



TEAM MANUAL

ASA SENIOR T & F + Combined Events & 20km Race Walk NATIONAL CHAMPIONSHIPS

Thursday - Saturday: 15 – 17 April 2021
Bestmed TuksAthletics Stadium, TSHWANE

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1. VENUE

- 1.1 The competition will take place at Bestmed TuksAthletics Stadium in from Thursday, 15 APRIL to Saturday 17 APRIL 2021.
- 1.2 The stadium has an eight-lane synthetic track with facilities for all athletics events.

2. GENERAL

- 2.1 The meeting will be conducted under the rules of WA and ASA.
- 2.2 **ASA Health and Safety Protocols (Addendum A) during Athletics Competitions will be followed. ASA Checklist to be Covid – 19 compliant for Training and Competition (Addendum B) is added to the Manual. (Addendum C), ASA National Championships Qualifying Entry Standards. (Addendum D), Entry Form and (Addendum E), ASA Olympic Games Qualification System and Entry Standards Addendum F), Provisional Programme.** All athletes and officials will complete a Health Questionnaire on the day prior to the competition which will be handled at the COVID-19 Check point where everybody will be screened. Please note that the number of people in the competition area, warm-up area, call room, Technical Information Centre, refreshment area, and ablution blocks, will be strictly controlled.
- 2.3 Deadline for submission of all entry forms from Provinces is **Wednesday, 7 APRIL 2021**. Please make use of the attached spread sheet for the provincial entries. **Please note that no hard copies will be accepted. Faxed or scanned entries will be rejected, and the athletes will not be entered for the competition.**
Email to: durell@athleticssa.co.za
- 2.4 The Championships are open for all ASA provincial members. Only athletes with a valid SA ID-number will be allowed to enter. This implies that all athletes should be registered members of a club and in possession of a 2021 ASA license number (or as determined by ASA).
- 2.5 The Senior Track & Field Championships is for all athletes that will be 16 years or older on 31 December 2021 (born in 2005 or earlier).
- 2.6 **Note: Athletes must participate in the event(s) they wish to represent South Africa, should they be selected.**
- 2.7 Entries without an ID-number will not be accepted, and it will be returned to the Province. **Please have copies of ID –documents available at number collection.**
- 2.8 **Implements:** Competitors may use their own implements, provided these are checked before by the Technical Manager. Personal implements, with the owner's name on it, must be handed in at the Equipment Room not later than 3 hours before the official starting time of the event. No competitor shall be permitted to take any implement into the arena. At the end of the event, athletes shall leave the field carrying their own implements. (if a record is broken, the implement must be assized again)
- 2.7 **Pole Vault:** Poles must be delivered at the equipment room not later than 3 hours before the official starting time of the event, or as the Technical Meeting decide. Each pole or bag must be clearly marked with the name and the competition number of the athlete. After the inspection, the Technical Staff shall deliver the poles to the competition area in time for the athlete's warm-up. At the end of the competition, athletes shall leave the field carrying their own poles.

