

**SA CROSS COUNTRY
CHAMPIONSHIPS
2023
TEAM MANUAL**



16 SEPTEMBER 2023

Nelson Mandela University Sport Fields

Gqeberha

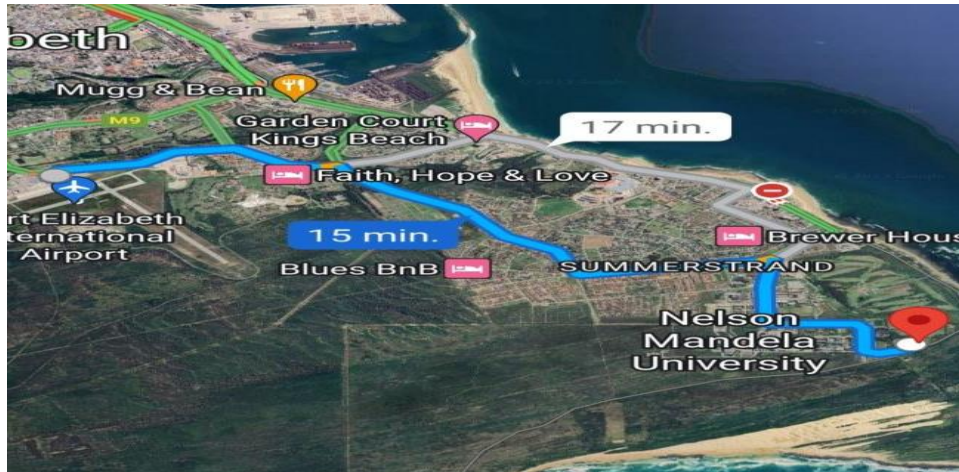


INDEX

1) Date & Venue.....	3
2) Activity Program.....	4
3) Entries.....	4
4) Closing Date for Entries.....	5
5) Age Categories.....	6
6) Provincial Attire.....	6
7) Prize Monies.....	6
8) Program	7
9) The 2 km Event.....	8
10) The Cross Country Course.....	8
11) Team Manager’s Meeting.....	8
12) Publication of Results.....	9
13) Assistance to Athletes.....	9
14) Athletes Control Centre (Call Room)	9
15) Team Scoring.....	9
16) Victory Ceremony.....	10
17) Technical Data.....	10
18) Anti-Doping Control.....	10
19) Medical Service.....	10
20) Protests.....	10
21) Team Management.....	11
22) Technical Information Centre (TIC).....	11
23) Team Seating.....	11
24) General.....	11
25) Travel & Accommodation.....	12
26) Enquiries.....	14
27) Course Layout.....	14

1) Date, Venue and Directions

- a) **Date:** Saturday, 16 September 2023
- b) **Venue:** Nelson Mandela University; South Campus; B-Soccer Field; Latitude:34,0090519; 25.6820913



- c) **Directions:**

From Cape Town: From the N2, take exit 751B toward Setlaars Road (15km from Bay West). Merge onto M4 and continue onto Humewood Road (6.3km). Keep left to stay on Humewood Rd and continue onto Beach Road and Marine Drive for 4km. Turn right into Admirality way. Take left hand turn into University way. At the main entrance, turn left towards stadium.

From East London: Follow the N2 past Bluewater Bay and head south on Exit 751B toward Setlaars Road (M4). Merge onto M4 and continue onto Humewood Road (6.3km). Keep left to stay on Humewood Rd and continue onto Beach Road and Marine Drive for 4km. Turn right into Admirality way. Take left hand turn into University way. At the main entrance, turn left towards stadium.

- d) **Parking at and around Nelson Mandela University**

All parking is at own risk and no valuables to be left unattended in vehicles.

Apart from street parking all around **Nelson Mandela University**, there will also be limited secure parking available inside demarcated areas with security. The parking inside these demarcated areas is on a first come first served basis for a fee of **R 20 – 00** per vehicle, payable at the entrance gate. The entrance gate to these areas are in Protea Road (34,008080, 25,677842) opposite from each other as well as in Aloe Rd (34,010403, 25.680125).

2) Activity Program:

TEAM ARRIVAL: Friday, 15 September 2023

Time	Activity	Venue
14:00 – 16:00	Collection of race numbers and registration. Final changes and withdrawals.	Nelson Mandela University Stadium, Clubhouse
14:00 – 16:00	Course will be open for inspection. Nobody will be allowed on the course before 14:00 on the course.	Nelson Mandela University B-Soccer field.
16:00 – 17:00	Team Managers Meeting/Technical Meeting.	Nelson Mandela University Stadium, Media Centre.

