - R.S.A
 - A.S.A
 - Province
 - Sponsors, school, club, etc.
- 7.1.24. Insurance public liability

7.2. ASSIZE OFFICE

- 7.2.1. Scale
- 7.2.2. Assize certificates
- 7.2.3. Table/chair
- 7.2.4. Equipment required
- 7.2.5. Stickers
- 7.2.6. Direction pointers

7.3. FIRST AID AND MEDICAL ROOMS

- 7.3.1. Contact person: _____
- 7.3.2. Tables and chairs
- 7.3.3. Bed
- 7.3.4. Bed pan
- 7.3.5. Ice bag
- 7.3.6. Fan
- 7.3.7. Stretcher
- 7.3.8. Blankets
- 7.3.9. Bed sheets
- 7.3.10. Pillows
- 7.3.11. Medical equipment as prescribed
- 7.3.12. Ambulance

7.4. DOPING ROOM

- 7.4.1. Table and chair
- 7.4.2. Separate toilets for men and women – must be available only for testing
- 7.4.3. Wash basin
- 7.4.4. Fridge
- 7.4.5. Bottled water

7.5. ANNOUNCERS' ROOM

- 7.5.1. Tables
- 7.5.2. Chairs
- 7.5.3. Paper weight
- 7.5.4. Program
- 7.5.5. Public address system
- 7.5.6. Tape recorder or CD player with music

7.6. WARMING UP AREA

Restricted area for warm-up area

- 7.6.1. 4 x Lanes x 50m
- 7.6.2. Hurdles x 20
- 7.6.3. Training circles
 - Shot put
 - Discus
 - Hammer
- 7.6.4. Training circles
- 7.6.5. Run up for javelin
- 7.6.6. Throw area for javelin
- 7.6.7. Safety nets for throws
- 7.6.8. Safety area for throws
- 7.6.9. Jumps
 - Paul vault
 - High

- Long
 - Triple
- 7.6.10. Tent for athletes
- 7.6.11. Public address system to call athletes

7.7. AT FINISH LINE

- 7.7.1. Winning-post x2
- 7.7.2. Track judge stand
- 7.7.3. Time keepers' stand
- 7.7.4. Lap counter (24 numbers)
- 7.7.5. Bell

7.8. ON THE FIELD

- 7.8.1. Run up for javelin and jumps
- 7.8.2. Throw area for throws
- 7.8.3. Safety nets for throws

7.9. TOILETS

- 7.9.1. Spectators
- Men
 - Ladies
- 7.9.2. VIP's
- Men
 - Ladies
- 7.9.3. Athletes
- Men
 - Ladies
- 7.9.4. Officials
- Men
 - Ladies
- 7.9.5. Drug tests
- 7.9.6. Men
- 7.9.7. Ladies
- 7.9.8. Taps
- 7.9.9. Flushing system
- 7.9.10. Toilet paper
- 7.9.11. Supply of toilet paper
- 7.9.12. Soap
- 7.9.13. Towels
- 7.9.14. Organise servants to keep clean

7.10. SEATS AND ENTRANCES

- 7.10.1. VVIP
- 7.10.2. VIP
- 7.10.3. Sponsors
- 7.10.4. Press room
- 7.10.5. TV/radio room
- 7.10.6. Officials' room
- 7.10.7. Athletes
- 7.10.8. Appeal board
- 7.10.9. Selectors
- 7.10.10. Sport management and aids
- 7.10.11. Technical staff
- 7.10.12. Spectators

7.11. PARKING

- 7.11.1. VVIP
- 7.11.2. VIP
- 7.11.3. Media
- 7.11.4. Doctor
- 7.11.5. First aid
- 7.11.6. Ambulance

- 7.11.7. Spectators
- 7.11.8. Officials
- 7.11.9. Athletes

7.12. ELECTRIC EQUIPMENT

- 7.12.1. Emergency number: _____
- 7.12.2. Electrician: _____
- 7.12.3. Public address system
- 7.12.4. Main system
- 7.12.5. Standby system
 - Standby microphone
 - Starter megaphone
 - Warming up area megaphone
 - Two way radios
 - Torches
 - Batteries
- 7.12.6. Track lighting
- 7.12.7. General
 - Electronic time
 - Camera room lights (omega)
 - Camera stand (accutrack)
 - Plugs for equipment
 - Cable extension
 - Press-seat
 - TV and radio rooms
 - Announcer
 - Men's change room
 - Ladies' change room
 - Athletes' change room
 - Ticket office
 - Refreshments room
 - Lights on parking area
 - Lights on warming up area
 - Records room
 - Points board
 - Results room
 - Kitchen
 - Typists' room
 - Gauging room
 - Equipment room
 - First aid room
 - Medical room
 - Drugs testing room
 - Pavilion
- 7.12.8. Globe supply

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