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- 2.8 Athletes are not permitted to have in their possession cell phones, cassette recorders, radio, iPods, MP3s etc., in the competition arena (WA Rule TR6.3.2).
- 2.9 At the competition area before the beginning of the event, each athlete may have practice trials. In the case of throwing events, the practice trials will be in draw order and always under the supervision of the Judges (WA Rule TR25.1).
- 2.10 Once the competition has begun, competitors are not permitted to use implements, runways or circles for practice or warm-up purposes. (WA Rule TR25.2).
- 2.11 A competitor shall be excluded from further participation in cases where:
- 2.11.1 A final confirmation was given that the athlete would start in an event but then failed to participate.
- 2.11.2 He/she qualified in preliminary rounds or heats for further participation in an event but then failed to participate further.
- 2.11.3 **Note: Athlete, who withdraws from an event during the championships due to medical reasons, will not be considered for selection to represent South Africa, for a period of 4 weeks after the championships, and a fitness test was done under the supervision of an ASA Delegate.**
- 2.12 **Heats and Qualifications:**
- 2.12.1 As soon as an athlete has achieved the qualification standard, he/she shall be requested to leave the field, accompanied by a Judge. All other athletes shall leave the field together, accompanied by a Judge when the event finishes.
- 2.12.2 In qualifying rounds of field events, if less than 12 competitors reach the required standard, the first 12 and every competitor tying for the 12th place will be entitled to compete in the finals. Markers shall be provided for athletes in the jumps event.
- In track events up to and including the 400m, 8 athletes will go through to the finals. In track events in the 800m, 10 athletes and from 1500m, including, 12 athletes will go through to the final.
- 2.12.3 In all field events and track events from and including 1500m if only 15 competitors or less are entered for an event, there will be no qualifying rounds, and all competitors will go directly to the final.
- 2.13 Team Managers must confirm the names and running order in writing, of the athletes participating in the various relay teams to the Meeting Secretary (TIC) at least three (3) hours before each relay event takes place.
- 2.14 **Publication of Results:**
Draw list for each event, (heats/qualifying rounds and finals) as well as the results of each event will be posted on a LINK as well as other electronic media, that will be provided as soon as it is available.
- 2.15 **Participation and Entry Fee:**
Athletes and Team Management
The entry fee for athletes and Team Management at this Championship will be:
Provincial Entries: **R50 per athlete/manager/coach**
- Three different colours of wrist bands will be issued to all athletes to be worn during the three days of competition. The specific colour per day will be communicated to team managers at the technical meeting.**

Accreditation cards/lanyards will be issued to all team managers and coaches. Wrist bands and lanyards will be handed to the team manager at accreditation on Wednesday, 14 April 2021 from 14:00 – 16:30 provided that the entry fee has been paid! EFT payments must be done with the submission of the entries to:

Athletics Gauteng North

BANK: ABSA

Branch Code: 632005

ACC NO :4056373566

Ref: "Province name"

Please send proof of payment by email to: durellj@athleticsa.co.za

Spectators

Due to Covid -19, no entrance fees will be charged during the 2021 Championships as NO SPECTATORS will be allowed and only 250 people (depending on the Covid-19 level and restrictions) will be allowed inside the stadium at one given time.

VIP:

Due to Covid -19, there will be NO VIP ACCREDITATIONS at the 2021 Championships as NO SPECTATORS will be allowed and only 250 (depending on the Covid-19 level and restrictions) people will be allowed inside the stadium at any given time.

LOC, JOC, Technical Officials and Volunteers:

Due to Covid -19, totals to the above mentioned are limited and will be identified by accreditation cards/lanyards to be worn during the duration of the championships.

3. COMBINED EVENTS

This competition will also serve as the Combined Events Championships for the following age groups:

- 3.1 Senior Men = Decathlon
- 3.2 Under 20 Men = Decathlon
- 3.3 Under 18 Men = Decathlon
- 3.4 Senior Women = Heptathlon
- 3.5 Under 20 Women = Heptathlon
- 3.6 Under18 Women = Heptathlon

4. ASSISTANCE TO ATHLETES

- 4.1 All races from 800 meters and above, intermediate times will be displayed on an electronic board located close to the finish line and the 200m start line.
- 4.2 In Track Events of 5000m and longer water will be provided to athletes on the track if weather conditions warrant it (WA Rule TR17.15).
- 4.3 No coaches or team managers will be allowed in the infield however athletes will be allowed to communicate with their coaches outside the competition area (WA Rule TR6.4.1).

5. ATHLETES CONTROL CENTRE (CALL ROOM)

- 5.1 The call room for the athletes will be situated at the warmup area. All athletes must report to the call-room.

