



APOC 2002 Canada

Start Procedures for Individual Competitions, Competitive Classes

Start Chiefs

COC Day 1, 2: Ron Monk
APOC: Pam Ralston
COC Short: Cheryl Atchison
NAOC Day 1, 2: Cheryl Atchison

APOC Relay: Bill Jarvis (note: Relay procedure is entirely different from individual competitions.).

M.o.t.h.e.r.

All events: Craig Brooks

Start Window

We expect about 800 competitors. There will be a three hour start window each day, starting at 10:00am and lasting until 1:00pm.

There are 26 Male and 26 Female classes including Men's and Women's A, B, and Elite. Some classes (especially the B classes) may be combined to slightly reduce the final number. Some classes will have very large numbers of competitors, while others will have few.

There will be 15 competitive courses. Each course has a minimum 2 minute start interval. Even number courses will start on even minutes, odd number courses on odd minutes. Each course will have several classes competing on it. Courses will have the same classes every day so that classes sharing a course will always be grouped together.

At any particular minute we will on average start 4.5 competitors (800 total competitors / 180 minutes). The maximum number of people starting at any minute will be 8.

Miscellaneous Issues

- All starts are close to the Assembly Area & Finish (less than 1km) except for the two NAOC days. A shuttle will be provided between the Assembly Area and close to the Start for the NAOC days.
- There will be no changes at the start line to start times or class except under exceptional cases when it is the organizers' fault. When these situations arise Mother will assign new start times.
- Competitors must have the following before they will be allowed to start: proper siCard, proper bib worn on the chest, and a whistle.
- Control descriptions will be available on the map and in the pre-start tent.
- There is no clothing return (except at NAOC, because of remote start)
- There will be no portable toilets at the start (except at NAOC, because of remote start)
- We will be collecting maps at the finish line until the last start time. Runners like to get their own map back so we will provide pens at the start to allow bib numbers to be written on the back of the maps.
- Competitors are not expected to know their course number, just their class. Therefore we must provide them lots of help to find their maps and control descriptions since these are sorted by course number.

Three Stage Start

Stage 1: Check stage.

Competitors enter this area three minutes before their start. A large clock (clearly marked as “Call up time”) will show the current call up time. It will be a silent call up. Signs will direct competitors to the appropriate side of the chute for their class (courses 1-8 on the left, courses 9-15 on the right).

Two pairs of volunteers working together check each competitor for:

- proper bib number.,
- proper siCard number,
- cleared siCard.
- whistle,

Competitors that are “OK” will have their name crossed off the start list (with a highlighter pen, to make obvious those that haven’t started yet) and directed to the t-2 line. Competitors not crossed off the start list will either DNS or will be started by Mother. Any competitor with a complex problem is sent to Mother’s Trouble Chute.

Anticipated Problems:

- No whistle – we lend them one which they are honor-bound to return at the finish
- Wrong siCard – they are not allowed to start. They must find their own and come back later.
- Less than 3 minutes late. Mother takes them to the appropriate stage in the start.
- More than 3 minutes late. Mother starts them as soon as appropriate.
- Someone wants to change his or her start time or class. We will not allow changes on-the-day. This can be done in advance at the registration desk by paying the change fee.
- Any other problems will be handled by Mother in consultation with the Start Chief, Results Chief, Meet Director, and Controller, as appropriate.

Stage 2: Control description stage

Competitors pick up their control descriptions and attach them to their bodies. Control descriptions will be laid out on the table with courses 1-8 on the left and courses 9-15 on the right. Scissors, tape, stapler will be available at the end of the table. Control descriptions are also printed on each map.