CHAMPIONSHIPS: Saturday, 16 September 2023

Time	Activity	Venue
07:00 07:30	Opening Start of First Event – Item 1 (Men M35 + etc.)	Nelson Mandela University B-Soccer field.
17:15	Start of the last event – Item 29 (Men 2 km)	
18:00	Departure of Teams.	

3) Entries:

- a) Provincial teams are restricted to a maximum of eighteen athletes per gender per age category.
- b) Only South African citizens will be allowed to enter as team members.
- c) Team Managers must collect their Provincial Registration Packs on Friday, 15 September 2023 between 14:00 and 16:00 at the Nelson Mandela University Athletics Stadium.
- d) All changes and withdrawals must be done on Friday 15 September 2023 between 14:00 and 16:00 at registration Nelson Mandela University Sports Stadium.
- e) Team Managers will receive the following for each team member:
 - i) Two ASA Championship Special License Bibs which includes a chip. Do not fold the number.
 - ii) Pins.
 - iii) Instruction leaflet.
 - iv) Wrist band.
- f) If you encounter any problem with an entry on the day of the race, please rectify it immediately at the TIC near the finish line.
- g) **Special license Bibs and Age category tags** (Team Managers to ensure):
 - i) Provincial team athletes will only display the Special license Bibs on the Provincial Attire.

- ii) Provincial athletes need to display Masters Age category tags during the competition as the different age groups will be running simultaneously (**Item's 1, 2a, 2b & 3**).

h) Entrance Fees

- i) Entrance fee for all athletes, coaches and team managers (team members) is R40 per person and is **payable into the account of EPA by the closing date of entries. (NB!!)** Provinces to provide proof of payment at Registration with collection of numbers on the Friday afternoon.

Banking details of EPA is as follow:

Bank Name: ABSA Bank
Branch Code: 632 005
Account Name: EP Athletics
Account Number: 010 4283 1383
Ref.: **SACC – “Team Name – Province”**

- ii) Spectator entrance fee is R 30 per person payable at the gate on the day of the event. Spectators will be issued with wrist bands as proof of payment and is not transferrable.
- iii) Wrist bands for all entered athletes, team managers and coaches will be issued at number collection. Wrist bands must be worn on the day of the event once entering the venue and is non-transferable. The wrist bands for athletes, coaches and team managers will differ in color and this will allow entrance for team members into the warm-up area as well as designated team areas at the venue.
- iv) Provincial teams need to provide a workable method for collection of Numbers and Wrist bands for athletes not traveling with the teams. EPA will assist the provinces with an area to hand out wrist bands and numbers near the entry gate. No Parents or Coaches will be entertained at the Registration area for collection of numbers and wrist bands. It is a Provincial matter and not the duty of the EPA LOC.

4) Closing Date for Entries:

All entries must be done on the prescribed Excel-spreadsheet entry form and must be E-mailed to Thabang Maleka at ThabangM@athleticssa.co.za by no later than close of business on:

Wednesday, 30 August 2023 at 16:00.

- a. **NB – Separate nomination form for TO's if applicable as in point 21 (c)**
- b. **NB – Must be completed on the provided Excel document**
- c. **NB – Provinces cannot expect that nominated officials will be placed**

No individual entries will be allowed. All selected athletes must be in their provincial full attire.

5) Age Categories:

The following age categories will participate at the 2023 National Championships:

- a) No athlete will be allowed to run outside of his or her age category except in the following cases:
 - i) Senior (2003 until 1989): Only these ages may participate in this age category provided that the athlete is 20 years or older on 31 December 2023 (born between 1989 to 2003).
 - ii) Under 23: Only athletes 22 years and younger, but at least 18 years of age on 31 December 2023 (born in 2001, 2002, 2003, 2004 and 2005).
 - iii) Junior athletes must be 19 years or younger, but at least 18 years of age on 31 December 2023 (born in 2004 or 2005).
 - iv) Master Men and Women: Any athlete who has reached his/her 35th birthday (Rule TR 3.1)
 - v) Men 75 – 79; Men 80 – 84; Men 85 – 89; Men 90 + (Item 3 additional categories): These Master Men categories to participate with Master Women simultaneous (**Item 2 a & b**) as a 4 km event.
- b) Although the seniors and U/23 (Men & Women) run together in the 4 Km event, they are deemed two separate races. Therefore Men/Women U/23 can only run in their specific category and must be indicated as such during the entry process. Separate medals will be allocated to these categories. Men/Women U/23 shall therefore not be eligible for a team competition for the senior race (**Items 26 & 27**)
- c) Only athletes 6 years or older on 31 December 2023 (born in 2017 or earlier) will be allowed to enter for the Championships.

