

# ATHLETICS MPUMALANGA



## HOUSEHOLD RULES

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## **ATHLETICS MPUMALANGA HOUSEHOLD RULES**

### **1. GENERAL STIPULATIONS**

These household rules may not be in conflict with the Constitution of ASA, the Rules of ASA or the Rules of the WA and should be read in conjunction with the ASA Rules and Regulations. All athletic events organised by affiliates or associates of ASA are subject to the Rules of ASA and the WA and this must be stated in all announcements, advertisements, programmes and printed matter related to the race.

The Athletics Mpumalanga Household Rules is an extension to the Athletics Mpumalanga Constitution and indicates procedures/processes that will be followed in Mpumalanga.

### **2. CLUB REGISTRATION**

- 2.1 Clubs are established to cater for the local community and therefore need to be town/village based as this will allow them to stay in touch with the local community they are serving. Clubs will not be allowed to cater for entire Municipal Demarcated areas.
- 2.2 It is important to look at the number of clubs already situated in the area. The aim of a new club needs to be to draw new athletes and not to take athletes from existing clubs.
- 2.3 All clubs in Mpumalanga must be open to all members of the community. A club cannot be exclusively for employees of a certain company/ members of a specific medical aid or children from a certain school.
- 2.4 If it is not open to all members of the community or where athletes are forced to join a specific club the club will be closed down by Athletics Mpumalanga.
- 2.5 The first club in a specific area require a minimum of 20 members. The club will have to purchase at least 20 license numbers.
- 2.6 The second club in the area require a minimum of 30 members and the club will have to purchase at least 30 license numbers.
- 2.7 For a third/fourth/etc club in the area the club require a minimum of 40 members and will have to purchase at least 40 license numbers.
- 2.8 The club will be required to have a General meeting where a Chairman and a Committee are elected.
- 2.9 A signed attendance register with the information (name, contact number, address and signature) of all the people that were present on the day of the meeting need to be submitted to Athletics Mpumalanga.
- 2.10 A signed copy of the minutes of the first General meeting need to be submitted to Athletics Mpumalanga.
- 2.11 To assist the new club, Athletics Mpumalanga will provide the club with a blank constitution which must be scrutinized and completed with the information of the club.
- 2.12 All pages of the Constitution must be signed and then an originally signed Constitution must be sent back to Athletics Mpumalanga for recordkeeping.
- 2.13 A full list of names, addresses and contact numbers of the club members must be submitted to Athletics Mpumalanga, as well as ID copies.
- 2.14 It is the responsibility of the new club management to ensure that all members are recorded on the ASA system. Step by step instructions and guidance will be provided by Athletics Mpumalanga.
- 2.15 It is the responsibility of the new club to go through the Household rules of Athletics Mpumalanga and educate their members on these rules.
- 2.16 The Executive Board of Athletics Mpumalanga will decide on the affiliation of the new club.
- 2.17 A picture of the proposed club colours must be provided to Athletics Mpumalanga for approval.

- 2.18 The full affiliation fee, minimum number of licenses (as set out above) and courier/postage fee must be paid over to Athletics Mpumalanga upon receipt of an invoice from Athletics Mpumalanga.
- 2.19 Proof of payment must be forwarded to Athletics Mpumalanga in order for licenses to be prepared.
- 2.20 Copies of the ID's/birth certificates of Juniors, must be sent with the request for junior numbers (13yr -19jr) in order to qualify for the junior license price.
- 2.21 No Permanent numbers will be sold after October.
- 2.22 If the affiliation of the club is approved, the club will go on a trial basis for 12 months.
- 2.23 Please note that the club does NOT have voting rights while on the trial basis. They cannot submit nominations nor can a member of a probation club be nominated for a position in office.
- 2.24 If the club's participation, in organising and assisting in organized events in the province, satisfies the Executive Board of Athletics Mpumalanga, the club will get permanent club status with voting rights. (The Executive Board can also decide to put the club on a further 12-months trial period if the clubs' participation did not satisfy the Executive Board). Clubs will not be allowed to go onto a third 12-months trial basis. At this stage the club will have to re-apply to be affiliated with Athletics Mpumalanga.
- 2.25 All clubs in Mpumalanga are multisport clubs and may have track and field athletes, cross country athletes, road running athletes, masters athletes, technical officials, coaches, triathlon athletes, canoeists and cyclists.
- 2.26 No club can have the same name as a club in another district or town, or a branch of the club in another town or district as we do not have corporate clubs in Mpumalanga. No club name can be the same as a Province name in SA.

### **3. REGISTRATION OF SCHOOL CLUBS**

- 3.1 School Clubs are established to cater for the local community and therefore need to be town/village based as this will allow them to stay in touch with the local community they are serving. School Clubs will not be allowed to cater for entire Municipal Demarcated areas.
- 3.2 School clubs in Mpumalanga must be open to all members of the community. A club cannot be exclusively for employees of a certain company/ members of a specific medical aid or children from a certain school.
- 3.3 If it is not open to all members of the community or where athletes are forced to join a specific club the club will be closed down by Athletics Mpumalanga.
- 3.4 School clubs require a minimum of 20 members. The club will have to purchase at least 20 license numbers.
- 3.5 The school club will be required to have a General meeting where the rules of ASA and Athletics Mpumalanga are explained to the members.
- 3.6 A signed attendance register with the information (name, contact number, address and signature) of all the people that were present on the day of the meeting need to be submitted to Athletics Mpumalanga.
- 3.7 A signed copy of the minutes of the first General meeting need to be submitted to Athletics Mpumalanga.
- 3.8 To assist the school club, Athletics Mpumalanga will provide the club with a blank constitution which must be scrutinized and completed with the information of the club.
- 3.9 All pages of the Constitution must be signed and then an originally signed Constitution must be sent back to Athletics Mpumalanga for recordkeeping.
- 3.10 A full list of names, addresses and contact numbers of the club members must be submitted to Athletics Mpumalanga, as well as ID copies.

- 3.11 It is the responsibility of the school club management to ensure that all members are recorded on the ASA system. Step by step instructions and guidance will be provided by Athletics Mpumalanga.
- 3.12 It is the responsibility of the school club to go through the Household rules of Athletics Mpumalanga and educate their members on these rules.
- 3.13 The Executive Board of Athletics Mpumalanga will decide on the affiliation of the new club.
- 3.14 A picture of the proposed club colours must be provided to Athletics Mpumalanga for approval.
- 3.15 The school club affiliation fee, minimum number of licenses (as set out above) and courier/postage fee must be paid over to Athletics Mpumalanga upon receipt of an invoice from Athletics Mpumalanga.
- 3.16 Proof of payment must be forwarded to Athletics Mpumalanga in order for licenses to be prepared.
- 3.17 Copies of the ID's/birth certificates of Juniors, must be sent with the request for junior numbers (13yr -19jr) in order to qualify for the junior license price.
- 3.18 No Permanent numbers will be sold after October.
- 3.19 If the affiliation of the club is approved, the club will go on a trial basis for 12 months.
- 3.20 Please note that school clubs do NOT have voting rights as they do not have a full committee and their management is not elected by members therefore they cannot submit nominations nor can a member of a school club be nominated for a position in office.
- 3.21 If the school club's participation, in organising and assisting in organized events in the province, satisfies the Executive Board of Athletics Mpumalanga, the club will get permanent club status. (The Executive Board can also decide to put the club on a further 12-months trial period if the clubs' participation did not satisfy the Executive Board). Clubs will not be allowed to go onto a third 12-months trial basis. At this stage the club will have to re-apply to be affiliated with Athletics Mpumalanga.
- 3.22 School clubs must attend the Annual General Meeting of Athletics Mpumalanga. If the school club fail to attend the AGM, it can forfeit the affiliation with Athletics Mpumalanga.

#### **4. ANNUAL AFFILIATIONS**

- 4.1 All athletes need to join an affiliated club, annually in order to get an ASA license.
- 4.2 Master athletes (35 + and older) need to affiliate with Athletics Mpumalanga, after they have joined an affiliated club.
- 4.3 Qualified Technical Officials and Coaches (all ASA and WA levels) need to affiliate with Athletics Mpumalanga annually after they have joined an affiliated club.
  - a. The Provincial office must keep a register of all trained and qualified Technical Officials and Coaches.
  - b. Please take note that all affiliated Technical Officials and Coaches must be registered on the ASA Registration system (website) and must be in possession of a permanent license bib for each year of affiliation.
  - c. License fees are not included in the affiliation fee.
  - d. The list of affiliated Technical Officials and Coaches are to be forwarded to Athletics South Africa.
  - e. Athletics Mpumalanga must decide on the affiliation fee for these Technical Officials and Coaches and on any clothing, affiliation cards and rule books to be handed to affiliated Technical Officials and Coaches.