Stage 3: Maps stage

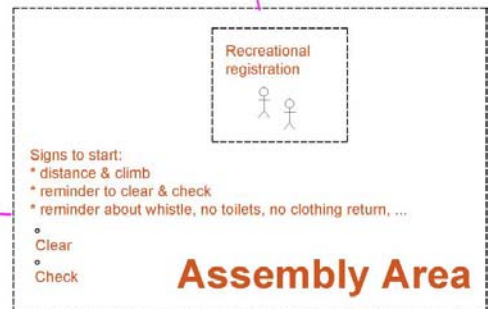
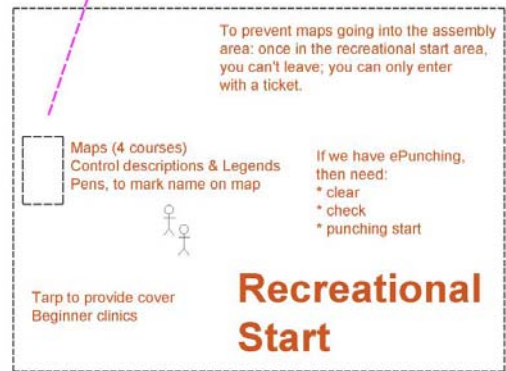
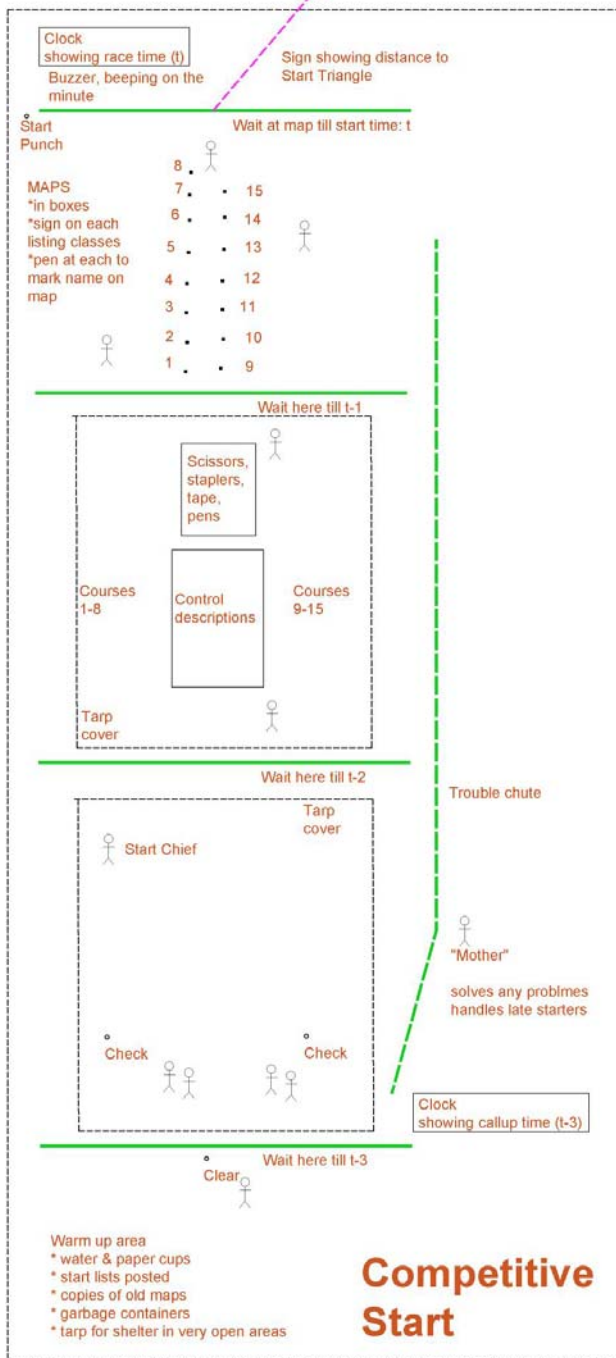
Competitors move to their map box, write their bib number on the back of the map, and wait there for the start of their race. Volunteers look at the face of the map to verify the class. When the buzzer sounds, they pick up their map and follow the marked route to the start triangle.

Volunteers

- **Start Chief.** The start chief is an experienced orienteer who is responsible for the entire start, including acquiring all equipment (in conjunction with Start Chiefs from other races, and with Lennart Lundgren, Site Chief for APOC 2002 Canada), ensuring the site is set up properly and in a timely manner, ensuring all signage is clearly and accurately placed, ensuring the start triangle is in the appropriate location, coordinating all volunteers to ensure the start is fully staffed at all times, ensuring accurate records are kept so we know exactly who has started and everyone’s exact start time.
- **Mother.** Mother is an experienced orienteer whose job is to: ensure a consistent start procedure and problem handling among all six days by liaison with individual event Start Chiefs; handle competitor trouble situations, provide assistance as needed during the start; help with setup / tear-down of the Start area. (Miscellaneous Orienteering Troubleshooter, Helper, and Emergency Response).
- **Call up line (4 volunteers).** Two pairs of volunteers will work together to check all competitors and mark them off the start list, one pair handling courses 1-8, the other handling courses 9-15. Mother and the Start Chief will handle the crowds and provide assistance as needed.
- **Control Descriptions area (2 volunteers).** One volunteer holds competitors at the t-2 line and then directs them to their control descriptions. The second helps at the scissors table and holds people at the t-1 line.
- **Maps (2 volunteers).** One volunteer helps competitors on courses 1-8 to their map, another helps those on courses 9-15. They instruct them to write their bib number on the map, check the map is for the proper class and tell competitors how far to the start triangle (by pointing out the sign that says this).
- **Assembly Area.** For the first couple of days of competition, one volunteer is at the Clear/Check station at the start of the walk to the start, reminding people to Clear/Check, to verify their siCard, and that they must have a whistle.

This person will sell whistles. After the first few days there will simply be a sign reminding people about these requirements.

APOC 2002 Canada Start diagram for Individual Races



Clock Synchronization

We will run the race on 'real' time, so that start times are the actual time-of-day.

The 'official' time will be that on the Result Computer (to ensure accurate timing). All event clocks will be synchronized to the 'official' time at 8:50am each day.

Event Clocks:

- Results Computer clock
- 3 large clocks: call up line (official time plus three minutes); start line (official time); finish line (official time)
- various stopwatches (probably people's wrist-watch), including but not limited to:
 - Start Chief
 - Meet Director
 - Finish Chief
- Buzzer, beeping on the minute

Synchronization:

- At 8:45am all personnel will gather close to a radio.
- The Results Chief will announce over the radio 8:50am, at which time all clocks will be set to that precise time, except for the Call up clock which will be set to 8:53am.
- The buzzer will be synchronized afterwards to the Start line clock, to beep on the minute.
- Everyone will confirm to the Results Chief that all clocks are running and synchronized. If something doesn't work, the procedure will be repeated.

Start Draw

- Maximum number of starters at any minute is 8.
- Minimum two minute start interval in each class.
- It would be nice to leave some space at the start of the draw to limit the number of people starting early – to allow the start crew to "ease into it".
- Most blank starts for late registrants will be left at the start of the draw. Some blank starts will be sprinkled throughout incase we need to start someone mid-pack.
- Club members will start in the same quarter of the draw; hence classes with few members will have large start intervals.
- People registering on the same form should be in the same quarter of the start draw (unless they've requested split starts)
- People that have asked for bus transport should be in the same quarter of the draw, to help us schedule the buses.
- People from the same class or the same club will not start consecutively on the same course (but everyone in a class will have the same interval between other members in the class)
- Course 1 starts on minutes divisible by 4 (4 minute start interval)
- Course 2 starts on remaining even minutes (4 minute start interval)
- Courses 3, 5, 7, 9, 11, 13, 15 start on odd minutes (2 minute start interval)
- Courses 4, 6, 8, 10, 12, 14 start on even minutes (2 minute start interval)

Start List

One master start list will be created in advance of the event. This will list, for all competitors: name, club, country, eligibilities, siCard number, and all six start times. This list will be organized by class, and each class will be sorted by competitor name. This list will be published on the website and printed for distribution to all competitors at the Registration Desk.

Two daily start lists formats will be provided: one sorted by name, the other by start time. The start sheet needs to include each competitor's bib number, siCard number, name and class. The start lists will be printed at 8pm the night before each race, and copies will be given to the Meet Director for distribution as required.

For the start-time ordered list, a block arrangement is easier to manage than the classic spreadsheet e.g.

```
START TIME 1
  Runner 1 details (#, name, class)
  Runner 2 details
  Runner 3 details
START TIME 2
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Runner 4 details
etc

Changes to the Start List

No on-the-day changes will be made to the start list except by Mother. Mother will only make changes to Start Times (no class changes). Competitors who are given a new start time will use the Start Punch (which will override the result system's start time); no communication with the Results crew is needed. Mother will note the new start time on the Start List for safety and backup timing purposes.

Competitors may request changes to their start time or class at the event center or at the information tent. These changes will be allowed depending on availability of maps. These changes will be discouraged by charging a fee. Changes must be made before the final start list is printed, the night before each race.

Early / Late Starters

Sometimes volunteers may be given permission to run their race at a start time different from that assigned to them (e.g. we might ask Finish Line volunteers to start early, before time zero). In these cases competitors will use the Start Punch (which will override the result system's start time); no communication with the Results crew is needed. The Start Chief will record the start time on the Start List for safety and backup timing purposes.

Start Punch

Competitors will not use the Start Punch except in exceptional circumstances described above. Therefore the Start Punch must be off to the side, to make it clear to people that they are not expected to punch.

Safety

- There will be a copy of the Safety Plan at the start that the Start Chief and Mother should be familiar with.
- There will be a First Aid kit at the start.
- Craig Brooks (Mother) has his Emergency First Aid ticket.
- The Start Chief will have a radio for communication with other event officials.