6) Provincial Attire:

- a) All athletes of the same team will wear the official attire of their Province, of the same color during the competition and during all the ceremonies.
- b) The official uniform shall be in accordance with the ASA rules and regulations.
- c) All the participating member Provinces shall come with their Provincial uniform for inspection during the accreditation procedures at the Technical Meeting

7) Prize Monies:

The following main events (Items 10 & 11 – 4 positions) will compete for prize money.

Individual	Senior (Men & Women):
(1) 1 st Prize:	R 4 000
(2) 2 nd Prize:	R 3 000
(3) 3 rd Prize:	R 2 000
(4) 4 th Prize:	R 1 000

NB: Take note of paragraph 17(e) regarding Anti-Doping.

8) Program

Event Nr	Time	Prize Giving	Age Categories	Abbrev	Dist
1	07:30	08:30	Men 35-39; Men 40-44; Men 45-49; Men 50-54; Men 55-59	M35/8 - 55/8	8 km
2a	08:10	09:45	Women 35-39; 40-44; 45-49; 50-54; 55-59; 60-64; 65-69; 70-74; 75-79; 80-84; 85-89; 90+	W35/4-90/4	4 km
2b	08:10	08:55	Men 75-79; Men 80-84; Men 85-89; Men 90+	M75/4-90/4	4km
3	08:40	09:15	Men 60-64; Men 65-69; Men 70-74	M60/6 - M70/6	6km
4	09:10	09:35	Girls 8 years (2015/2016/2017)	G8/1	1 km
5	09:20	09:40	Boys 8 years (2015/2016/2017)	B8/1	1 km
6	09:30	10:40	Girls 9 years (2014)	G9/2	2 km
7	09:40	10:45	Boys 9 years (2014)	B9/2	2 km
8	09:50	12:30	Junior Women (2004/2005) (Proposed Squad)	JW/6	6 km
9	10:20	12:35	Junior Men (2004/2005) (Proposed Squad)	JM/6	6 km
10	10:55	12:40	Senior Women (Proposed Squad)	SW/10	10 km
11	11:35	12:45	Senior Men (Selection Event) (Proposed Squad)	SM/10	10 km
12	12:15	13:15	Girls 16 years (2007); Girls 17 years (2006) (Proposed squad)	G16/4 - G17/4	4 km
13	12:40	13:30	Boys 16 years (2007); Boys 17 years (2006) (Proposed squad)	B16/6 - B17/6	6 km
14	13:10	13:50	Girls 10 years (2013)	G10/2	2 km
15	13:20	13:55	Boys 10 years (2013)	B10/2	2 km
16	13:30	14:10	Girls 11 years (2012)	G11/3	3 km
17	13:45	14:15	Boys 11 years (2012)	B11/3	3 km
18	14:00	14:20	Girls 12 years (2011)	G12/3	3 km
19	14:15	15:30	Boys 12 years (2011)	B12/3	3 km
20	14:30	15:35	Girls 13 years (2010)	G13/3	3 km
21	14:45	15:40	Boys 13 years (2010)	B13/4	4 km
22	15:05	15:45	Girls 14 years (2009)	G14/4	4 km
23	15:25	15:50	Boys 14 years (2009)	B14/4	4 km
24	15:45	16:15	Girls 15 years (2008)	G15/4	4 km
25	16:05	16:35	Boys 15 years (2008)	B15/4	4 km
26	16:25	16:55	Senior Women (2003 to 1989); Women u23 (2005/2004/2003/2002/2001)	SW/4, W23/4	4 km
27	16:45	17:15	Senior Men (2003 to 1989); Men u23 (2005/2004/2003/2002/2001)	SM/4, M23/4	4 km
28	17:05	17:30	Senior Women (2003-1989), Junior (2005/2004) & Youth Women (2007/2006) (Proposed squad)	SW/2, J/2 & Y/2	2km
29	17:15	17:45	Senior Men (2003-1989), Junior (2005/2004) & Youth Men (2007/2006) (Proposed squad)	SM/2, J/2 & Y/2	2 km

9) 2 km individual Race – Not a team competition:

Men & Women 2 km (Open Event): All ages as below may participate in these Men and Women individual category events, provided that the athlete is 16 years or older on 31 December 2023 (born between 1989 – 2007).