- 5.2 If an athlete is entered in both track and field events which takes place simultaneously, the Team Manager must report this at the Call Room at least one (1) hour prior to the start of the first event.
- 5.3 When the control has been completed an official will accompany the athletes on to the competition area.
- 5.4 Only athletes and official team managers will be allowed in the call room (i.e., no parents, coaches etc.).
- 5.5 Athletes call out times will be as follows:

Event	Call Room	Entry on the field
Field events	60-minutes before the official starting time	35-minutes before the starting time [except for Pole Vault]
Pole Vault	80-minutes before the starting time	65-minutes before the starting time
Track events	35-minutes before the starting time	10-minutes before the starting time
Hurdles	35-minutes before the starting time	15-minutes before the starting time

- 5.6 At registration, 2 bib numbers (special numbers) will be issued to each athlete. During the competition, athletes must always wear the numbers in their original shape and size properly secured on the four corners, except for the jumping events where only one number is compulsory (WA Rule TR5.7 & 5.8).
- 5.7 **NB: Individual athletes must adhere to ASA Rule 24.15 regarding their club colors. Athletes will be warned to apply the mentioned rule in the call room; but athletes violating the rule in the competition area will not be allowed to compete.**
- 5.8 Competitors taking part in track events will be given a supplementary number which they must attach on the right hip. (WA Rule TR5.10)
- 5.9 **Custody of Clothing:**
All competitors in track events will receive a basket at the start for his/her clothes. The basket will be taken to the mixed zone.

6. RECORDS

Provincial teams are requested to provide the TIC with a list of provincial records for each event. If provincial teams want a provincial record ratified this must be arranged with the competition secretary and where doping control is required, the provincial teams will be responsible for the cost of those test. It is advisable that provincial team managers provide the TIC with their provincial record application forms at the Technical Meeting.

7. VICTORY CEREMONY

Due to Covid-19, there will be no victory ceremony at the 2021 championships. Medals will be packed according to province and team managers can collect these after each day. More information will be provided at the team managers meeting.

8. TECHNICAL DATA

- 8.1 Electronic timing will be used, and hand timing will be provided as a back-up.
- 8.2 A video recording will be used as back-up for Place Judges and during appeals
- 8.3 The measurement of distances at the field events shall be by means of a fiber measuring tape, but all records will be measured by a steel measuring tape. We are also looking at introducing laser measuring devices at these Championships for all field events.
- 8.4 The starting heights for High Jump and Pole Vault will be available at the Technical Meeting.

9. TECHNICAL MEETING / TEAM MANAGERS MEETING

9.1 The Technical/Team Managers Meeting will take place as follows:

- 9.1.1 **Date: WEDNESDAY, 14 APRIL 2021**
- 9.1.2 **Time: 17:00**
- 9.1.3 **Venue: To be confirmed**

9.2 The Meeting will be chaired by the ASA Technical Delegate. The following officials or delegates should be in attendance: -

- 9.2.1 One (1) representative from each Province.
- 9.2.2 The Competition Management.
- 9.2.3 The Members of the Jury of Appeal.
- 9.2.4 Referees (2).
- 9.2.5 Representatives (1) of the LOC; and
- 9.2.6 ASA Delegates (1).

9.3 ACCREDITATION

All team managers must collect their team's race numbers from 14:00 – 16:30 on WEDNESDAY, 14 APRIL 2021 at the Stadium (to be confirmed). Final confirmation of athletes entered must be given at that time. Any withdrawals and corrections must also be addressed at number collection as no further corrections will be accepted at any time after the commencement of the competition. No late entries will be accepted after 7 APRIL 2021. All entries must be sent to durell@athleticsa.co.za WEDNESDAY 7 APRIL 2021. Incomplete entries will not be accepted and will be returned.