Athletics Mpumalanga will annually call for the affiliation of Master athletes, Technical Officials and Coaches.

## **5. RACE APPLICATIONS/DATES**

- 5.1 Applications for races, for the following year, need to be submitted to Athletics Mpumalanga in writing, on the AMPU application form, each year before 10 May. Clubs therefore need to apply in the current year for races in the next year. The following information must be supplied:
- a. Date of the race
  - b. Race name
  - c. Distances
  - d. Starting time
  - e. Organizing club
  - f. Venue
  - g. Contact person and Contact number
  - h. Entry fees (Subject to the permission of AMPU)
  - i. Flyer of the race
- 5.2 No race date will be issued to the club or organisation presenting the race if the previous race levies/fees, club affiliation fee or licence fees are not paid in full. Race levies/fees must be paid within 10 days of presenting the race.
- 5.3 No Club or race organizer, hosting a race may, postpone, cancel or change the venue, distance or starting time for such a race without prior written approval from Athletics Mpumalanga.
- 5.4 It is the responsibility of the organizing club to get the necessary permission from the Traffic Department of the local municipality to stage a safe race.
- 5.5 When applying for a new race, keep in mind that:
- 5.5.1 Only one 42km /Ultra marathon will be approved on a Saturday in Mpumalanga.
  - 5.5.2 One 21,1km will be allowed in the Lowveld (Ehlanzeni District) AND one 21,1km will be allowed in the Highveld (Nkangala or Gert Sibande Districts) on the same Saturday.
  - 5.5.3 More than one 10km race will be allowed per district on the same Saturday.
- 5.6 Also see SPECIAL RULES FOR FUN RUNS ULTRA RACES, TRACK RACES, ROAD RACES, RACE WALKING
- 5.7 Athletics Mpumalanga will not approve any events on Sundays.
- 5.8 Clubs hosting 42km races, must ensure that a valid Route Measurement Certificate is submitted with the application or at least a month before the race.

## **6. LICENSES**

### **6.1 PERMANENT LICENSES**

- 6.1.1 Clubs are responsible for ensuring that only eligible athletes are licensed and allowed to participate for their club. Clubs are required to keep copies of documentation proving the eligibility of their licensed members.
- 6.1.2 Athletes may be registered only by the Province in which they are domicile. No dual registration will be permitted. Where athletes change their place of residence during a calendar year, they may retain their license until it expires.
- 6.1.3 Only club members may purchase a license and all licensing is done through the clubs.
- 6.1.4 No athlete whose application for a license has been refused or whose license has not been renewed, will be allowed to compete in any road race.
- 6.1.5 It is the responsibility of the club to educate the athlete on how to position the license on the running attire. In cases where members of a club repeatedly position license numbers incorrectly, the club may be penalised.
- 6.1.6 When an athlete does not wear a license on his/her vest during a race, both the athlete and the club which the athlete belongs to, can be penalized.

- 6.1.7 Logos on the ASA license numbers should NEVER be covered with race bibs – notice is also on the number.
- 6.1.8 The ASA license is used to identify if the individual athlete is eligible.
- 6.1.9 Athletes must pay the club for the permanent license before it is issued.
- 6.1.10 Athletes are only allowed to wear the license specifically issued to him/her (and allocated on the ASA system).
- 6.1.11 Under no circumstances may any form of licensing be transferred to any other member or athlete. Failure to adhere to this rule, may lead to suspension.
- 6.1.12 In cases where athletes are suspended, license numbers can be revoked and clubs need to return this license number to Athletics Mpumalanga.
- 6.1.13 License numbers are provided by ASA through the Provincial athletics bodies and must be worn in all races run under the jurisdiction of ASA, except where special race numbers are provided for a race. Failure to do so will automatically disqualify the runner.
- 6.1.14 Race and license numbers shall not be altered in such a way as to conceal the number, name of the sponsor, the Province or the year for which it is issued.
- 6.1.15 Your permanent licence numbers (2) must always be worn one at the front of the vest and one at the back of the vest and must always be clearly visible.
- 6.1.16 This number will be the official license number or, if the race organisers require a special number to be worn, the athlete must comply.
- 6.1.17 If a race number is supplied by the organizers of a race it must be worn in front, over your AMPU license – Care must be taken not to cover the sponsor logos on the ASA/AMPU licence number.
- 6.1.18 Race Numbers: The minimum height of the number characters shall be 120mm.
- 6.1.19 Race and license numbers are not under any circumstances transferable.
- 6.1.20 All athletes, participating in an event on the Athletics Mpumalanga events calendar, must, at the time of participation, be a holder of an ASA license issued through an affiliated club, or must purchase a temporary license. Fun Runs EXCLUDED.
- 6.1.21 Only athletes with a permanent license are allowed to participate at a National Championships (SA Championship).
- 6.1.22 Licenses expire on 31 December each year.
- 6.1.23 License forms are issued by ASA through the Provincial Athletics body.
- 6.1.24 Any registered athlete that consciously participates in any athletics meeting not sanctioned by ASA/Athletics Mpumalanga, and is aware of it, may be declared ineligible, and may forfeit his/her license.
- 6.1.25 Officials who officiate in events that are not sanctioned may be suspended.
- 6.1.26 Clubs that consciously send athletes to events that are not sanctioned by ASA may also be suspended.

## **6.2 TEMPORARY LICENSES**

To enable unlicensed athletes to compete in approved races, and also to cater for licensed athletes who left their license numbers and/or club colours at home, temporary licenses may be issued for events on the Athletics Mpumalanga, subject to the following conditions:

- 6.2.1 Temporary licenses are only valid for the race for which it was issued (approved provincial variations may exist).
- 6.2.2 Organisers must provide the necessary administration and facilities to enter temporary licensed athletes separately.
- 6.2.3 An additional fee must be levied by the Provincial Athletic body in whose area the race will be held, over and above the race entry fee.

- 6.2.4 Athletes taking out temporary licenses must sign an entry form/indemnity form accepting the conditions of the race organisers and the rules of ASA.
- 6.2.5 Athletes with temporary licenses may not display any advertising on their running clothing during the race.
- 6.2.6 The temporary licence number must be worn in front, but if a race number is supplied the race number must be in front and the temporary number must be at the back. Both clearly visible.
- 6.2.7 A temporary licence may not be issued to a suspended athlete without the approval of ASA.
- 6.2.8 Holders of temporary licenses will be eligible for prizes in the open (senior) category only.

## **7. MIGRATION OF ATHLETES (MOVING BETWEEN CLUBS)**

**Athletes are allowed to move/migrate from one club to another, however, within the following rules:**

- 7.1 No athlete may relocate from one club to another club in the same province, or from one province to another without being in possession of a written clearance certificate from his/her former club entitling him/her to change to the new club/province. Failure to obtain such a clearance certificate shall render the athlete ineligible to compete for the new club/province.
- 7.2 A club must respond to the request of an athlete to relocate to another club within 2 weeks. Failing to do so, the athlete will automatically be cleared to register at the new club.
- 7.3 An athlete may only change from one club to another once per calendar year.
- 7.4 The new affiliated Club/Athletics Mpumalanga reserves the right to withhold the issue of a new license from an athlete who has changed clubs, until the athlete produces a clearance certificate.
- 7.5 Once the athlete has been issued with the clearance certificate, the athlete need to be transferred to the new club, on the ASA system.
- 7.6 The athlete is transferred to the new club, with his/her license number.

## **8. PARTICIPATION**

- 8.1 No club, committee or any other party may enter a competitor in any road race without the consent of the athlete.
- 8.2 Managers negotiating on behalf of an athlete must, on request, produce written evidence that they have the athletes' permission to negotiate on his/her behalf.
- 8.3 Athlete's managers and representatives must be registered with ASA in terms of the rule No. 19.
- 8.4 Race organisers may not refuse entry to members of a club duly affiliated to the relevant Provincial Athletic body without prior consent of the body.
- 8.5 Race organisers may not refuse entry to any competitor on the grounds of politics, race or religion.
- 8.6 Race organisers may require participants to produce a certificate from a registered medical practitioner certifying that the participant is fit to participate in the event.
- 8.7 All entries, properly signed, must be made in the real name of the competitor, and races must also be completed in the competitor's real name.
- 8.8 The furnishing of false information shall constitute grounds for disqualification and disciplinary action.
- 8.9 Race organisers may refuse entry from any athlete on grounds of false information, or for failing to comply with any conditions of entry published or advertised by the organisers.



- 8.10 Race organisers may not accept an entry from any athlete suspended by his club, province; or ASA. Should an entry already have been accepted prior to such suspension, the entry shall automatically become invalid.
- 8.11 Wheelchair competitors may only participate if the organisers make special provision for them and if permission has been granted by the relevant traffic authority.
- 8.12 The following documents will be accepted as proof of age at all events held under the jurisdiction of ASA: (This ruling affects all age group categories)

- 8.12.1 South African ID Document/Card
- 8.12.2 Passport
- 8.12.3 Birth Certificate (since 1994)
- 8.12.4 Driver's license
- 8.12.5 Refugee Permit

- 8.13 Any athlete who cannot produce, upon demand, any of the acceptable Proof of Age Documents will automatically be eligible to compete in the senior or open category only.

## **9. AGE GROUPS: CROSS COUNTRY, ROAD RUNNING, TRACK AND FIELD (INCLUDING RACE AND ROAD WALKING)**

### **9.1 AGE TAGS**

- 9.1.1 The word/categories sub-veterans (SV), Veterans (V), masters (M) and Grand Masters (G) are no longer in use and have been replaced by the age-group category of the athletes, i.e. 30, 35, 40, 45, etc. To be more specific the word "Veterans" is now replaced by the word "Masters" and Masters Athletic now has sub-divisions by age-group categories and not by "name-group" categories e.g. Sub-veterans, etc.
- 9.1.2 It is advised that on purchasing an ASA licence number an athlete must also be issued with two red age category tags which the club can obtain from Athletics Mpumalanga. Please note the tag must denote 5-year intervals, starting from age group 30.
- 9.1.3 Age category tags must be clearly visible in the front and back at the top of the running vest where competing for an age category prize.

### **9.2 AGE CATEGORIES**

- 9.2.1 In all events the age-group categories for male and female athletes must be the same.
- 9.2.2 For Cross Country the age group categories start at 35 years and follow in 5-year intervals.
- 9.2.3 For Road Running the age group categories start at 35 and follow a sequence of 10-year intervals, except for the age groups 35-39. If however, it is deemed prudent by the organisers and sponsors to run any of these events in 5-year intervals, this is also permissible; hence it is a discretionary issue.

### **9.3 PROVINCIAL AND NATIONAL ROAD RUNNING, CROSS COUNTRY AND TRACK AND FIELD CHAMPIONSHIPS**

These must be run in age groups with 5 year intervals, starting at age 35 years for Road Running and Cross Country and 30 years for Track and Field.

## 9.4 DISTANCES AND AGE GROUPS

DISTANCE OF EVENT/RELAY LEG	2 – 5KM	6 – 10KM	11 – 15KM	16 – 21,1KM	22 – 32KM	33 – 42,2KM	43KM+
RECOGNISED WA DISTANCE	2KM	10KM	15KM	21,1KM	30KM	42,2KM	ULTRA
MINIMUM AGE	9 YEARS ON THE DAY OF THE RACE	14 YEARS ON THE DAY OF THE RACE	15 YEARS ON THE DAY OF THE RACE	16 YEARS ON THE DAY OF THE RACE	19 YEARS ON THE DAY OF THE RACE	20 YEARS ON THE DAY OF THE RACE	20 YEARS ON THE DAY OF THE RACE

## 10. CLOTHING DURING RACE PARTICIPATION

- 10.1 Clubs must register their running/competition kit (attire) with AMPU.
- 10.2 Where a manufacturer's logo is displayed it must be in accordance with the rules. No change of club kit or manufacturer's logo, displayed on any garment in the club kit, will be acceptable unless the kit is re-registered with AMPU.
- 10.3 Participants issued with temporary licenses need not wear club colours, but must at all times be decently clothed. No advertising may be worn by participants issued with temporary numbers.
- 10.4 Running vests are not allowed to be taken off during races
- 10.5 All registered/licensed athletes must run in their officially registered club colours, except when representing some other official selected team. Special permission to run in other colours may be granted by the Provincial Athletic body, it's Road Running Commission or ASA.
- 10.6 When representing the province, it is of utmost importance that athletes wear the correct Athletics Mpumalanga attire.
- 10.7 Athletes who win category prizes or race prizes will be expected to appear on the podium/prize giving in their club attire (Track suit or Club Supporters gear).

## 11. ADVERTISING

- 11.1 No athlete's name or photograph may be used in advertising without his/her consent.
- 11.2 Only the following advertising may be displayed on a competitor's attire:
  - i) The sponsor's name on the license/race number
  - ii) The small logo and/or name of the clothing manufacturer,
  - iii) A small logo and/or name of a club, team or individual's personal sponsor. In this case only one sponsor's mark per item of clothing is permitted.
- 11.3 The size of the logo or name of the manufacturer or club, team or individual's sponsor worn on the vest, short or head apparel may not exceed 40mm in height and cover an area larger than 1500mm. Refer to Rule 24.2 of ASA Rules and Regulations.

## 12. TEAMS

There is no limit to the size of a team that a club/province may enter.

- i) Men and Women (open) competition: Minimum of 4 members per gender, no age applicable.

- ii) Organisers may deviate from this rule provided this is clearly stated on the entry form and permission obtained from the Provincial Road Running Body.

### **13. MEASUREMENT OF THE ROUTE**

- 13.1 Routes need to be measured and certified by a qualified Route Measurer, with a Clan Jones. The hosting club or race organiser need to forward a copy of the certificate obtained, to Athletics Mpumalanga. Qualified Route Measurers will be available on the Athletics Mpumalanga website.
- 13.2 For competitions held under ASA Rule 12.1 (a), (b) and (c), the circuit for 20km walk, should, if possible, be a maximum of 2.5km. The circuit for the 50km walk should, if possible, be 2.5 km with a maximum of 5km if held on an “out and back” course. The circuit for the 10km walk, should, if possible, be a maximum of 1.5km. Road courses shall be measured in accordance with Rule 240.3.
- 13.3 Road races shall be run on predetermined roads. When traffic or similar circumstances make it unsuitable, the course duly marked, may be on a bicycle- or footpath alongside the road, but not on soft ground such as grass verges or the like.
- 13.4 The start and finish may be within an athletic arena, on a field or any other suitable open space.
- 13.5 The course shall be measured in accordance with the document on Course Measurement adopted by ASA.
- 13.6 Courses will be defined in the following way:
  - 13.6.1 Standard courses**
    - 13.6.1.1 The course between the Start and Finish must not have an altitude drop exceeding 1m/km.
    - 13.6.1.2 The start and finish points, measured along a theoretical straight line between them must not be further apart than 50% of the race distance.
    - 13.6.1.3 ASA will only recognised records and performances on Standard Courses.
    - 13.6.1.4 Where possible the Race Organizer is advised to organize standard course road races to assist athletes to run legal times, to set records and to qualify for national teams.
    - 13.6.1.5 The length of standard courses shall not be less than the official distance for the event. The uncertainty in the measurement shall not exceed 0.1%
  - 13.6.2 Aided Courses**
    - 13.6.2.1 Those with a nett altitude drop greater than 1m/km but less than 3,5m/km and/or with a start/finish separation greater than 50% of the total distance of the race.
  - 13.6.3 Unrecognised Courses**
    - 13.6.3.1 Any course with a drop between start and Finish in excess of 3.5m/km is an unrecognised course.
    - 13.6.3.2 Any course that has not been measured by a qualified course measurer using the Calibrated Bicycle Method shall be deemed to be an unrecognised course.
- 13.7 ASA reserves the right to order an independent re-measurement of any course by a course validator.
- 13.8 Kilometre markers should be placed along the route for the benefit of all competitors.
- 13.9 The SA Official recognised distances shall be: 5km; 15km; 21,1km; 42,2km; 100km; the marathon relay and standard international recognised ultra distances.
- 13.10 The marathon relay official leg distances run over 6 legs, are: 5km; 10km; 5km; 10km; 5km and 7,2km.
  - 13.10.1 A 50mm wide line shall be painted on the road to denote the beginning/end of each leg. A line 10m before and 10m after shall indicate the 20m take – over zone.

#### **14. OFFICIALS REQUIRED (SEE INFO TO REFEREES, JUDGES, TIME-KEEPERS FURTHER IN DOCUMENT)**

The following qualified officials are required at each race.

- 14.1 Referee
- 14.2 Judges
- 14.3 Time-keepers
- 14.4 3-5 members to form an appeal jury.
- 14.5 Enough additional officials on duty to safeguard the safety of athletes.

#### **15. ENTRY FACILITIES**

Adequate facilities must be available to register each athlete for the race. The following information need to be obtained on the entry:

- 15.1 Name and surname
- 15.2 Licence number
- 15.3 ID number
- 15.4 Nationality (if not from South Africa)
- 15.5 Province
- 15.6 Club
- 15.7 Gender
- 15.8 Age

#### **16. UNREGISTERED ATHLETES**

Unregistered athletes will only be allowed to participate in the races if they do it with an official temporary licence number which can be bought at the race. See point 6.2 above.

#### **17. FOREIGN ATHLETES (ASA RULE 9) & PARTICIPATING OUTSIDE SOUTH AFRICA**

**IT IS IMPORTANT TO REMEMBER: FOREIGN ATHLETES ARE ATHLETES FROM OUTSIDE SOUTH AFRICA, WHILE SOUTH AFRICAN ATHLETES PARTICIPATING OUTSIDE SOUTH AFRICA, ARE SEEN AS FOREIGN ATHLETES IN OTHER COUNTRIES.**

- 17.1 In terms of WA rule 4.2 foreign athletes affiliated to Members so listed (of WA) must provide a clearance permit to ASA to compete in any event in South Africa. Event organisers on receipt of a clearance permit from a registered foreign athlete as defined in rule 9.1 must forward such permit to ASA.
- 17.2 Any athlete that cannot provide a valid South African Identity document must be treated as a foreign athlete.
- 17.3 Foreign athletes as defined in ASA Rule 9.1 MAY NOT be issued with an ASA Permanent License
- 17.4 Foreign athletes with permanent residency in South Africa or who has been granted South African Citizenship, but has not yet been authorised to change allegiance, may join a local club and apply to be issued a **Foreign Athlete Licence Bib**
- 17.5 A Foreign Athlete Licence Bib shall not be issued to a foreign athlete until copies of the relevant documentation referred to in ASA rule 9.12.2 have been submitted to Athletics Mpumalanga, by the club, who shall then authorise the issue of the Foreign Athlete Licence.

- 17.6 Athletes with this Foreign Athlete Licence bib, may not form part of a team from that club until they qualify as described in ASA rule 9.10.
- 17.7 Until the foreign athlete has been declared eligible, the onus shall be on the club to register the athlete for a Foreign Athlete Licence which will indicate to the technical officials at each event of the ineligibility of specific foreign athletes to be part of their club team.
- 17.8 If, in contravention to the above, a foreign athlete is issued an ASA permanent license or receives prizes or prize money while wearing the colours of a local club, the club at fault will be held responsible for the violation of this rule and will face disciplinary action by ASA. The registered foreign athlete concerned will be reported to his/her national federation for possible disciplinary action.
- 17.9 Foreign athletes must take note of ASA Rule 2 regarding prizes and prize money.

## **18. UPGRADING OR DOWNGRADING OF RACES**

- 18.1 Athletes must upgrade or downgrade PRIOR to the race starting.
- 18.2 Where the athletes of different distances are indicated by means of different coloured race bibs/entry cards, the athlete must obtain the correct race bib/entry card and pay the difference, in case of an upgrade.
- 18.3 In the case where organisers cannot provide the athlete with the correct race bib/entry card as proof of the upgrade, the athlete need to obtain proof of payment of the difference, which can be produced to the referees in case of an enquiry or to get prize money/medal.
- 18.4 Should an athlete decide to downgrade in/during a race, thus running a shorter distance than entered for, the athlete need to inform the Referee at the finish of this downgrade.
- 18.5 Athletes who upgraded or downgraded in/during a race will not be considered for any prizes.

## **19. ACTION OF ATHLETES DURING RACES**

- 19.1 Athletes must cause the least of inconvenience to the other road users.
- 19.2 Athletes must be polite to other road users.
- 19.3 Instructions of officials or referees must be obeyed at all times.
- 19.4 Athletes must run the route by foot and may not be assisted.
- 19.5 No shortcuts may be taken and no part of the route may be in done in a vehicle.
- 19.6 Any athlete who is an embarrassment to his club or AMPU, may be disciplined. If the club fails to discipline the athlete, AMPU has the responsibility to discipline the athlete.
- 19.7 When an athlete represents the province and his/her behaviour causes embarrassment to the province he/she may be disciplined. The best behaviour is expected of each athlete from the time he/she reported to the team manager until his/her official duties are completed.

## **20. REFRESHMENT STATION AND SECONDING**

### **20.1 Refreshment stations**

- 20.1.1 Refreshments must be supplied as follows:
  - a. 0-8 km race: 1 refreshment station
  - b. 8-10 km race: 2 refreshment stations
  - c. 10km and further: refreshment stations should not be more than 3 km from each other.
- 20.1.2 Enough beverages/water must be provided at each refreshment station to cater for all athletes.
- 20.1.3 Water and other suitable refreshments shall be available at the start and finish of all races.

- 20.1.4 For all events up to 10km, refreshment stations shall be provided at suitable intervals, if weather conditions warrant such provision.
- 20.1.5 For all events 10km or longer, refreshment stations shall be provided at approximately 5km and, thereafter, at approximately every 5km or every lap. In addition, refreshment stations, where water only shall be supplied, shall be approximately, midway between the refreshment stations or more frequently if weather conditions warrant such provision.
- 20.1.6 Clubs need to implement ASA Rule 28 concerning Littering and make necessary provision at the Refreshment stations.

## **20.2 Action of Seconds During Races (Seconding)**

- 20.2.1 All rules which apply to athletes (see Household rule 18), apply to seconds.
- 20.2.2 All race rules will be obeyed by the second.
- 20.2.3 No seconding from vehicles, refreshment stations or moving objects are allowed.
- 20.2.4 If allowed in races, seconds may only assist an athlete 100m (at the most) before and after refreshment stations.
- 20.2.5 Seconds and their vehicles may not cause any inconvenience to other athletes or road users.
- 20.2.6 Seconds may not carry or push an athlete.
- 20.2.7 Seconds may not drive or cycle next to an athlete.
- 20.2.8 If seconds are not allowed at races, seconding may only take place at a refreshment station.
- 20.2.9 If a second does not obey these rules his/her athlete may be disqualified.
- 20.2.10 There is no restriction on the number of times that a runner may be offered refreshments during a road race, or what the nature of the refreshments shall be, provided that;
  - 20.2.10.1 Illegal stimulants in terms of the WA ruling are not used;
  - 20.2.10.2 The domestic rules of the race organisers are not used;
  - 20.2.10.3 Seconds do not create a traffic hazard or interfere excessive with the normal flow of traffic along the road;
  - 20.2.10.4 Seconding is not conducted directly from a vehicle (including two-wheeled) whether stationary or moving.
- 20.2.11 Where race organisers impose a restriction on personal seconding, they must provide refreshment stations at least every 5 kilometres in races up to and including 20,0km and at least every 3 kilometres in longer races.
- 20.2.12 The athletes may provide their own refreshments which can be made available to them at the refreshment station nominated by themselves. The refreshments shall be placed in such a manner that they are easily accessible to the competitors or so that they may be put into the hands of the competitors. Refreshment stations should also include sponging facilities.
- 20.2.13 Runners who take refreshments at a place in violation of the restrictions imposed by the organisers, render themselves liable for disqualification.

## **21. PHYSICAL ASSISTANCE**

- 21.1 Athletes may receive assistance during an event, provided this assistance is not considered excessive and does not give the athlete an unfair advantage over other competitors. Such assistance may range from advice, intermediate times, massaging, changing of shoes, etc.
- 21.2 Practices which are definitely not allowed include the following:

- 21.2.1 Pacing (non-competitive running) which is defined as someone running alongside another competitor, where the pace setter:
- i) is not a bona fide entrant in the race;
  - ii) has been lapped;
  - iii) re-joins the race after having temporarily retired
  - iv) does not start with the other athletes.
- 21.2.2 Where permitted in race rules, seconds or team officials may assist athletes only at designated refreshment stations by handing them refreshments and water. Seconding is not allowed outside the designated refreshment stations. Seconds/officials shall not, under any circumstances, run beside an athlete while he/she is taking refreshment of water. The stand and hand rule shall apply. No bystander, team manager or any other interested person may run or travel alongside or near a competitor for any distance whatsoever.
- 21.2.3 An athlete may not be physically supported by any person including medical personnel or other competitor at any stage during the race.
- 21.2.4 Although men and women often run together, technically speaking they are running separate races. A man who is entered in the men's race but then obviously and intentionally runs with a women, in order to give her an advantage, is therefore guilty on contravening the pacing rule.
- 21.2.5 A decision on whether an athlete was excessively helped or whether assistance given altered the result of the race, rests with the referee and the Jury of Appeal. They may at their discretion, reverse or alter positions or disqualify an athlete. Such action will usually follow an objection.

## **22. ILLEGAL STIMULUS**

All participants in road races are subject to the doping regulations as laid down and applied by ASA and WA. See ASA Rules and Regulations.

## **23. FIRST AID/MEDICAL**

- 23.1 Each event organiser/club must try to make provision for first aid facilities. Such facilities must be provided by any of the first aid groups in South Africa. At Provincial championships and races of 42 km and longer it will be appreciated if a doctor could be on duty.
- 23.2 A hands-on medical examination during the progression of an event designated medical personnel clearly identified by the Organising Committee shall not be considered as assistance.
- 23.3 A competitor shall retire at once from the race if ordered to do so by a member of the official medical staff appointed by the Organising Committee. Such staff shall be clearly identified by armbands, vest or similar distinctive apparel.
- 23.4 A doctor or suitable qualified paramedic with facilities to treat athletes suffering from heat exhaustion must be available to report to the finish.
- 23.5 Other first aid attendants must on duty in a mobile vehicle along the route. They shall carry water and ice packs with them.

## **24. SAFETY**

- 24.1 The organisers of all road races must take care to ensure the safety of all competitors. Marshals and/or traffic officers stationed at various points along the route must be obeyed at all times.
- 24.2 No animals will be permitted to run with their owners.

- 24.3 No 2 or 4-wheel carts/prams which are mechanically operated by participants, will be permitted to participate without special permission of the organisers and traffic authorities.
- 24.4 All road Junctions carrying significant traffic must be controlled by the appropriate authorities, or competent marshals wearing conspicuous tabards or bibs.
- 24.5 At least one marshal must follow at the back of the race, to ensure that all competitors are accounted for.
- 24.6 This rear-guard marshal must not travel faster than a competitor assumed to be running at an even pace to finish at the announced time limit.
- 24.7 If the rear-guard marshal passes a competitor, he must inform the competitor he is retired from the race. The competitor must be offered transport to the finish
- 24.8 Marshals must remain in place until the rear-guard marshal has passed.

## **25. PRIZES**

- 25.1 The organising club is responsible to pay all prizes as advertised on the flyers. Clubs who infringe these rules will be prosecuted.
- 25.2 Where prize money is offered, it must be the same for male and female athletes, in all disciplines of athletics. This remains the discretion of the organisers of each and every event and is therefore an issue for negotiation between the organisers and their respective sponsors.
- 25.3 An athlete may be eligible for a prize in his/her specific age group category, where the age category sign is displayed on the vest and proof of Identification is available.

## **26. RACE RESULTS**

- 26.1 The following race/race day information must be captured in the results of races (Referee Report)
  - 26.1.1 Race name
  - 26.1.2 Distance
  - 26.1.3 Name of the Organizing club
  - 26.1.4 Weather conditions
  - 26.1.5 List of the prize winners
  - 26.1.6 Date of the Race
- 26.2 The following information of each athlete, must be captured:
  - 26.2.1 Position
  - 26.2.2 Name and surname
  - 26.2.3 Licence number followed by the provincial abbreviation (234AMPU/CGA)
  - 26.2.4 Club
  - 26.2.5 Province
  - 26.2.6 Age or Category
  - 26.2.7 Gender
  - 26.2.8 Time
- 26.3 If an athlete is disqualified the word "DISQUALIFIED (DQ)" must be indicated next to his/her name.
- 26.4 The results must be displayed within a reasonable time at a specific place.
- 26.5 ALL Results must be sent to the Athletics Mpumalanga Office and Road Running Commission Chairperson within 14 days (2 weeks) after the race.
- 26.6 Referee evaluation forms / Referee Reports and category winner sheets must be submitted to the Road Running Commission Chairperson within 7 days after the race. 42km Referee Reports must be sent to AMPU, to remain a Comrades qualifier.



## **27. PROVINCIAL REPRESENTATION**

- 27.1 AMPU has the first option on athletes when selecting athletes to participate in the National Championships.
- 27.2 An athlete who was selected for the team and withdraws:
  - 27.2.1 Due to injury or sickness: Must give a medical certificate of sickness or injury
  - 27.2.2 Because of other reasons: Must give written notice to the team managers
  - 27.2.3 May not participate in any races 14 days before or after the National Championship.
- 27.3 During Provincial representation athletes must obey the rules as laid down by the team managers.
- 27.4 With prize giving, athletes are expected to be in their Mpumalanga Track Suit or attire as explained by Team Management.

## **28. FINES /PENALTIES**

- 28.1 ASA or AMPU may enforce penalties on any Event Organiser who violates the regulations governing licensing or numbering.
- 28.2 Athletics Mpumalanga may impose penalties/fines on race organisers that do not comply with the littering rule of ASA (Rule 28).
- 28.3 Athletics Mpumalanga may impose penalties on athletes reported by Race Referees as having been issued a Yellow or Red card for littering.
- 28.4 ASA reserves the right to penalise Technical Official who fail to adhere to ASA Domestic Rules, Clause 15. To avoid doubt, an unregistered or suspended Technical Official that officiates at an ASA registered event is also liable to penalty under this clause.

## **29. SOCIAL MEDIA**

Where Clubs or Athletics Mpumalanga are being slandered in social media, or where any officials in their capacity of Athletics Mpumalanga official are threatened in any way, a warning will be issued to the transgressing athlete/member. Where this behaviour is repeated, it may lead to Disciplinary action.

## **30. DISCIPLINARY ACTION**

- 30.1 Any transgressions and suspensions/disqualifications in a race need to be reported to the Head Referee and/or Organising Club. The Referee must record all details on the Referee report which must be submitted to Athletics Mpumalanga.
- 30.2 In transgressions which can be handled by the club, AMPU will refer the details to the club to handle the Disciplinary action.
- 30.3 Clubs/Athletes must submit all their complaints, in writing, to the Disciplinary Committee of AMPU within 7 days after the notification.
- 30.4 Any athlete, official or administrator who deliberately contravenes the domestic regulations or Constitution of this club, province or ASA or brings athletics in disrepute in any other way, will be subject to disciplinary action by his/ her club, province or ASA. Such action may take the form of a suspension or a fine or any form of punishment considered appropriate. The line of appeal against such punishment is through the Provincial Athletic body, the ASA Disciplinary Committee and finally the ASA Council.
- 30.5 Any person wilfully competing against a suspended athlete, will be subject to disciplinary action. Suspended athletes participating in races, need to be reported to the Technical Officials and or the organising club.
- 30.6 Any person who, while suspended, enters or attempts to enter a road race, will be liable for further suspension. No club or member may accept an entry form from such a suspended athlete. It is the organisers' responsibility to ensure that all such suspended, or other unofficial runners, are denied entry to any race under their direct control.

- 30.7 Any disqualification in any event must be reported to Athletics Mpumalanga for possible further action.
- 30.8 Only the Board of ASA is empowered to restore the amateur status of an athlete. Application for the reinstatement order must be made to the Provincial Athletic body, whose area the applicant is resident. The Provincial body shall enquire into the circumstances and submit an application together with its recommendation to ASA.
- 30.9 If an athlete's action embarrasses AMPU, disciplinary action can be taken against the athlete
- 30.10 The settlement of any dispute or appeal will rest with the Disciplinary Committee of ASA. Any further appeal must be made to the ASA Board in writing within 14 days.

**NB: *If athletes or clubs disobey these rules the Disciplinary Committee of Athletics Mpumalanga may take actions which may include:***

- 1: A Warning
- 2: A Suspended sentence
- 3: A Disqualification
- 4: A Suspension which can be from 1 day to lifelong
- 5: A Fine
- 6: A Termination of Affiliation

If there is any uncertainty concerning the Household Rules, please contact the Chairman of the Road Running Commission who will be able to assist you in your enquiry.

## **SPECIAL RULES FOR FUN RUNS, ULTRA RACES, TRACK RACES, ROAD RACES & RACE WALKING**

### **ALL OF THE ABOVE RULES WILL APPLY TO THE EVENTS BELOW, EXCEPT FOR FUN RUNS**

#### **31. FUN RUNS**

- 31.1 These are fun runs which are staged with the permission of Athletics Mpumalanga on an approved date and where the distance is **4.9 km or less**.
- 31.2 No referees or time keepers are required at a fun run.
- 31.3 No prize money or money vouchers may be given to the winners of a fun run.
- 31.4 The only prizes that may be awarded at fun runs are lucky draw awards that involve a process that provide an equal opportunity to all to win.
- 31.5 Licensed and unlicensed athletes may participate in these events.
- 31.6 Licensed athletes participating in fun runs, need not wear club colours or display their license numbers during races.
- 31.7 Licensed athletes shall still be subject to the Rules of conduct of the Provincial Athletic Body and ASA, while participating in a fun run or in activity related to it.

#### **32. ULTRA MARATHONS/RACES**

##### 32.1 Definitions:

- 32.1.1 An Ultra marathon event is any footrace incorporating a continuously times section longer than a marathon (42.195km/26 miles 385 yards)
- 32.1.2 A trail ultra-event is a race taking place on circuit specifically built for athletic competition.
- 32.1.3 A track ultra-marathon event is a race taking place on a course specifically built for athletic competition, primarily on unpaved paths, tracks and trails unsuitable for ordinary vehicles.
- 32.1.4 A road ultra-marathon event is a race not in either category 23.2 or 23.3.
- 32.1.5 An indoor ultra-marathon event is a race taking place on a circuit completely under cover. At present no distinction is made as to whether such a circuit was built for athletic competition.
- 32.1.6 A championship event is a race endorsed as such by the Provincial body or ASA who are qualified to grant such status.
- 32.1.7 A handler is an individual who provides personal support of any kind to individual competitors or particular teams. The term includes team manager, coach, masseur as well as friends and families looking after food, drinks, clothing and providing other permitted assistance.

##### 32.2 Race Rules:

- a. All ultra-races must be held under the rules of ASA for road events, including those listed in this section.
- b. Permission from Authorities – The organiser is responsible for obtaining permission to conduct the event from all authorities who have the jurisdiction over the area(s) in and through which the event takes place.
- c. Communication and safety – The organiser is responsible for all communication and safety aspects of the event. This includes obtaining appropriate insurance cover.

### 32.3 General:

#### 32.3.1 Competition:

- a. A race must be held in fair (bona fida) competition. It is forbidden for any competitor to receive an unfair advantage.
- b. There should be a minimum of five competitors.
- c. Time limits – A time limit should be imposed on longer ultra-marathons which are defined by distance, i.e, 100km, 100 miles. This time limit should take account of the quality of the field and the conditions of the race (particularly making allowances for the difficulty of the course and variations in weather conditions).
- d. Cut-off times – In some events cut-off times at specific points along the course may be necessary, enforcing retirement from the race on those athletes arriving after such time.

#### 32.3.2 Entry:

- a. Conditions of entry – Organisers should impose and publish suitable conditions of entry. All entries meeting these conditions, should be accepted until the maximum numbers of entrants has been reached.
- b. Entry restriction – Entries restricted by qualifying performance or a maximum number of competitors, must be clearly stated and treated appropriately. Unfair restrictions discriminating against certain potential competitors, must not be used.

#### 32.3.3 Recording:

- a. Lap recording – In every track or road multi-loop ultra-marathon a complete set of lap times must be produced for each competitor. The cumulative time (hours, minutes and seconds) for each completed lap must be taken and recorded on the lap sheet immediately following the competition of each lap.
- b. Lap recorders – on a small loop or track there should be a lap recorder for each competitor. This recorder may be replaced by another during a long race.
- c. Timing for recorders – A display clock should be placed at the start/finish line. Then lap recorders can read off the time as their competitor crosses that line. If such a clock is not available:
  - 1) each lap recorder must have a timer (watch) or
  - 2) a timekeeper must call out the cumulative time at the end of the lap for all competitors throughout the race.
- d. On a lap recording sheet there should be:
  - 1) cumulative distance covered for each successive lap (or small group of laps, eg. 5 laps on a 400 metres track);
  - 2) cumulative elapsed lap times;
  - 3) successive lap split times;
  - 4) comment column for notes, e.g. walking eating, times of departure and return to track etc.
- e. Back – up recording
  - 1) It is recommended that a double control sheet is maintained by a separate recorder. He would write all the numbers of the passing athletes (no times) in order of passage. The time of starting and finishing that double control sheet must be shown clearly. An alternative to this would be a suitable proven computer lap scoring system.

- f. Location of recorders and facilities
  - 1) Lap recorders should be seated under cover on or near the start/finish line. They should be located on the outside of the track or loop, a few metres from the running lanes. They should have a clear view of the competitors at all times. For this reason, the area in front and several metres either side of the recorders must be cordoned off. Recorders must be disturbed as little as possible. Distractions cause errors.
  - 2) Adequate lighting must be available at night, with back – up facilities in case of power failure.
  - 3) Any food and drinks station, toilet or results board should be located a minimum of 20 metres beyond the start/finish line. This discourages competitors from lingering near the start/finish line confusing recorders.

#### 32.3.4 Race Information:

- a. Race boards showing race order and distance covered should be displayed and updated at frequent intervals, i.e. each hour in a 24 hour race. Such boards should be placed where runners and officials can see them. In shorter loop races a race board with laps completed should be displayed.
- b. Result sheet – the organisers must produce a result sheet showing final times/distances and split times within a reasonable time following the race.

#### 32.3.5 Distance Measurement:

- a. Measurement methods:
  - 1) a track or indoor course should be measured by steel tape (see ASA Rule 161)
  - 2) a road course should be measured by calibrated bicycle, along the shortest course available to the competitors on the day of the race. A short course prevention factor of 0,14 must be added to calibrated bicycle measured courses. Measurement must be in accordance with the procedures of the ASA Course measurement manual.
  - 3) A trail course should be measured by the most accurate method practical in the circumstances. The method used must be stated in the race documentation.
- b. Partial lap measurement:  
Measurement of any partial laps needed to complete intermediate distances not finishing at the start/finish should be completed before the race. A steel tape or the calibrated bicycle method, should be used (see above)
- c. End of race procedures:
  - 1) In races over a fixed time period (eg. 24 hours) a gun is fired to mark the end of a race. A warning whistle (or other signal) may be sounded one minute before the finish. The exact finishing point of each competitor is the heel of the rear foot.
  - 2) The distance is measured from the nearest convenient, accurately measured distance marker. Measurements should be rounded down to the nearest centimetre and recorded. After measurement, all distances are rounded down to the next whole metre. For record purposes, distances must be measured by a steel tape.
  - 3) In road races with loops longer than 1km, a shorter lap for competitors to use for the last fifteen minutes may be organised. This aids quick and

accurate measurement of the final part laps. This shorter lap should have the same start/finish line as the main lap, separate prepared lap sheets must be used for this short lap.

- d. Measurement of distances at intermediate time periods:
- e. Distances at shorter time period (i.e. 12 hours in a 24 hour race) should be measured in the same way (see 24.2.1.4 © 1 & 2). Otherwise the distance must be recorded as the distance of the last completed lap immediately prior to the end of the time period.

#### 32.3.6 Support and Handlers:

- a. Refreshment (food and drinks) stations must be set up at appropriate intervals, i.e. 2-3km in a road race.
- b. Handlers may assist the competitor with food and drinks, changes of clothing, medical requirements, information and similar permitted support. It is recommended that Race Directors limit such permitted help to specific part of the course track. In a road race this should take place within 100 meters of the official refreshment or water stations. Within the designated assistance areas refreshments are not restricted in frequency or amount.
- c. Assistance handlers must only last a few paces. Physical aid to competitors' forward movement (pushing, support) are forbidden. Such physical assistance is only permitted where the athlete's medical condition gives serious concern. In such cases the Race Director/Referee should decide whether the competitor is allowed to continue in the event (in consultation with the Medical Officer.)
- d. Conduct of handlers – handlers must not interfere in any way with the progress or well-being of other competitors or officials. They must not obstruct the public use of road/path/trial.
- e. Pacing by handlers or others are forbidden.
- f. Handlers who contravene the rules must be asked to leave the course for the duration of the event. Failure to comply may result in the disqualification of the athlete.
- g. Medical Officer – Race organisers should appoint a Medical Officer with professional credentials. The official should have the power to withdraw a competitor from the race if (in his professional judgement) the competitor is not fit to continue. The Race Director must be informed immediately of such a decision

#### 32.3.7 Leaving The Event:

- a. A competitor may leave the course/track under his own power or in a vehicle at any time during the competition. The competitor may return to the course/track either under his own power or in a vehicle. On a track or multi-loop course his lap recorder must be informed on each occasion.
- b. If the time spent off the course is judged to be needlessly excessive by the Referee, then the competitor may be considered to have retired from the race.
- c. Leaving the track/course – To avoid confusion there should only be one point of exit/entry to a track (preferably next to the lap recording area).
- d. The competitor must rejoin the course at exactly the same point at which he left it and must thereafter continue under his own power.

- e. In races over a fixed time period (eg. 24hours/48hours) it is not necessary for a competitor to be on the track/course at the end of the race. The winner is the competitor who covers the greatest distance during the race.
- f. Mark the point of departure from a road race – In road races without designated Refreshments stations, handlers should be provided with a suitable marker to be placed in a clear view exactly at the point where the competitor leaves the course. The competitor must return to the course at that point. Cones with competitors' numbers affixed to them should be used.
- g. Retiring from a race – **Competitors who withdraw from the race must inform a race official immediately.**

### 33. TRACK RACES:

#### 33.1 Tracks:

- a. Track border; Track ultra-marathons must be held on track with either a raised border, or with cones, flags, or posts with connecting rope or wire which may reserve as such a border.
- b. Track measurement; Tracks of any size (either indoor or outdoor) must be Measured by the prescribed steel tape method at the inside edge of the inside lane (see ASA Rule 161).
- c. Size – Outdoor tracks should be not less than 300 metres and not more than 500 metres. Smaller tracks may be used indoors.

#### 33.2 Right of Way:

- a. All competitors in single – file forward motion have the right of way to the inside lane, whether they are running or race – walking. Any competitors intentionally proceeding two or more abreast must give inside lane right of way to the single – file competitors.

#### 33.3 Reversing:

- a. Informing competitors, Competitors must be informed of such a reversal requirement before the start of the race.
- b. Timing of reversal. In fixed time events of 12 hours and longer, competitors may be required to reverse direction around the track (usually every 3 hours to 6 hours).
- c. Reversing procedures
  - 1) When a signal is given, competitors must complete the lap in progress by crossing the start/finish line, and then reverse direction. During this procedure, athletes who have not yet reversed must have priority in the inside lane.
  - 2) Athletes who return to the race following direction reversal, must complete the lap they started before they left the track. They then reverse direction after crossing the start/finish line. Such athletes do not receive priority in the inside lane.

#### 33.4 Handlers/Refreshments/Information:

- a. Assistance
  - 1) Handlers must not give assistance inside the first three lanes in use in the competition.
  - 2) Assistance may be given from the infield only if it does not obstruct the progress of other competitors. It must not last longer than a few paces.
  - 3) It is forbidden for handlers to accompany competitors in front of the lap recording area.
  - 4) Refreshment stations and result boards, should be sited on the outside of the curve.

### **34. ROAD RACES:**

1. Road Races are subject to the rules of ASA are confined to amateurs as defined by the WA.
2. Although men and women participate in the same event for convenience, they are technically regarded as separate races and men and women competitors do thus not compete against each other. Likewise, officially speaking, women do not compete in men's races and vice versa.

#### **34.1 Recording:**

- a) On shorter out and back and large loop road courses Times must be taken at the turn-around point, or the farthest point of the loop on shorter out and back courses, and large loops (over 100km). This is an additional safeguard against cutting the course.
- b) On longer out and back and point – to – point road courses Times and Numbers should be recorded at regular intervals (eg. 10km, 10miles) on longer out – and – back and point-to point courses. These points should be clearly marked by distance sign boards.

#### **34.2 Intermediate Marks:**

- a) Split times and distances should be taken and measured to the same accuracy as the event itself. The same method should also be used.
- b) Bicycles and motor vehicles.

#### **34.3 Support And Pacing:**

- a) Handlers may provide permitted support only within 100 metres of the official refreshment and water stations.
  - 1) Handlers may travel between permitted handling points (food and drink stations) by bicycle or motor vehicle.
  - 2) Only one such support bicycle or vehicle is allowed per competitor.
  - 3) Such support bicycles or vehicles are forbidden to support their competitor whilst the bicycle or vehicle is in motion.
  - 4) It is forbidden for such handlers to ride with the runner either alongside, in front or behind. They must ride ahead to the permitted handling points.
- b) Shielding – Shielding is forbidden, this occurs when a motorised vehicle or bicycle is driven just in front or alongside the competitor at the speed he is running or walking (usually with the purpose of shielding the competitor from wind).
- c) In long multi-day events race rules may permit the vehicle or bicycle to come closer behind at night (so that its light illuminate the competitor in the interest of safety). In such events dangerous traffic may require an escort at all times for this protection.

### **35. RACE WALKING**

#### **35.1 Definition:**

Race Walking is a progression of steps so taken that the walker makes contact with the ground, so that no visible (to the human eye) loss of contact occurs. The advancing leg shall be straightened (i.e. not bent at the knee) from the movement of first contact with the ground until the vertical upright position.

#### **35.2 Judging:**

- a) The appointed Judges of Race Walking shall elect a Chief Judge, if one has not been appointed previously. In competitions held under Rule 12.1(a), the Chief Judge shall not act as a race Walking Judge, but act as the supervising official for the competition.
- b) All the Judges shall act in an individual capacity and their Judgements shall be based on observations made by the human eye.



- c) In road races, depending on the size of the course, there should normally be a minimum of six to a maximum of nine Judges including the Chief Judge. In track races, there should normally be six Judges including the Chief Judge. In competitions held under WA Rule 12.1 (a), all Judges shall be members of the WA Panel of International Race Walking Judges.

### 35.3 Caution:

Competitors shall be cautious when, by their mode of progression they are in danger of failing to comply with paragraph 1 above. They are not entitled to a second caution from the same Judge for the same offence. Having cautioned a competitor, the Judge shall inform the Chief Judge of his action after the competition.

### 35.4 Warning and Disqualification:

- a) Each Judge's proposal for disqualification is called a warning. Competitors shall be given warning when, by their mode of progression; they fail to comply with paragraph 1 above by exhibiting visible loss of contact or bent knee during any part of the competition.
- b) When a competitor receives a warning from three different Judges, the competitor shall be disqualified and informed of this disqualification by the Chief Judge.
- c) In competitions held under WA Rule 12.1 (a), not more than one Judge from each country can be invited to officiate. In all other competitions, either directly controlled by WA or taking place under WA permit, in no circumstances shall two Judges of the same nationality have the power to disqualify.
- d) If it is impractical to inform the competitor of the disqualification during the race, disqualification shall be given immediately after the competitor has finished.
- e) A white sign with the symbol of offence on each side, shall be shown to the competitor, when a caution is given. A red sign symbolises the disqualification of the competitor. The latter may only be used by the Chief Judge.
- f) In track races, a competitor who is disqualified shall immediately leave the track and, in road races, he shall, immediately after being disqualified, remove the distinguishing numbers which he is wearing and leave the course.
- g) A warning posting board shall be used to keep competitors informed about the number of warnings that have been handed in to the Chief Judge for each competitor.

### 35.5 Safety:

- a) The Organising Committee of Race Walking events held on roads shall ensure the safety of competitors. In competitions under Rule 12.1 (a), (b) and (c) the Organising Committee should, where possible, ensure that the roads used for the competition are closed in both directions; that is, not open to motorised traffic.
- b) In competitions under Rule 12.1 (a), (b) and (c), the Road Race Walking events shall be scheduled to start at a time to ensure that walkers finish in daylight.

### 35.6 Leaving The Event:

In Road Race Walking and in Track Race Walking events of 20km or more, a competitor may leave the track with the permission and under the supervision of a Judge, provided that by going off course he does not lessen the distance covered.

## **INFO TO JUDGES, TIMEKEEPERS AND REFEREES**

All officials must report to their posts at least 15 minutes before their duties commence, unless instructed to report earlier.

### **36. REFEREE:**

- 36.1 The referee must be available at least half an hour before the start of the first event to verify the correctness of the installations, implements, etc. to be used during the event. Any modifications, additions, corrections, etc must be brought to the attention of the Technical Manager for ratification. All equipment and facilities must be correct and in place at least 30 minutes before the start of the event.
- 36.2 The referee must remain at the venue of competition until half an hour after the announcement of the event.
- 36.3 The Referee is the most senior official and if necessary should oversee and can overrule the decisions of other officials. He/she also has jurisdiction over all officially appointed personnel, officials and official vehicles on the route during the course of an event. He/she has no jurisdiction over the Jury of Appeal and the Dope Testing Official.
- 36.4 The Referee should oversee the start of the race, which may not start until he/she is satisfied that TV and other vehicles are well clear and that the race may begin. The Referee travels the course during the event looking out for deliberate contraventions of the rules. It is within his/her power to warn and/or disqualify an athlete if any offence is considered deliberate and serious enough and if he/she considers that it had a bearing on the result of the race.
- 36.5 It is the Referee's responsibility to ensure that the rules of road running are correctly applied and also to rule on matters that arise during a race and for which provision has not been made in these Rules, and to ensure that the event is a fair competition.
- 36.6 The Referee shall also rule on any dispute or incident not witnessed by him/her personally. Such incidents should be reported by any official or dissatisfied party, together with the offenders' race numbers or names, as soon as possible. For this purpose the Referee and race organisers must liaise to ensure that the referee can be contacted at the end of the race. The Referee must remain at the venue until the prize giving has been completed.
- 36.7 It is also the Referee's responsibility (with the help of an assistant referee) to monitor the leading group of athletes, as well as the first 5-10 runners in each age category throughout the duration of the event.
- 36.8 In the event of any action having been taken against an athlete, the Referee must report this to the results official to ensure that the results are produced accurately.
- 36.9 The Referee should proceed to the results room after the bulk of the field has finished, in order to check the accuracy of the results.
- 36.10 The results may not be released without the approval of the Referee.
- 36.11 Any complaint against an athlete must be filed with the Referee within 20 minutes after the conclusion of the event (cut-off time, or last runner has completed the race).
- 36.12 An athlete must be notified of any disciplinary or penalising action taken against him/her within 30 minutes of the conclusion of the event. If not possible due to the athlete's absence, the controlling body will notify him/her through the relevant club.
- 36.13 The Referee must submit a race report detailing all transgressions and disqualifications to the relevant controlling body within 14 days after the conclusion of the event.
- 36.14 The Referee may not compete in the event in which he/she is officiating.
- 36.15 The Referee should be clearly identified.
- 36.16 Any competitor who has been disqualified or warned that he may be disqualified, must be permitted to finish the race, to enable him/her to appeal against the disqualification.
- 36.17 Assistant Referees should be appointed to assist the Chief Referee, if race conditions so warrant.

- 36.18 Only national Referees may be appointed as the chief referee in national events, A-grade permit meetings and national prestige events, and shall be appointed by ASA.
- 36.19 It is the Referee's responsibility to warn an athlete of the implications of refusing a dope test.
- 36.20 In road races, cross country and road walking events a separate Referee shall be appointed as:
- a) Route Referee
  - b) Start/ Finish Referee
- 36.21 The Route Referee travels the course during the event in order to observe deliberate contravention of the Rules. It is within his powers to disqualify a runner if any offence is considered deliberate and serious enough i.e. running off course, disobeying Marshals, etc, or if he/she considers that it had a bearing on the result of the race.
- 36.22 Any incident not witnessed by the Route Referee personally must be reported to the Route Referee by any dissatisfied party for a decision.
- 36.23 In the event of any action having been taken against a runner, the Route Referee must report this to the Collar of results to ensure that the results are reproduced accurately.

**37. STARTER:**

- 36.1 A qualified official must be appointed to control the start. However, a dignitary such as Mayor or sponsor's representative may actually fire the gun upon the official starter's instructions.
- 36.2 The official in charge of the start must ensure the following immediately to starting the event.
- a) Liaise with the Referee to ensure that he/she is satisfied that the start can take place;
  - b) Attention of the Time-keepers;
  - c) TV vehicle, lead vehicle, etc. is well out of reach of the runners;
  - d) That if there is a lead vehicle, it has been pointed out to the runners expected to do the front running.
  - e) That all runners are behind the line.
  - f) It is his/her responsibility to ensure a fair start

**38. JURY OF APPEAL:**

- 38.1 The Jury of appeal must consist of no less than three and no more than five members, whose function will be to deal with objections against the referee's decision.
- 38.2 All appeals must be lodged with the race organiser in person or in writing, within 30 minutes of the offender having been notified. Appeal must be accompanied by R500-00. If athlete is found guilty, the R500 will be paid over to AMPU. Athlete will be refunded if found not to be guilty. This fee will be refunded if the objection is upheld. The payment may be waived at the discretion of the convenor of the Jury of Appeal. A copy of the appeal and decision must be sent to the controlling body.
- 38.3 All members of the Jury of Appeal must be qualified Road Running Referees (Technical Officials). In National Championships, A-grade permit meetings and prestige events this member of the Jury of Appeal must be a National Road Running Referee.
- 38.4 Any appeal against results of a race must be made to the organisers, who may then call upon the Jury of Appeal to open an enquiry into the circumstances leading to the appeal.

**39. TIME-KEEPERS/ KEEPING AND POSITION RECORDING:**

- 39.1 Time-keepers must be qualified Road Running Officials or ASA Time-keepers.
- 39.2 The Time-keepers must be in line with the finish and on the opposite side to the Judge.
- 39.3 In road races, cross country races and road race walking events, at least 2 Timekeepers shall do duty at a race. Running time will be taken. The Chief Timekeeper reads out aloud the running

time, which is recorded by the time recorder on a record sheet against the position of the athletes as they finish.

- 39.4 The Time Recorders record the time of each competitor who crosses the line, irrespective of whether they consider him/her as non-official or an official finisher of the race. (Similarly, the Chief Time keeper reads the finishing Time of each athlete crossing the finish line).
- 39.5 The Chief Position Recorder (at the end of the tunnel) receives the position disc in respect of every athlete who passes by the table and records it against the athlete's number and name.
- 39.6 For record purposes, in the men's and women's open categories, three stopped times must be checked and recorded by the Chief Time-keeper.
- 39.7 For age-group records, at least one stopped time must be recorded. In addition, an independent verification that the time has been properly assigned to the respective runner must be provided.
- 39.8 A running watch is used to record the times of other competitors.
- 39.9 An athlete's time is taken or his position judged when his torso crosses the finish line. His torso is defined as:
  - a) That part of the body excluding the head, neck, arms, hands, legs and feet.
- 39.10 The Chief Time-keeper records the "middle" time if all three watches disagree. If two watches agree and one is out, the time of the two watches that agree, is taken. If one watch is obviously way out, it's time is discarded, and the other two watches considered. If they differ, the slower of the two times is taken.
- 39.11 Electronic timing devices which print out only one time may be used, but then two additional hand times will be required for record purposes. However, in the case of those machines that print the three times recorded by three separate time-keepers, operating separate buttons connected to the same machine, additional hand times are not required.
- 39.12 The times for all road races shall be converted to the next longer full second i.e. for the marathon 2:9:44,3 becomes 2:9:45
- 39.13 The Chief Time-keeper must ensure that if electronic device being used does not record decimals of a second, it is in fact rounding up and not down.
- 39.14 Time Recorders are required when electronic timing devices, which print out times, are not used. They record times against their corresponding position as the athletes cross the finish line.
- 39.15 Position Recorders allocate a position to each athlete as he/she completes the race.
- 39.16 A time and position is recorded for every athlete who crosses the finish line whether or not the recorders consider him/her to be an official finisher.

#### **40. RESULTS OFFICIAL:**

- 40.1 A qualified Road Running Official shall be appointed as the results official and will be responsible for accurate collation of times and positions and the inclusion of the athlete's other details, e.g. club, age-category etc. to produce a meaningful set of results.
- 40.2 Also for calculating the results of the team competitions in the various age categories (see rule 13)
- 40.3 He/she must be in contact with the Referee to implement disqualification or rectify discrepancies in the results.
- 40.4 He/she may only release the results or part thereof with the Referee's approval.

#### **41. JUDGES:**

A qualified Road Running official shall be appointed as Judge and will decide on the order in which the competitors finish.

##### **41.1 The Chief Judge:**

- 41.1.1 The Chief Judge shall appoint the Judges for the various duties.
- 41.1.2 The Chief Judge shall decide the positions obtained by the athletes.

41.2 Judges:

In road races, cross country races and road race walking events, the Judges shall assist the Chief Judge in lining up the athletes in the correct order and in keeping them in such order until they have passed the disc, distributor or their position has been recorded.

41.3 Lap Recorders, Marshals and/or other officials who witnesses a contravention of the Rules, must report this, together with the offender's race number or name, to the Referee as soon as possible.

41.4 Any complaints against an athlete must be filed with the Manager of the meeting within thirty minutes after the conclusion of the event concerned.