- a) Senior Men (Between 2003 to 1989), Junior Men (2005/2004) & Youth Men (2007/2006)
- b) Senior Women (Between 2003 to 1989), Junior Women (2005/2004) & Youth Women (2007/2006)

10) The Cross-Country Course:

See the attached map for the layout of the course. The course consists of a 2 km and a 1 km loop and the following will apply for the different distance races:

- i) The 1km race will be a short loop
- ii) The 2km race will do one 2 km loop
- iii) The 3km race will do one 1 km loop followed by one 2 km loop
- iv) The 4km race will do two 2 km loops
- v) The 6km race will do three 2 km loops
- vi) The 8km race will do four 2 km loops
- vii) The 10km race will do five 2 km loops

NB – Course inspection for Team Management, coaches, and warm-up for Athletes, will be on Friday between 14:00 – 16:00

11) Team Manager’s Meeting:

The agenda will be available at the meeting.

- a) The Team Manager’s Meeting will take place as follows and consist out of two sections:
 - i) **Date:** Friday – 15 September 2023
 - ii) **Venue:** Nelson Mandela University Stadium; Media Centre
 - iii) **Time:** 16:00 – 17:00 Technical Meeting for the championship
- b) ASA Cross Country Chairperson will chair the meeting. The following officials or delegates will be in attendance:
 - i) Not more than 3 representatives from each Province or Associate member.
 - ii) EPA LOC Members.
 - iii) The Competition Director.
 - iv) Jury of Appeal; [Provinces to nominate 4 referees (2 x male & 2 x female) before and appointment will be made at the technical meeting the Friday for the championship.]
 - v) All Referees as appointed by ASA in accordance with EPA.
 - vi) All Technical Officials as appointed by ASA in accordance with EPA and point 20 (c).
- c) Criteria for 2024 World Athletics Cross Country Championships Proposed Squad - 10 February 2024
 - i. Selection events clearly indicated on the program.
 - ii. Participation a prerequisite for selection of the 2024 WA World Cross Country Championships. With exemption of the Mile, 5km, and 21.1km 2023 World Athletics Road Running Championships.
 - iii. Notification of athletes who’s injured/withdrawal from Provincial teams to be submitted.

- iv. Provinces to indicate athletes selected and participating in other National or International events.
- v. Age sixteen and seventeen eligible as juniors for 2024.
- vi. Age nineteen eligible as seniors for 2024.
- vii. All athletes must participate in the correct age category for eligibility and selection purposes.
- viii. Appeals must be submitted at the 2023 Championship
- ix. The proposed squad for the ASA Cross Country Trials will be communicated after the championships and scheduled for the 18th of November 2023.

12) Publication of Results:

- a) The results of each event shall be displayed on the “Results board” at the venue after approval by the Chief Referee (approximately 30 minutes after completion of the race).
- b) A full set of results will be e-mailed to each province.

13) Assistance to Athletes:

- a) Water will be provided on the course at a water point ± 50 m past the start line.
- b) Water will be provided at the finish line.
- c) No Seconding will be allowed by any person except for authorized Championship officials.
- d) Where conditions warrant and taking in account the nature of the event, weather conditions and fitness of the majority of the competitors, water may be placed at more regular intervals along the route.

14) Athletes Control Centre (Call Room):

- a) The Call Room will be situated next to the start area. All athletes must report to the Call Room at least 20 minutes before the start of their event.
- b) Only reporting athletes and authorized technical officials will be allowed inside the Call Room area. Parents and team coaches entering this area submit their athlete to the risk of disqualification.
- c) Team Managers are responsible for the clothing and personal belongings of the athletes.
- d) Ensure that every athlete comply with all the requirements needed in the competition. This includes race numbers, age category tags (SAMA age group categories only) and provincial attire.
- e) One Team Manager per province will be allowed in the call room to assist the Primary school athletes (Ages 8, 9, 10, 11, 12 & 13 years). No Team Managers will be allowed to assist the other age groups.

15) Team Scoring:

- a) All athletes entered by a Province, according to the age groups, will constitute a team of whom the best four athletes will score. A Province can win only one team prize in an event.
- b) The positions of the best four athletes are totaled and the team having the lowest aggregate shall be declared the winners. Individual athletes (if any) will be removed from the finishing list when calculating team prizes.
- c) In the event of a tie, it shall be resolved in favor of the team whose last scoring member finishes nearer the first position.
- d) Team medals will be awarded to the first three teams (4 members) in each event up to ages 70+.