10. ANTI-DOPING CONTROL

- 10.1 The anti-doping control will be conducted on all days of competition in accordance with the WA procedural guidelines for anti-doping control under the supervision of ASA Anti-Doping Control Delegate and the SA Institute for Drug Free Sport.
- 10.2 On receiving written notification of a test, the athlete will be permanently accompanied by an Anti-doping Control chaperone and shall have to report to the Anti-doping Control station within 60 minutes.
- 10.3 Athletes will be allowed to first participate in any medal ceremony or press conferences before reporting to the Anti-doping Control Station.

- 10.4 Sample collection will be carried out in compliance with existing guidelines. Professionally qualified personnel, who will explain the procedure to the athletes and make them sign a consent form, will carry out the urine test.
- 10.5 Athletes are entitled to be accompanied to the Anti-doping Control Centre by one person of their choice. Personal identification must be presented.
- 10.6 Any athlete who has not been selected for testing may request testing. Athletes concerned should report to the TIC and will then be escorted to the Anti-doping Control Centre. Cost for such tests will be entirely the responsibility of the athlete's respective province.

11. MEDICAL SERVICES

- 11.1 A full medical service with an ambulance will be available at the stadium. The medical centre will be located near the warming up area. A medical doctor will be on sight for the duration of the championships and will be available when needed. A gazebo with medical personnel will also be located on the field near the finish line.
- 11.2 Physiotherapy facilities will be available at the medical centre. Provinces who wish to bring their own physiotherapists are welcome to do so.
- 11.3 Athletes who belong to a medical scheme must bring their membership cards in case they are required due to injuries.

12. PROTESTS AND APPEALS

- 12.1 Protest shall be made in accordance with WA Rule TR8. During the event, an athlete or his/her team manager may lodge a verbal protest to the appropriate Referee.
- 12.2 All appeals must be made in writing on the prescribed appeal form, which can be obtained from the Technical Information Centre (TIC). All appeal forms must be signed by the athlete or team manager.
- 12.3 The appeal must be submitted to the TIC, accompanied by a deposit of R500, no later than 30 minutes after the official announcement of the results, which is the defined time when the result are posted on the internet LINK or social media platform to be provided as soon as it is available.
- 12.4 Video footage may be used for Appeal purposes.

13. TECHNICAL INFORMATION CENTRE

The TIC will be in the main stadium.

14. TECHNICAL MANAGER'S OFFICE

- 14.1 The office of the Technical Manager is in the stadium.
- 14.2 The assizing room is in the stadium's equipment store behind the 100m start line.

15. TECHNICAL OFFICIALS

- 15.1 Due to the restriction of people in the stadium it is recommended that Provinces are requested to nominate a maximum of 3 Technical Officials to officiate at the championships. TO's and Coaches 60 and + must provide the ASA Office to attend
- 15.2 These Technical Officials must be part of the provincial team, their travelling and accommodation will be the responsibility of their respective province.

- 15.3 ASA will be responsible for the remuneration of the Technical Officials for all days of competition.
 - 15.4 Please submit the names of your Technical Officials on the form supplied, with their preferred placing. Technical Officials will not necessary be placed as preferred.
 - 15.5 The dress code for the championships will be a white golf shirt and black pants or skirt.
 - 15.6 Technical Officials must report 90 minutes before the start of competition on each day of the championships.
- 16. VISITS TO THE STADIUM**
- 16.1 No visits to the stadium will be allowed.
 - 16.2 No warm-ups or practicing will be allowed on the track on the eve of competition. The warm-up area will be available to athletes.
 - 16.3 Covid – 19 Protocols will be followed during this exercise (wear of masks/sanitizing/social distance).
- 17. SEATING ARRANGEMENTS**
- No spectators will be allowed during the championships and there will be NO provision for athlete and Team Managers seating.
- 18. RESULTS**
- Results will be posted on the LINK provided as soon as it is available. A complete set of results will be e-mailed to all provinces after the last day of the championships. Results will only be available on the internet LINK provided during the Technical and Managers Meeting on 14 April 2021.

Good Luck to all teams and enjoy the 2021 Championships!