16) Victory Ceremony:

- a) The victory ceremonies will be according to the program in paragraph 8. The first three athletes in each individual event and the first three teams must report at the victory ceremony holding area.
- b) Only athletes dressed in their provincial tracksuits will be allowed to receive their medals on the podium.
- c) Athletes must report to the victory ceremony holding area 20-minutes prior to the time scheduled for the medal presentation of his/her event. NB - Certain events will be follow directly after participation.

17) Technical Data:

- a) Timing for all events will be MobiiElite timing company.
- b) Two Special license Bibs 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. Please note WA Rule TR3.1 and TR5.7-9. *Any athlete who does not respect these rules will not be allowed to compete.*
- c) The athletes of each race will be videotaped at the finish line.

18) Anti-Doping Control:

- a) Anti-Doping Control will be conducted in accordance with the AIU and WA Procedural Guidelines for Anti-Doping Control under the supervision of an ASA Anti-Doping Control Delegate and the SA Institute for Drug Free Sport.
- b) On receiving a written notification for a test, the athlete must report to the Anti-Doping Control station within 60 minutes and will permanently be accompanied by an Anti-Doping Control chaperone.
- c) Athletes are entitled to be accompanied to the Anti-Doping Control Centre by one person of their choice. Personal identification must be presented.
- d) Sample collection will be conducted in compliance with existing guidelines. Professionally qualified personnel, who will explain the procedure to the athletes and let them sign a consent form, will carry out the test.
- e) All prize money will only be paid after receiving the confirmation of clearance from SAIDS.

19) Medical Service:

Full medical services will be available with ambulances at the venue at specified points.

ESS Medical will be responsible for medical services.

20) Protests regarding results:

- a) Protests shall be made in accordance with WA Rule TR8. During an event, an athlete or his team official may lodge a verbal protest to the appropriate Referee.
- b) If the problem is not satisfactory solved, an appeal must be lodged in writing on the prescribed protest form, which can be obtained from the Technical Information Centre (TIC) and must be signed by a team manager.

- c) A written appeal/protest must be submitted to the TIC accompanied by a deposit of R500 – 00, not later than 30 minutes after the official announcement of the results of the event. ASA Rule 27.
- d) The decision of the Jury of Appeal shall be published in an official manner. The claimant will receive a copy of the final decision. The deposit of R500, which will be forfeited if the appeal is not upheld.

21) Team Management Composition:

- a) Team Managers and Coaches will be accredited as follows:

Up to one hundred athletes	3 Team Managers	3 Coaches
For every 100 athletes (or part of 100) thereafter	1 Team Manager	1 Coach

- b) Teams may use more managers or coaches, but they will **not receive accreditation**.
- c) Provincial Technical Officials from the neighboring Provinces BORA, ASWD, ATRA, AFS and WPA to a maximum of (2) members are allowed to do an application to be appointed for Technical Official duty during the championships. Travelling and accommodation will be with the Provincial teams.
- d) Other Provinces are allowed to request placing of (1) member but only on confirmation of placement from EPA LOC & Technical Official Committee. All these officials will travel with the Provincial Team Management and also share the same accommodation as the Provincial teams. All these applications must be submitted with the provincial team list and will be notified by Tuesday 5th of September (4) days after closing of entries.

22) Technical Information Centre (TIC):

- a) The TIC shall be placed near the finish line. The center will help as link between Provinces, the technical delegate, and the LOC. The exact position will be announced at the Team Managers Meeting.
- b) The TIC will be responsible of urgent notifications and Team Managers and officials will be able to collect the main technical results there. It will be open from 06:30 the morning until the end of the championships.

23) Team Seating:

- a) An area will be demarcated for provincial tents and gazebos. Provinces are welcome to use their own gazebos, but no branded gazebos in conflict with ASA sponsors will be allowed.
- b) Limited spectator seating will also be available at the finish line area.

EPA's service providers can make stretch tents in various sizes available to Provinces at a fee, which is determined on size. Please email the Local Organizing committee (irene@pe.co.za) before 31 August 2023 if you would like to book one of these tents.

24) General:

- a) The competition will be conducted under 2021 – 2022 ASA Domestic & WA Competition and Technical Rules

- b) Athletes are not permitted to take any cell phones, music recorders, radios, I-pods etc., into the competition area/course.
- c) Spectators, Coaches and parents will not be allowed to run with participants or allowed on the course.
- d) If a Referee is satisfied on the report from a Judge or Umpire or otherwise that an athlete has left the marked course thereby shortening the distance to be covered the athlete shall be disqualified.

25) Travel & Accommodation:

Travel and accommodation for the teams are the responsibility of the Provinces. For possible accommodation, please contact any of the following (Link attached to name):

ACCOMMODATION Gqeberha/Port Elizabeth
<u>39 On Church Guest House and Conference Centre</u>
<u>@47 Guest House</u>
<u>A+A Guesthouse</u>
<u>Abeach Cottage</u>
<u>Aberdour Guesthouse</u>
<u>Access Guest House</u>
<u>ACCESS GUEST LODGE</u>
<u>Admiral's Lodge</u>
<u>Admiralty Beach House</u>
<u>Africa Beach B&B</u>
<u>AHOY BOUTIQUE HOTEL MANDELA BAY (PTY) LTD</u>
<u>Algoa Bay Bed and Breakfast</u>
<u>Anchorage CC</u>
<u>At Home Ekhaya B&B</u>
<u>Bantry Holiday Accommodation</u>
<u>Beachwalk Bed & Breakfast</u>
<u>Bishops Lodge</u>
<u>Blu-Pebbles Tours & Transfer (PTY) Ltd</u>
<u>Bluewater Bay Sunrise Hotel</u>
<u>Broughton Country Estate</u>
<u>Buckingham Place Guest House</u>
<u>Cashmere Guesthouse</u>
<u>Cora Terrace Lodge</u>
<u>Courtyard Hotel Port Elizabeth</u>
<u>Embo Guest Villa</u>
<u>First Avenue Guesthouse</u>

<u>Forest Hall Guest House</u>	
<u>Gai Séjour Self-Catering Guesthouse</u>	
<u>Gardenview Guesthouse</u>	
<u>Goodnight Accommodation</u>	
<u>Home Away From Home</u>	
<u>Hunters Lodge</u>	
<u>Incedo Labantu Trading T/A Jabula Lodge</u>	
<u>Island Vibe Harbour Master's House</u>	
<u>Island Way Villa</u>	
<u>King Guest Lodge</u>	
<u>Kings Tide Boutique Hotel</u>	
<u>La Cigale Exclusive Country Estate</u>	
<u>Lalapanzi Guest Lodge</u>	
<u>Lodge On Main Guest House and Conference Centre</u>	
<u>Lungile Backpackers</u>	
<u>Margate Place Guest House</u>	
<u>Me Casa Guest House</u>	
<u>Nelson Mandela Bay Tourism Head Office</u>	
<u>Newtondale Self Catering</u>	
<u>No5 By Mantis</u>	
<u>PEMBBA</u>	
<u>Phumanathi Guesthouse</u>	
<u>Port Elizabeth Apartments</u>	
<u>Radisson Blu Hotel Port Elizabeth</u>	
<u>River Road Guest House</u>	
<u>Road Lodge Port Elizabeth</u>	
<u>Road Lodge Port Elizabeth Airport</u>	
<u>Sea Notes Cottage</u>	
<u>Singa Town Lodge</u>	
<u>Sir Roys Guest House, Walmer</u>	
<u>Slipperfields</u>	
<u>Southern Sun The Marine</u>	
<u>Summer House B&B</u>	
<u>Sunnyside Guest Suites</u>	
<u>The Chapman Hotel and Conference Centre</u>	
<u>The Hub Boutique Hotel</u>	
<u>The Humewood Hotel</u>	
<u>The Kelway Hotel</u>	
<u>The Paxton Hotel</u>	
<u>The Plantation</u>	

<u>The Russel Guest House</u>
<u>The Vic Boutique Hotel</u>
<u>The Willows Resort & Conference Centre</u>
<u>The Wynford Lodge</u>
<u>Thunzi Bush Lodge</u>
<u>Town Lodge Port Elizabeth</u>
<u>Treetops Guest House</u>
<u>Van Stadens Resort</u>
<u>Walmer Villiers Self Catering</u>
<u>Whistlewood Guest House</u>
<u>Wilmot Cottages</u>

26) Enquiries:

Please contact Mr. Thabang Maleka at the ASA Office on 011 880 5800 or ThabangM@athleticsa.co.za for any additional information.

27) Course Layout:

