2024 ONWARDS

ATHLETICS SOUTH AFRICA (ASA)

DOMESTIC RULES AND REGULATIONS

FINAL DRAFT FOR CONSIDERATION

TO BE APPROVED AT ASA COUNCIL MEETING, 25 NOVEMBER 2023

These ASA Competition Rules and Regulations are applicable for athletics competitions held in South Africa under the auspices of ASA

(IN FORCE WITH IMMEDIATE EFFECT)

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INTRODUCTION

Up to 2017 this publication focused on providing an ASA Competition Rule Book to give guidance to Technical Officials on how to rule during ASA Athletics Competitions. Since 2017, a more inclusive approach was followed by giving guidance to associates such as schools, tertiary institutions and disability athletics.
Furthermore, regulations were added to this publication to give guidance to Administrators, Coaches, Technical Officials and Athletes during competitions. This new approached encouraged life skills development and better co-operation between all involved in the code of athletics.

Like the 2018 and 2019 publications, this publication continues with the new trend. This update provides Technical Delegates with objective appraisal tools to evaluate Technical Officiating during competitions, as well as to provide guidance to Technical Delegates to evaluate the quality of competition and race management.

Finally, in this publication, more regulations were added to give guidance to team members as to how to conduct themselves while representing South Africa.

FOREWORD

i. Athletics is a collection of sporting events that involve competitive running, jumping, throwing, and walking. The most common types of athletics competitions are track and field, road running and off-road running.

ii. The World Athletics (WA) governs athletics worldwide. Athletics South Africa (ASA), as a disciplined member of the WA, will implement all WA Rules in ASA National Championships and National and Provincial competitions.

ii.a To avoid confusion, the following shall be stated in all announcements, advertisements, programmes and printed matter: “This meeting takes place under the rules of <Province>, ASA and the WA”.

ii.b World Ranking Competitions as defined in the Generally Applicable Definitions shall be held under the Rules of World Athletics

ii.c Events may be held in a different format from that provided under the WA Technical Rules, as long as it do not give the athlete more rights than they would have obtained through the WA Technical Rules.

ii.d Event Organisers should outline in the information provided to athletes which rules will apply to the competition, i.e. it is acceptable to reduce the number of trials in a field event, but it is not allowed to increase the number of trials

iii. Where there is a conflict between an ASA rule and an WA rule, the WA rule will take precedence in all events listed on the ASA National and Provincial Fixtures Lists. Events not listed on the ASA National and Provincial Fixtures Lists will be regarded as ineligible events.

iv. Should the rules and regulations be silent on any matter that may arise, the constitutions and annexures of the WA, CAA and ASA shall apply, in that order, and if they too are silent then the ASA Board shall give a ruling on such matter, which, subject to ratification by the ASA Council, shall be final and binding.

v. These rules and regulations are for implementation in South Africa. The following rules and regulations will apply and must be read in conjunction with each other. The latest versions of:
   v.a WA Competition Rules
   v.b Regulations governing marketing and promotional displays at competitions held under WA Rules
   v.c WA Regulations as approved by WA Council, i.e. Shoe Regulation
   v.d The ASA Constitution
   v.e ASA Rules and Regulations
   v.f The Para Athletics Rules and Regulations
   v.g The Safety at Sports and Recreational Events Act, 2 of 2010 and its Regulations
   v.h The Occupational Health and Safety Act, 85 of 1993 and its Regulations
   v.i The ASA Safeguarding Policy
vi. Any infringement of these Rules may be subject to the sanctions set out in these Rules or other action as determined from a disciplinary hearing.
vii. Any cross reference to rules in this document is a reference to the ASA Rules and Regulations unless specified otherwise.

CHAPTER 1: COMPETITIONS

1. Rule 1: Competitions where WA and/or ASA Rules shall apply [WA CR Rule 1]

World Ranking Competitions as defined in WA CR Rule 1 that take place in South Africa shall be conducted in accordance with WA rules and regulations.

The following are ASA Competitions where the ASA Rules and Regulations shall apply:

For the following competitions the WA Advertising Regulations shall be applicable:
1.1a ASA National Championships;
1.1b National invitational meetings, National Series meetings and inter-provincial competitions;
1.1c National competitions and championships of Associate members;
1.1d The Elite/Professional section of major events on the ASA national fixtures list e.g.:
1.1d.1 Events with WA/AIMS labels,
1.1d.2 National Series and League Meetings, as well as series of events at provincial level, but operate in more than one province e.g. Spar Ladies Races,
1.1d.2 Permit competitions,
1.1d.3 Events included in ASA broadcast agreements,
1.1.d4 Events on provincial calendars, but also listed on the ASA National Fixtures List.

Note 1: Events on provincial calendars that intend to invite foreign athletes must apply to ASA to do so. Once permission is granted, the event will be listed on the ASA National Fixtures List.

Note 2: Events that have a title sponsor with a field of 10000 plus, and/or provide substantial prize money to participants, should also apply for inclusion on the national fixtures list.

For the following the ASA rules and regulations shall be applicable:

1.1e The mass participation section of major events on the ASA national fixtures list including events with WA/AIMS labels and Permit competitions;

1.1f Events on Provincial calendars including Club events, club leagues; provincial invitational events involving only ASA athletes;

1.1g Provincial, district and zone level competitions of Associate members.

1.2 The Athletics South Africa athlete licensing system will apply at all athletics competitions held in South Africa as per ASA National or Provincial Fixtures List.

1.3 Any athletics competitions not listed on ASA National and Provincial Fixtures Lists may be declared ineligible. Any licensed athlete participating in such competition may be declared ineligible. See Rule 5

1.4 All competitions held under the auspices of ASA must comply with the provisions of the Safety at Sport and Recreational Events Act, 2 of 2010 and its Regulations and the Occupational Health and Safety Act, 85 of 1993 and its Regulations.

1.5 Permit Competitions, as defined by WA CR 1.5 – 1.7, are local athletics competitions where the total prize money exceeds R500 000.00 (five hundred thousand Rand). Application to host a Permit Competition shall be submitted to ASA through the Provincial Athletics Member not later than 31 October of the preceding year. Permit Competitions will be included on the ASA National Fixture List.

2 Rule 2: Payments / Prizes at Competitions

2.1 At Provincial Championships and other competitions organised by the Provincial Members, the host Member will legislate the prize money to be awarded at the competitions.

2.2 In a competition organised by a club, that club will legislate as long as there is no conflict to what is stipulated in clauses 2.3 and 2.4 below.

2.3 Equal prize money will be awarded to men and women.

2.4 Only South African citizens and people with permanent residence permits are eligible for team prizes. Please refer to Rule 8 regarding foreign athletes.

2.5 Organisers of competitions in all disciplines of Athletics (Off-Road Running; Road Running and Track & Field) are encouraged (as a minimum) to provide awards for Senior/Open athletes.

2.6 Should prize money be paid for Juniors (Age Category athletes) it should be done according to the ASA Financial and Safeguarding Policies

2.7 If the budget allows, it is recommended to provide awards for Junior; Master and Adaptive athletes as well.

2.7.1 If awards are on offer for juniors, all ages up to 19 years will participate as juniors.

2.7.2 If Master Athletes are catered for, organizers should offer awards in all 10-year age categories (35-39; 40-49; 50-59; 60-69; 70+) before considering awards in 5 year categories.

2.7.3 Ideally, where Masters are offered awards, WMA Rules should apply. See Section XI on Masters Athletics.

2.7.4 If Adaptive Athletes are accommodated, awards in any category shall be at the organiser's discretion. See Section XIII for Athletes with Disabilities.

2.8 Only eligible athletes (Chapter 2; Rule 5) will qualify for awards of prize money.

2.9 Prizes and prize money must be paid directly to the athlete, irrespective of whether the athlete has an Athlete Representative or not.

2.9.1 This ruling also applies to foreign athletes participating in South Africa. It is the responsibility of the athlete to pay the National/International Athlete Representative in accordance with their agreement.

2.9.2 The athlete may, in writing to the Organizer of the event, empower a third party e.g. Athlete Representative, Club Captain, etc., to receive the prize or prize money; on condition that the athlete abdicates his/her right to appeal to ASA should the athlete experience difficulty in recovering the prize or prize money from the nominated third party, or any party other than the Organizer of the event.

2.10 Athletes winning prizes/medals must be present during the award ceremony during an ASA National or Provincial Championship. An athlete who is not present during the medal ceremony will forfeit his/her prize money. The only exceptions to this rule will be:

2.9.1 When an athlete is participating in another event;

2.9.2 When an athlete is incapacitated due to injury or illness;

2.9.3 When an athlete is being tested in terms of anti-doping procedures.

2.9.4 When the athlete has been given specific approval by the ASA Technical Delegate to miss the award ceremony.

2.11 In Non-Championships events where no testing of athletes is involved in line with SAIDS regulations, prize money should be paid to the athlete immediately after the prize giving ceremony.

2.11.1 The athlete must sign the payment schedule as approved by the Referee of the event/race to confirm that the prize money was received.

2.11.2 If the athlete for some reason is not available to collect the prize money, the athlete can sign a written mandate to appoint a specific person to sign for and collect the prize money on his/her behalf.

2.11.3 The format of issuing prize money will be determined by the Race Organizer, e.g. by EFT, cash, voucher, etc.

2.12 In Non-Championships events where testing of athletes is involved in line with SAIDS regulations, prize money should be paid to the athlete within one month after the SAIDS test results are made public.

2.12.1 Payment to athletes to be made by EFT transfer, or as agreed with the relevant athlete.

2.13 In any events/races, unless disallowed in the competition rules, when an athlete cannot be present at the prize giving ceremony, by prior arrangement, a representative of the prize winning athlete may collect the award on the athlete's behalf duri7/ng the award ceremony. Failing the above, the athlete will forfeit his/her prize money.

2.14 Awards that will be on offer in the applicable age categories must be published in advance of the competition, in appropriate promotional material including race flyers and websites.

2.15 Athletes may be required to provide proof of age or disability before receiving age or disability category prizes. Failing to provide such proof within a reasonable time, the athlete may forfeit his/her medal/prize money.

3. Rule 3: Marketing (including advertising) and Displays during Competition [C1.2 WAS REGULATIONS – Appendix 4A]

3.1 In all Competitions stipulated in ASA rules 1.1.a through 1.1.d, the sponsors of athletes and clubs, participating in the competitions must adhere to

"Advertising and displays of a promotional nature shall be permitted in all international Competitions as specified in WA 1.2(c), provided such advertising and displays comply with the terms of this Rule and with any Regulations that may be passed hereunder."

The Advertising Rule shall apply to all international Competitions listed in Rules 1.1(a)(i), (c), (d), and (e). Area Associations may promulgate their own advertising regulations to apply to the World Ranking Competitions listed in Rules 1.1(f), (g), (h), (i) and (j), failing which those of the WA shall apply. In principle, no advertising is allowed that compromises the sponsors of ASA or the event sponsor in any way, e.g. club / athlete clothing branding that is unauthorized or does not comply with the relevant ASA/WA advertising regulations shall be regarded as ambush marketing.

3.2 In all ASA Competitions, the sponsors of athletes and clubs participating in the competitions must adhere to the following:

Only advertising of a commercial or charitable nature shall be allowed at competitions conducted under these Rules. No advertising which has as its objective the advancement of any political cause or the interests of any pressure group, whether domestic or international, shall be allowed. No advertising may appear which, in the opinion of the WA (ASA), is tasteless, distracting, offensive, defamatory or unsuitable bearing in mind the nature of the event. No advertising may appear which obscures, either partially or otherwise, the television camera's view of a competition. No advertising that motivate betting or gambling will be allowed, whether it is on attire, pamphlets or banners.

All advertising must comply with any applicable safety regulations.

The advertising of tobacco products is prohibited. The advertising of alcohol products is prohibited, unless expressly permitted by the Council.

3.3 In all high profile competitions stipulated in rules **1.1.a to 1.1.d**, sponsors, athletes and clubs participating in the competitions must adhere to the applicable Rules and Regulations on clothing including relevant requirements of the WA Regulations and ASA Rule 24.

4. Rule 4: Entry Forms and results

[WA TR 3, 4 and 5]

4.1 **Entry forms for all competitions**

4.1.1 Must have a section to record Nationality, and the athletes to supply ID number, or Passport Number (for foreign athletes), or birth certificate number, or permanent residence permit number.

4.1.2 Must have a disclaimer/indemnity clause, signed by the athlete (or parent/legal guardian if under 18 years) indicating the date it was signed.

4.1.3 If the section for the information required in clause 4.1.1 above is left blank, then the athlete will be deemed to be a foreign athlete, and he/she will be subject to WATR4.2 and ASA rule 9.

4.1.4 Unless otherwise stipulated in the competition manual/competition rules, a club/province may enter only one team per gender and age group for an event. There will be no restriction on the number of athletes in the team and the first number of athletes as specified will count towards the team prize.

4.1.5 Competition organisers may not accept an entry from any athlete suspended by his/her club, province or ASA. Should an entry already have been accepted prior to such suspension, the entry shall automatically become invalid.

4.1.6 Please refer to Rule 9 for further details regarding foreign athletes.

4.2 **Results for all competitions**

4.2.1 Results of competitions must be recorded accurately as they are used at all levels of administration e.g. announcing; ASA/Provincial records; ASA Top 10 Ranking Lists; team selection; reports to partners, sponsors and government; etc.

4.2.2 The preferred format to record results differs between Athletic disciplines. Examples of how to capture results are included in the chapter dealing with Documentation.

4.2.3 Provisional Results should be placed on notice boards accessible to the participants and the general public as soon as possible after the completion of the event, and appeals must be lodged within 30 minutes of the official announcement of the results.

4.2.4 Results of medal winners as well as new records set must be distributed to the media as soon as possible after the completion of the competition and forwarded to the relevant Provincial office and ASA in the case of national competitions.

Note : Results of all events should be sent to SAAS in Excel format: To ASA office.

CHAPTER 2: ELIGIBILITY

5 Rule 5 : The Eligible Athlete

[ASA Constitution 29.4]

5.1 This rule applies to social, provincial, elite, national, or professional athletes

5.2 An athlete is eligible to compete in South Africa, or any other WA Member country if he/she is in possession of an ASA License, agrees to abide by the rules of ASA, or WA where relevant, and has not been declared ineligible by ASA or WA.

5.3 No club,committee or any other party e.g. athlete manager, parent or friend, may enter an athlete in any athletics competition without the consent of the athlete concerned. All entries, properly signed, must be made in the real name of the athlete.

5.4 An athlete will be represented by the club the athlete is registered with.

5.5 An athlete will register and represent one club only, and will not represent, at any time, another club in any form or format.

5.6 Any athlete who is included as a member of a South African Squad, Preliminary or Selected Team may, for the duration the athlete is part of such squad or team, also be represented by a registered Athlete Representative, Team Manager or the ASA Athletes Commission.

5.6.1 Note: A National or professional athlete can only be entered by a registered WA and/or ASA Athlete Representative (Manager), unless otherwise conditionally agreed between ASA and the National Athlete or professional athlete.

5.7 The furnishing of false information by an athlete or any person acting on behalf of an athlete shall constitute grounds for disqualification of the athlete and possible further disciplinary action.

5.8 Competition organisers may not refuse entry to members of a club duly affiliated to the relevant province without just reason and prior consent of the province.

5.9 Competition organisers may refuse an entry from any athlete on grounds of fake information, or for failing to comply with any of the conditions of entry published or advertised by the organisers.

5.10 Competition Organisers or Referees reserve the right to request proof of eligibility of a foreign athlete to prevent any foreign athlete who does not hold a permit required under WA Rule 4 from taking part in their competitions. Likewise, Competition Organizers or Referees reserve the right to require foreign athletes registered with a suspended WA Member Federation to comply with WA rules 22.1 and 22.1A.

5.11 Competition organizers may require participants to produce a certificate from a registered medical practitioner, certifying that the participant is fit to participate in the meeting.

5.12 Adaptive athletes may only participate if the organizers make appropriate provision for them and in the case of wheelchair competitions on the road; the relevant traffic authority has granted permission. See Section XIII for Athletes with Disabilities

5.13 Any adaptive athlete who wants to compete using a mechanical aid (prosthesis) must be able to prove that the use of such aid will not provide them with an unfatir competitive advantage.

5.14 The following documents will be accepted as proof of age: -

5.14.1 A South African ID Document
5.14.2 Passport
5.14.3 Birth Certificate (since 1994)
5.14.4 Driver's license
5.14.5 Refugee Permit

5.15 **The Domicilium Rule**

[Refer SA Constitution Clause 1.12; 29.4]

5.15.1 For the purpose of this rule, domicile shall mean the place where an athlete is permanently resident. To avoid doubt, students and scholars residing in accommodation on, or close to the institution of learning, will declare the residence where the athlete stays for domicile purposes, and not the residence of the athlete's parents or guardians.

5.15.2 An athlete shall only represent the ASA province wherein he/she is domicile.

5.15.3 Each club may only be registered in a single ASA province and shall establish an office in that province. Clubs registered in different provinces that use a similar name must include the province in their club name e.g. Road Racers WP, Road Racers KZN.

5.15.4 With the exception of a National Athlete, an athlete shall only be a member of a club registered in the ASA province where the athlete is domicile.

5.15.5 A National Athlete may join any club of his/her choice anywhere in South Africa, but he/she will only represent the ASA province where he/she is domicile.

5.15.6 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.

5.15.7 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.

5.15.8 An athlete (including National and Legend Athletes) may only change from one club to another once per calendar year.

5.15.9 The new ASA Club/Province reserves the right to withhold the issue of a new licence from an athlete who has changed clubs, until the athlete produces a clearance certificate.

6. Rule 6 : The Eligible National Athlete

[Refer ASA Constitution Clause 1.28; 27.9.2; 29.4]

The status of National Athlete is earned by virtue of selection to represent the country in International competitions:

6.1 An Athlete shall be added to the ASA Register of National Athletes when the athlete has :

6.1.1 Represented South Africa at the Olympic Games in the past 8 years;

6.1.2 Represented South Africa at the WA (Senior) T&F Championships in the past 8 years;

6.1.3 Represented South Africa at the WA (Senior) Marathon Championships, and finish the race, in the past 8 years;

6.1.4 Represented South Africa at the IAU 100km World Ultra-Marathon championships, and finish the race, in the past 8 years.

6.1.5 Won an individual gold medal (top 10) at the Comrades Marathon in the past 8 years

6.1.5.1 Note: this arrangement will remain in place until the ASA Council rule otherwise.

6.1.5.2 Note: Trail running shall be added to this list only once objective criteria for team selection have been determined.

6.2 For avoidance of doubt, an athlete cannot obtain national athlete status by virtue of participation at:

6.2.1 Commonwealth Games and All Africa Games
6.2.2 WA World Cup
6.2.3 WA World Half-Marathon Championships
6.2.4 WA World Cross Country Championships
6.2.5 WA/IAU World Mountain/Trail Running Championships
6.2.6 WA Race Walking Cup
6.2.7 WA/AIMS Permit/League Competitions
6.2.8 WA Junior and Youth Championships
6.2.9 WA Associate Member Championships/Games
6.2.10 CAA African Senior; U/20 and U/18 Championships or equivalent competition
6.2.11 CAA Southern Region Senior; U/20 and U/18 Championships or equivalent competition.
6.2.12 ASA National/Provincial Events

6.3 A National Athlete has the following rights and may:

6.3.1 Belong to a club of his/her choice anywhere in South Africa, but he/she will only represent the ASA province where he/she is domicile. (ASA Constitution Clause 29.4.4) The license must be issued by the domicile Province irrespective of which club the athlete joins as a national athlete.
6.3.2 Wear any attire of his/her choice subject to WA/ASA advertising and ethical rules, and rules regarding team competitions.
6.3.3 Be represented by an Athlete Representative or the ASA Athletes Commission
6.3.4 Negotiate appearance money at ASA Events
6.3.5 Negotiate prize money at ASA Events
6.3.6 Negotiate fees/ incentives with the club he/she is a member of.
6.3.7 Enter as a spectator at any ASA National Competition free of charge.
6.3.8 Every National Athlete domicile in an ASA Province shall be issued with a licence by that domicile Province, and not the province of the club that the athlete choses to join. The onus shall be on the National Athlete to request a license from his/her domicile Province.

6.4 The onus shall be on the National Athlete to notify their domicile Province of which club they join, or if they change clubs.
6.5 ASA Provinces shall notify each other when they are aware of a National Athlete that has joined a club outside of their domicile Province.
6.6 An athlete will cease to be a National Athlete when the athlete has not qualified for the status of National Athlete in the past 2 Olympic cycles, retires from active participation, or becomes ineligible.
6.7 The National Athletes register and Legend Athletes register will be updated every year prior to the ASA AGM and made available to the Members through the ASA website.
6.8 The updated registers shall be effective from 01 January of the following year.

Note: This definition of National Athlete shall serve as the Athletics Federation's criteria for "International level athlete" referenced by the SA Institute for Drug Free Sport (SAIDS)

6.9 National Athletes shall automatically be included in the ASA Registered Testing Pool (RTP) in terms of the World Anti-Doping Code.

7. Rule 7 : The Eligible Elite / Professional Athlete

The status of Elite/Professional as defined in rule 7 is not a status that the athlete chooses themselves but is automatically applied based on the performance criteria listed.
So regardless of where the Elite/Professional athlete starts in a designated race, they remain an Elite/Professional and are therefore subject to WA regulations when applicable.
For purposes of administration it therefore makes sense to require all Elites to start in the elite seeding.

7.1 An elite / professional athlete shall adhere to rule 5.
7.2 An athlete shall be considered an elite / professional when they:
7.2.1 Have earned the status of National Athlete; or
7.2.2 Have achieved the WA Gold, Silver or Bronze Label status; or
7.2.3 Are ranked on the ASA Senior Top 10 Ranking lists in the past year or current year of competition; or
7.2.4 Have won an individual Gold medal (top 10) at the Comrades Marathon in the past 3 (three) years; or
7.2.5 For a specific road or off-road event defined in ASA Rule 1.1.a to 1.1.d, are included by the organisers in the "Elite /Professional" or "A" batch of such event.

Note: A Top Ten ranking list shall be maintained for all athletics disciplines and each event included in ASA national senior championships. The ranking lists shall reflect performances in the current and previous calendar year. U/20 and Masters shall be included based on their performances in senior competitions.

Note: The criteria listed in 7.2 assume performances at an international level.
For lower profile races included on the ASA National Fixture List, in terms of rule 7.2.5. the organiser in consultation with the Technical Delegate should define more lenient time criteria to suit the quality of the field. The principle to be applied is that all athletes who might be in contention for Open and age group prizes must be considered as the "Elite" or "A" batch for the competition. Past results will normally prompt the organiser on appropriate times but for guidance the top ten positions in most events on the 2019 National fixture list were covered by the following time criteria:

42,2km marathon: under 2hr40 for men and under 3hr10 for women
21,1km Half Marathon: under 65:30 for men and
under 85:00 for women
10km : under 30:00 for men and under 36:00 for women

Athletes aspiring to these times should be educated by coaches and managers on the implications of an elite categorisation.

Allocation of athletes to this elite "A" batch will normally be determined by obtaining seeding times during the entry process.
These criteria should be publicised in pre-race marketing material (flyers, websites etc.) with a reminder that athletes so seeded will be subject to the WA marketing and advertising regulations including restrictions on club vests as described in ASA rule 24.16

7.3 An elite / professional athlete has the following rights and may:

7.3.1 Be automatically seeded in the "Elite /Professional" batch [or equivalent front batch] at any ASA event defined in rule 1.1.

7.3.2 Be included in any Professional Athlete Programme (PAP) connected to any ASA event defined in rule 1.1.

7.3.3 Wear any attire of his/her choice subject to WA/ASA advertising and ethical rules, and rules regarding team competitions.

7.3.4 Place the athlete's name on the front and back of their vest: a maximum height of 4cm across the width of the vest. See rule 24.

7.3.5 Be represented by an Athlete Representative

7.3.6 Negotiate appearance money at ASA Events

7.3.7 Negotiate prize money at ASA Events

7.3.8 Negotiate fees/ incentives with the club he/she is a member of.

7.4 An athlete will cease to be an elite / professional when the athlete no longer meets the criteria for Elite / Professional Athlete, retires from active participation, or becomes ineligible.

7.5 The Elite / Professional Athletes register and ASA Top Ten ranking list will be updated routinely and made available to the Members through the ASA website.

7.6 The updated registers shall be effective as soon as they are published.

Note: This definition of Elite / Professional athlete is largely consistent with the criteria for "national level athlete" as defined by SAIDS. The SAIDS definition of "national level athlete" must not be confused with the ASA term "National Athlete" covered in rule 6. In its definition of "national level athlete" SAIDS also includes athletes that are selected for national championships and various international competitions such as those listed in rule 6.2, which do not qualify for National Athlete status, but may qualify for Elite/Professional status.

7.7 Elite / Professional Athletes shall automatically be included in the SAIDS Registered Testing Pool (RTP) in terms of the World Anti-Doping Code.

7.8 In order for ASA to comply with its obligations in terms of anti-doping testing, all South African Elite/Professional athletes as defined above are required to obtain clearance from Athletics South Africa before entering any competition in a foreign country. (See Rule 9 below).

8. Rule 8 : The Eligible Legend Athlete

8.1 A National Athlete shall be recognised on the ASA register of Legend Athletes when the athlete retires or no longer qualifies to be a National Athlete.

8.2 Legend Athletes shall have the same rights as a National Athlete but must adhere to the Domicilium Rule, in other words they must belong to a club within the ASA Province where they reside.

8.3 An athlete shall remain on the register of Legend Athletes in perpetuity, but may be removed from either the National or Legend Athletes lists if the athlete is no longer an eligible athlete (WA Rule 20) or if the athlete is in bad standing with ASA or any of its Members.

9. Rule 9 : The Eligible Foreign Athlete; (Refer: WA Rule 5 Eligibility Rules)

9.1 A foreign athlete is defined as:

9.1.1 an athlete who is registered to a Member of the WA other than South Africa, referred to as a registered foreign athlete; or

9.1.2 a citizen of a foreign country, not registered to a Member of the WA referred to as a social foreign athlete; or

9.1.3 an athlete who is not a South African citizen, but is resident permanently in South Africa in terms of any legitimate ruling by the Department of Home Affairs; or

9.1.4 An athlete from another country now granted South African citizenship but has not yet been authorized to change allegiance.

9.2 Foreign athletes affiliated to Members so listed 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.

9.3 Event organizers must only accept clearance certificates on behalf of elite or professional athletes when they are presented by an accredited WA or ASA Athlete Representative.

9.4 Please note a foreign athlete (registered or social):

9.4.1 cannot be entered by a local club representative, coach or any public institution or member

9.4.2 Cannot be entered by another country or institution from another country.

9.4.3 Cannot participate in a team, at any level in South Africa, either as an individual foreign athlete in a local club team, or as part of an all-international team, without the approval of ASA. Teams violating this rule will forfeit their prize money and will be denied further participation in any other race in South Africa.
Note: The rights to host team competitions between countries, clubs from different countries or to include foreign athletes in an elite/professional team competition, irrespective the level of competition, resides with ASA, CAA or WA. Invitations to foreign athletes or teams will be made by ASA, CAA or WA, or the Organizing Committee mandated by ASA, CAA or WA.

9.5 ASA on receipt of any clearance permit for a registered foreign athlete will authenticate the clearance permit with the issuing Member; and such clearance permit plus the ASA Authentication letter must be presented at all events where the foreign athlete wishes to participate. ASA will list all foreign athletes that obtained clearance to participate in South Africa on the website http://www.athletics.org.za/

9.6 Events defined in terms of ASA rule 1.1.d and e (major local events on the ASA fixture list) must submit to ASA a list of all foreign athletes entered for the event. This list is to be supplied regardless of whether the athlete has supplied a clearance permit or not. This list must be supplied as soon as entries close or two weeks before the event, whichever is the earliest.

9.6.1 To facilitate the identification of foreign athletes, events listed as per ASA 1.1d and 1.1.e must include on their entry form a field for foreign athletes to declare their nationality and registration details with their Member country.

9.7 Foreign athletes competing in local competitions must participate in the colours of their club they belong to in their domicile country. Alternatively foreign athletes may participate in neutral colours [with no reference or similarity to local club colours]. No branding (including sponsors) may be visible on the clothing other than branding permitted in terms of WA rules.

9.8 Organisers may enter foreign athletes as individuals for competitions provided the athlete is declared as a foreign athlete. The foreign athlete shall be issued an ASA Temporary Licence.

9.9 **Licencing of foreign athletes**

FOR IMPLEMENTATTION FOR THE 2024/2025 LICENCE YEAR

9.9.1 Any athlete that cannot provide a valid South African Identity document must be treated as a foreign athlete.

9.9.2 Foreign athletes as defined in 9.1 above may NOT be issued with an ASA Permanent Licence.

9.9.2.1 Foreign athletes visiting from other countries as defined in rules 9.1.1 and 9.1.2 must be issued an ASA Temporary Licence to compete.

9.9.2.2 Foreign athletes as defined in rules 9.1.3 and 9.1.4 above are resident in South Africa. For these athletes to participate in local club events on a regular basis, without the ongoing cost of Temporary Licenses, these athletes may join a local club and be issued a **Foreign Athlete Licence Bib**.

9.10.3 An athlete shall only be eligible to be issued a Foreign Athlete Licence Bib when they:

9.10.3.1 Are a social foreign athlete and are not registered to any other Member of WA; or

9.10.3.2 Are a registered foreign athlete and have obtained written confirmation from their Federation acknowledging their intention to comply with the eligibility requirements to represent another Member; and

9.10.3.3 Are in possession of a valid visa/permit allowing them to be in South Africa for an extended period; and

9.10.3.4 Can provide proof of residence in South Africa in the form of a lease or rental agreement, title deeds to a property, or a contract confirming permanent accommodation; and

9.10.3.5 Provide a copy of their passport; and

9.10.3.6 Have signed the ASA Foreign Athlete waiver form (see rule 26.3).

9.10.4 A Foreign Athlete Licence Bib shall not be issued to a foreign athlete until copies of the relevant documentation referred to in rule 9.12.2 have been submitted by the Club to the Provincial Member, who shall then authorise the issue of the Foreign Athlete License.

9.10.5 A Foreign Athlete Licence Bib shall entitle an athlete to be a member of a local club, to wear the colours of the club, to enter competitions as a local athlete, to win prizes in an individual capacity, but MAY NOT form part of a team from that club until they qualify as described in rule 9.13 below.

Note : Technical Officials must exclude any athlete wearing either a Foreign Athlete Licence or Temporary Licence from any club team calculation.

9.11 Selection of Foreign Athletes for South African teams

9.11.1 Notwithstanding the issue of a Foreign Athlete License Bib, a foreign athlete may not be selected for or be part of a South African club, provincial or national team unless that athlete has complied with WA rules 4.3 and 5 for eligibility to represent a Member;

9.11.2 With reference to WA Rules, an athlete shall be eligible to represent a Member if :

9.11.2.1 he/she is a citizen of the country; or
9.11.2.2 he/she has been granted refugee or asylum status; and
9.11.2.3 has observed any required waiting period; and
9.11.2.4 the approval of WA is granted.
9.11.3 Athletes who meet the following criteria can be encouraged by a Club to become a South African Citizen and thereafter apply to be eligible to represent the club, province and country:
9.11.3.1 in possession of a permanent work offer in South Africa,
9.11.3.2 have exceptional skills and qualifications
9.11.3.3 establish a business in South Africa
9.11.3.4 qualify as Refugees in terms of Section 27(c) of the Refugees Act
9.11.3.5 qualify as retired persons
9.11.3.6 are financially independent
9.11.3.7 are relatives (biologically or judicially) of a South African citizen/permanent residence permit holder
9.11.4 A foreign athlete wishing to apply for change of allegiance with the intention to be eligible for South African teams must do so through their club to the Provincial Member, who in turn will forward such application to ASA.
9.11.5 Until the foreign athlete has been declared eligible, the onus shall be on the club to register the athlete for a Foreign Athlete Licence to inform the technical officials at each event of the ineligibility of specific foreign athletes to be part of their club team.
9.11.6 If, in contravention to the above, a foreign athlete is issued an ASA permanent licence, or receives prizes or prize money while wearing the colours of a local club, the athletics 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.
9.11.7 Foreign athletes must take note of Rule 2 regarding prizes and prize money.

10. Rule 10 : Eligibility of elected administrative structures

10.1 The Eligible Athletics Club [Refer to the Provincial Constitution]

[Refer ASA Constitution Clause 1.6; 3.2.2; 5.1; 7.1; 25.7; 27.12; 29.4; 29.5; 29.6; 29.11; 29.11; 29.14; 29.15; 29.19; 31.4; 35.1]

Note: An Athletics Club is a social order of people, from a local community, who are dedicated to Athletics and the support thereof.

- *The club is the most basic form of organized administration in a community to ensure that the needs of the eligible members are catered for. The club is the "eyes and ears" of the province in the local community. It is with the assistance of the club that the local province will protect the interest of its eligible members by ensuring that athletics is not abused in the local community by parties not affiliated to the club or province.*
- *The club's first responsibility is to form and manage the club as an organization, constituted to promote Athletics, and offer eligible members social amenities.*

- *It is the responsibility of the club administrators to affiliate to the local province, adhere to the constitution of the province, and ensure that all eligible members of the club operate within the rules and regulations that govern athletics.*
- *The club will operate from premises e.g. club house, Secretary's house, etc. in close proximity to the members and in the same province as the members.*

10.1.1 The criteria for an eligible club shall be defined in terms of the constitution of the Provincial Member, failing which the following criteria will apply:

10.1.1.1 A club must have a minimum of 20 licenced senior members to be an eligible club.

10.1.1.2 A club with fewer than 20 members will automatically be deemed a Probation club.

10.1.1.3 A Probation club may continue to be a Member of the Provincial Council but will lose its vote on the Council.

10.1.1.4 A club will remain a Probation Club until its membership grows to more than 20 members.

10.1.1.5 The maximum period a club can maintain its probation status is 18 months. If a club cannot reach or regain full membership (10 members), the club's membership will be terminated automatically.

10.1.1.6 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.

10.1.2 The eligible club will under no circumstances allow a registered member of the club, to participate for another club, score for another club or run in another club's colours.

10.2 The Eligible Athletics Province / Associate Member

[Refer ASA Constitution Clauses 1.32; 1.33; 3.22; 3.2.7.6; 3.2.13; 4.15; 4.16; 4.18; 4.19; 5.1; 8.1; 8.5; 9; 11.6; 12.1.5; 12.2.1; 13.1.3; 13.2; 13.4; 13.5; 15.2.2; 16.2; 16.3.3.2; 16.4.1; 18; 19; 20.14; 23.2; 25.1; 27.9; 27.10; 27.11; 27.12; 27.13; 29.4; 28.8.9.4; 29.13; 29.18; 29.19; 29.20]

10.2.1 It is a fundamental principle of the ASA governance of athletics that its members are run and are allowed to be run – as democratically elected structures, in accordance with their constitution, free from any influence or interference. This obligation applies regardless of their corporate structure.

10.2.2 ASA membership and the right to participate in its national competitions are conditional upon such principle being upheld without derogation or compromise in any measure.

10.2.3 All members shall be subordinate to and recognised by ASA and also comply with ASA constitution, rules and regulations and any directive issued by ASA.

10.2.4 A member is responsible - by its legal status, its recognition from ASA and its own constitution for sanctioning, promoting, expanding and strengthening athletics in its jurisdiction.

10.2.5 Each Member must be a separate legal entity.

10.2.6 Ultimately the reason for a member's existence is to serve the athletes in its environment. No organised activity related to athletics should be outside of the member's awareness and control.

10.2.7 Only one member from each province/associate may be affiliated to ASA and such member shall be recognised by ASA as the only governing member of athletics in that jurisdiction.

10.2.8 The obligations of a member include constitutional obligations which are conditions of membership. In addition there are obligations, expectations and responsibilities, not specifically specified in the ASA constitution, which are intended to ensure the fair and uniform operation of athletics. These include :

10.2.8.1 *Governance*

- To be responsible for all aspects of athletics within its jurisdiction
- To promote the sport of athletics and development of an athletics culture
- To provide an appropriate administrative structure and services for its functioning
- To maintain an official list of its records
- To undertake proceedings against athletes who may have rendered themselves ineligible and to impose sanctions where appropriate
- To undertake proceedings against any individual or group who may have violated the rules of the member and to impose sanctions where appropriate
- Members shall be held liable for all financial obligations of their own members
- Each member shall be responsible and accountable to ASA for fulfilling its respective obligations under the Strategic Plan of ASA, as revised from time to time.
- Each member shall provide ASA with copies of its audited accounts, annual report and associated documents immediately following its respective Annual General Meeting.
- Each member shall provide ASA with copies of its business/strategic plans and budgets from time to time upon request and within fourteen days after such business/strategic plans and budgets having been adopted by a meeting of the Member.
- Members shall advise ASA as soon as practicable of any administrative, operational or financial difficulties, including but not limited to :
  - Is having significant governance, administration, operational or financial difficulties
  - Ceases to meet one or more of the membership requirements
  - Takes or has taken against it any action or proceedings to dissolve it
  - Is involved in a conflict which prevents it from operating effectively or is otherwise unable to fulfil its purpose
- Such member shall assist ASA in investigating those issues and cooperate with ASA in addressing those issues in whatever manner the ASA Board or Council considers appropriate after enquiry, and having provided a reasonable opportunity for the member to be heard.

10.2.8.2 *Resources*

- To manage the financial, human and technical resources of the member
- To set budgets and maintain financial records
- To control expenses
- To arrange for an audit of financial statements

10.2.8.3 *Communication*

- To maintain good relations with and provide appropriate information to athletes and other members
- To maintain good relations with governmental, sporting, business and other organisations which have an interest in athletics or may be of assistance to the member
- To maintain good relations with the media in order to ensure positive promotion of the sport.

11. Rule 11 : The Eligible Sponsor and Eligible Brand Ambassador

[Refer ASA Constitution Clause 3.29; 4.4; 27.3]

- *A Sponsor is not an investor. A sponsorship is based on a business relationship where the sponsor provide funds, resources or services; and ASA in return, offers some rights and association that may be used for commercial value.*
- *Modern day sponsorship is much more than an outfield sign in the competition area or a logo on sport attire. Sponsorship provides, business access, connections, hospitality, affinity, audience access, data, and helps to shape public perception of ASA in a way that will be hard to achieve, using the performances of athletes alone.*
- *Sponsors are very sensitive to risks, and ASA therefor must ensure good quality and quantity to ensure a strong partnership with the sponsor. Furthermore, ASA must ensure a free and fair environment for the relationship with the sponsor to prosper, while at the same time ensure that other sponsors do not compromise the relationship with the ASA Sponsor(s).*
- *It is therefore of critical importance that members at all levels of athletics contribute to regulating the sport in such a way that ASA can maximize its relationship with sponsors.*

With the above in mind ASA as a brand must ensure that it can offer a sponsor:

- *A relationship that benefits both the sponsor and the athlete*
- *Great content such as TV, digital and printed media, videos, product reviews, written blogs and lots of imagery.*
- *Brand association with sponsor*
- *Access to social network*
- *Brand representation and product endorsement*
- *Product off-set opportunities*
- *Access to certain markets*
- *Access to events*
- *Hospitality packages*
- *Association to sponsor's workforce*
- *Access to other sponsors and businesses*

11.1 **The Eligible Sponsor:**

11.1.1 Ensures that ASA Domestic Rules and Regulations are respected

11.1.2 Ensures that both the sponsor and athletics benefit from the relationship.

11.1.3 Practices fair trade by strengthening rather than exploiting the vulnerabilities of the sport.

11.1.4 Avoids ambush marketing that may compromise relationships with other partnerships

11.1.5 Avoids conflicting brand exposure in an event not sponsored by the sponsor

11.1.6 Avoids situations that may compromise ASA in any way.

11.1.7 Failure of sponsors to adhere to the ASA Domestic Rules and Regulations will not only compromise relations with other sponsors of ASA, but may also lead to the following punitive measures:

11.1.7.1 Deny the sponsor further access to ASA and its products

11.1.7.2 Block the sponsor on ASA communication and social networks,

11.1.7.3 Suspending the sponsor at fault, as well as its individual members affiliated to ASA

11.1.7.4 Penalizing the sponsors at fault

11.1.7.5 NB: The above punitive measures also apply to sponsors who partner with athletics events not registered with ASA.

11.1.2 Office Bearers, Administrators, Event/Race Organizers, and Athlete Representatives, in negotiating sponsorships, must stay within the guidelines set by the WA and in the ASA Domestic Rules and Regulations. Failure to do so will not only compromise athletics at large, but may also lead to suspension and penalties of the individuals at fault.

11.1.3 Technical Officials must be diligent and meticulous in their duties. Where it is clear that sponsors are violating the ASA Domestic Rules and Regulations, the event must be stopped until such violations are corrected. Failure of the Technical Official to enforce this will not only compromise athletics at large, but may also lead to suspension and penalties of the individuals at fault.

11.2 The Eligible Brand Ambassador

11.2.1 The practice of Sponsors appointing athletes as brand ambassadors is supported by ASA as this practice promotes athletics as a sport and creates opportunities for athletes outside the sport of athletics.

11.2.2 Brand Ambassadors in athletics are generally National Athletes (Rule 6) or Legend athletes (Rule 8), who represent the event or brand.

11.2.3 Where Legend athletes are used as Ambassadors of events/brands, there is little risk that such position will come in conflict with the ASA Constitution, its rules and regulations. It is therefore recommended that Ambassadors are selected from the pool of Legend Athletes.

11.2.4 Where National Athletes are used as an Ambassador, there is a risk that such athlete may come in conflict with his/her obligations as a National Athlete. Members, Competition Organizers and Sponsors, when appointing National Athletes as Ambassadors, must keep in mind that they are often licensed to a club with sponsor commitments, and have obligations to such club/sponsor.

11.2.5 A brand ambassador must adhere to the WA/ASA regulations applicable to advertising for attire and conduct.

12. Rule 12 : The Eligible Athletes' Representative

[Regulations as applicable and ASA Constitution Clause 28]

Note: Athlete Representatives should not be confused with representatives of clubs who by virtue of their position as club chairman, secretary or captain engage with race organisers on items such as athlete registration, entries and general event coordination.

12.1 Athlete Representatives are an extension of the ASA Excellence Programme in preparation for the next Olympic Games

12.2 An Athlete Representative must register with ASA, not to the club the athlete is licensed to, before they can represent the athlete.

12.2.1 To avoid confusion, all athletes are licensed to a club, and the club is the administrative custodian of the athlete;

12.2.2 The athlete must notify the club if an Athlete Representative will represent him/her;

12.2.3 The athlete remains a member of the club where the license was obtained.

12.3 Elite / Professional Athletes may be represented by Athlete Representatives registered with ASA. This is in line with WA practice where only athletes ranked on the WA ranking list can be represented by an Athlete Representative internationally.

12.4 WA accredited Athlete Representatives may facilitate the participation of foreign athletes in South Africa, provided that the clearance certificate of each athlete is submitted to ASA before the athlete is entered for an event in South Africa.

12.5 Athlete Representatives can be the link between the sponsor and the athlete to support the athlete on condition that the ASA Constitution and its Rules and Regulations are adhered to.

12.6 When athletes are sponsored by a Corporate(s), it is the duty of the athlete or his/her Athlete Representative to ensure that the Corporate adheres to the ASA Constitution, its rules and its regulations.

12.7 **Athletes' Representatives:**

12.7.1 negotiating on behalf of athletes must, on request, produce written evidence that they are registered with ASA and have the athlete's permission to negotiate on his/her behalf.

12.7.2 must attend, at their personal expense, Athlete Briefing sessions when called by ASA.

12.7.3 Must act in accordance with the ASA Constitution and Rules and Regulations.

12.7.4 Only individuals can become Athletes' Representatives e.g. they cannot be a company or institution.

12.8 Authorisations are granted to National Athletes' Representatives for a period of 4 years in accordance with the Olympic Cycle. Authorization shall expire automatically on 31 December of the relevant Olympic year.

12.9 The candidate Athletes' Representatives must:

12.9.1 Be a South African Citizen or hold Permanent Residency;

12.9.2 Represent South African Athletes;

12.9.3 Have experience in Athletics, preferably as a past athlete;

12.9.4 Not be an active Elite/Professional athlete;

12.9.5 Be in possession of an ASA Permanent License obtained from a registered club;

12.9.6 Have integrity and a good reputation;

12.9.7 Have sufficient education and knowledge to understand and interpret the ASA Constitution, the ASA Rules and Regulations and contracts between relevant parties;

12.9.8 Have no conviction of a criminal offence or Anti-Doping Rule violation;

12.9.9 Have no declaration of bankruptcy.

12.9.10 Be in possession of professional liability insurance, underwriting by a credible insurance broker.

12.9.11 Be in possession of a South African Bank account.

12.9.12 Be in possession of a signed agreement between the candidate and the athlete.

12.10 The application/renewal process shall be as follows:

12.10.1 Apply in writing to ASA to become an Athletes' Representative. The letter should provide evidence that the aspirant Athletes' Representative meets the criteria described above and has attended at least 1 National Athlete Briefing session. The letter should satisfy any other reasonable condition as may be required by ASA.

12.10.2 ASA may require the candidate to undergo a written examination. The questions will consist of general knowledge questions about Athletics, ASA and the WA and more specific questions on the latest version of the WA and ASA Rules and Regulations.

12.11 ASA will publish the list of eligible Athletes' Representatives on the ASA website, and annually update it in December.

12.12 By the end of January each year, each registered Athlete Representative must provide ASA with a list of athletes the Athlete Representative is authorised to represent.

12.13 Any Athlete Representative who brings ASA into disrepute, or is in conflict with the ASA Constitution and its Rules and Regulations in any way, may have their registration as Athlete Representative revoked.

13. Rule 13 : The Eligible Competition / Race Organiser

[Refer to ASA Constitution Clause 28]

13.1 All events held under the auspices of ASA must be under the control of an eligible Competition/Race Organiser who must:

13.1.1 Have a specific mandate to organize a competition listed on the ASA National or Provincial Fixtures List either as a member of a club or contracted to the club or Provincial/Associate Member;

13.1.2 Take steps to ensure that the event remains listed on the ASA National or Provincial Fixtures List;

13.1.3 Act in the interest of the athlete, the club, and the Member ;

13.1.4 Allow only eligible athletes to enter for the competition;

13.1.5 Allow only eligible Athlete Representatives to negotiate on behalf of ASA licensed or international athletes – AR's must be able to show their ASA ID card to the Competition / Race Organiser

13.1.6 Only enter foreign athletes in accordance with ASA rule 8 (Eligible Foreign Athlete)

13.1.7 Act in accordance with the ASA Constitution, Rules and Regulations;

13.1.8 Use eligible ASA Technical Officials to regulate the event;

13.1.9 Market and advertise the event in accordance with WA/ASA Rules ;

13.1.10 Ensure that all financial obligations to the club and Member are adhered to;

13.1.11 Remain in good standing with the ASA Member.

13.1.12 Adhere to all legal requirements pertaining to safety including appointment of a qualified Safety Officer and obtaining permission from all appropriate local authorities.

13.1.13 ASA reserves the right to penalize Competition / Race Organisers who fail to adhere to the above.

13.1.14 ASA reserves the right to penalize ASA Members, should it became evident that the member did not guide Competition / Race Organisers to align themselves with ASA Rules and Regulations.

Note: The following is an example of how a Competition/Race Organizer may be evaluated:

EVALUATION: On a scale of 1 – 10: 1 Very poor – 10 Excellent

1. Race information – Availability to athletes	*5*
2. Registration – Lay-out, flow, athlete friendly	*10*
3. Parking – Availability, safety, control	*5*
4. Tog Bag security – Availability and security	*5*
5. Start – On time, safe, without problems	*5*
6. Water points – Water / Coke – According to rules	*10*
7. Route Marshals – Enough, skilled, helpful, clear route	*10*
8. Finish – Organized, free flow, categories	*10*
9. Toilets & showers – Enough, working, clean, easy accessible	*5*
10. Prize giving – Good prizes, organized, on time, not too long	*10*
11. Results – Correct, Availability – Media 24 hours – Clubs 7 days	*10*
12. Medical – On route, finish	*5*
13. Terrain & Venue - Attractive, effort put in, sponsorship presence	*5*
14. Announcer: Quality, factual, informative	*5*
TOTAL POINTS	***100***

14. Rule 14 : The Eligible Coach

[Refer ASA Constitution Clause 3.2.2; 3.2.6; 3.2.19; 8.4; 8.5; 16.3.3]

14.1 An Eligible Coach is someone who:
14.1.1 Adheres to the ethical principles of a Coach;
14.1.2 Is affiliated to a club registered with the domicile ASA Province;
14.1.3 Is In possession of an ASA Permanent License;
14.1.4 Coaches athletes in possession of an ASA Permanent License;
14.1.5 Prepares athletes for events listed on the ASA National/Provincial Fixtures List;
14.1.6 Is registered with the Provincial Coaching Structure.
14.2 A Coach will become ineligible if the person is in bad standing with a club; domicile province or ASA.
14.3 **For an Eligible Club Coach** an ASA Level 1 coaching qualification is recommended but is not a prerequisite to become an eligible Club Coach.
14.4 **An Eligible Provincial Coach is someone who, subject to 14.1:**
14.4.1 has coached athletes who have won medals at the ASA Provincial Championships;
14.4.2 has a minimum of an ASA Level 2 coaching qualification.
14.5 **An Eligible National Coach is someone who, subject to 14.1**
14.5.1 has coached athletes who have won medals at the ASA National Championships;
14.5.2 has a minimum of an ASA Level 3 coaching qualification.
14.6 Coaches who bring ASA into disrepute, or are in conflict with the ASA Constitution and its Rules and Regulations in any way, may have their registration as Coach revoked.
14.7Any unregistered or suspended coach that coaches a licensed athlete will also be liable to penalty under this clause

15. Rule 15 : The Eligible Technical Official
[Refer WA Competition Rules 3 - 30]

15.1 An Eligible Technical Official is someone who:
15.1.1 Adheres to the ethical principles of a Technical Official;
15.1.2 Is affiliated to a club registered with the domicile ASA Province;
15.1.3 Is in possession of an ASA Permanent License;
15.1.4 Is registered with the Provincial Technical Officials Structure;
15.1.5 Officiates at competitions on the Provincial/National calendar;
15.1.6 Carries accreditation appropriate for their status as a Technical Official.
15.2 A Technical Official will become ineligible if the person is in bad standing with a club; domicile province or ASA.
15.3 **An Eligible Club Technical Official is someone who, subject to 15.1;**
15.3.1 has an ASA Level 1 Technical Official qualification;
15.4 **An Eligible Provincial Technical Official is someone who, subject to 15.1:**
15.4.1 has a minimum of an ASA Level 2 Technical Official qualification.
15.5 **An Eligible National Technical Official is someone who, subject to 15.1:**
15.5.1 has a minimum of a National Athletics Referee qualification
15.6 An individual may not work as a Technical Official at an event if they are involved as a coach for one of the participants. The official must recuse themselves or be removed by the Meeting Manager.
15.7 Technical Officials who bring ASA into disrepute, or are in conflict with the ASA Constitution and its Rules and Regulations in any way, may have their registration as Technical Official revoked.
15.8 ASA reserves the right to penalize Technical Officials who fail to adhere to the above. To avoid doubt, an unregistered or suspended Technical Official that officiates at an ASA registered event is also liable to penalty under this clause.
15.9 The ASA Provinces will declare that its registered Provincial Technical Officials are in good standing before 28 February of each year.
15.10 The list of eligible National and Provincial Technical Officials will be published on the ASA website no later than 31 March of each year.

CHAPTER 3: TECHNICAL RULES

[Refer WA Book C2.1- TECHNICAL RULES]

16. Rule 16 : General
[Refer TR 1]

16.1 All Competitions, as defined in ASA Rule 1.1, shall be held under the rules of the Provincial / Associate member (as applicable), ASA, and WA, and this shall be stated in all announcements, advertisements, programs and printed material.
16.2 Although the job description of all Technical Officials are defined within the specific event e.g. Shot Put, Long Jump, Sprints etc., for the purposes of this chapter a further distinction will be made in the functions of Technical Officials:
16.2.1 Technical Delegates, Referees, Course Measurers and Assizers, by nature of their job description are quality controllers, as their responsibilities are the last port of call before technical information is released into the public domain, and failure in their

duties will compromise the integrity of ASA. For this reason they shall be known as Quality Controllers.

16.2.2 All other Technical Officials by nature of their job description have the primary function to ensure that all athletes participate in a free and fair environment, creating equal opportunities for all participants.

SECTION I: OFFICIALS

[Refer WA COMPETITION RULES – PART II]

17. Rule 17: Technical Delegate (TD)

[Refer Book C – Part II CR 5]

17.1 In events with more than 5000 entries, two Technical delegates will be appointed by the National Technical Committee

17.2 ASA shall appoint a Technical Delegate to all National Championships and other National competitions, (Events as defined in ASA rule 1.1.a to 1.1.d),

17.3 The host province for National Championships will appoint a Provincial TD to work with the ASA TD

17.4 Athletics Provinces shall appoint a Technical Delegate to all Provincial Championships, and all competitions held by clubs and associate members in the province. (ASA rule 1.1 e to g).

17.5 In Road Running and Off-Road competitions, (ASA rule 1.1.e to 1.1.g), only if the budget cannot support the expense of a separate technical delegate, one of the appointed referees may also act as Technical Delegate.

17.6 The Technical Delegate acts in a liaison capacity between the organisers and the controlling body, and must ensure that the minimum standards of organisation, as required by the controlling body, are complied with.

17.7 Technical Delegates, Referees and Officials may not compete in events in which they do duty.

17.8 Technical Delegate is responsible for all the technical preparations necessary for the athletics event,

17.9 Determine the qualifying standards for Field Events and on the basis on which the rounds shall be arranged for Track Events

17.10 Ensure that the Competition Manual is available in good time before the event and distributed to all provinces/clubs

17.11 Decide upon any matters which arise prior or during the event in conjunction with the relevant referee(s) and Competition Director upon any matters for which provision has not been made in the Competition Manual

17.12 If requested, chair the Technical Meeting and brief the Technical Officials

18. Rule 18 : Medical Delegates

[Refer CR 6]

18.1 A Medical Delegate, who must be a qualified medical doctor or a registered medical services provider, must be appointed for all athletics competitions held in South Africa.

18.1.1 The Local Organising Committee (LOC) of the meeting must appoint the Medical Delegate.

18.1.2 For National Competitions, ASA must approve the Medical Delegate.

18.2 The Medical Delegate must ensure that appropriate medical facilities and personnel are provided for the full duration of the competition.
18.3 Medical facilities and personnel shall be in accordance with relevant local authority legislation, but as a minimum shall consist of an ILS paramedic with appropriate equipment. A medical doctor or an ALS paramedic and ambulance must be on standby during competitions and must be available at short notice.
18.4 Medical personnel may not compete in any competition when they are on duty.
18.5 The Medical Delegate must have access to a reliable communication system with the Technical Delegate and Competition Director with specific reference to athlete's participation (TR 6.1)

19. Rule 19 : Anti-Doping Delegate [Refer CR 7]

19.1 Anti-doping delegate will liaise with the Organizers
19.2 Ensure that suitable facilities are provided for the conduct of doping control
19.3 Be responsible for all matters relating to doping control

20. Rule 20: Jury of Appeal

[Refer CR 12]

20.1 For club/provincial competitions (ASA rule 1.1 f and g) a Jury of Appeal, consisting of 3 or 5 technically sound Technical Officials, shall be appointed before any competition or at the competition from Technical Officials appointed/available at the competition.
20.2 For National/inter-Provincial Competitions (ASA rule 1.1.a to 1.1.c and major competitions listed on the national fixtures list (ASA rule 1.1.d and e), no member of the LOC may serve on the Jury of Appeal. Preferably a neutral member of the ASA Board/relevant Commission should chair a Jury of Appeal, and the remainder of the panel consist of neutral National Technical Officials not associated with the LOC or host province. If not available, qualified and neutral Provincial Technical Officials not associated with the LOC or host province may be appointed.
20.3 The appointment of the Jury of Appeal will be the duty of the ASA Technical Committee
20.4 The Referee may be required to be present during any hearing of the Jury of Appeal, but will not be part of the decision of the Jury of Appeal.

21. Rule 21 : Officials of the Competition (Refer CR 13)

21.1 Attire

21.1.1 The default clothing for Technical Officials in South Africa is black full length pants or black skirt, with either;
21.1.1.1 the sponsors golf shirt, or
21.1.1.2 the National Technical Official golf shirt, or
21.1.1.3 the Provincial Technical Official golf shirt, or
21.1.1.4 a plain white golf shirt.

No T-shirts or denim jeans will be allowed

Note: The Technical Delegate in consultation with the Competition Director shall decide on the final dress code for officials.

21.1.2 All officials must display their current ASA or Provincial Technical Officials Cards while doing duty.

21.1.3 Referees for out of stadium events should wear a bib marked “Referee”, or other distinctive attire over their clothing. Other Officials should wear similar bibs or other distinctive attire, marked “Official”.

21.1.4 Additional clothing (white or sponsored top) may be worn over the standard clothing where the weather dictates.

Note: The recommended deployment of Technical Officials is reflected in the organogram below.

21.2 Management Officials
[Refer CR13]

21.2.1 Competition director [CR 14]

21.2.1.1 Plan the technical organization of a competition in cooperation with the Technical Delegate

21.2.1.2 Ensure the plan is accomplished and resolve any technical problems together with the Technical Delegate

21.2.1.3 Direct the interaction between participants and through the communication system, shall be in contact with all key officials

21.2.2 Meeting Manager [CR15]

21.2.2.1 Responsible for the correct conduct of the competition

21.2.2.2 Check that all officials have reported for duty

21.2.2.3 Appoint substitutes when necessary

21.2.2.4 Have authority to remove form duty any official who is not abiding by the Rules

21.2.2.5 In cooperation with appointed Marshal, manage the exit and entrance for only authorized persons in the centre of the Field of Play

21.2.2.6 Have a list of a pool of reserve official from which he can draw any replacement if necessary

21.2.3 Technical Manager [CR16]

21.2.3.1 Responsible for the technical aspects of the competition

21.2.3.2 Must be contactable at any time during the competition if a Referee or Chief Judge in any event needs the site to be modified or improved

21.2.4 Events Presentation Manager [CR 17]

21.2.4.1 Is responsible for planning leading and coordinating a production to present all the activities

21.2.4.2 Ensure that public is informed of information concerning the athletes taking part in each event through announcement and available technology

21.2.4.3 It is the work of the Events Presentation Manager to create an informative, lively and attractive production that is to be offered to the spectators

21.2.4.4 Announcers should be placed in such a way that they can follow the meeting properly and near to or in immediate communication with the Competition Director or the Events Presentation Manager

2.1.3 Competition Officials

21.3.1 Referees[CR18]

21.3.1.1 A referee shall be appointed for each event, i.e. Call Room, Running and Race Walking Events (in and outside the stadium, Field Events and Start

21.3.1.2 Oversee that all rules and regulation for the particular event are observed, including protests and objections

21.3.2 Judges [CR19]

21.3.2.1 Chief Judges for Running, Race Walking and Field events shall coordinate their respective teams

21.3.2.2 Allocate duties of judges

21.3.2.3 Make decisions or reconsider original decisions

21.3.2.4 Refer all available information to Referee, should Referee or Jury of Appeal have to make a decision

Track & Road Events

- Operate from same side of the track or course
- Decide the order in which the athletes have finished

Field Events

- Judge and record each trial
- Measure each valid trial
- Ensure precise measurements in vertical jumps when raising the bar
- While it is recommended that only one set of flags is used, in the case of throwing events from a circle, a small red card can be used by other circle judges or judges in the landing sector to assist the judge who are raising the flag
- In Javelin, the landing sector judges can assist by i.e. pushing of an open hand of the Judge towards the ground if the metal head has not touched the ground before any other part of the javelin

21.3.3 Umpires [CR 20]

21.3.3.1 Umpires are assistants to the Referee, without any authority to make final decisions

21.3.3.2 Chief Umpire shall place the umpires and co-ordinates the work, including reporting to the referee

21.3.3.3 Make an immediate written report of failure or rule violation to the Referee

21.3.3.4 In the case of land infringement or takeover outside the takeover zone in relays, mark on the track where the infringement took place and note it on a piece of paper

21.3.4 Timekeepers, Photo Finish Judges and Transponder Timing Judges [CR 21]

21.3.4.1 Chief Timekeeper, in the case of hand timing, shall allocate duties to the Timekeepers

21.3.4.2 All officials in this section shall act in accordance with TR 19

21.3.4.3 Where an event uses chip/transponder timing, one or more qualified time-keepers shall be appointed to record manual times as a back-up to the chip timing.

21.3.4.4 As a minimum the backup timekeepers shall record two stopped times for the winner of the race. This recorded time shall be deemed to be the official time and the chip timing must be adjusted to conform to this time.

21.3.5 Start Coordinator Starter and Recallers [CR 22]

21.3.5.1 Start Coordinator allocate duties to the start team and supervise their duties

21.3.5.2 Ensure that TR 16 and 39.8.3 are followed. See also CR 18.3

21.3.5.3 The starter shall ensure a fair and equitable start for all competitors and will have entire control of the athlets on their marks.

21.3.5.4 The starter's commands should be clear and heard by all athletes

21.3.6 Starter's Assistants

21.3.6.1 Will check if athletes are in correct heats, race and if their bibs are worn correctly

21.3.6.2 Place each athlete in their correct lanes

21.3.6.3 Is responsible for the readiness of batons for the first athlete in relay races

21.3.6.4 Will act according to TR 16.3, 16.4 and 16.9

21.3.7 Lap Scorers [CR 24]

21.3.7.1 Record laps completes in races longer than 1500, including cross country and Race Walking

21.3.7.2 They shall record the times over each lap as given by an official Timekeeper of the athletes for whom they are responsible

21.3.7.3 A lap scorer should record more than four athletes (six for Race Walking events)

21.3.7.4 One lap scorer shall be responsible for maintaining a display of the lap remaining.

21.3.7.5 The display should be at the finish line and will be changed when the leader enters the finish straight Manual indication will be given to athletes who have been or are about to be lapped.

21.3.8 Competition Secretary, Technical Information Centre (TIC) [CR25]

21.3.8.1 Competition Secretary shall collect the full results for each event from the relevant Referee or Chief

21.3.8.2 In events where athletes are competing with different specifications it (implement weights or hurdle heights), it should be clearly indicated in the results or a separate result should be shown for each category

21.3.8.3 Disqualification or infringement of any rule by an athlete, should be reflected in the official results and the reason for disqualification should be given

21.3.8.4 The primary function of the TIC is to ensure smooth communication between Team Managers, the Organisers, the Technical Delegates and the Competition Administrators regarding technical and other matters relating to the event.

21.3.8.5 The secondary function of the TIC is to serve as an information centre of the general public during the event.

21.3.8.6 The TIC staff should consist of a Technical Information Centre (TIC) Manager and an adequate number of assistants

21.3.8.7 The TIC will be normally being positioned close to the notice board where results are posted.

21.3.9 Marshal [CR26]

21.3.9.1 Regulate entrance to the Field of Play

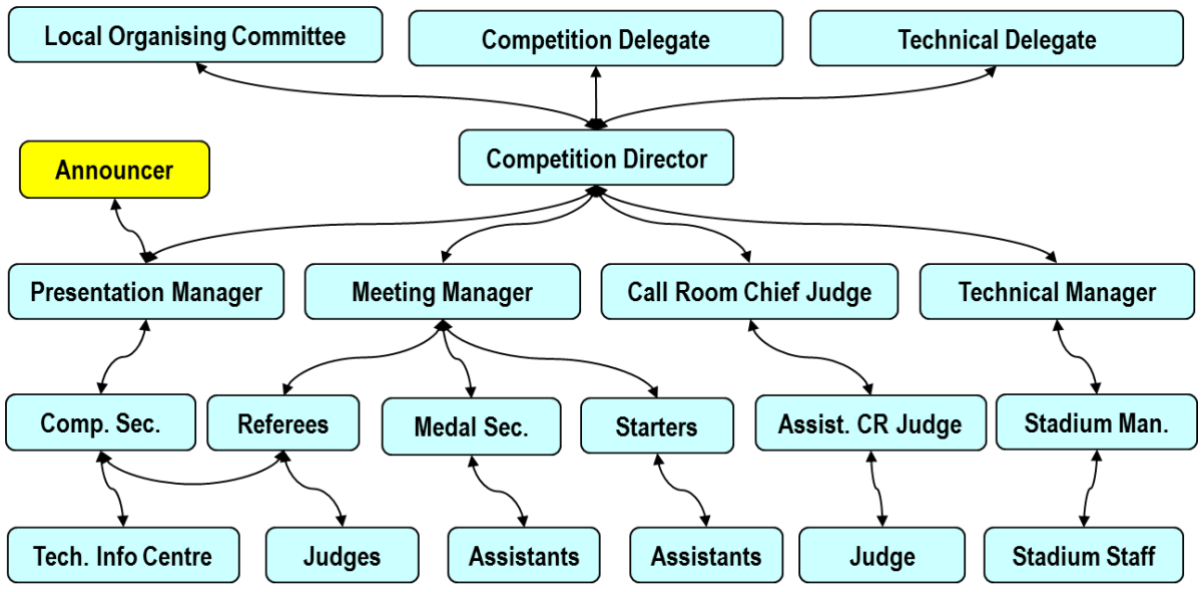
21.3.9.2 Have control of the Field of Play and shall not allow any persons other than officials and athlete, or other authorized persons

21.3.9.3 Marshals are usually volunteers recruited by the Competition Organiser who are placed on the route to direct the athletes in the right direction, ensure athletes run within defined areas for safety and warn motorists of athletes.
21.3.9.4 Marshals must be placed at all points that may be a security or injury risk.
21.3.9.5 Marshals must be firm without being an obstruction, disruption or frustration to the athletes.
21.3.9.6 Marshals must wear bibs or clothing that makes them clearly identifiable to the athletes and motorists. Flags are normally issued to warn motorists.
21.3.9.7 Lead cyclists may be considered to be mobile marshals.

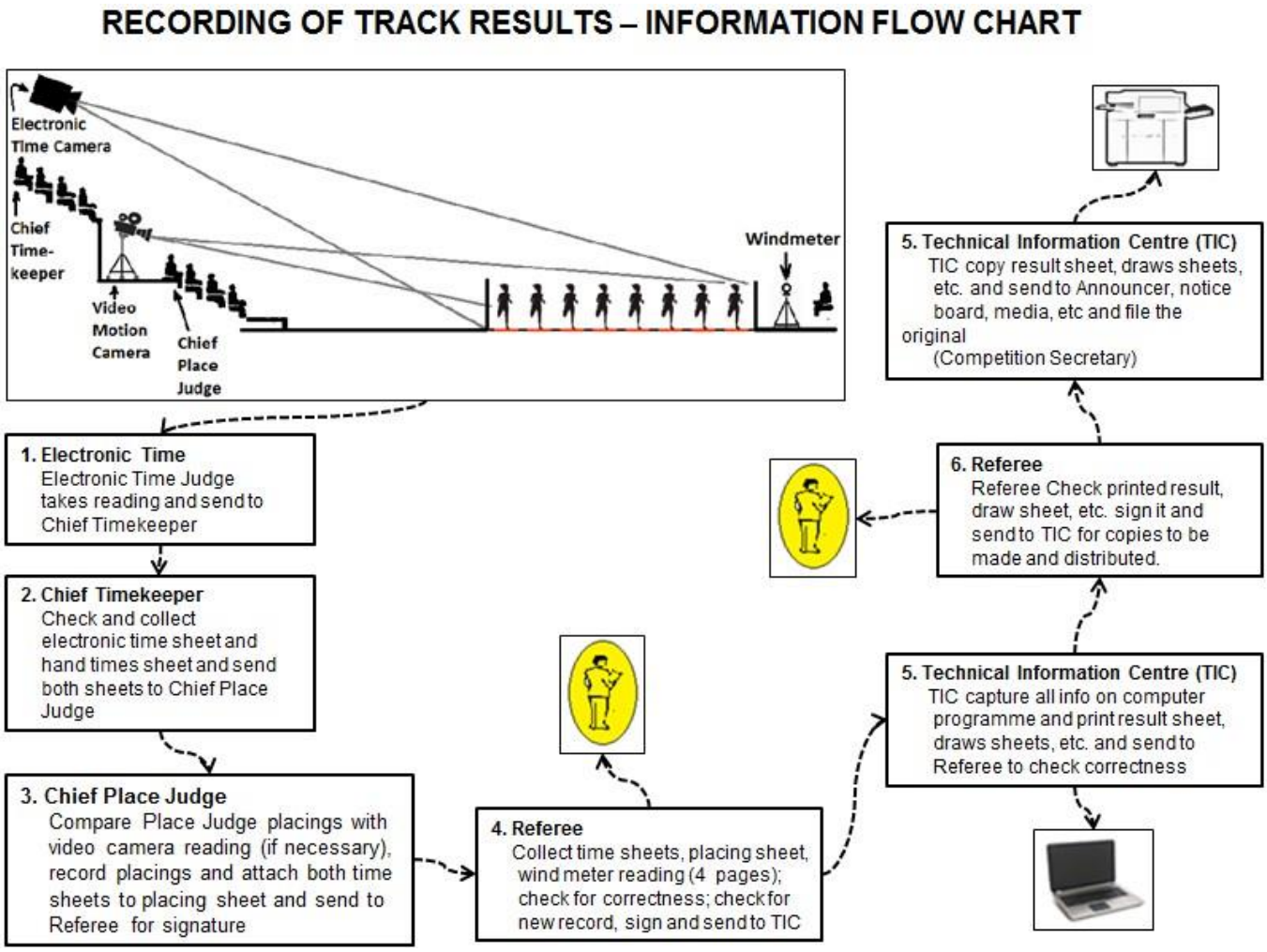
NOTE: It is important that marshals be assertive; know where to stand and what they must do. Ensure no corners are cut by runners – such corners to be taped. Athletes must run where the course has been measured. Marshals have no authority over traffic or the right to stop traffic. At key intersections liaise with traffic authorities for assistance. Marshals should not be less than 18 years of age.
In areas that may present a security risk, marshals should be deployed in pairs.
For events in early morning or late evening when lighting is poor, the marshal's bibs and flags should include reflective strips and/or lights.
All marshals should be given a contact telephone number to call in case of emergency.

21.3.10 Wind Guage Operator [CR27]
21.3.10.1 Shall ascertain the velocity of the wind in the running direction in events
21.3.10.2 In Track events the wind gauge can be operated remotely, as part of the photo finish system

21.3.11 Call Room Judges [CR 29]
21.3.11.1 Publish Call Room schedule setting out for each event with at least the first and final entry times for each Call Room in use
21.3.11.2 Supervise the transit between Warm-up Area and competition area to ensure that athletes, after being checked in are present and ready at the competition area
21.3.11.3 Ensure athletes are wearing the proper and relevant attire, bibs are worn correctly and the advertising rule is adhered to



Note: Recording Of Track Results – Information Flow Chart



SECTION II: GENERAL TECHNICAL RULES
[Refer WA TECHNICAL RULES PART 1]

22. Rule 22 : New Competitions

22.1 All Competitions should be planned with the cooperation of a registered athletics club.
22.2 Clubs and Associate Members list their competitions with their Province no later than August each year.
22.3 Provinces must list their competitions with ASA no later than September of each year.
22.4 Publications of National and Provincial fixtures for the following year will be prepared in October of the preceding year.
22.5 Medical Insurance associated with the ASA Permanent Licence will be negotiated based on the ASA fixture list in October of each year.
22.6 Public liability for all National Championships and inter-provincial competitions (ASA rule 1.1.a to 1.1.c) for the following year will be negotiated by ASA in October of the preceding year. Provinces and/or clubs / event organisers are responsible for public liability insurance for all other competitions (ASA Rule 1.1.d to 1.1.g.)

22.7 No new competitions for the following year will be listed on the ASA Provincial Fixtures lists after October of the preceding year. Provinces may host such additional competitions, with the condition that the competition will not be covered by the ASA athlete medical insurance. This restriction must be stated on the promotional material.

23. Rule 23 : Age Groups

[Refer TR 3]

23.1 Age Groups are defined in different disciplines :

Category	Discipline	Actual Age
Senior	**RR**	20 years and older on 31st December in the year of competition, up to 34 years on the day of competition. If Master athletes 35-39 are not catered for in the prize lists then Senior shall be deemed to also include those athletes aged 35 to 39.
Senior	**TF**	16 years and older on 31st December in the year of competition
Junior	**RR**	19 years and younger on 31st December in the year of competition
U/20	**TF & XC**	18 or 19 years on 31st December in the year of competition
U/18	**TF**	16 or 17 years on 31st December in the year of competition
Masters	**All**	Any athlete who has reached his/her 35th birthday. All master categories determined at age on the date of competition. For multi-day events age taken at the first day of competition.
Open	**ALL**	All athletes eligible for the event, of the same gender, irrespective of their age

23.1.1 Any age groups and age categories, as determined by the technical regulations for that specific competition/championship may be allowed on approval by the Provincial / ASA Board.

23.1.2 Athletes may not compete in more than one age category during the same competition unless there is no corresponding event within the age group they initially select to compete.

23.1.3 In competitions where the competition takes place according to age categories, in addition to the OPEN category, if offered, the athlete will participate and only be eligible for the prizes in the category they entered for, provided they display the relevant official numerical age category tags front and back on their vest. Any athlete may thus qualify for a maximum of two individual prizes (one in the open category and a second in the age category entered for).

23.1.4 Age category athletes may not compete simultaneously in more than one individual or team category in the same competition, and must declare at the time of entry which category they are competing in.

23.1.5 Age category athletes in the master categories may enter either their chronological age category or any age category younger than their chronological age down to senior level.

23.2 **Team Competitions :**

23.2.1 The OPEN team classification shall be used when all athletes from a club count for the team regardless of their individual age category. If only one team prize is offered it shall be termed an OPEN team prize. An athlete shall be permitted to compete in the OPEN category as well as one INDIVIDUAL age category.

23.2.2 Athletes in a higher age category, qualify automatically for a younger team competition if there is no team competition for their specific age category, e.g. athletes 50 years and older will count for the team competition Masters 40-49 if there is no older team competition, and it should ideally then be termed Masters 40+.

23.2.3 If team prizes are offered in more than one age category, athletes will be eligible for the team competition corresponding to the age category entered and the age tags worn by the individual. If no Junior team category is offered, Juniors shall count towards the Senior team competition (if offered).

23.2.4 For road races team sizes for all age/gender categories shall be three (3) athletes to count, except for the Senior/Open Men/Women categories where four (4) athletes will count. Permission must be obtained from the provincial/national body to deviate from this rule.

23.2.5 All members of a team must be permanently licenced athletes from the same club, and from the same province. No foreign athletes may form part of a club team unless they comply with ASA rule 9 to be eligible to hold an ASA permanent licence and have registered a change of allegiance.

23.2.6 Any athlete wearing a Temporary Licence shall not be eligible to count for a club team prize, irrespective of whether the athlete has been issued a permanent license but is not wearing it during the competition.

23.2.7 To avoid doubt, club teams from other provinces can only compete in a team competition against club teams from the host province, with the approval of the host province.

23.2.8 To avoid doubt, club teams from other countries can only compete in a team competition against club teams in South Africa with the approval of ASA. Such request will only be entertained if requested by the domicile country of the club, or an WA registered Athlete Representative.

23.2.9 To avoid doubt, event organisers that wish to present a special team competition involving foreign athletes in the elite/professional category, may only do so with specific approval from ASA.

23.3 Age Category Tags :

Note: Age category tags are used predominantly in Road Running and Cross Country events so that athletes in different age groups can see who they are competing against and officials can determine age group prize winners.

23.3.1 In open competitions, to qualify for individual or team prizes in all age categories other than Senior, athletes must display two age category tags, one on the front and one on the back of the upper outer garment, positioned above the licence/race bibs so that they are clearly visible. Age category tags must be clearly displayed for the duration of the event (not covered by rain jackets, hydration packs etc.). Athletes that fail to display both age category tags will be considered for Open and Senior prizes only.

23.3.2 Numerical age category tags shall follow the convention that the tag displays the youngest age of the age group concerned e.g.

23.3.2.1 J = Junior (as defined in rule 22.1)

23.3.2.2 40 = 40-49 in 10 year groupings up to 100. From 100 it will only read 100+

23.3.2.3 35 = 35-39 in 5 year groupings up to 100. From 100 it will read 100+

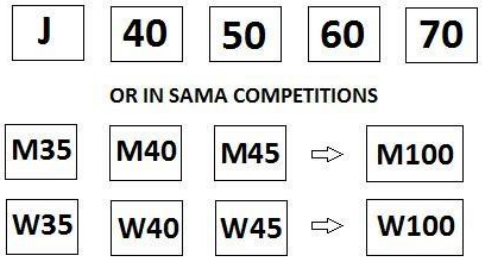
23.3.2.4 No tags apply to the Senior category 20-34 (or 20-39 as applicable)

23.3.3 The lettering on the age category tags shall be red on a white background and must be a minimum of 6cm high.

23.3.4 The image below depicts the minimum size requirements of the age category tags which is 6 cm in height, and is for indication purposes only



EXAMPLE OF AGE CATEGORY TAG - COLOUR: RED



23.3.5 Age category tags shall not be required in events restricted to athletes of one age category such as junior competitions or age group championships.

23.3.6 If an athlete wears age category tags that do not correspond to the age category they have entered, the athlete shall be considered only for Open and Senior prizes.

23.3.7 In non-stadia major events on the ASA fixtures list (ASA rule 1.1.d and e), where organisers provide participants with two personalised Competition or Special Number Bibs (see ASA rule 26), the age category tags can be included in the design of the Competition or Special Number Bib and separate age tags shall not be required. The lettering for the age indicator shall be red on a white background and must be at least 6cm high and be in the same position on both bibs. The top right hand corner is suggested but may be changed provided the age group is distinct and separate from the sponsor detail and race number.

23.3.8 When personalised Competition or Special Number bibs are issued by the organisers, in the event that an athlete's age category tags do not match their correct age group, the onus shall be on the athlete to point out the error to the organisers and obtain a corrected race bib, failing which the athlete shall be considered only for Open and Senior prizes.

23.4 The following minimum age restrictions shall apply to road races in South Africa where the same age restrictions shall apply for men and women and the age shall be as at the date of competition.

PROGRESSION OF DISTANCES AND AGE GROUPS

Distance of event/relay leg	2-5 km	6-10 km	11-15 km	16-21,1 km	22-32 km	33-42,2km	43km+
Recognised WA distance	Mile 5km	10km	15km	21,1km	30km	42,2km	Ultra
Minimum age	9 years	14 years	15 years	16 years	19 years	20 years	20 years

23.5 Official events on the ASA Championships Programme according to age :

EVENT	AGE CATEGORY		AGE CATEGORY		AGE CATEGORY		AGE CATEGORY	
	U16		U18		U20		U23/SENIORS	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
100m	O	O	O	O	O	O	O	O
200m	O	O	O	O	O	O	O	O
400m	O	O	O	O	O	O	O	O
800m	O	O	O	O	O	O	O	O
1500m	O	O	O	O	O	O	O	O
3000m	O	O	O	O	-	-	-	-
5000m	-	-	-	-	O	O	O	O
10000m	-	-	-	-	O	-	O	O
100Mh	O (83,8 cm)	-	-	O (76,2 cm)	-	O (83,8 cm)	-	O (83,8 cm)
90mH	-	O (83,8cm)	-	-	-	-	-	-
110mH	-	-	O (91,4 cm)	-	O (99,1cm)	-	O (106,7 cm)	-
300mH	O (83,8 cm)	O (76,2cm)	-	-	-	-	-	-
400Mh	-	-	O (84,0cm)	O (76,2 cm)	O (91,4 cm)	O (76,2 cm)	O (91,4 cm)	O (76,2 cm)
1500m SC	O (76,2 cm)	O (76,2cm)	-	-	-	-	-	-
2000m SC	-	-	O (91,4 cm)	O (76,2 cm)	-	-	-	-
3000m SC	-	-	-	-	O (91,4 cm)	O (76,2 cm)	O (91,4 cm)	O (76,2 cm)
4x100m Relay	O	O	O	O	O	O	O	O
4x400m Relay	-	-	O	O	O	O	O	O
4x400m Mixed Relay	-	-	O	O	O	O	O	O
Long Jump	O	O	O	O	O	O	O	O
High Jump	O	O	O	O	O	O	O	O

Triple Jump	O (11 m)	O (9m)	O (11m)	O (9.m)	O (13m)	O (9 m)	O (13m)	O (11m)
Pole Vault	O	O	O	O	O	O	O	O
Shot Put	O (4,00kg)	O (3,00kg)	O (5,00 kg)	O (4,00 kg)	O (6 kg)	O (4,00 kg)	O (7,26 kg)	O (3,00 kg)
Discus Throw	O (1,00kg)	O (1,00kg)	O (1,5 kg)	O (1,00 kg)	O (1,75 kg)	O (1,00 kg)	O (2,00 kg)	O (1,00 kg)
Javelin Throw	O (600g)	O (500g)	O (700 g)	O (500 g)	O (800 g)	O (600 gm)	O (800 g)	O (600 gm)
Hammer Throw	O (4,00 kg)	O (3,00 kg)	O (5,00 kg)	O (4,00 kg)	O (6 kg)	O (4,00 kg)	O (7,26 kg)	O (3,00 kg)
Pentathlon	O	O	-	-	-	-	-	-
Heptathlon	-	-	-	O	-	O	-	O
Decathlon	-	-	O	-	O	-	O	-
5km Race Walk	O	O	-	O	-	-	-	-
10 km Race Walk	-	-	O	-	O	O	-	-
20 km Race Walk	-	-	-	-	-	-	O	O
35 km Race Walk	-	-	-	-	-	-	O	**O**
10km Cross Country							O	O
8km Cross Country					O			
6km Cross Country			O		O	O		
4km Cross Country	O	O		O			O	O
Road Races 42.2km							O	O
Road Races 21.1km			O	O	O	O	O	O
Road Races 10km	O	O	O	O	O	O	O	O
Road Races 5km			O	O	O	O	O	O

Note: Championships for Master athletes are run under the auspices/rules of SAMA

24. Rule 24: Entries

[Refer to TR 4]

24.1 All athletes competing at a South African Championships must be authorised and entered by their Provincial athletics Member.

24.2 Qualifying athletes, not selected by their provinces for the provincial team, may enter as individuals but their entries must be done through the provincial offices. Individual athletes must participate in club colours and advertising must adhere to WA Advertising Rules.

24.3 All athletes, participating in a competition listed on the national and/or provincial events calendars (ASA rule 1.1.b to 1.1.g), must be, at the time of participation, be a holder of an ASA license issued by or through the provincial athletics member, or must purchase a temporary license. Only athletes with a permanent license are allowed to participate at a National Championships (ASA rule 1.1.a).

24.4 Any athlete selected for a National or Provincial team who, for whatever reason, subsequently declines to compete for that team, or fails to show at the competition selected for, will not be permitted to participate in any other athletic competition within 8 days on either side of that competition. Under exceptional circumstances, the Board of ASA or the Board of the Province may waive this rule, or alternatively extend the period of non-competition.

24.5 Any registered athlete that consciously participates in any athletics meeting not sanctioned by ASA in terms of Rule 21, and is aware of it, may be declared ineligible, and may forfeit his/her license.

24.6 Officials who officiate in events that are not sanctioned may be suspended.

24.7 Clubs that consciously send athletes to events that are not sanctioned by ASA may also be suspended.

24.8 Organisers of competitions held according to the Rules of ASA must, through the provincial office, must provide each non-registered athlete with temporary licence number bib(s). Provision of the temporary licence bibs is subject to the athlete adhering to all other requirements and rules for participation in South Africa.

24.9 In mass participation events, Organizers should separate contenders from non-contenders. Non-contenders should be clearly identifiable at the start and during the race. Pacing rules will only apply to contenders.

24.10 Any pace-setter appointed by an organiser must be a bona-fide entrant in the event that they are to perform the pace-setting duties; and as such are eligible for all prizes and awards.

24.11 In addition to the general waiver included as part of the ASA Permanent, ~~or~~ Temporary Licence or Foreign Athlete Licence Bibs, organisers shall be entitled to require participants as a condition of entry to sign a specific indemnity/waiver in favour of the organiser, sponsors and other stakeholders. Such indemnity/waiver should be similar to that covered in clause 25.5.15.

24.12 Registered or social foreign athletes may enter in events/races in South Africa with the understanding that the competition bib and Temporary License may only be issued during number collection when the athlete:

24.12.1 Presents his/her passport; and

24.12.2 Presents his/her visa or permit of entry to the country; and

24.12.3 If registered, provides a clearance permit from their Member Federation if required to do so in terms of WA rule 4.2.or complies with WA regulations for Neutral athletes when applicable; and

24.12.4 Completes a disclaimer and declaration as envisaged in WA rule 4.1.c as follows :

Disclaimer and Declaration to be completed by foreign athlete

*I confirm that it is my intention to participate in the event listed below and hereby declare: I (**full name**) _____ _____ registered as **race number** _____ am a citizen of (**country**) _____*

***Passport Number** _____*

Contact telephone number during race weekend _____

If not your own phone number provide name of owner _____

***Affiliation / Non-Affiliation**: (delete A or B and complete as required)*

A: I am not a member of any club or grouping affiliated to my National Athletics Federation. (unattached runners will be issued with temporary race day membership of ASA to enable them to compete in the event) B: I am registered : Directly with my National Federation _____, or With a club affiliated to the National Federation _____ (club name) based in _____ (City) _____ (Country) Registration Number _____

1. *I confirm that I am legally entitled to be in South Africa for the period of the race.*
2. *I agree to being bound by, and to comply with the rules of WA, Athletics South Africa, and the event.*
3. *I understand that I may be required and agree to be tested in terms of doping control rules and regulations.*
4. *If I win any prize, I agree to be subject to the tax laws and exchange provisions of the Republic of South Africa.*
5. *I understand that my clothing during the race must conform to WA advertising rules and regulations and any contravention thereof will make me ineligible for prize awards.*
6. *I am not suspended, nor know of any investigation pending that might result in my suspension or ineligibility as an athlete under WA rules 20 to 23.*
7. *I understand that I may only be represented in any dealings with the event by an Athlete Representative registered with ASA, and WA*
8. *I absolve Athletics South Africa and its provincial structure, and the race organisers, of all and any responsibility and liability for my eligibility to participate and assume all responsibility, including any and all costs, resulting from a challenge to my eligibility to participate in the event.*

Signed at: _____

Signature: _____ Date: _____

24.13 Any pace-setter appointed by an organiser must be a bona-fide entrant in the event that they are to perform the pace-setting duties; and as such are eligible for all prizes and awards.

Note: ***Entry Cards***

To assist with the placing and identification of athletes, entrants in road races are issued with entry cards. The card is typically placed in a small, transparent plastic bag and pinned to the shorts for security purposes. The entry cards for male and female athletes are usually different colours (pink and white) for easy identification.
The entry card must carry the following information:

- *Name and surname of athlete* *Name of club*
- *Licence number of athlete* *Age*
- *Contact number in case of emergency*

The entry card is often stamped or any other form of mark that cannot be easily duplicated, on the back of the entry card as proof that the entry card is legal for the current event.
In events where competition numbers are issued by event organisers, the competition number may have a tear off slip that must be removed once the athlete crosses the finish line. The information on the tear off slip serves the same purpose as an entry card.
At the finish line the athlete is issued a numbered plastic sachet reflecting their finishing position. The entry card must be inserted in the finish sachet. The finish sachets are then placed on a numbered board close to the finish area in the order that the athletes finished in the race.

Examples of entry cards as follows:

Junior Athletes

Name		
Club		
Lic. no		**J**
Age		
Gender		

Senior Athletes

Name		
Club		
Lic. no		
Age		
Gender		

Athletes 40 - 49 years

Name		
Club		
Lic. no		**40**
Age		
Gender		

25. Rule 25 Clothing

(Refer WA rules 8, 136, and 143 as well as WA Advertising Regulations Clause 4)

25.1 Clubs must register their competition attire with their domicile Province.
25.2 No change of club colours; club name or logo; or manufacturer's or sponsors' logos, displayed on any garment in the club competition attire, will be acceptable unless the competition attire is re-registered with the domicile Province
25.3 The name or logo, clothing design and colours of competition gear must assist the Referee to distinguish between athletes, between clubs, and determine if the athlete adheres to the domicile rule.
25.4 No form of unauthorised marketing will be allowed at any meeting sanctioned by ASA.

25.5 Depending on the level of competition, the club name or logo; or club sponsor on garments must adhere to the:

25.5.1 WA Advertising Rules or WA Advertising Regulations Clause 4 applies in events as listed in ASA Rule 1.1.a to 1.1.d; or

25.5.2 ASA Advertising Rules apply in events as listed in ASA Rule 1.1.e to 1.1.g

25.6 Referees may disqualify athletes that wear clothing that leads to confusion, or is in conflict with the ASA Constitution.

25.7 In all levels of competitions as specified in rules 1.1.a to 1.1.g athletes must adhere to the relevant ASA clothing design and colour regulations.

25.8 Recommended designs of Club Vest and Shorts:

25.8.1 The design of the vest/crop top/leotard should allow for license number bibs to be pinned to it, as well as branding such as the club name, badge and manufacturer's/ sponsor logo.

25.8.2 The colours and colour combinations of the garments should assist the Referee; Club Administrators and spectators to identify members of a team during team competitions e.g. league meetings, inter-provincial competitions, tests between countries, etc.

25.8.3 The design of running gear for athletes will vary according to the discipline the athlete participates in, and the preference of the athlete. The running gear however should:

- appear clean and neat,
- not be transparent,
- not be revealing or explicit according to common ethical principles

25.8.4 Some of the typical garment designs worn in athletics are reflected below and

- display some, but not all, of the garments worn by athletes;
- are worn in combinations according the athlete's preference; □ are not gender specific



25.9 **Individual club athlete**

25.9.1 Club clothing to a specific design or colour is optional and not compulsory for licensed athletes at entry level participating as individuals in competitions as specified in ASA rules 1.1.e to 1.1.g.

Note: This rule allows new athletes to purchase a license; to enter for a competition; and purchase club clothing at a later stage. Licensed Athletes should be encouraged to obtain club clothing within a year after becoming a member of the club.

25.9.2 If the licensed athlete chooses not to run in a specific design or colour of the club in competitions specified in ASA rules 1.1.e to 1.1.g the clothing worn by the athlete must still adhere to the clothing design as mentioned above; and no commercial or

corporate branding of any sort may be visible on the clothing other than the branding provided by the event/race organiser or in terms of the relevant advertising rule.

25.9.3 Unlicensed individual athletes running with Temporary Licenses in competitions as specified in ASA rules 1.1.e to 1.1.g must run in neutral colours and no commercial or corporate branding of any sort may be visible on the clothing other than the branding provided by the event/race organiser.

25.9.4 Licenced and Unlicensed individual athletes may run in competitions specified in ASA rules 1.1.e to 1.1.g in colours branded by a welfare organization registered as an NGO or NPO, as long as no commercial or corporate branding is involved and the license is clearly visible.

25.10 **Team competitions**

25.10.1 Any athlete wishing to count towards a team prize in competitions as specified in ASA rules 1.1d to 1.1f must wear full club colours.

25.10.2 Licensed athletes not running in club colours in competitions as specified in ASA rules 1.1d to 1.1g may be denied club incentives by their club executive.

25.11 **Branding/advertising on club clothing**

25.11.1 Where a manufacturer's logo is displayed it must be in accordance with the WA Advertising regulations, positioned on the upper left chest of the vest. Such display shall be in a rectangular form with a maximum size of 30cm² with the lettering a maximum height of 4cm and the total logo a maximum height of 5cm.

ADIDAS	ASICS	MIZUNO	NIKE	PUMA	REEBOK

The above manufacturers included in the WA Advertising Regulations may be substituted by legitimate local manufacturers such as;

maxed ELITE	CAPESTORM	Anatomic	HI-TEC
first Ascent	K-WAY	SECOND SKINS	

25.11.2 As defined in the WA Advertising Regulations, only the manufacturer's logo and not the manufacturer's name may be displayed when used as a decorative strip on the sleeve or trouser leg.

The same principle must be followed if a local manufacturer logo is used.

ADIDAS	ASICS	MIZUNO	NIKE	PUMA	REEBOK

25.12 **Name and/or logo of Club on upper body garments**

25.12.1 The name and or logo of the club should be displayed on the front of the upper body clothing on the right chest with a maximum size of 40 square centimetres, with the lettering or image a maximum height of 4 centimetres.

25.12.2 The club name should identify the community where the club is domicile to assist Referees and Officials to fulfil their functions accurately. The club name or logo may consist of the name or logo of a district, zone, city, town, suburb, village, etc. Alternatively the name may consist of a name with social value to the members of the club provided that it still resembles the domicile community e.g. Benoni Harriers, Cape Town Villagers, Durban Striders, Pretoria Sprinters, etc.

25.12.3 Club name or logo are a form of marketing and/or identification, and therefore may not be offensive or restrictive to others. Please refer to the ASA Constitution Clause 3.2.3. which reads: “The continual striving to ensure that no form of discrimination, be it based on race, ethnicity, religion, politics, gender or otherwise, be permitted in athletics and to take all practicable measures to prevent such discrimination;”. The club name or logo therefore may not contain content that refers to race, ethnicity, religion, politics, and gender.

25.12.4 In the case where there is more than one club, town, suburb or village with the same name e.g. Middelburg (town); Heidelberg (town); Berea (suburb); Wynberg (suburb); etc.; and the name instead of the logo is used, the club name should add the abbreviation of the province or district/metropole after the name e.g. Heidelberg MPU or Wynberg WP.

25.12.5 Clubs with the same province, city, town name, must add a suitable differentiator before or after the name e.g. Benoni Harriers; Benoni Striders; Benoni Central, etc. *Note: Where there is doubt if the name of the club is eligible, the club must contact ASA, via the province, in writing to obtain clarity*.

Clubs with branches in different provinces e.g. Eskom, RW4L, Nedbank, SANDF etc., when using a standardised kit design, should use appropriate cloth patches to highlight the different provincial membership. E.g. Eskom WP, EC, FS etc.

25.12.6 Club logos which are part of traditional club names and have been registered as such with ASA prior to 1 January 1980 and without relation to a company or product shall remain and the size may not be increased. Club logos including a Logo or lettering representing a company or product are subject to the dimension as stated under this Clause.

25.13 **The duplicate club name or logo or club sponsor on the upper clothing**

25.13.1 In addition to the club name/logo/sponsor patch as described in rule 24.12 above the club name may be duplicated as described herein for all events under rule 1.1.d to 1.1.g

25.13.2 The duplicate club name, including a sponsor, may be displayed on the front of the vest, and may be the full width of the vest from side seam to side seam, and shall not exceed an overall maximum height of 4cm, regardless of whether the name is written as one or more lines.

25.13.3 Printing the duplicate club name on the back of the vest is optional. The duplicate club name on the back of the vest may appear on the back with lettering maximum 4cm in height and no restriction in width.

25.13.4 The diagram below shows the lay-out of an ASA Club vest for competitions under ASA rule 1.1.d to 1.1.g



25.14 **Provincial team clothing**

25.14.1 Provincial clothing is compulsory in events listed under ASA Rule 1.1.a

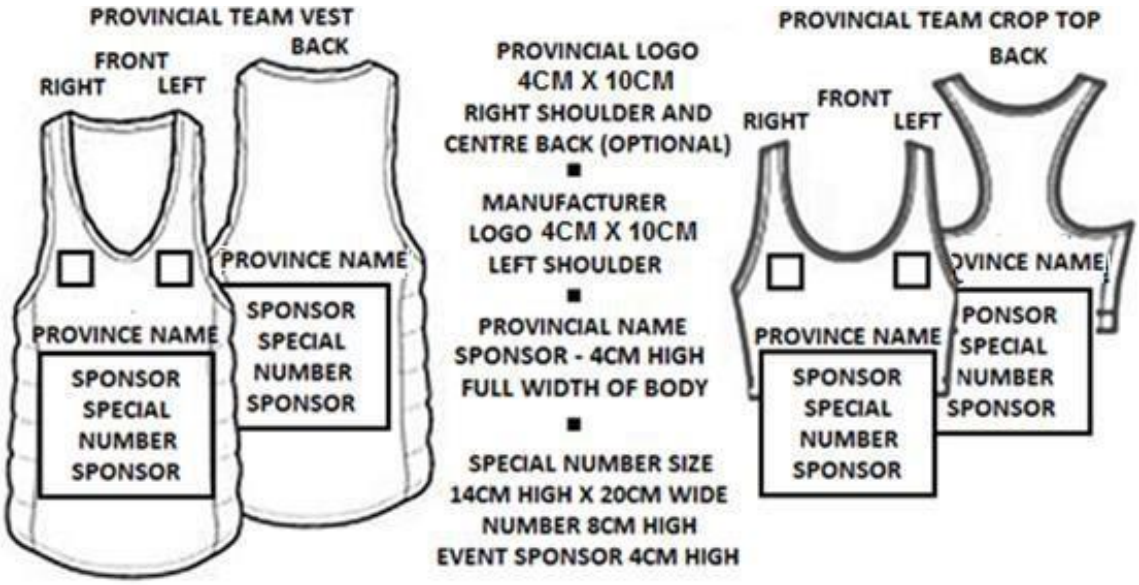
Note: Licensed athletes not running in provincial colours may be denied entry for events listed under ASA Rule 1.1 (a).

25.14.2 Athletes running with Temporary Licenses are not allowed to participate in events listed under ASA Rule 1.1.a.

25.14.3 Provinces must register their kit with ASA. Where a manufacturer's logo is displayed it must be in accordance with the WA Advertising regulations positioned on the left chest.

25.14.4 No change of provincial colours; provincial name or logo; or manufacturer's or sponsors' logos, displayed on any garment in the provincial competition attire, will be acceptable unless the competition attire is re-registered with ASA.

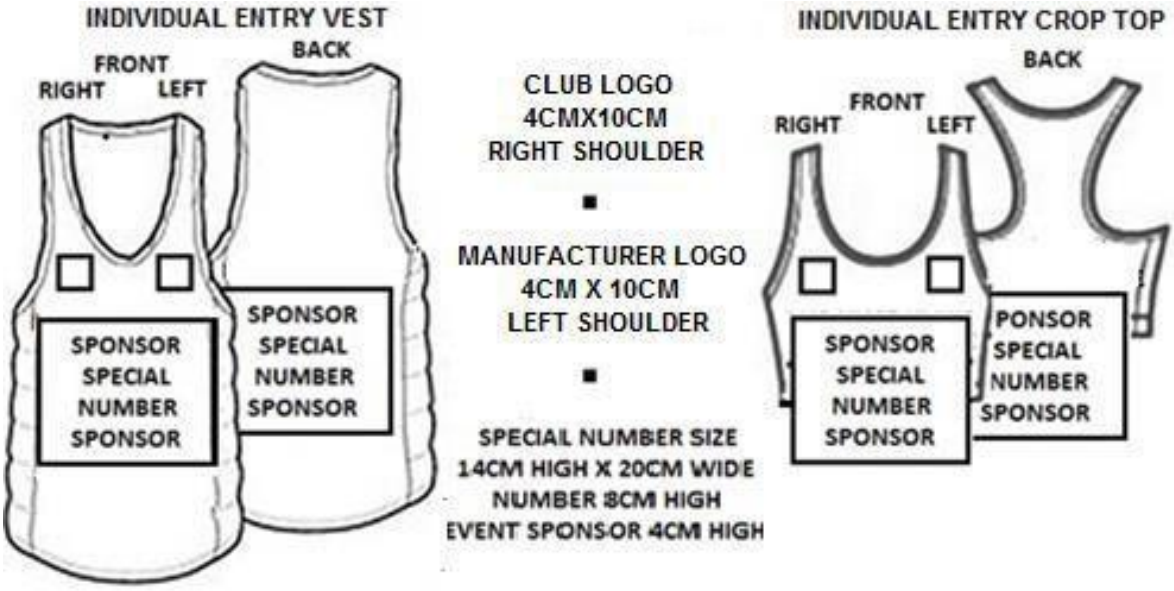
25.14.5 No form of unauthorised marketing will be allowed at any meeting sanctioned by ASA.



25.15 **Athletes entered as individuals at events listed in ASA Rule 1.1.a b and c**

25.15.1 In national events listed in Rule 1.1.a, b and c, when athletes are entered as individuals, the duplicate club name on the front and back of the upper body clothing

as described in rule 24.13 must be covered with the Special Number/Competition bib or Permanent License bib.



25.16 **Clothing for Elite/Professional Athletes**

Note: WA Advertising Regulations apply if not modified by ASA rules.
Note: To prepare Elite / Professional athletes (see rule 9) to compete in international competitions, they shall adhere to WA Rules in major local events. In addition, the application of this standard is to protect the event sponsor from "ambush marketing" by club sponsors.

25.16.1 All elite/professional athletes must adhere to the WA Rules 8 and TR 5 as well as WA Advertising Regulations Clause 4 when competing in events listed on the ASA national Fixtures List as per ASA rule 1.1a to 1.1d. The vest design shall conform to that for individual athletes shown in 24.15 above.

Note: In practice this rule means that all athletes in the "Elite/Professional" or "A" batch of these major races are always subject to WA branding rules.
If an athlete meets the criteria of Elite/Professional as defined in rule 9, they shall be subject to these rules REGARDLESS OF WHERE THEY START IN THE RACE (even if they choose not to start in the "Elite "or "A" batch).

25.16.2 In place of the duplicate club name, the name of the Athlete may be displayed on the front and/or the back of the vest/leotard. The maximum height of such display shall be 4cm.

25.16.3 Elite /professional athletes not adhering to the WA Rules mentioned above in events listed on the ASA National Fixtures List will be requested by the call room judge to cover branding not adhering to WA Rules (including the duplicate club name). In events where a call room is not used, the Referee will ask the athlete to cover branding not adhering to WA Rules.

Failing to do so, the athlete will not be permitted to start and if he/she does so will be disqualified by the Referee.

Note: In order to comply with these regulations clubs may design compliant kit for their elite athletes, alternatively athletes may cover the duplicate club name with a cloth patch or by positioning the race number appropriately.
Note: Athletes that do not fall into the definition of Elite/Professional (Rule 9) may run in clothing according to ASA Rules and Regulations. Events included in 1.1d should apply seeding so that such athletes start in the "B" batch. This may include potential age group contenders.
All athletes shall be eligible for OPEN prizes regardless of which batch they start in (subject to rules covering wave or staggered starts).

25.17 **Branding of attire other than the vest/crop top/leotard**

25.17.1 Should an athlete wear two pieces of clothing of the same nature during the competition, e.g., T-shirt under a Vest and/or leggings under a pair of shorts, the under garment, if visible, must be clean and free of any markings.

25.17.2 Should an athlete brand the lower body attire e.g. shorts or tights, the same lay-out as for the vest must be used.

25.17.3 Should athlete want to brand the track suit or warm-up gear, the same lay-out as for the vest must be used.

25.17.4 Running and training shoes must be branded according to WA Rules.

25.17.5 Other attire such as socks, hats, bags, etc. must be branded according to WA Rules.

25.18 **Branding of attire of officials**

25.18.1 If clothing for Officials, Volunteers Photographers/Camera Crews needs to be branded, it should be in accordance with WA regulations.

25.19 **Spike Designs**

[Refer WA TR 5 & BOOK C SHOE REGULATION]

Various shapes of spikes are available on the market. Some spikes are designed for grass or asphalt tracks and are generally longer than the spikes for synthetic tracks.

Some Stadium Managers prescribe what shape spikes must be used and Call Room Judges must confirm if the athlete has the correct spikes mounted in their shoes.

Synthetic tracks require spikes that do not penetrate the rubber surface such as the tower shape spike.
Tower shape spikes has the least wear and tear on synthetic surfaces
Grass tracks require pyramid shape spikes to obtain grip on the slippery surface.

Asphalt tracks require needle shape spikes to penetrate the hard surfaces of asphalt Blank spikes are used to fill the holes in the sole of the running shoe.



25.19.1 **Dimension of spikes** – The part of each spike which projects from the sole or the heel shall not exceed 9mm except in the High Jump and Javelin throw, where it shall not exceed 12mm. The spike must be so constructed that it will, at least for the half of its length closest to the tip, fit through a square sided 4mm gauge. If the track manufacturer or the stadium operator mandates a lesser maximum, this shall be applied.

25.20 **Body markings/insignia/instruments**

25.20.1 No body markings/body paint except if provided by the Organizers in accordance with the applicable WA advertising rules may be displayed anywhere on the body of the participant.

25.20.2 No participant/official/coach/supporter may, without permission, carry items of any form or shape that may injure or place fellow participants / officials in danger, including, without limitation; sticks, poles, weapons, banners, boards, animals, clothing, headwear.

25.20.3 The sticks/flags carried by official non-contender pace-setters in road races shall be exempt from clause 24.20.2 provided they have been approved by the organisers / referees.

25.20.3.1 *Note: Guideline specifications for* non-contender *pace setter flags / sticks.*

25.20.3.2 *That the stick be no longer than 1.80m, made of a dowel rod of 10mm diameter or a rod of another material of similar sturdiness / rigidity; have no sharp ends or else be fitted with a protective stopper.*

25.20.3.3 *That any flags on sticks be A4 or less in size, be made of flexible material and have any points or corners "rounded" – particularly the apex of a triangular flag. There may be more than one flag on a single stick.*

25.20.3.4 *A pace setter may only carry one stick; either in hand or in a suitable backpack/harness that maintains the stick in a near vertical position.*

25.20.3.5 *A pace setter should at all times carry the stick with the safety of other runners of prime importance. The stick should be kept as near vertical as practical and should not be waved around.*

25.20.3.6 *A referee or safety officer may warn a pace setter if they do not comply with any of the above. This may be escalated to confiscation of the stick or disqualification.* Note: if pace-setters for contender athletes are appointed they should be identified by a distinctive vest or bib

25.20.4 The display of legitimate national flags during an event shall be permitted provided they do not present a safety risk or interfere with any other athlete or the presentation of the event. In accordance with 24.20.2 above, except as part of an official ceremony, such flags carried by an athlete may not be mounted on a pole. Under no circumstances will any slogans, chants, banners, placards or such-like of a political, religious or offensive nature be tolerated.

25.20.5 Where a Photo Finish or Transponder System is in operation, athletes may be required to wear additional identification or recording device.

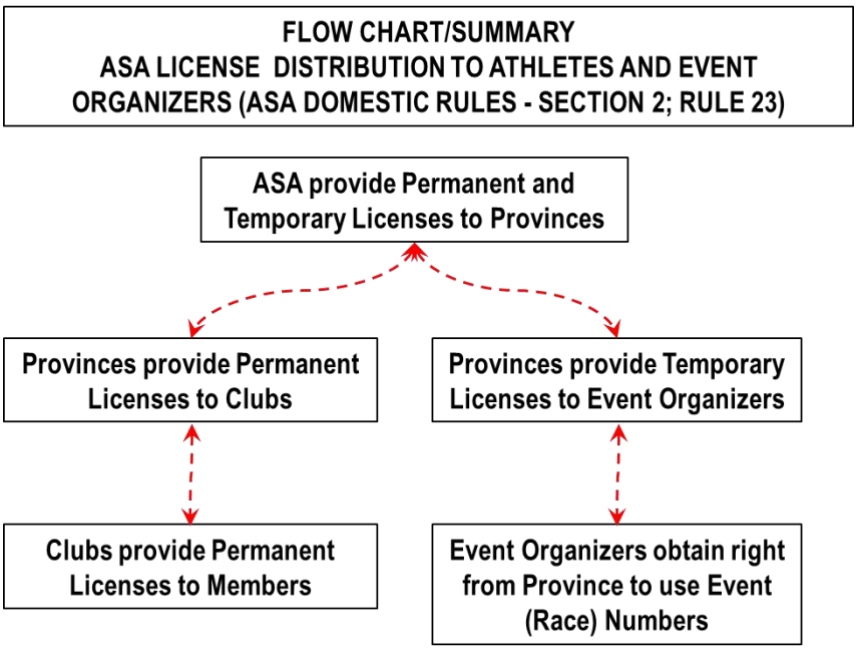
25.20.6 Official pace setters appointed by the organiser must be clearly identifiable by wearing a distinctive vest/bib/waist belt. Chequered black and white is commonly used, but this shall be at the discretion of the organiser. Any advertising on the garment must conform to WA advertising regulations.

26. Rule 26: Licences

[Refer TR 5.7]

Athletes are required to display licence numbers in all competitions as specified in ASA rules 1.1(a) - (f)

26.1 The Licence Registration process



26.1.1 ASA:

- The ASA License is used to identify if the individual athlete is eligible.
- All forms of licensing in athletics remain the property of ASA at all times irrespective of whether the license is issued by ASA, the Province, or club.
- It is the constitutional right of ASA to generate income by means of franchise licensing to ASA Provinces.
- The income from the sale of licences is used to fund responsibilities and obligations as defined in the ASA Constitution.
- ASA will issue permanent and temporary licences on an annual basis to ASA Provinces.
- A levy will be charged by ASA, payable by the ASA Province for the right to issue permanent and temporary licenses to Clubs/Events.
- ASA will keep records of how many licenses are issued to the ASA provinces and invoice the ASA provinces accordingly. Payment to ASA will be due within one month after invoices are issued by ASA to the ASA Province.

26.1.2 ASA Provinces:

- By paying levies to ASA on each license sold, Provinces will obtain the right from ASA to generate income by means of franchise licensing to Clubs.
- Each Province shall set the price at which licences are to be sold by Clubs to their members.
- ASA Provinces will issue permanent licenses to clubs.
- ASA Provinces will issue temporary licenses to Events listed on the ASA /Provincial Fixtures list.
- Provinces will keep records of how many permanent and temporary licenses are issued to clubs/Event Organizers, and invoice them accordingly.

26.1.3 Clubs:

- Clubs are the only institution as defined in the ASA Constitution that has the right to issue Permanent Licenses to their members.
- Athletes must pay the club for the Permanent License before it is issued.
- Clubs may issue any form of registration (excluding permanent and temporary license numbers) in Fun Runs to generate additional income for the club.
- Athletes are only allowed to wear the license specifically issued to him/her.
- Under no circumstances may any form of licensing be transferred to any other member or athlete, or parties outside of the athletics structure.
- It is the responsibility of the club to educate the athlete on how to position the license on the vest/crop top. Please refer to the chapters on vest design and competition numbers. In cases where members of a club repeatedly position license numbers incorrectly, the club may be penalized.
- 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.
- To avoid doubt, in events where Special Number Bibs are issued, the athlete does not have to wear the license but must be able to show the licence to the Referee when he/she is asked to do so.
- Note: The Referee or Organizer can only ask the athlete to show his/her license before the race, after the race, or before the medal/ prize giving ceremony.

26.2 Technical Officials monitoring Licensing and Numbering

26.2.1 The listed eligible National and Provincial Technical Officials will be the only Officials that will be allowed to monitor and regulate licenses and numbering on behalf of ASA and/or the ASA Province.

26.2.2 For any event to be eligible, a Technical Delegate will be appointed by the ASA Province from the listed eligible National and Provincial Technical Officials to monitor event compliance including the licensing and numbering process. Each event should budget for the expense of this official.

26.2.3 The appointed Technical Delegate must report any violation related to Licensing or numbering to ASA or the relevant ASA Province.

26.2.4 Technical Delegates failing to report such violations will have his/her registration to ASA/ASA Province revoked with immediate effect for the remainder of the relevant year. Technical Delegates who fail to report such violations a second time will have his/her registration revoked permanently.

26.2.5 ASA or the relevant ASA Province may enforce penalties on any Event Organizer who violates the regulations governing licensing or numbering.

26.3 The Accountability process

26.3.1 Permanent Licenses: The athlete must complete a standard ASA registration form before the permanent license is issued. The club must take possession of the registration form before the permanent license is handed to the athlete. The ASA Online Registration system should only be used by clubs to record athletes after the signed registration form has been received by the club.

26.3.2 The registering club must keep the completed registration forms in safe storage for at least two (2) years and be able to produce them if required as part of any legal or disciplinary enquiry.

26.3.3 The club must capture the detail of the registration form on a standardized Excel spread sheet. If the club cannot capture the registration form on a standardized Excel spread sheet, the province must provide a person that can assist the club in this regard.

26.3.4 The Province collects the completed Excel spread sheet from each club and prepares one provincial spreadsheet which reflects all permanent licenses issued by clubs.

26.3.5 ASA collects the completed Excel spread sheet from each province and prepares one national spreadsheet which reflects all permanent licenses issued by provinces.

26.3.6 ASA uses this data base of permanent licenses issued in South Africa to report to the ASA Council, SRSA, SASCOC, Sponsors, etc.

26.3.7 A Permanent License is valid for the period 1 January to 31 December of the same year. Ideally, licenses should be issued before the beginning of January of each year.

26.3.8 For logistical reasons, new permanent licenses will only be issued by ASA to Provinces up to 30 September of the relevant year, as ASA will start with the ordering of numbers for the following year. Clubs however may continue selling permanent licenses until the end of the year.

26.3.9 Clubs must report back to the province at the end of February on how many licenses were sold, and thereafter every month until October.

26.3.10 Provinces must report back to ASA at the end of March on how many licenses were sold, and thereafter every quarter with the last report to be submitted to ASA no later than November.

26.3.11 Where an athlete changes the province of domicile during a calendar year, they may retain their license until it expires. They may however only count for the club in the province that issued the licence in any team competition. Alternatively the athlete must be registered and licensed by a club in the province of their new domicile. The new license can only be issued if the athlete presents a clearance letter from his/her previous club/province in terms of ASA rule 5

26.3.12 Similarly, when an athlete changes club within the same province during a calendar year, they may retain their licence until it expires. They may however only count for the club that issued the licence in any team competition. Alternatively the athlete must be registered and licensed by their new club.

26.3.13 In accordance with ASA Rule 6, a National Athlete shall be issued their licence by the ASA Province where they are domicile. They shall NOT be issued a licence by the club they join/represent.

26.3.14 In all events (except for pole vault and high jump, where only one need be displayed) it is compulsory to wear both license numbers, one on the front and one on the back of the upper body clothing. Failure to do so will result in disqualification of the athlete.

26.3.15 An athlete's permanent licence bib is under no circumstances transferable and may not be used by another athlete.

26.3.16 Athletes must be in possession of a permanent license to participate at inter-provincial or national Championships (ASA rule 1.1.a to 1.1.c)

26.4 Permanent License Bib

26.4.1 Permanent Licenses are the licenses issued by ASA through the Provincial Members to club members. Athletes can only purchase a Permanent License through a local athletics club

26.4.2 Permanent Licenses need to be renewed on an annual basis

26.4.3 Permanent Licenses are WA accredited and represent ASA's registration with the WA. As a result, the license enables a licensed athlete to participate in any event in any WA affiliated country, and/or in any affiliated ASA Province in South Africa.

26.4.4 A Permanent License ensures that the athlete is eligible for selection for teams to international events, and allows the athlete to participate at Provincial or National Championships. To avoid doubt, licenses are issued to all athletes irrespective of their age, e.g. an athlete who enters in the ASA Cross Country Championships for the 10 year age category, must purchase a permanent license before the athlete can be entered for the event.

26.4.5 Athletes from Associate Members, who are entered for the Championships of the Associate Member, (ASA rule 1.1.c) must be in possession of a permanent license. To avoid doubt, in inter-school events, where athletes run in school athletics attire, the event is regarded as a development event and does not need a license up to municipal district level.

26.4.6 The Permanent License provides the athlete with medical cover – subject to the terms and conditions of the policy.

26.4.7 The Permanent licence entitles the athlete to win prizes/medals in both the individual and team categories.

26.4.8 Each athlete will be issued with TWO permanent licences which must always be worn on the front and back of the vest.

26.4.9 The ASA licence will be 14 cm high x 20cm wide. The logos above are 4 cm high and the licence numerals are 6 cm high. The image of a Permanent License is indicated on the right hand side. The Permanent License will display the constitutional abbreviation of the province in the top left hand corner; the ASA Sponsor in the top right hand corner; and the year the license was issued located at the centre above the license number.



26.5 Junior Permanent License Bib

26.5.1 To assist Technical Officials to validate eligibility for Junior age category prizes, particularly in road running races, Juniors should be issued with a Junior Permanent License Bib.

26.5.2 The Junior Permanent License Bib shall be identical to the Permanent Licence Bib, but the license numerals will be preceded with a "J".



26.5.3 A Junior Licence Bib may only be issued once a copy of the athlete's id document has been received and verified.

26.5.4 Apart from verifying that the athlete complies with the age definition for Junior, the Junior Permanent License Bib shall be identical to the Permanent Licence Bib in use and rights.

26.5.5 Age category tags shall still be required regardless of whether the athlete is wearing a Junior or a Senior Permanent Licence Bib.

26.5.6 A Junior athlete using a Senior Permanent Licence Bib shall not be excluded from Junior age category prizes but will be required to supply proof of age when requested.

26.6 Temporary License Bib

26.6.1 Temporary Licenses are the licenses issued by ASA through the Provincial Member to Race Organizers.

26.6.2The athletes can purchase a Temporary License from the Race Organizer.

26.6.3 Temporary Licenses will be issued to unlicensed athletes to enable them to compete as individuals in sanctioned competitions; and to conditionally cater for licensed athletes who have left their licence number(s) at home.

26.6.4 Temporary licences may be issued for any event up to and including the Standard Marathon (42,2km). Temporary licences for ultra-marathons may only be sold to accommodate foreign athletes in local competitions.

26.6.5 Temporary licenses are only valid for the competition for which they are issued. Athletes, who use temporary licenses for races other than the race it was issued for, will be disqualified with immediate effect, and may be charged with fraud.

Note: Race Organizers/Provinces must put mechanisms in place to ensure that a temporary license can only be used once.

26.6.6 Athletes will be issued with a single temporary licence number which must be worn on the front of the upper body. If a single Competition/Race Number is issued then the temporary licence must be worn on the back. In Races which obtained permission form ASA to use two Special Numbers, the temporary licence number may be replaced by the special number. Temporary licenses may not be replaced by competition bibs/race numbers (Also see Rule 27.1)

26.6.7 If two Competition Numbers are issued, then the unlicensed athlete must still purchase a temporary licence from the event organiser, but the temporary licence will not be issued and does not have to be worn.

26.6.8 Provinces/Organisers must provide the necessary administration and facilities to enter temporary licensed athletes. Where temporary licenses were not provided or sold, the province will have the right to estimate the number of temporary licenced athletes participating and invoice the organizer accordingly.

26.6.9 Athletes taking out temporary licenses must sign an indemnity accepting the conditions of the meeting organisers and the rules of ASA. Where Organizers fail to provide indemnity forms to the participants/officials, the organizer will be held liable for any claims related to the event.

26.6.10 Athletes with temporary licenses must adhere to the advertising rules of the WA and ASA.

25.6.11 A temporary license may not be issued to an ineligible athlete.

25.6.12 A temporary license may not be issued to athletes participating in events listed under ASA Rule 1.1.a to 1.1.c. including all ASA Championships and the National Championships of an Associate Member. Athletes participating at this level are entered by clubs and provinces and must be licenced members of a club before entering for the mentioned events.

25.6.13 Holders of temporary licenses will be eligible for individual prizes and may claim age group prizes if they:

- have entered the relevant age category, and
- are wearing the necessary age category tags; and
- can prove their age by one of the official means, on the day of the race.

25.6.14 Athletes competing in temporary licences shall not be eligible for team prizes even if they have been issued a permanent licence (but are not wearing it on the day).

25.6.15 While athletes with permanent licences have signed a registration form and are covered by a national medical insurance policy; from 2017 onwards temporary licenced athletes are not covered by such policies. To protect organizers, sponsors, volunteers, ASA and its affiliates, it is compulsory that all athletes who purchase a temporary license must sign an indemnity form/waiver. An example of an indemnity reads:

INDEMNITY / WAIVER

By entering this event I undertake to be bound by the rules and regulations of the event including those of WA and ASA. I warrant that I am in good health and aware of the risks and dangers of physical nature of this sporting event, and do not claim ignorance of these risks and dangers. I hereby accept that I participate in the event entirely at my own risk and I release and discharge, to the fullest extent allowed in law, the organisers of the event, all sponsors, persons and organisations assisting in the staging of the event, provincial and national athletics bodies and all local authorities from any responsibility, liability or costs relating to any injury, loss or damage of whatever nature, however caused, arising directly or indirectly from my participation in the event including pre-and post-race activities. I further agree and warrant that if at any time I believe conditions to be unsafe, I will immediately discontinue further participation in the activity;

MINOR RELEASE: *and I, the minor's parent and/or legal guardian, understand the nature of athletic activities and the minor's experience and capabilities and believe the minor to be qualified, in good health, and in proper physical condition to participate in such activity and I enter into this Indemnity/waiver on behalf of the minor.*

Printed name of participant (parent/guardian in the case of a minor)

_____

Phone: _____ *Signature:* _____ *Date:*

_____

26.6.16 The ASA Temporary licence will be 14 cm high x 20cm wide. The logos above are 4 cm high and the license number is 6 cm high

26.6.17 The image of a Temporary License is indicated on the right hand side. The Temporary License will display the constitutional abbreviation of the province in the top left hand corner; the ASA Sponsor in the top right hand corner; and



the year the license was issued located at the centre above the license number.
The Temporary License number will start with the letter “T” followed by the license number.

27. Rule 27 : Competition and Special Number Bibs

[Refer (TR5.7; CR and ASA Rule 1.1; WA 1.2(c), WA Rule 143.7]

27.1 Competition/Race Number Bib

27.1.1 Competition/Race Number bibs are used by Organizers to differentiate between athletes e.g. in a Road Race athletes participating in a 10km race or 21.1km race on the same route at the same time.



27.1.2 Organizers may use competition/race numbers, or any other form of identification to give exposure to a race sponsor or differentiate between athletes subject to the restrictions below.

27.1.3 The Race number should be 14 cm high x 20cm wide.

27.1.4 The number is 6 cm high and the Event/Race Sponsor logos below the number are 4 cm high.

27.1.5 Organizers may not replace ASA license numbers with Competition/Race Numbers/Stickers under any circumstances. See section below on Special Number bibs.

27.1.6 Where a Competition/Race Number is used it must be placed so that the ASA Licence Sponsor and the ASA province / Year remain visible above the Competition/Race number.

27.1.7 The Licence numerals may be covered, but not the ASA Sponsor.



27.1.8 Organizers who fail to enforce this rule will be penalized, which may include losing eligibility status. Athletes who fail to adhere to this rule will be disqualified.

27.1.9 Organizers using Competition/Race Numbers/Stickers do not have to apply for permission to use Competition/Race Numbers/Stickers in their events. Technical Delegates/Referees however must be briefed of the use of Competition/Race Numbers/Stickers in advance.

27.1.10 Subject to the relevant WA Advertising Regulations, there shall be no further restrictions on the design of the Competition/Race Number/Sticker.

27.1.11 Where Competition Organisers require a Competition/Race Numbers/Stickers to be worn, the athlete must comply.

27.1.12 Competition/Race Numbers/Stickers are not transferable under any circumstances.

27.1.13 When only one Competition/Race Number/Sticker is provided it must be worn on the front.

27.1.14 Events on the national fixture list that are granted TV broadcast rights by ASA must adhere to the licence bib restrictions contained in the allocation of such rights.

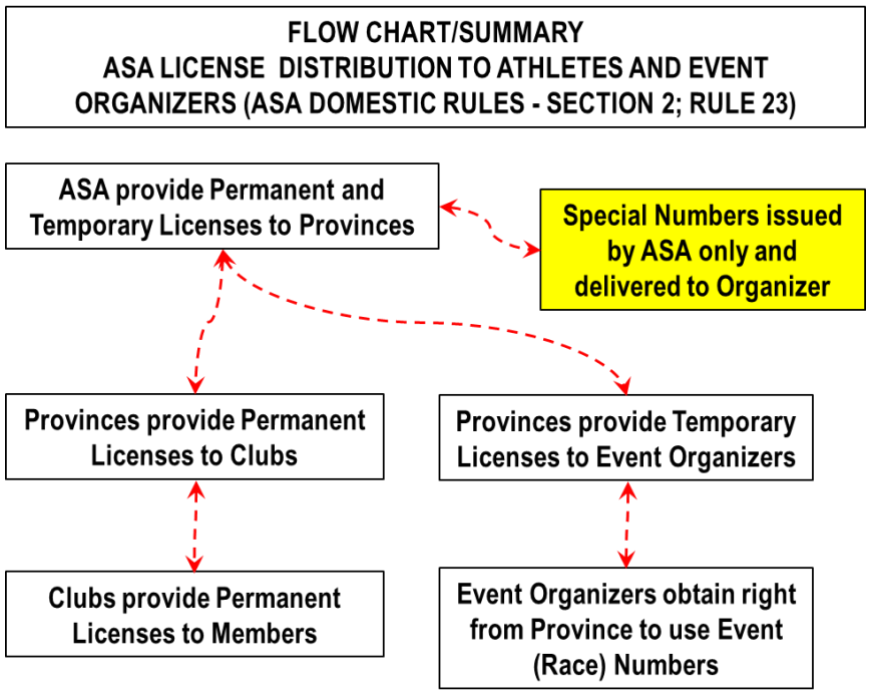
Note: As provinces list events on the ASA National and/or Provincial Fixtures Lists, Provinces must ensure that the rules above are implemented diligently. Provinces who fail to implement the above rules will be held liable.

27.2 **Special Number Bibs**

27.2.1 Special Number Bibs are the sole property of ASA.

27.2.2 Only events included in ASA rule 1.1.a to 1.1.d can replace License Numbers with Special Number Bibs, in consultation with the ASA License sponsor. Use of a Special Number Bib by major events under 1.1.d may be subject to a levy determined by the ASA Board.

27.2.3 The Special Number will be issued by ASA directly to the Event/Race Organizer. ASA will notify the Technical Delegate of such arrangement.



27.2.4 Special Number bibs may only be used for the event permission was obtained for.

27.2.5 The design of the Special Number bib shall comply with relevant WA rules

27.2.6 The Special Number bibs will be 20cm square. The logos above are 4 cm high; the number is 6 cm high and the logos below the number are 4 cm high.

27.2.7 The image of a Special Number bib is indicated on the right hand side. The Event Sponsors will be displayed above the number. The ASA Logo will be displayed below the number, in the bottom left hand corner; the Event Sponsor and/or City in the bottom right



hand corner; and the year the number was issued located at the centre below the license number.

27.2.8 The ASA rights associated with Licenses, including Special Numbers, remain the property of ASA. Any variation to the image of the Special Number bibs if not agreed upon in writing; the Competition Organizer will be subject to penalties, over and above the levy, as decided by the ASA Board.

27.2.9 Where Competition Organisers require a Special Number Bib to be worn, the athlete must comply.

27.2.10 The Special Number bib may replace the Permanent License, or completely cover the permanent license. Where the permanent/temporary license is removed, the athlete must be able to present the Permanent/temporary License on request by the Organizer/Referee. *Note: The Referee or Organizer can only ask the athlete to show his/her license before the race, after the race, or before the medal/ prize giving ceremony. Failing to present the permanent/temporary license on request, may lead to disqualification of the athlete.*

27.2.11 Under no circumstances are Special Number Bibs transferable.

27.2.12 When only one special number bib is provided it must be worn on the front and a valid Permanent or Temporary ASA licence number must be displayed on the back of the upper body clothing.

27.3 Foreign Athlete Licence Bib (For implementation in licence year 2020)

27.3.1 A foreign citizen resident in South Africa may be issued a Foreign Athlete Licence Bib as defined in ASA Rule 5.10; which allows the athlete to participate regularly in local events but clearly identifies the athlete as not eligible for local team competitions.

27.3.2 The format of the license will adhere to the same specifications as a Permanent license with the exception that on the Foreign Athlete Licence Bib the licence number will be preceded with an "F".

27.3.3 A disclaimer and declaration to be completed and signed by foreign athlete.



Declaration to be completed by foreign athlete applying for Foreign Athlete Licence *I confirm that it is my intention to participate in local events and hereby declare:*

*I (**full name**)* _____

*am a citizen of (**country**)* _____

Passport Number _____

***Affiliation / Non-Affiliation**: (delete A or B and complete as required)*

A: I am not a member of any club or grouping affiliated to my National Athletics Federation.

B: I am registered :

Directly with my National Federation _____*, or*

With a club affiliated to the National Federation _____*(club name)*

based in _____ (City) _____ (Country) Registration Number _____ 1. I confirm that I am legally entitled to be in South Africa.

2. *I agree to being bound by, and to comply with the rules and regulations of WA, Athletics South Africa, and the events I participate in.*
3. *I understand that I may be required and agree to be tested in terms of doping control rules and regulations.*
4. *If I win any prize, I agree to be subject to the tax laws and exchange provisions of the Republic of South Africa.*
5. *I understand that my clothing during the race must conform to ASA advertising rules and regulations and any contravention thereof will make me ineligible for prize awards.*
6. *I am not suspended, nor know of any investigation pending that might result in my suspension or ineligibility as an athlete under WA rules 20 to 23.*
7. *I absolve Athletics South Africa, its provincial structures and the club I register with of all and any responsibility and liability for my eligibility to participate and assume all responsibility, including any and all costs, resulting from a challenge to my eligibility to participate in domestic South African events.*

Signed at: _____

Signature: _____ Date: _____

26.3.4 ASA reserves the right to verify at any time if the foreign athlete is in good standing with the domicile Federation and/or domicile country.

26.3.5 ASA reserves the right to withhold or withdraw the issuing of a Foreign Athlete Number Bib, should there be reasonable doubt that the athlete is not in good standing with the domicile Federation and/or domicile country.

26.3.6 ASA reserves the right to withhold any awards won by a foreign athlete should there be reasonable doubt that the athlete acted in bad faith in declaring his/her standing with the domicile Federation and/or domicile country.

26.4 Other forms of athlete identification

26.4.1 Chest Stickers

When chest stickers are used in development events e.g. school or Talent ID Meetings; the sticker will contain information required by the Organizer. The sticker material may be any shape, colour or size;

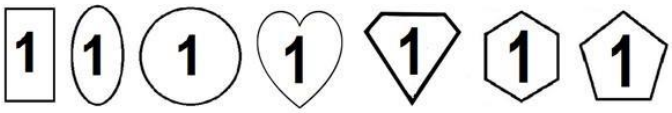
PARTICIPANT	This tag must be handed to the official dealing with the results directly after the competition		
First Name in full	**Surname**		
Age on 31 December this year	**Birth date**	**Male**	**Female**

Club / School	**Home tel. no**	**Work tel. no**
I abide by the rules of ASA/Prov. I declare that I am an amateur. I enter for this competition entirely at my own risk. I shall participate at my own risk and indemnify the organisers, sponsors, and persons assisting in the competition, against any claim which may result from my participation. Proof of age is required before medals/prizes will be issued. Disobeying an official may lead to disqualification.		

26.4.2 Hip numbers

[Refer to WA rule 143.9]

Where a Photo Finish system is used the athlete identification will be number stickers (leg numbers) and will be matt black letters on a white background. The adhesive sticker will be placed on the side of the short or leg, in full view of the Photo Finish System. The sticker may be any shape as long as it is a minimum of 10cm high with the lettering a minimum of 8cm high.



EXAMPLES OF LEG NUMBER SHAPES

26.4.3 Transponders

[Refer to WA rule 165]

When transponder timing is used, the choice of chip format is at the discretion of the event organiser.



Transponder part of race number



Transponder pinned to front and back



Transponder mounted in wrist band



Transponder mounted on shoe with shoe lace running vest or shorts

26.4.4 Barcoding

When bar codes are used for athlete timing or identification, the barcode may be mounted in the race number as part of the tear-of slip or in the case where no tear-of slip is used the barcode must be placed in such a way that it does not interfere with the visibility of the number.

27. Rule 27: Protests and Appeals

[Refer to TR 8]

27.1 An appeal to the Jury of Appeal must be made within 30 minutes of the official announcement of the decision made by the Referee, in writing, signed by the athlete or a responsible official on behalf of the athlete, and shall be accompanied by a deposit of R500, which will be forfeited if the appeal is not upheld.

27.2 In the event that any prize category results are not announced or made available at the official prizegiving, such results will be posted on the event website and circulated through the usual club channels. Individuals and clubs shall be given 7 days to raise any appeal in writing to the organisers, where-after the published results shall be deemed final, notwithstanding any inaccuracies that may be identified at a later date.

28. Rule 28 : Littering

To promote events that are environmentally responsible, organisers must implement processes to manage event waste and athletes must take responsibility for their actions when disposing of litter.

28.1 **Littering** shall be defined as the act of disposing of any waste item except into a receptacle provided for that purpose. In the context of a road race waste items include amongst other things; plastic water sachets, paper cups, bottles, wrappers and containers whether supplied by the organizers or brought to the race by the participants.

28.2 Race Organisers shall develop and implement a waste management plan for their event which must include the provision of receptacles (boxes, troughs, bins) for disposing of race waste items at the Start, the Finish and at each Refreshment Station on the route.

28.3 ASA Provinces may impose penalties (e.g. fines) on race organisers that do not comply with this requirement.

Note: At a Refreshment Station receptacles for waste should be positioned between the tables/assistants handing out refreshments and then placed at regular intervals to extend to at least 200 metres past the last table at the refreshment station.

28.4 Littering shall be further categorized as intentional and unintentional littering. Both can apply anywhere.

28.4.1 **Unintentional** littering is when a runner intends to throw waste into a box /trough / bin but misses.

28.4.2 **Intentional** littering is when the runner discards waste when there is no box / trough / bin anywhere in their vicinity.

28.5 TR 18 makes provision for a Race Referee to warn an athlete by showing a yellow card and exclusion by showing a red card;

He shall have authority to warn or exclude from competition, any athlete guilty of acting in an unsporting or improper manner or under TR 16.5 warnings may be indicated to the athlete by showing a yellow card, exclusion by showing a red card. Warnings and exclusions shall be entered on the result card and communicated to the Competition Secretary and to the other Referees.
Note: (i) The Referee may, where the circumstances justify it, exclude an athlete without a warning having been given. (See also Note to TR 6.2)

Note: (ii) The Referee for events outside the stadium shall, wherever practicable (e.g. under Rules 6, 54.10 or 55.8, give a warning prior to disqualification. If the Referee's action is contested, Rule 146 will apply
Note: (iii) When excluding an athlete from competition under this Rule, if the Referee is aware that a yellow card has already been given, he should show a second yellow card followed immediately by a red card.
Note (iv) If a yellow card is given and the Referee is not aware that there is a previous yellow card, it shall, once this is known, have the same consequence as if it was given in association with a red card.
The relevant Referee shall take immediate action to inform the athlete or his team of his exclusion.

28.5.1 A yellow card may be issued by a Race Referee to a runner who INTENTIONALLY litters. The Race Referees must advise the Chief Referee of the details of any yellow cards issued

28.5.2 Should 2 x yellow cards be issued to the same runner, the Chief Referee may issue a RED card and disqualify the athlete either during or after the event.

28.5.3 Where circumstances warrant, such as blatant intentional littering in an environmentally sensitive area, a RED card may be issued by a Race Referee without a previous warning being issued.

28.5.4 An athlete may lodge an appeal against a Red card in accordance with the relevant rules for Appeals; up to either; 30 minutes after the red card is issued to the athlete, or 30 minutes after the athlete completes the race, whichever is the later time.

Note: No card is applicable for UNINTENTIONAL littering.

28.6 ASA Provinces may impose penalties (e.g. fines) on athletes reported by Race Referees as having been issued a Yellow or Red card.

Notes on Waste Management for Events

Introduction

The legal definition of 'litter' extends from small bits of paper or cigarette ends to anything (whether large or small) that is, or is likely to become, unsightly. People who litter can be penalized. In the context of an event/race, waste items include amongst other things; plastic water sachets, paper cups, bottles, wrappers and containers whether supplied by the organizers or brought to the event/race by the participants.
Local authorities are responsible for keeping public places that are under their control, including public roads, clear of litter as far as is practicably possible. This includes arranging cleansing programmes, as well as providing and emptying litter bins. They can take enforcement action against people who break or ignore the law, and may even issue on-the-spot fines for litter offences
Each event/race organizer, in consultation with local authorities, must prepare a litter management plan for its area, setting out its objectives to prevent and control litter, along with measures to encourage public awareness of litter. The plan must also set out measures and arrangements by which the event/race organizer intends to achieve these objectives. In preparing its litter management plan, the event/race organizer must consult with local community and voluntary interests.

Fines for littering

Leaving or throwing litter in a public place is an offence that can be subject to an on-the-spot fine by the local authorities or a maximum fine as defined by the District Court. Where an offence continues after conviction, the person concerned is guilty of a further offence and liable to a further fine. On-the-spot fines can be issued by a litter warden appointed by the local authority or the Event/Race Organizer. If you are convicted of a litter offence, the court may also require you to pay the local authority's costs and expenses in investigating the offence and any costs incurred in bringing the prosecution.

Litter and public places

Event/Race Organizers are obliged by law to keep the place litter-free, regardless of how the litter got there. The Event/Race organizers are required to ensure that litter control measures are in place at the venue and in the surrounding vicinity, e.g. food stalls, parking area, etc., before, during and event.

Sufficient receptacles for waste should be available at all areas where food and refreshments are sold, as well as at all areas where athletes and spectators sit to eat or drink their food and refreshments

Refreshment Station

At a Refreshment Station receptacles for waste should be positioned between the tables/assistants handing out refreshments and then placed at regular intervals to extend to at least 200 metres past the last table at the refreshment station.

Mobile food outlets

Operators of mobile food outlets selling fast food or beverages, or other outlets such as those selling farm produce, must provide suitable litter bins in the vicinity of their outlets. They must also clean up any litter arising from the outlet's operation within a radius of 100 metres.

Illegal dumping

If you are aware of illegal dumping, you can report it to the Event/Race Organizer or local authority so that it can investigate and take any necessary enforcement action. If an Event/Race Organizer or local authority can establish who owns material that has been illegally dumped, the owner has a case to answer, even if they haven't been caught in the act of dumping. In addition, local authorities can require a householder or business operator to indicate how and where they are disposing of their waste. This can be relevant if the person does not use a refuse collection service or bring their waste to an authorized disposal facility.

Dog fouling

Dogs and other animals are not permitted to participate in official events. Spectators with dogs must remove their pets' waste from public places and dispose of it in a proper manner. This obligation applies to all areas related to the event/race.

Posters and signs

It is illegal to put up posters or signs on poles or other structures in public places, unless you have the written permission of the owner of the pole or other structure before you put them up. Any article or advertisement must carry the name and address of the Organizer of the event/race being advertised.

After the event/race the poster/signs must remove posters within 7 days. If they are not removed within this period, the local authority will remove them and issue an on-the-spot fine in respect of each offence. If an event/race organizer has been issued with a fine and refuses to pay, they can be prosecuted.

Advertising flyers

If you plan to distribute advertising leaflets in the street, you should first check with the local authority to see if there are any local litter restrictions. It is illegal to place advertising leaflets on car windscreens.

Presenting your refuse for collection

Refuse should be placed in a wheelie-bin or other sturdy refuse bin for collection, or else in strong plastic bags. It should not be left out too long before the collection is due, as it may attract birds or animals and create litter.

SECTION III: TRACK EVENTS
[Refer WA Book C – C2.1 – PART II]

29. **Rule 29: Starting Blocks**
[Refer to TR 15]

29.1 In competitions as stipulated in Rule 1.1.e to 1.1.g the use of starting blocks is not compulsory. If starting blocks are made compulsory in these competitions, the organiser of the competition must supply the starting blocks.
29.2 If athletes are using their own starting blocks, it should comply with the specifications as set out in TR 15.2, but can be of any design or construction, as long as it does not interfere with other athletes

SECTION IV: FIELD EVENTS
[Refer WA Chapter 5: SECTION IV]

30. **Rule 30: General Conditions**
[Refer to TR 25]

30.1 In all competitions (ASA Rule 1.1.a to 1.1.f) the organisers must provide implements. Where implements are provided the competitors may use either the organiser's implements or their own provided these are checked and marked as approved prior to the commencement of the competition
30.2 Where athletes are allowed to use their own implements, no athlete shall be allowed to use the implement of another athlete except with the consent of the owner
30.3 Technical standards for Field Events according to the various age groups are listed in Chapter XIII

SECTION V: COMBINED EVENTS COMPETITIONS
[Refer WA Book C – C2.1 PART IV]

31. **Rule 31: Combined Events Competitions**
[Refer to TR 39]

31.1 The WA Combined Event Scoring Table will be used to score Combined Events for the Senior, Junior and Youth age categories.
31.2 Technical standards for Combined Events according to the various age groups are listed in CHAPTER XIII

SECTION VII: RACE WALKING EVENTS
[Refer WA BOOK C – C2.1 PART VI]

32. RULE 32: RACE WALKING
[Refer TR 54]

32.1 General

32.1.1 During Road Races which accept walkers, and where walkers and runners compete simultaneously, all Walkers must wear an official “W” identification tag to indicate that they are Walkers to be eligible for awards.

32.1.2 The size of the lettering on the tags must be a minimum of **6cm in height** and must be worn visibly above the Licence/Race number bib on the upper body clothing, back and front. The lettering shall be red on a white background.

32.2 The Course

32.2.1 All Race walking races held on the road in South Africa must be measured using the Calibrated Bicycle method of measurement, and the course measurement report and certificate must be lodged with the Provincial Athletics Body prior to the date of the race.

32.2.2 The course measurement reports and certificates for all National Race Walking Championships, Provincial Race Walking championships, Inter-provincial and ASA Permit road race walking competitions, must be lodged with ASA at least 7 days prior to the meeting.

32.2.3 The certification and storing of course certificates will be undertaken in accordance with ASA document “Measurement and Certification of Road Races”.

32.2.4 ASA reserves the right to order an independent measurement of any course by a recognised course measurer.

32.3 Video Recording

32.3.1 In competitions where electronic timing is not used, a video camera may be used to assist the Chief Race Walk Judge with placements and appeals. The video recordings should be available to the Jury of Appeal when appeals are made.

32.4 Penalty Zone

Refer to TR 54.7.3

32.4.1 For Race Walking events on track or road, a Penalty Zone shall be used for all athletes irrespective of the age category.

32.4.2 In such cases, an athlete will be required to enter the Penalty Zone and remain there for the applicable period, once they have received three Red Cards and are so advised by the Chief Judge or someone delegated by him.

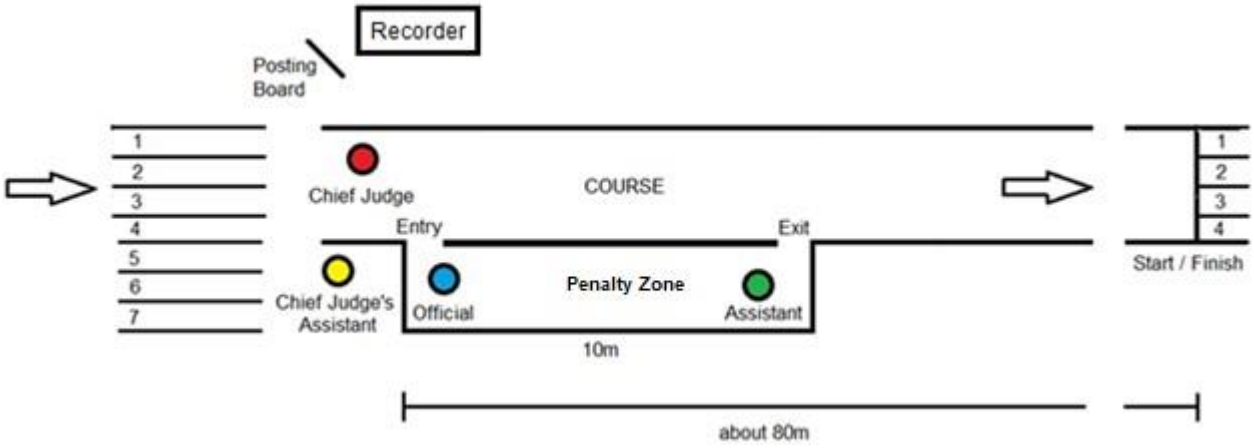
32.4.3 The applicable period in the Penalty Zone shall be as follows:

Races up to and including	**Time**
5000m/5km	0.5min (30 seconds)
10,000m/10km	1min
20,000m/20km	2min
30km	3min
35 km	3,5min
40km	4min
50km	5min

32.4.4 An athlete who fails to enter the Penalty Zone when required to do so, or do not remain there for the applicable period, shall be disqualified by the Chief Judge.

32.4.5 If an athlete receives a third Red Card and it is no longer practicable to direct him to enter the penalty zone before the end of the race, the Referee shall add the time he would have been required to spend in the Penalty Zone to his finishing time and adjust the finishing order as may be necessary. If, at any time, the athlete receives an additional Red Card from a Judge other than one of the three who had previously sent a Red Card, he shall be disqualified.

32.4.6 An example of a penalty zone is indicated in the diagram below:



SECTION VIII: ROAD RACES

[Refer WA BOOK C – C2.1 PART VII]

33. Rule 33: Road Races

[Refer to WA TR 55]

33.1 Course Lay Out

33.1.1 Road races shall be run on predetermined roads. However, when traffic or similar circumstances make it unsuitable, the course, duly marked, may be on a bicycle path or footpath alongside the road, but not on soft ground such as grass verges or the like. The start and finish may be within an athletic arena.

33.1.2 For road championships, the road surfaces should be over 99% paved roads, paved pedestrian footpaths and paved sidewalks.

33.1.3 It is acceptable for the start, finish and other segments of the race to be conducted on grass or other non-paved surfaces. These segments shall be kept to a minimum.

33.1.4 The start and the finish of a race shall be denoted by a white line at least 5cm wide.

33.1.5 The course shall be measured along the shortest possible route that an athlete could follow within the section of the road permitted for use in the race.

33.1.6 If it is intended that parts of the course on race day will be defined by the use of nonpermanent equipment such as cones, barricades, etc. their positioning shall be decided not later than the time of the measurement and the documentation of such decisions shall be included in the measurement report.

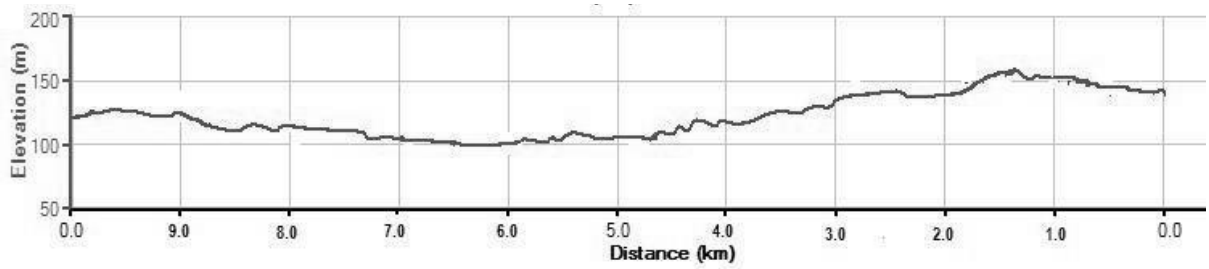
33.1.7 It is recommended that for Road Races staged over standard distances, the overall decrease in elevation between the start and finish should not exceed 1:1000, i.e. 1m per km (0.1%). For approval of Records, see CR 31.21.6

33.1.8 The length of the course must have been certified in advance by an ASA approved course measurer.

33.1.9 The distance in kilometres on the route shall be displayed to all athletes.

33.1.10 The decision as to which side of the road the athletes will use should be taken in consultation with the traffic authorities with consideration given to all relevant factors including; availability of a road shoulder, lanes, traffic volume, side roads, road bends and turns etc.

33.1.11 To assist athletes in their race planning, a map of the route and a route profile should be made available to athletes before the race.



EXAMPLE OF A ROUTE PROFILE

33.2 Course Measurement

33.2.1 All road races held in South Africa must be measured using the Calibrated Bicycle method of measurement, and the course measurement report and certificate must be lodged with the Provincial Athletics Body prior to the date of the race.

33.2.2 The length of the course shall not be less than the official distance for the event. To prevent a course from being found to be short on future re-measurement, it is recommended that a "short course prevention factor" be built in when laying out the course. For bicycle measurements this factor should be 0.1% which means that each km on the course will have a "measured length "of 1001m.

33.2.3 The course measurement reports and certificates for all National Road Championships, Provincial Road Race championships, Inter-provincial and ASA Permit races, must be lodged with ASA at least 7 days prior to the meeting.

33.2.4 The certification and storing of course certificates will be undertaken in accordance with ASA document "Measurement and Certification of Road Races".

33.2.5 ASA reserves the right to order an independent measurement of any course by a recognised course measurer.

33.2.6 Any course starting and finishing above 1000m above sea level will be considered an altitude course.

33.2.7 A course measurement certificate is valid for five years, after which the course shall be remeasured even when there are no obvious changes to it.

33.3 Course Marking

33.3.1 The course must be clearly marked. Repeated direction signs should be displayed at any point where uncertainty about the course may arise or where the course changes direction. After changes of direction, there should be further course markers.

33.3.2 In all competitions under Rules 1.1(a) and, where possible, (b), (c) and (f), the measurement line should be marked along the course in a distinctive colour that cannot be mistaken for other markings.

33.3.3 Kilometre markers must be placed along the route for the benefit of all competitors.

33.3.4 If a competitor deviates from the course, he must not be given any credit for the additional distance covered. However, he/she is permitted to receive a lift back to the point where he/she went off course. He/she then continues on foot in the race.

33.3.5 All road Junctions carrying significant traffic must be controlled by the appropriate authorities and competent marshals wearing conspicuous tabards or bibs.

33.4 Course Types

33.4.1 Standard Courses

33.4.1.1 The course between the Start and Finish must not have an altitude drop exceeding 1m/km.

33.4.1.2 The start and finish points, measured along a theoretical straight line between them must not be further apart than 50% of the race distance.

33.4.1.3 ASA will only recognised records and performances on Standard Courses.

33.4.1.4 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.

33.4.1.5 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%.

33.4.2 Aided Courses

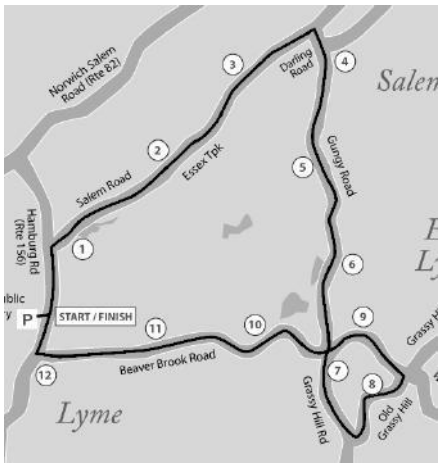
33.4.2.1 A course with a net altitude drop greater than 1m/km but less than 3,5m/km and/or with a start/finish separation greater than 50 % of the total distance of the race.

33.4.3 Unrecognised Courses

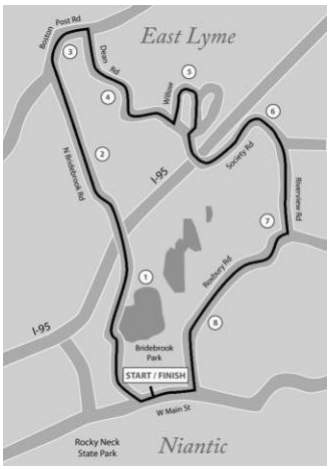
33.4.3.1 Any course with a drop between start and Finish in excess of 3,5m/km is an unrecognised course.

33.4.3.2 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.

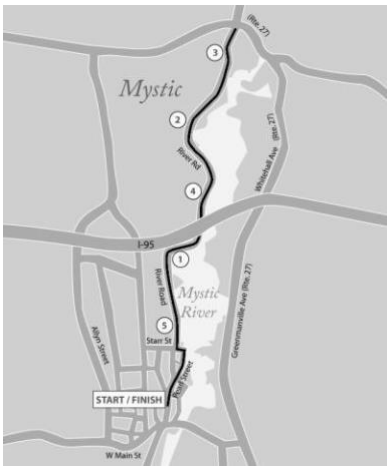
Note: Course Lay-outs that should be avoided:



Between 6 km and 10 km, the route requires the athlete to crosses, and can result in athletes run in one direction in the first half of the race, and run back on with each other or cheating by taking cut.

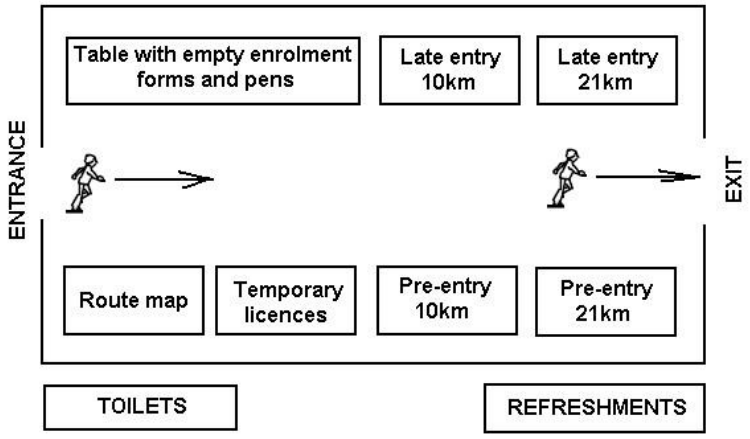


Between 1 km and 2 km, and 5km and 6 km routes colliding which causes a security and injury risk to athletes



This route is short and boring and encourages cheating

Note: Athlete Registration
The effectiveness of the registration area is as important as the race itself. A positive experience at registration leads to happy and friendly athletes participating in the race.
The registration area should be close to the start area to avoid unnecessary administration, transport between the registration area and the start, etc.
The registration area should be laid out in such a way that registration can take place as quickly as possible and without delays.
Signage should be clear and preferably positioned ABOVE head height
Tables and pens should be provided if entrants are required to complete entry forms etc.



EXAMPLE OF A REGISTRATION AREA LAY-OUT

33.5 The Start [Refer to WATR 16 and TR55]

33.5.1 A public address system or loudhailer should be available at the start line.

33.5.2 In all races a five-minute, three-minute and one-minute warning before the start of the race should be given.

33.5.3 Road races shall be started by the firing of a gun, canon, air horn or similar device. The commands and procedure for races longer than 400m shall be used (TR 16.4).

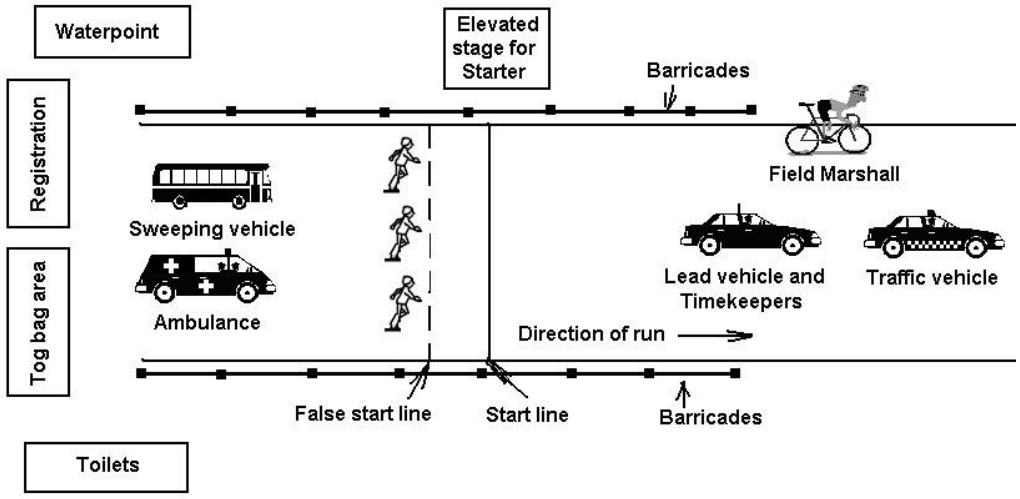
33.5.4 The race shall not be allowed to start until clearance has been received from, as applicable, the Organiser/Race Director (or proxy), Safety Officer, Traffic officials, VOC, JOC and any relevant authority involved with the event.

Note: In all races it is recommended that the faster athletes should be allowed to line up in front of the slower athletes. In larger races this can be done by means of seeding into different blocks, separated by means of fences, ropes or tape. The method of seeding should be known to the athletes and the relevant seeding pens clearly marked and directed by marshals.
In smaller races or where athletes have not been seeded, a false start line should be marked clearly on the road surface approx. 5 to 10m behind the actual start line, before the first participants arrive. A barrier that can be removed quickly, (e.g. a 10mm nylon rope) should be held approximately 1m above the ground by marshals on the false start line to prevent athletes standing in front of the start line. In races with large numbers it is recommended that several marshals, holding hands form a human barrier on the start line.
After the final warning has been given, the marshals holding the barrier in place on the false start line move the barrier to the start line to give athletes an opportunity to come

into the final start position. At this time known elite (faster) athletes might be allowed to line up at the front if they have not already done so.
The first 500m of road surface should be smooth, without potholes, sharp curves, obstacles including speed bumps etc., and should not narrow significantly.

Note: Before the Start check that:

Advertisement boards, obstacles, spectators etc. are out of the way.
The Starter is ready and focused.
The Timekeepers are ready.
The start procedure and route were explained to the runners.
The Referee is present and focused.
The various vehicles as shown below are ready to move.
Clearance to start has been given from the relevant controlling bodies.



LAY-OUT OF A ROAD RACE JUST BEFORE THE START

Note: Staggered starts for men and women may be used to avoid pacing.

Staggered starts based on gender				
DISTANCE	**MEN**	**WOMEN**	**JUNIORS**	**MASTERS**
Up to 15 km	0	5 minutes before men's race	5 minutes before men's race	5 minutes before men's race
20 km	0	10 minutes before men's race	10 minutes before men's race	10 minutes before men's race
30 km	0	15 minutes before men's race	10 minutes before men's race	15 minutes before men's race
40 km	0	15 minutes before men's race	Not allowed to compete over this distance	15 minutes before men's race

Note: Staggered starts for races of varying distances are advised to avoid confusion on the route and congestion at the finish line. The actual start times must take into account the route designs and the expected speed of the participants.

Staggered starts based on distances	
Distance	**Time Difference**
42.195 km	Official starting time
Fun runs (6km or shorter)	15 minutes after official start
15 km or shorter	20 minutes after official start
20 km or shorter	30 minutes after official start

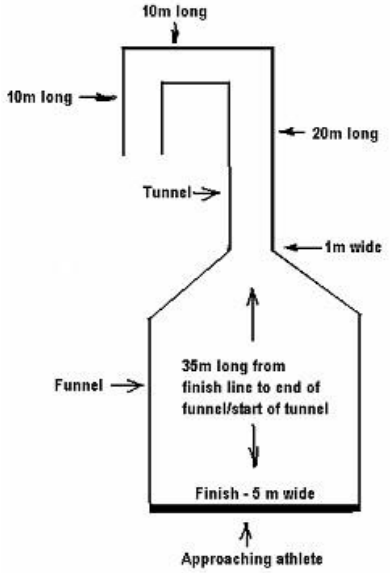
33.6 The Finish [Refer to TR 18]

33.6.1 The finish may be within an athletics arena, on a field or any other suitable open space.

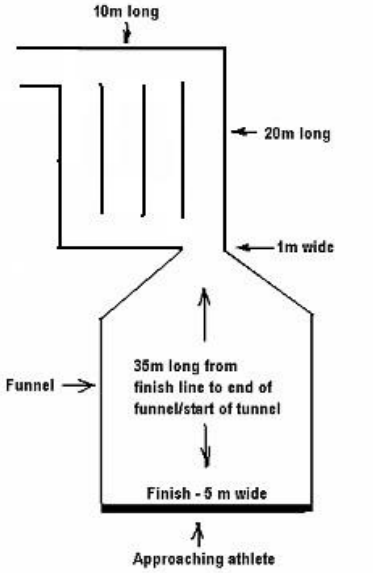
33.6.2 The finish line must be marked with a line 50mm wide.

33.6.3 The finish area should consist of a funnel starting immediately after the finish line and a tunnel area starting not less than 35 m after the finish line.

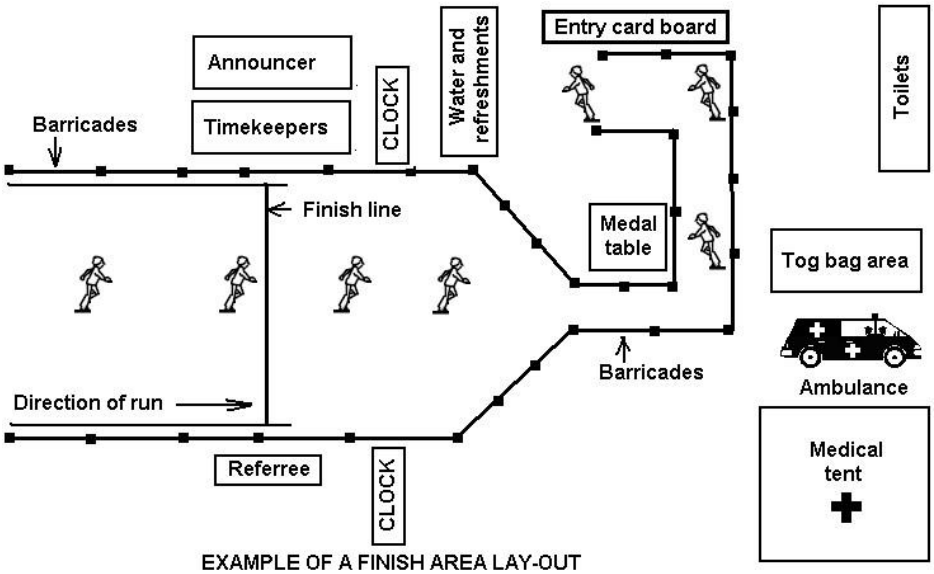
Note:
Various designs for the finish are illustrated in the diagrams below. If a finish arch is used it should be positioned AFTER the finish line so that runners do not stop before the finish line. Events of different distances held at the same time should normally have separate finish lines/chutes and time-keepers. Tables for the time-keepers should be positioned in line with the Finish line with a clear view of the approaching athletes.



Lay-out of finish funnel and tunnel for races with less than 500 athletes



Lay-out of finish funnel and multiple tunnels for races with more than 500 athletes



EXAMPLE OF A FINISH AREA LAY-OUT

33.8 Refreshment Stations and Seconding

33.8.1 Competition organisers and/or the Technical Delegate will determine the restrictions on seconding to apply in a road race. This ruling will be advertised in race rules and information.

33.8.2 Unless prohibited or restricted in terms of the event rules, seconds or team officials may assist athletes at designated refreshment stations. Such assistance where refreshments can be received or collected must take place within the area delineated by the organisers. If the area is not physically delineated then such assistance must take place within 100m either side of the first or last table. No assistance or seconding of any sort may take place outside of this area. Persons assisting athletes shall not enter the course nor obstruct any athlete.

33.8.3 Seconds/officials shall not, under any circumstances, run beside an athlete while he/she is taking refreshment.

33.8.4 Seconding may not be conducted directly from a vehicle (including two-wheeled) whether stationary or moving.

33.8.5 Where race organisers impose a restriction on personal seconding, they must provide refreshment stations at least at 3 kilometre intervals throughout the race. Any departure from this must be with the permission of the provincial member and must be clearly stated in all event information.

33.9 Physical Assistance

33.9.1 Pacing is defined as any athlete running with another competitor to specifically assist him/her. Pacing is not allowed between age or gender categories when either runner wants to be eligible for any prize award. Unregulated pacing amounts to an unfair advantage to some athletes.

33.9.2 In mass participation races where contender athletes are clearly identified (refer to rule 23), pacing rules will only apply to the contender athletes. Where no provision is made to identify contenders, the pacing rule will apply to all participants.

33.9.3 The entry form should clearly stipulate if pacing is restricted to contenders only.
33.9.4 The following are considered as pacing and are not permitted: -

33.9.4.1 An athlete (contender or non-contender) that consistently physically assists ~~another~~ a contender athlete (typically of a different age or gender). This may include assistance such as collecting drinks at refreshment stations, shielding an athlete from a prevailing wind, running in such a way as to set a pace (usually slightly ahead of the other athlete), carrying items for the other athlete or providing coaching.

33.9.4.2 A pace setter that is not a bona fide entrant in the race. This includes supporters/ coaches running or travelling alongside the athlete at any time.

33.9.4.3 An athlete (contender or non-contender) that is about to be lapped, may not accelerate and run with the contender athlete about to pass him/her, but must maintain his/her pace until the lapping athlete has passed;

33.9.4.4 Persons that do not start with the other athletes: In the case of staggered or batch starts this may include an athlete that started in an earlier wave that waits for an athlete in a later wave.

33.9.4.5 A designated pace-setter (appointed by the organisers) that adjusts his/her scheduled pace for the benefit of a specific contender athlete.

33.9.5 To reduce pacing in Road Running competitions the meeting organiser may employ separate or staggered starts. The timing of the starts will be determined by course logistics and will be set by the Technical Delegate, where appointed – or in his/her absence must be applied for and approved by the appointed chief referee in consultation with the course measurer.

Note: Pacing must not be confused with the role of pace-setters. Organisers may appoint designated pace-setters that are scheduled to run a prescribed pace for the benefit of ~~all/any~~ contender athletes that wish to maintain that pace. The key point being that the organisers are the ones who announce and control the pace-setters. As can be seen in point "v" above, pace-setting may become pacing if the pre-determined pace changes to suit a specific contender athlete.

When determining whether pacing is taking place, the referee must consider whether any of the actions listed are occurring and whether there is an intention to gain an advantage for any individual contender athlete competing for prizes. Running is a social sport for con-contender athletes, so simply being in the same group does not necessarily constitute pacing for concontender athletes.

As with all rules, the way they are enforced for the mass participation athletes further back in the field can be relaxed compared to the elite contenders.

The act of "coaching" by providing advice on the run to contender athletes is also not acceptable. This may not necessarily be seen / heard, but if suspected because of the consistency or regularity of presence, then warnings should be given.

Pacing and coaching of contender athletes can also be a third party riding on a cycle path or adjacent carriageway either to indicate a pace, shout advice, and or ride alongside an competitor to contender or non-contender athletes ahead which indicates

the location of the other contender ~~runner~~ athlete and hence the target for the assisted ~~runner~~ contender athlete.

The assistance to contender athletes needs to be consistent to be deemed pacing. Consistently may be interpreted as more than twice, with no time period defined.

If the referee considers pacing to be occurring, it is normal for the referee to warn the contender athletes involved and ideally indicate what behaviour is considered to be excessive assistance. The use of a yellow card is proposed.

It is preferable for the referee to act on suspicion of pacing rather than to allow it to continue and then have to deal with an appeal later.

Where the referee considers warning appropriate he/she should request the athletes at fault to speed up / slow down such that at least 100m gap exists. In the case where there is a potential prize at stake it is suggested that it should be the ~~non-prize-winning person~~ noncontender athlete who drops back. Athletes that are not trying to gain an advantage through pacing will not normally mind complying.

If the identified action continues, a further warning may be given after which the referee may proceed to disqualify (red card) both athletes, (or one athlete if that athlete was being paced by several other athletes).

It would be unusual to disqualify an athlete for being paced without issuing a warning, but there may be a situation, such as pacing by a non-entrant that is not seen by the referees during the race, but comes to light afterwards.

As with all disqualifications, the contender athletes have the right of appeal, so the referee needs to record the details relating to the warnings given and allow the athletes to complete the race.

33.10 Safety

33.10.1 Runners are NOT permitted to run with animals e.g. dogs/birds/reptiles/etc.

33.10.2 Any road race held on local authority roads must have the approval of the relevant local authorities. Organisers of a competition must recognise their responsibilities in ensuring the safety of participants, spectators, officials and other road users and are obligated to undertake formal risk management appraisal of all aspects of their meeting to minimise the risk of any incident.

33.10.3 Where competition organisers allow and have permission from the traffic authority for runners or walkers to participate with prams or baby joggers, they must start at the back of the race, and may be required to have a delayed starting time.

33.10.4 Where the organiser and the traffic authority allow the participation of wheelchairs (either socially or as a competitive wheelchair event) they must commence in a staggered start prior to the start of the able-bodied race.

33.10.5 Disabled or blind runners who require to be accompanied may only make use of guides who have officially entered the event.

33.10.6 For safety reasons the use of personal music players or other devices with headphones is not allowed. Any person using such device shall not be eligible for individual or team prizes and may be disqualified without a warning.
33.10.7 In case of medical and emergency situations, details of all pre-entries should be captured electronically, race numbers cross-referenced to the participants details and easily accessible during the competition. For entries on the day entry forms/cards/bibs should include an ICE contact number.
33.10.8 An emergency contact number (Safety Officer, medical service or VOC) should be supplied to all workers, marshals, officials and athletes.

33.11 Calculation of Team positions

33.11.1 In team competitions the following rules will be applied to calculate the team positions:
33.11.2 The team size must be stated in the competition manual or meeting flyer. Team sizes must be equal for men and women.
33.11.3 The team time will be calculated by adding all the times of the first runners from the one club or province that complete the team size.
33.11.4 In the event of a tie, it shall be resolved in favour of the team whose last scoring member finishes nearer the first place.
33.11.5 Athletes wearing temporary licences shall compete as individuals and shall not count for any team competition.

33.12 Fun-Runs

33.12.1 The distance of Fun Runs may not exceed 8 (eight) km.
33.12.2 Fun run courses should be measured by the most accurate method practicable in the circumstances.
33.12.3 Technical Officials are not required to officiate at Fun Runs. Individual participant timing is optional and a clock at the finish line is normally sufficient.
33.12.4 Fun runs must be held on clearly marked courses.
33.12.5 Licensed and unlicensed athletes may participate in these events, no licence number need be worn in these events, and temporary licences need not be purchased.
33.12.6 Licensed athletes participating in fun runs need not wear club colours or display their licence numbers during such races.
33.12.7 Fun Runs will only be sanctioned by ASA or the Provincial Body provided they are held under the auspices of an affiliated club, and if they comply with all the rules, stipulations and conditions laid down by the province.
33.12.8 The only prizes that may be awarded in fun runs are lucky draw awards that involve a process that provides an equal opportunity of winning to all participants. This may be based on entry or completion of the fun run. No money or money vouchers may be offered as prizes.
33.12.9 Conduct - Licensed athletes shall still be subject to the rules of conduct of the Provincial Athletics Member and ASA, while participating in a fun run or related activities.

33.13 Road Relays

33.13.1 For all road relays WA Rules will apply.

33.13.2 For Road Relays, lines 50mm wide shall be drawn across the course to mark the distances of each stage and to denote that scratch line. Similar lines shall be drawn 10m before and 10m after the scratch line to denote the takeover zone. All takeover procedures, which, unless otherwise specified by the organisers, shall comprise a physical contact between the incoming and outgoing athletes, shall be completed within this zone.

33.14 Ultra-Marathons

33.14.1 An ultra-marathon event is any foot race incorporating a continuously timed section longer than a marathon (42.195km/26 miles 385 yards).

33.14.2 All of the rules applicable to road running also apply to ultra-marathon running. In addition the supplementary rules of WA may be applicable to events with WA / IAU label status.

33.14.3 Ultra-marathon participants shall be entitled to receive the support of a handler. The term includes team managers, coaches and masseurs as well as friends and family who provide support of any kind to individual competitors or team. Any restrictions applicable to handlers and athlete support shall be set by the Competition Organiser.

Note: A track ultra-marathon event is a race taking place on a circuit specifically built for athletic competitions. A trail ultra-marathon event is a race taking place on a course consisting primarily of unpaved paths, tracks and trails unsuitable for ordinary motor vehicles.

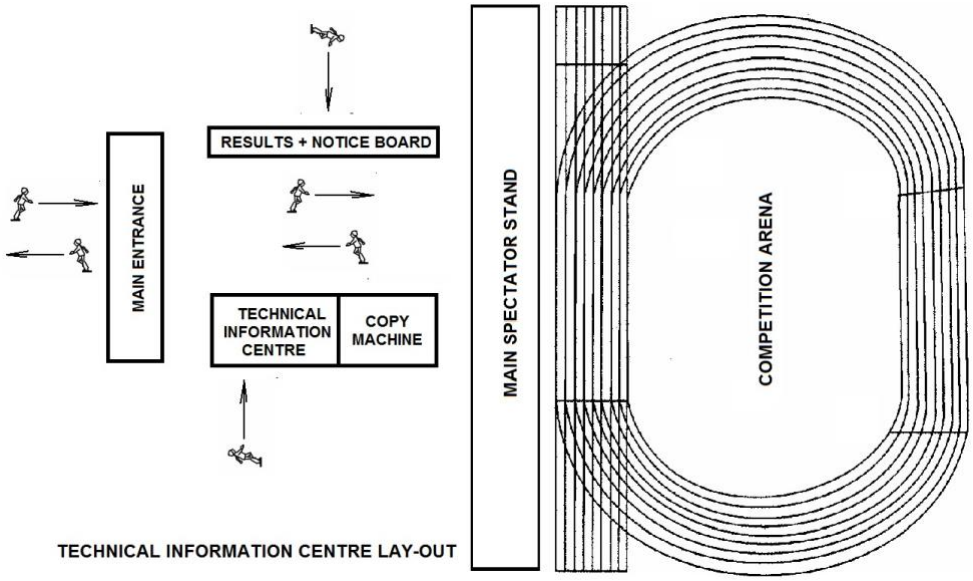
A road ultra-marathon event is a race longer than the standard marathon distance.

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 athletics competitions.

A championship event is a race endorsed as such by the Provincial body or ASA who are qualified to grant such status.

33.15 Technical Information Centre [Refer to CR25 & ASA Rule 21.3.8]

33.15.1 It is recommended that a Technical Information Centre (TIC) should be established for road races held under 1.1.a to 1.1.e particularly if the event takes place over several days or involves teams or a large number of participants.

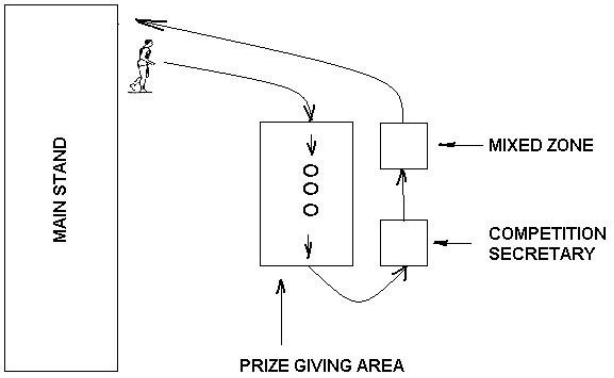


TECHNICAL INFORMATION CENTRE LAY-OUT

33.16 Prize Giving

33.16.1 A prize giving ceremony should normally be held at the completion of a road running event. The time for such ceremony should be made known to the athletes in the race flyer or by announcement.

Note: *The Prize Giving Area should be large enough for all people to sit and have a clear view of the Prize Giving Ceremony, e.g. in a stadium on the main stand.*
The spectators should sit in the main stand in an elevated position looking down on the prize giving area The Prize Giving Area should be in front of the main stand, facing the main stand, not more than 50 m away from the main stand.
The Prize Giving Area can be on the ground or elevated on a stage.
The Prize Giving Area should have overhead cover e.g. tent, gazebo, etc. to protect the ceremony against sun, rain, etc.
In the Prize Giving Area, the VIP's sit at the back of the Prize Giving Area
The Announcer is positioned in the front of the Prize Giving Area facing the spectators.
As prize winners are called, they enter the Prize Giving Area from left to right, and stand in the middle of the Prize Giving Area. Prize winners remain standing until all the category winners are awarded.
Awards are issued to prize winners from lowest to 1st position, e.g. 3rd, 2nd, 1st.
Prize winners depart on the right hand side of the Prize Giving Area
Prize winners' move to the Competition Secretary table behind the Prize Giving Area, where they will sign as proof that the medal and prize money were issued.
The athletes will then move to the Mixed Zone for media interviews, photos etc.



LAY-OUT OF PRIZE GIVING AREA

33.17 Timing and Results (Refer to CR 21 & ASA Rule 21.3.4)

33.17.1 For purposes of determining awards for road races, the Gun Time for each athlete (from the firing of the gun setting off the first wave, until the runner crosses the finish line) shall be used. Net time (mat to mat) may be communicated to the athlete in addition to their Gun time but shall not be used for individual or team calculations.

33.17.2 When wave starts (multiple or staggered starts) are used, all potential prize winners in any given category must be seeded in the same wave in order that they all compete using the same starting time. Athletes starting in later waves shall NOT be eligible for category awards.

Note: The competition organisers must make this condition known to the athletes in the event rules and make provision for seeding to accommodate potential award winners in the appropriate wave. Athletes of the same age group or gender may be assigned to a specific wave to comply with the principle that they all compete using the same gun start.

Note: This rule must be applied in conjunction with rule 9 for Elite/Professional athletes.

SECTION IX: OFF-ROAD RACES – CROSS COUNTRY, MOUNTAIN AND TRAIL RACES
[Refer WA BOOK C – C2.1 PART VII]

Note:
Off Road Running has many variations e.g. Cross Country Running, Mountain Running, Trail Running, Park Running, Course Running, Steps Running, Tunnel Running, Fell Running, Mud Running, to name a few.

There are extreme variations in conditions in which off-road events are practised throughout the world and it is difficult to regulate international standardisation of these events.

It must be accepted that the difference between very successful and unsuccessful events often lies in the natural characteristics of the venue and the abilities of the course designer.

The following Rules are intended as a guide and incentive to assist Members to develop Cross-Country Running, Mountain Running and Trail Running.

34. **Rule 34 : CROSS COUNTRY**

[Refer to TR 56]

34.1 Distances

Age Group	Men	Women
Senior/open	10 km	10k m
U20	8 km	6 km
U18	6 km	4 km
U 16	4 km	4 km

34.2 General Cross Country Course Layout

34.2.1 Wherever practical, and for all National, Provincial, Inter-provincial and prestige cross country competitions, it is recommended that the prime method of measurement is the Calibrated Bicycle method of measurement using an off-road bike (MTB), or as a second option a calibrated measuring wheel. Any sections of the route that cannot be measured by bicycle may be measured by tape or measuring wheel. The measurement report and map should be lodged with the Provincial Athletics Body.

34.2.2 The course measurement reports and certificates for all National Cross Country, Provincial Cross Country championships, Inter-provincial and ASA Permit races, must be lodged with ASA prior to the meeting.

34.2.3 The certification and storing of course certificates will be undertaken in accordance with ASA document “Measurement and Certification of Road Races”.

34.2.4 The course must be designed on an open or woodland area, covered as far as possible by grass, with natural obstacles, which can be used by the course designer to build a challenging and interesting race course. The area must be wide enough to accommodate not only the course but also all the necessary facilities.

34.2.5 For Championships and national events and, wherever possible, for other competitions a 2loop course must be designed, with the 1st loop measuring 1km and the 2nd loop 2km. The 1km loop (small loop) is required to adjust the distances catered for in the various age groups. It is recommended that each long loop should have a total ascent of at least 10m.

34.2.6 Existing natural obstacles shall be used if possible. However, very high obstacles (higher than 0.5m) should be avoided, as should deep ditches (deeper than 0.5m), dangerous and hidden ascents / descents, thick undergrowth and, in general, any obstacle which would constitute a difficulty beyond the aim of the competition. It is preferable that artificial obstacles should not be used but if such use is unavoidable, they should be made to simulate natural obstacles met. In races where there are large numbers of athletes, narrow gaps or other hindrances which would deny the athletes an unhampered run shall be avoided in the small loop and the first 500m of the larger loop.

34.2.7 The crossing of roads or any kind of macadamised surfaces shall be avoided or at least kept to a minimum. When it is impossible to avoid such conditions in one or two areas of the course, the areas must be covered by grass, earth or mats.

34.2.8 Apart from the start and finish areas, the course should not contain any other long straight. A “natural”, undulating course with smooth curves and short straights is the most suitable**.**

34.2.9 The course shall be clearly marked with tape on both sides.

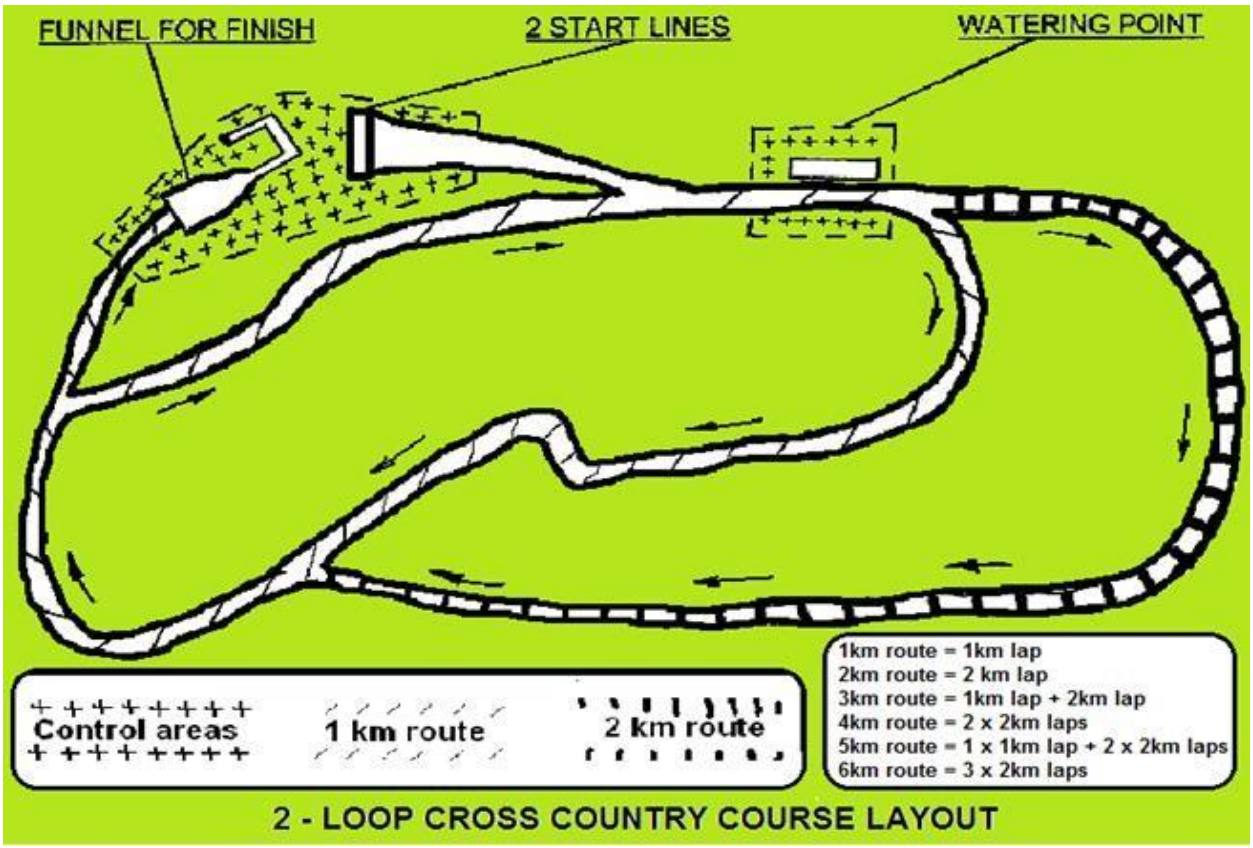
34.2.10 It is recommended that all along one side of the course a 1m wide corridor, heavily fenced from the outside of the course, shall be installed for the use of organisation officials and media only (obligatory for Championship events). Crucial areas must be heavily fenced; in particular the start area (including the warm- up area and the call room) and finish area (including any mixed zone). Only accredited people will be allowed access to these areas.

34.2.11 The general public shall only be allowed to cross the course, when appropriate, at well organised cross-over points, marshalled by stewards.

34.2.12 It is recommended that, apart from the start and finish areas, the course be a width of 5 metres, including the obstacle areas.

34.2.13 For Cross-Country Relays, lines 50mm wide 20m apart shall be drawn across the course to denote the takeover zone. All takeover procedures, which, unless otherwise specified by the organisers, shall comprise a physical contact between the incoming and outgoing athletes, shall be completed within this zone

34.3 Specific guidelines for cross country courses used for qualifying purposes:



34.3.1 The course distance must consist of a certified 1km and 2km loop

34.3.2 The lay-out of the route must encourage fast running with regular intervals of induced speed reductions.

34.3.3 The running surface must have no slippery areas, no thick sand strips, no loose pebbles, and no rocky areas.

34.3.4 The gradient of the course should not vary more than 1: 10 ratio

34.3.5 Up-hills and down-hills must be gradual.

34.3.6 The route must be 5m wide with the exception of the chicane which should not be less than 2m wide.

34.3.7 Any induced speed reduction obstacle must be clearly visible

34.3.8 Only one chicane on the 2km loop is allowed, and no chicane is allowed in the 1km loop. Minimum width of a chicane must not be less than 2m. A chicane can be a bridge, gate or railing.

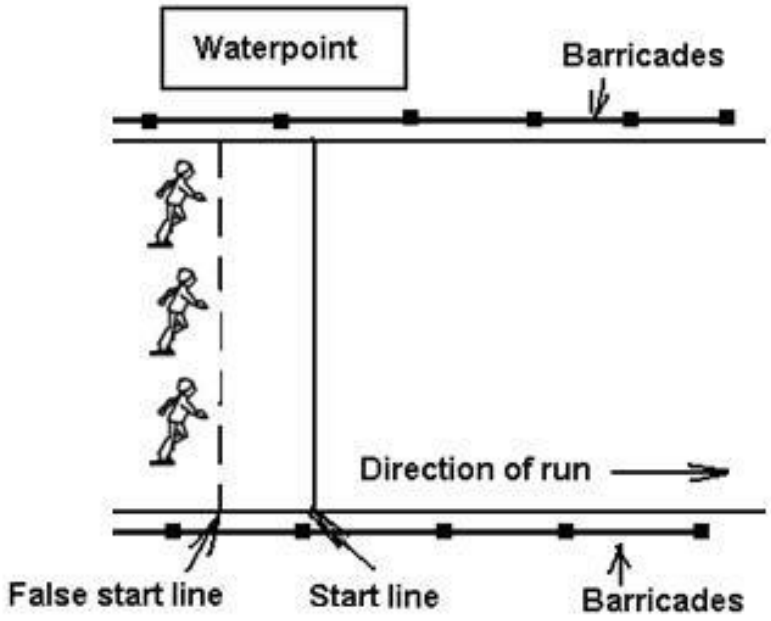
34.3.9 No bend should be more than 90 degrees, but preferably 45 degrees.

34.3.10 A waterhole must be constructed with no slippery areas surrounding it.

34.3.11 There should not be more than 10 induced speed reductions (bend, obstacle, waterhole, etc.) in a 2km loop and not more than 5 induced speed reductions in a 1km loop

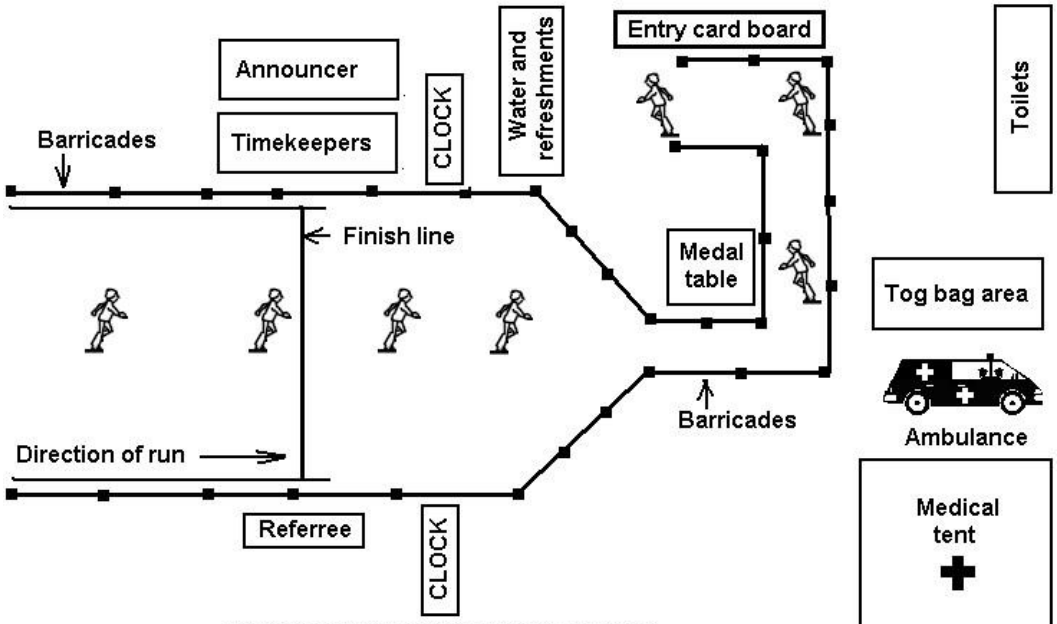
34.4 The Start and Finish areas

34.4.1 The start – There must be a start line clearly marked in the course surface with chalk, grass paint or other suitable material. A false start line should be marked 1m-5m before the start line, before the first participants arrive. The start area should be at least 10m wide to allow for a free flow of movement.



LAY-OUT OF START OF CROSS COUNTRY COURSE

34.4.2 The finish - The finish may be within an athletic arena, on a field or any other suitable open space. The finish area should consist of a funnel starting immediately after the finish line and a tunnel area starting not less than 35 m after the finish line laid out as illustrated in the diagram below.



EXAMPLE OF A FINISH AREA LAY-OUT

34.5 Calculation of Team Results

34.5.1 In team competitions the following rules will be applied to calculating the team positions.

34.5.2 The team size will be stated in the competition manual or meeting flyer. Team sizes will be equal for men and women.

34.5.3 Competitors competing as individuals shall be removed from the finishing list when calculating the team prize. Similarly athletes in other categories shall be removed so as not to impact the finishing positions.

34.5.4 Athletes wearing temporary licences shall compete as individuals and shall not count for any team competition.

34.5.5 The team position will be calculated by adding all the finishing positions of the first runners from the one club or province that complete the team size and meet the entry requirements.

34.5.6 In the event of a tie between two or more teams, the order will be determined by the finishing position of the last scoring team member. The team whose last placed scoring member finishes closest to first place will win in the case of a tie.

35. Rule 35 : MOUNTAIN RACES

[Refer to TR 57]

35.1 The nature of the event

35.1.1 Mountain Running/Races are known by many different names such as "hill running (uphill)" or "fell running (downhill)".

35.1.2 Because of the similarity/ambiguity between Mountain Races (WA TR 57) and Trail Running (WA TR 57 & 57.9), for purposes of these ASA rules, Mountain Races shall be deemed to be Classic Mountain Races (WA TR 57.10). For all other off-road events, refer to ASA rule 36 Trail Running (WA TR 57.9).

35.2 The Course

35.2.1 Mountain Races are run over of a variety of terrain from forest tracks to rough open mountain sides but all include a significant element of ascent and/or descent.

35.2.2 The course distance may be run in laps, or as a single circuit, or as a point to point race.

35.2.3 The course must be clearly marked throughout, often resembling a Cross Country course with tape or fencing on both sides.

35.2.4 KM markers should be supplied.

35.2.5 The distances and ascent shown below should be used as a guide. These parameters should not be exceeded by more than 20%.

	Mainly Uphill		Up and down races	
	Distance	Ascent	Distance	Ascent
Senior Men	12km	1200m	12km	600m/750m
Senior Women	8km	800m	8km	400m/500m
U20 Men	8km	800m	8km	400m/500m
U20 Women	4km	400m	4km	200m/250m
U18 Boys	5km	500m	5km	250m/300m
U18 Girls	3km	300m	3km	150m/200m

35.2.6 Although the course may be technically challenging and include natural obstacles it should not contain any dangerous sections such as loose rock terrain (particularly on a downhill).

35.2.7 No more than 20% of the total distance should be on asphalted roads.

35.2.8 No section of a downhill course should be steeper than a 30% grade (i.e. 30 metres per 100m)

35.3 Safety

35.3.1 Participants must accept primary responsibility for his/her personal safety during the race.

35.3.2 Race Organisers may set rules specific to the event which may include carrying compulsory kit (e.g. a windbreaker). Participants must comply with the requirements of the Race Organiser.

35.3.3 Experienced Marshals should be positioned at strategic places on the course, ensuring that the route is in full view of Officials at all times. The downhill sections require more regulating than uphill sections due to injury risk.

35.3.4 Medical treatment must be available on the route without delay. Marshals can carry first aid kits if they have appropriate training.

36. Rule 36 : TRAIL RUNNING

[Refer to WA TR 57.9]

36.5 **Courses for Trail Running**

36.5.2 Trail Races take place on a variety of terrain (including dirt roads, forest paths and single track footpaths) within a natural environment in open country (such as mountains, desert, forests or plains) that is mainly off-road.

36.5.3 Sections of macadamised surfaces or concrete are acceptable but should be the minimum possible for the desired course and must not exceed 20% of the total distance of the race. There shall be no set limit on distance or altitude gain or loss.

36.5.4 The Organisers shall, prior to the race, announce the distance and total ascent / descent of the course which must have been measured and provide a map and detailed profile of the course together with a description of the technical difficulties to be confronted during the race.

36.5.5 The course must represent the logical discovery of a region.

36.5.6 The course must be marked in such a way that athletes receive sufficient information to complete it without deviating from it.

36.5.7 To distinguish Trail Running from other running disciplines trail routes should include at least 10% of the distance on footpaths, single track or undeveloped jeep-tracks.

36.5.8 Given the wide variety of routes and terrain that are possible, an essential element of a trail running event is the experience with nature the participant realizes during the activity.

36.5.9 Steep inclines and rough sections requiring hiking or scrambling are permissible. Narrow and restricted sections or obstacles, although allowed, should not hinder fair competition.

36.5.10 In line with World Championships, events shall be classified as Short, Medium, Long and Ultra.

36.5.10.1 Short 1km to 15km

36.5.10.2 Medium 16km to 34km

36.5.10.3 Long 35km to 45km

36.5.10.4 Ultra > 45km

36.5.11 However this classification does not restrict organisers from putting on events of any distance to suit the available terrain and the intended participants.

36.5.12 Courses do not have to be accurately measured but should be reasonably close to the distance advertised, as measured by GPS or Google map plot.

36.6 **Equipment**

36.6.1 Trail Running does not specify the use of a particular technique or specific equipment in its progression.

36.6.2 The Organiser may, however, impose or recommend obligatory security (safety) equipment applicable to the conditions expected or possibly to be encountered during the race which would allow the athlete to avoid a situation of distress or, in the case of an accident, to give the alert and wait in safety for the arrival of help.

36.6.3 A wind proof jacket, survival blanket, whistle, supply of water and a food reserve are the minimum elements which each athlete should possess and carry throughout the event.

36.6.4 Unless specifically disallowed by the Organisers, athletes may use poles such as hiking poles.

36.6.5 Marshals and other race crew must also be kitted to suit the expected weather conditions, bearing in mind they may be stationary for long periods.

36.6.6 Compulsory kit should be based on the worst-case (Bad) weather expected. Organisers may relax the compulsory kit requirement at any time up to the Start.

36.6.7 For all events besides the lowest risk safety grade, organisers shall issue participants with a race bib linked to a database in order to identify runners in the event of an injury and for administrative purposes.

36.6.8 The race bib must be visible at all times – normally on the front chest but this is not obligatory unless required by the race regulations.

36.6.9 ASA licences (permanent or temporary) do not need to be displayed but the athlete must be able to present the licenses when requested by the Referee/Organizer.

36.7 **Start**

36.7.1 Trail races shall be started by the firing of a gun or making any other distinctive sound. The commands for races longer than 400m shall be used (Rule 162.2(b)). In races which include a large number of athletes, five-minute, three-minute and one-minute warnings before the start of the race should be given.

36.7.2 To reduce congestion on the course, participants may be started in batches, with their finish times adjusted accordingly. Aspirant prize winners must start in the same (first) batch to ensure competition on a gun-to-mat basis.

36.8 **Safety**

36.8.1 The Organisers shall ensure the safety of athletes and officials and must have a race specific plan for health, safety and rescue, including the means to provide assistance to athletes and other participants in distress.

36.8.2 The deployment of marshals on the course - to supplement route markings - shall be at the discretion of the organiser in accordance with the Safety Plan.

36.8.3 In accordance with the Safety at Sports and Recreational Events Act (2 of 2010) a Safety Officer (preferably familiar with trail running) must be appointed for all events.

36.8.4 For safety reasons the use of personal music players with headphones during trail races is not allowed. Persons using them in contravention of WA TR 6.3.2 will not be eligible for performance prizes and may be disqualified if they fail to obey a reasonable instruction from a race official.

36.8.5 For the safety of runners, convenience of the public and efficiency of medical/race personnel the race should have a cut-off. This should be stated on the information supplied to the runners. For some (longer) events, realistic intermediate cut-offs should be set at various points along the course to keep runners moving toward the finish in a timely manner. The procedure for dealing with runners who do not make any time limits should be determined as part of the safety plan.

36.8.6 Competitors who miss the cut off must not be allowed to continue on the course “on their own responsibility” as it totally defeats the point of having the cut off in the first place.

36.8.7 Some trail races may be potentially dangerous for tiring competitors, particularly at night or in adverse weather conditions. In these circumstances the Race Director may authorise“individual Trail Guides” for each competitor on specific sections in the interests of safety. The Race Director must carefully define rules for the duration and type of support permitted. The Race Director or Referee may disqualify any competitor whose guide fails to obey those rules.

36.8.8 Such guides may not carry any food, fluid or equipment for the competitors that the competitor would not normally carry if they were on their own.

36.8.9 Assistance at natural obstacles is permitted. Such assistance should be provided only by the race organiser and shall be detailed in pre-race instructions.

36.9 **Aid Stations**

36.9.1 Since trail Running is based on self-sufficiency, each athlete shall be autonomous between aid stations in relation to clothing, communications, food and drink. Accordingly, aid stations shall be sufficiently spaced out according to the organisers' plan so as to respect the autonomy of athletes but taking in account health and safety.

36.10 **Race Conduct**

36.10.1 If the Referee is satisfied on the report of a Judge or umpire or otherwise that an athlete has left the marked course thereby shortening the distance to be covered, he shall be disqualified.

36.10.2 Assistance from non-competitors (seconds) may only be provided at aid stations.

36.10.3 Participants may receive minor assistance from other competitors at any time.

36.10.4 Direct physical assistance in order to intentionally improve the result of another competitor is specifically excluded, including but not limited to pushing, the use of ropes, poles and bungee cords for towing, and carrying the compulsory kit for another participant.

36.10.5 Treatment by the event appointed medical staff may take place at any point on the course and shall not be deemed to be assistance except if fluids or medicines are administered intravenously – such intravenous treatment shall make the recipient ineligible for position and performance prizes.

36.10.6 In the case of multi-day events, this restriction on intravenous treatment shall apply for the full duration of the event.

36.10.7 An athlete shall retire from an event if ordered to do so by the official medical staff, identified by armbands, vests or similar distinctive apparel.

36.10.8 The Organisers of each trail race shall publish specific Regulations setting out the circumstances that may result in the penalisation or disqualification of an athlete.

36.10.9 Age category tags are not required for trail running unless specified in the event rules, although organisers might consider other ways such as different coloured bibs to allow the different age groups to be identified both for the officials recording results as well as for the participants themselves so that they know who they are competing against.

When prize money is offered it shall be made known before the race. The amount of prize money and how it is divided is at the organiser's discretion provided that prize money must be the same for men and women and prizes for the overall race winner must be regardless of the age of the competitor.

SECTION X: RECORDS

[Refer WA TR BOOK C – C1.1 PART III]

37. Rule 37 : South African Records

[Refer to WA CR 31]

37.1 The process for ratifying a South African record must follow the principles and procedures stated in WA CR 31– World records, but using the relevant ASA forms and abiding by all anti-doping requirements.

37.2 Only the Presidium of ASA is authorised to recognise National Records.

37.3 Only the Presidium/Board of a Provincial Athletics Body is authorised to recognise a Provincial record.

37.4 ASA will supply the official South African record certificates for presentation to the National Record Holders.

37.5 Where incentives are on offer for athletes that set a new ASA Record, these incentives will be paid after the end of the international season, e.g. after the Olympic Games, WA World Championships, etc. In the case where an ASA record is broken more than once during the same season, the best performance will be recognized as the official ASA record and the incentive paid accordingly.

SECTION XI: MASTERS ATHLETICS

38. Rule 38 : MASTERS ATHLETICS

38.1 SAMA Age Categories (South African Masters Association)

38.1.1 Any athlete who has reached his/her 35th birthday can participate as a master athlete.

38.1.2 SAMA may require formal membership as a condition of entry to SAMA events and recognition of performances.

38.1.3 A Master athlete's age group shall be determined by his/her age on the date of competition.

38.1.4 Master competitions shall be conducted only in the following age groups denominated as follows :

Age	Male age -group	Female age - group
35 - 39	M35	W35
40 - 44	M40	W40
45 - 49	M45	W45
50 - 54	M50	W50
55 - 59	M55	W55
60 - 64	M60	W60
65 - 69	M65	W65
70 - 74	M70	W70
75 - 79	M75	W75
80 - 84	M80	W80
85 - 89	M85	W85
90 - 94	M90	W90
95 - 99	M95	W95
100+	M100	W100

38.2 SAMA Technical Standards

38.2.1 Throwing Implements Specifications

WMA / SAMA Throwing Implements Specifications						
WOMEN						
Age Group	Shot Put	Discus	Hammer	Javelin	Heavy Throw	Greek Discus
30-49	4,00kg	1 ,00kg	4,00kg	600g	9,08kg	3.75kg
50-59	3,00kg	1 ,00kg	3,00kg	500g	7,26kg	2.5kg

60-74	3,00kg	1 ,00kg	3,00kg	500g	5,45kg	2.5kg
75+	2,00kg	0.75kg	2,00kg	400g	4,00kg	2.0kg
MEN						
Age Group	Shot Put	Discus	Hammer	Javelin	Heavy Throw	Greek Discus
30-49	7,26kg	2,00kg	7,26kg	800g	15,88kg	5.0kg
50-59	6,00kg	1 ,50kg	6,00kg	700g	1 1 ,34kg	3.75kg
60-69	5,00kg	1 ,00kg	5,00kg	600g	9,08kg	3.75kg
70-79	4,00kg	1 ,00kg	4,00kg	500g	7,26kg	2.5kg
80 +	3,00kg	1,00kg	3,00kg	400g	5,45kg	2.5kg

38.2.2 Track and Field

WMA / SAMA Hurdles Specifications						
WOMEN						
Age Group	Race Distance	Hurdle Height	To1SI Hurdle	Between Hurdles	Distance to Finish	No. of Hurdles
30-39	100m	0.840m	13.00m	8.5m	10.5m	10
40-49	80m	0.762m	12.00m	8.0m	12.00m	8
50-59	80m	0.762m	12.00m	7.00m	19.00m	8
60 +	80m	0.686m	12.00m	7.00m	19.00m	8
30-49	400m	0.762m	45.00m	35.00m	40.00m	10
50-59	300m	0.762m	50.00m	35.00m	40.00m	7
60-69	300m	0.686m	50.00m	35.00m	40.00m	7
70+	200m	0.686m	50.00m	35.00m	40.00m	5
30 +	2000m SC	0.762m	18 barriers and 5 water jumps			
MEN						
Age Group	Race Distance	Hurdle Height	To1SI Hurdle	Between Hurdles	Distance to Finish	No. of Hurdles
30-49	110m	0.991m	13.72m	9.14m	14.02m	10
50-59	100m	0.914m	13.00m	8.50m	10.50m	10
60-69	100m	0.840m	12.00m	8.00m	16.00m	10
70-79	80m	0.762m	12.00m	7.00m	19.00m	8
80 +	80m	0.686m	12.00m	7.00m	19.00m	8
30-49	400m	0.914m	45.00m	35.00m	40.00m	10
50-59	400m	0.840m	45.00m	35.00m	40.00m	10
60-69	300m	0.762m	50.00m	35.00m	40.00m	7

70-79	300m	0.686m	50.00m	35.00m	40.00m	7
80+	200m	0.686m	50.00m	35.00m	40.00m	5
30-59	3000m SC	0.914m	28 barriers and 7 water jumps			
60 +	2000m SC	0.762m	1 8 barriers and 5 water jumps			

38.2.3 Cross Country

AGE CATEGORIES	DISTANCE	
Men 35- 69	8km	
Women 35-69	8km	
Men 70+	6km	Effective 1/1/2018
Women 70+	6km	Effective 1/1/2018

38.2.4 SAMA events list for SAMA National Championships

EVENT	MEN	WOMEN		EVENT	MEN	WOMEN
100m	X	X		Heptathlon		X
200m	X	X		□ 100m/80m Hurdles		X
400m	X	X		□ High Jump		X
800m	X	X		□ Shot Put		X
1500m	X	X		□ 200m		X
5000m	X	X		□ Long Jump		X
10000m	X	X		□ Javelin Throw		X
80m Hurdles	X	X		□ 800m		X
100m Hurdles	X	X		Decathlon	X	
110m Hurdles	X			□ 100m	X	
200m Hurdles	X	X		□ Long Jump	X	
300m Hurdles	X	X		□ Shot Put	X	
400m Hurdles	X	X		□ High Jump	X	
2000m Steeplechase	X	X		□ 400m	X	
3000m Steeplechase	X			□ 110m/100m/80m Hurdles	X	
5000m Track Race Walk	X	X		□ Discus Throw	X	
10km Road Race Walk	X	X		□ Paul Vault	X	

20km Road Race Walk	X	X		□ Javelin Throw	X	
8km/6km Cross Country	X	X		□ 1500m	X	
Marathon	X	X		Throws Pentathlon	X	X
Half Marathon	X	X		□ Hammer Throw	X	X
Long Jump	X	X		□ Shot Put	X	X
Triple Jump	X	X		□ Discus Throw	X	X
High Jump	X	X		□ Javelin Throw	X	X
Pole Vault	X	X		□ Weight Throw	X	X
Shot Put	X	X				
Discus Throw	X	X				
Javelin Throw	X	X				
Hammer Throw	X	X				
Weight Throw	X	X				

SECTION XIII: ATHLETES WITH DISABILITIES

39. Rule 39 : ATHLETES WITH DISABILITIES (ADAPTIVE ATHLETES)

39.1 General

39.1.1 Athletics South Africa supports the principle that events must be accessible to all athletes including those with disabilities. Event organisers are expected to take practicable steps to enable such participation in a safe and welcoming manner.

39.1.2 In principle, competitions for para-athletes (athletes with disabilities) should be conducted according to the International Paralympic Committee (IPC) Rules and Regulations http://www.paralympic.org/athletics/classification/rules-and-regulations

39.1.3 For the purpose of this section however, ASA will focus on the inclusion of adaptive athletes (primarily wheelchairs) in events involving able-bodied athletes, such as road races.

39.1.4 When adaptive athletes apply to enter an event, organisers are expected to make appropriate arrangements for their participation including obtaining approval of such arrangements by the relevant authorities.

39.1.5 Any athlete wishing to compete in Para athletics must have an Eligible Impairment that is permanent as defined by IPC. Able-bodied athletes may not participate in a wheelchair division or with adaptive or mechanical aids.

39.2 Definitions

39.2.1 Adaptive athletes

In this context the term “adaptive athlete” is an all-encompassing description of athletes with a disability who need the assistance of a guide runner and/or a mechanical aid such as prosthetics or wheelchair in order to compete in events simultaneously with able-bodied athletes.

39.2.2 Push rim wheelchairs (racing wheelchairs)

An open class T31-T34 and T51-T54 event for men and women who use wheelchairs in competitive sport. This division follows the rules and guidelines as defined by IPC.

39.2.3 Duo teams (assisted wheelchairs)
A Duo Team is comprised of one able bodied athlete pushing a permanently disabled athlete in a customized wheelchair. This category will also apply when the disabled athlete is able to propel themselves some of the time.
Due to the absence of specific competition rules, this shall be deemed a non-competitive category (no prize money).

39.2.4 Hand Cycles
Although hand cycles officially fall under cycling, at the organisers discretion they may be accommodated in road running races in an exhibition category under the same conditions as racing wheelchairs or Duo teams.

39.2.5 Mobility impaired athletes
Individuals with permanent physical disabilities who, because of the nature of their disability, need mobility aids such as prosthetics, leg braces or crutches to ambulate.

39.2.6 Visually impaired athletes
Athletes that participate with the assistance of a sighted guide.

39.3 Participation

39.3.1 The rules of WA and ASA apply to all participants (able-bodied and adaptive athletes).

39.3.2 All participants, including guides and assistants, must be licenced and entered for the event.

39.3.3 When events have pre-qualifying requirements, apart from criteria specific to adaptive athletes (e.g. criteria regarding guides) the same qualifying conditions shall apply to adaptive athletes as for able-bodied athletes.

39.3.4 Athletes with disabilities that require special consideration/arrangements from the event organisers must bring this to the attention of the organisers prior to entering the event. Should the athlete fail to do this timeously the event organiser shall not be compelled to accept the entry of the athlete or allow them to participate. See special conditions for racing wheelchairs below.

39.3.5 When adaptive athletes participate in an event the organisers must consider practical requirements such as reserved parking, ablutions, stairways, width of finish chutes etc.

39.3.6 Adaptive athletes must receive the same recognition and finisher awards (medals etc.) as all other athletes. Organisers may adjust cut off times as required to accommodate adaptive athletes. Prizes for categories of adaptive athletes shall be at the organiser's discretion.

39.3.7 Adaptive athletes should be appropriately categorised in entry data bases and results systems in order to prevent individual and team awards being incorrectly assigned.

Note: As computerised entry and results systems vary in complexity, it is proposed that the classification of adaptive athletes should be included in the existing field for Age Group Classification.

Mobility impaired athletes can be included in the normal age group classifications as they qualify for individual and team prizes with all other athletes. e.g. M40, M50-59, W70+ Wheelchair athletes should have a suffix applied to their age category:

Abbreviation Category

PR	*Push Rim (Racing) wheelchair*	*e.g. M50-59PR, W70+PR*
DW	*Duo wheelchair*	*e.g. MJuniorDW, W20-39DW*
HC	*Hand Cycle*	*e.g. 40-49HC*



Push Rim wheelchair Duo wheelchair Hand Cycle

The able-bodied assistant for a Duo wheelchair should be included in the normal age group classification. (An option would be to give them a separate classification so that the pairings of the Duo team can be identified?)

39.4 Push Rim (Racing) wheelchairs

39.4.1 Conditions under this clause shall also apply to Hand Cycles (when accommodated) that travel faster than the fastest able-bodied athletes.

39.4.2 The design of the wheelchair must conform to IPC specifications. (IPC Rule 14). In addition, for races on open roads the chair may be required to be fitted with lights or identification flags to increase their visibility.

39.4.3 The use of a helmet is compulsory (IPC Rule 6.18)

39.4.4 Entries for push rim wheelchair athletes that will travel faster than the fastest able-bodied athletes can only be accepted when the event has applied for and been granted permission for their participation by the relevant authorities. Athletes that will travel slower than the elite ablebodied runners can be managed in the same way as Duo Wheelchairs.

The implication of accepting push-rim racing wheelchairs is that they will require earlier road closure and marshalling, with separate lead vehicles including traffic services.
Elite Push rim wheelchair athletes are typically faster than their able-bodied counterparts. The differential increases as the race distance increases.

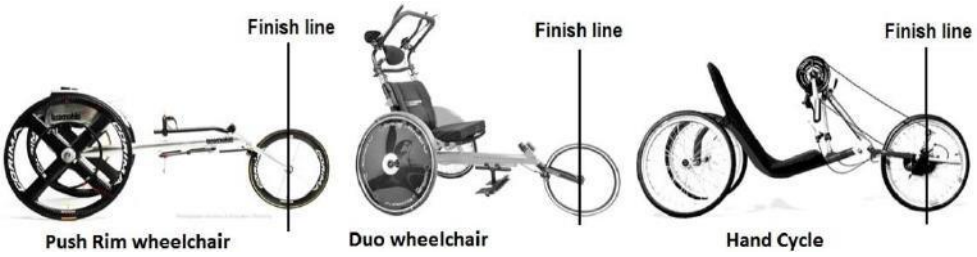
As a guide you may expect the following times from top wheelchair athletes:

***5 km:** Men 12 min, Women 14 min*
***10 km**: Men 24 min, Women 26 min*
***Half Marathon**: Men 49 min, Women 55 min*
***Marathon**: Men 1h.40 min, Women 2.00 hrs*

39.4.5 Because they take a while to gain momentum, to avoid congestion, Push rim wheelchair athletes must start a few minutes before the able-bodied athletes.

The actual time gap should be determined based on the experience of the competitors (both adaptive and able-bodied), the number of participants, the race distance and the nature of the course.

39.4.6 In wheelchair races, the official finish time is the time at which the centre of the axle of the leading wheel crosses the finish line. If transponder (chip) timing is being used, the transponder should be attached to the wheelchair frame as close to the axle of the front wheel as possible.



39.5 Duo (assisted) wheelchairs

39.5.1 Conditions under this clause shall also apply to all wheelchairs (and hand cycles if accommodated) that travel slower than the lead runners.

39.5.2 The age of the adaptive athlete shall not be lower than the minimum age allowed for other athletes entering the event.

Note: Prams are not considered to be duo wheelchairs!!

ROAD RACES – PROGRESSION OF DISTANCES AND AGE GROUPS

Distance of event/relay leg	2-5 km	6-10 km	11-15 km	16-21,1 km	22-32 km	33-42,2km	43km+
Recognised WA distance	2km	10km	15km	21,1km	30km	42,2km	Ultra
Minimum age	9 years	14 years	15 years	16 years	19 years	20 years	20 years

39.5.3 There shall be no specific restrictions on the wheelchair design save that no electronic modifications to enhance speed or assist the wheelchair athlete in any way or form will be permitted; Chairs may range from a modified racing (3-wheel) chair to a conventional hospital type wheelchair.







39.5.3 The athlete shall take responsibility for ensuring that the wheelchair is fit for its' purpose to participate in the event and for any maintenance required during the

event. In general, race organisers / race referees will not be responsible for inspecting the condition of wheelchairs, but shall be entitled to withdraw permission if they consider, with justification, the chair to be unsafe for either the adaptive athlete or other participants. Any appeal on this matter must be dealt with before the start of the event.

39.5.4 The use of a helmet, lap strap and tether are at the discretion of the athlete and their assistant.

39.5.5 Duo wheelchair athletes must source their own assistant (pusher) prior to entering an event. The assistant will be considered a participating athlete in their own right and must conform to all rules regarding entries and licencing. Assistants may be of either gender regardless of the restrictions of the race or the gender of the adaptive athlete.

39.5.6 In principle a duo wheelchair athlete and their designated assistant (pusher) qualify, enter and compete as a team and must complete the event together. However other participating athletes may substitute or assist along the way. However, no assistance may be given by persons who are not registered entrants for the race or did not start the race.

39.5.7 To avoid congestion, it is recommended that duo wheelchair athletes start a few minutes before the able-bodied athletes. The actual time gap should be determined based on the experience of the competitors (both adaptive and able-bodied), the number of participants, the race distance and the nature of the course. If a duo wheelchair wishes to start at the back of the field they may do so. For safety reasons a wheelchair should not start amongst the able-bodied runners.

39.5.8 When the Duo wheelchairs start before the able-bodied athletes they must be accompanied by a lead vehicle and a race referee. These services may be withdrawn once the duo wheelchairs have been overtaken by the lead runners. To facilitate this over-taking the wheelchairs may be instructed to keep to one side of the road.

39.5.9 If a push rim wheelchair or hand cycle included in the Duo category travels faster than previously agreed with the athlete (e.g. stays ahead of the lead runners) then for safety purposes any of the race referees / organisers / safety officer / traffic officials shall be entitled to temporarily stop the wheelchair athlete; and if the problem recurs, stop them permanently.

General Guidelines

Many of the following guidelines are common sense, and should be followed regardless of whether paraathletes are participating or not.

Provide a welcoming and inclusive environment

- *Include a statement in event publicity or websites etc. such as 'The [name of event or organisers] welcome entries from para-athletes.'*
- *Encourage para-athletes to contact you in advance to discuss their needs and the requirements to enable them to take part and, if possible, allow athletes/coaches to review the course to assess its suitability.*
- *Do not tell para-athletes that they are not eligible to participate without consideration of what practical adjustments would enable them to participate.*

- *Ensure any language used to describe para- athletes is sensitive and appropriate. Language is continually evolving but what really matters is that language is acceptable to the individual or group concerned. If unsure, ask the para-athlete how they would prefer to be addressed.*
- *Provide diagrams and/or written pre-race information for athletes who are hearing-impaired.*

Access to facilities

- *Undertake a review of the accessibility of facilities including car parking, toilets, changing facilities, access to buildings and other facilities for their accessibility for athletes, coaches, officials and spectators.*
- *Ensure there are wide parking bays available to enable para-athletes to get in/out of their car.*
- *Ensure registration tents and other facilities are located on an accessible surface as para-athletes may be unable to travel on mud or soft ground.*
- *Ensure wheelchair accessible toilets are available, open and no key collection is required to access them.*
- *Ensure the awards stage can be accessed. Provide a ramp if necessary.*
- *Provide guidance to appropriate start positions for estimated finishing times for all athletes (paraathletes and able-bodied) to ensure slower athletes are not jostled by faster athletes coming from behind. See specific guidance on race start.*

Course considerations

- *Ensure the course is wide enough to allow sufficient space for athletes to pass visually impaired athletes who may be attached to a guide runner, or for wheelchairs to pass each other.*
- *Try to avoid very steep climbs or descents (>20%), as wheelchair athletes may be unable to climb them or they may be dangerous on descent.*
- *Try to avoid sharp turns at the bottom of descents, as wheelchairs may have difficulty negotiating the turn at speed.*
- *Try to avoid speed bumps or ensure there are clear warning signs and details in the race packet as they may be difficult or dangerous for a para-athlete to run over.*
- *Try to avoid crossing roads as they may be difficult or dangerous for hearing-impaired or visuallyimpaired athletes. Ensure there are sufficient and competent marshals positioned appropriately to warn athletes as appropriate and post signs to warn other road users.*
- *Try to avoid changes in terrain such as crossing grass/mud/sand, the crossing of railroad tracks, or provide an alternative route or surface for para-athletes as they may be unable to travel over this terrain.*
- *Cut off times for events should be reasonable and not unfairly set to prohibit the participation of para-athletes. The cut off time may be determined by a number of factors such as the need for sufficient time to dismantle the course before dark, the number of course marshals available for the event, the reasonableness of the length of time they will be required to marshal the*

course in cold or bad weather, police/local authority permission for road closures, permission for length of time to use the venue, etc.

CHAPTER 5: GUIDELINES FOR SAFETY IN ATHLETICS

1. INTRODUCTION

It is a basic need of athletes to participate in a relatively safe environment. The responsibility to provide a safe environment where athletes can participate in is not limited to a few individuals only.

Providing a safe environment for athletes to participate is a joint effort between Athletes, Coaches, Technical Officials, Officials, Event Organizers, Spectators, Media, Medical Staff, Disaster Management officials etc.

The following are high risk areas, where safety precautions must be implemented, and where everybody involved must be conscious of safety at all times:

2. ASA LICENSE SERVES AS INDEMNITY

2.1 The ASA License serves as an indemnity form to safeguard ASA against individuals who violate safety precautions.

2.2 All event participants, be they Athletes, Officials, Coaches, Administrators, Office Bearers, or any other person involved in athletics must purchase a Permanent License before the individual or team can participate in athletics as listed in ASA Rule 1.1a-b.

2.3 In all other events participants must obtain either a permanent or temporary license before they can participate in athletics.

2.4 It is the responsibility of the club or province to ensure that all participants in an event are licensed, and as a result, ensures that ASA is protected. If the club or province fails to issue a license to the individual, and the individual is injured, and seeks relief, be it legally or otherwise, the relevant club or province will be held accountable.

2.5 In the case of a national event, 2.4 above will also apply, as each participant will be engaged based on the domicile rule.

3. SAFETY ON THE TRACK

3.1 Athletes warming up on the track should maintain good lane discipline by always staying in one lane during such preparation.

3.2 Treat changing lanes as if you are changing lanes on a busy road.

3.3 Stay out of the “fast lanes” while warming up at a slow pace.

3.4 Avoid social gatherings on the track.

3.5 Always be considerate of the needs of others while using the track.

3.6 Tracks with grass or cinder surfaces become slippery when wet. Avoid over-striding or sudden changes of direction while running.

3.7 Do not shuffle your feet on synthetic surfaces. Pick up your feet when walking. Synthetic surfaces do not give way when stumbling. When falling on a synthetic track try rolling rather than sliding on the synthetic surface.

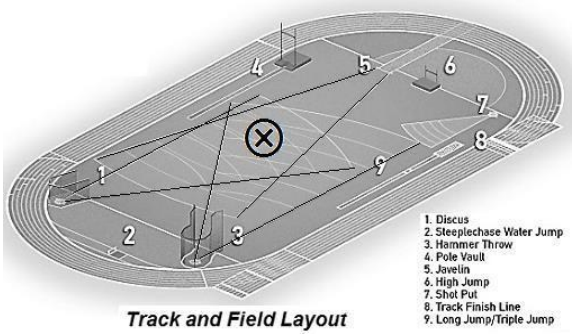
3.8 Hurdles must be crossed with the hurdle feet pointing in the same direction as the approach.

3.9 The edges of the top bars of the hurdles must be rounded and smooth with no sharp objects sticking out.
3.10 The top bars must be attached to the uprights on the approaching side of the upright.
3.11 The counter balance weights of hurdles must be set in accordance with the height of the hurdle.
3.12 The sliding surfaces of the upright bars of hurdles must be well greased.
3.13 Relay batons must have smooth surfaces and rounded ends.
3.14 Run through the finish line. Do not dive or stumble across the finish line.
3.15 If injured, move immediately to the outer field. Do not remain on the running surfaces or inner field.

4. SAFETY IN THE INFIELD OF AN ATHLETICS TRACK

4.1. Heavy implements are flying around in the inner field during a Track and Field Meeting. The only people allowed in the inner field of an athletics track during a Track and Field Meeting are participating athletes, Technical Officials and Officials on duty. Nobody else, including Team Managers and VIP's are allowed in the inner field during competition.

4.2. Ideally programmes should be designed to avoid competitions in field events taking place from opposite sides of the infield at the same time, to avoid Officials been at risk with implements been thrown in the infield in front and behind the Official at the same time. The diagram demonstrates how field event sectors 1, 3, and 5, may overlap (⊗) and may pose a security risk. In such cases the Official must refuse to do duty.



Track and Field Layout

4.3. Manhole covers must be closed and all holes in the infield must be covered except when used during the course of the event.
4.4. All objects such timing clocks, lap counters, uprights on finish line, advertising boards and electric cables must be at least 1m away for the running surface of the track.
4.5. Hurdles not in use must be neatly stacked with feet facing the start, at least 1m away from the inside line of lane 1, directly across the place on the track where they will be used. Hurdles not needed for an event should not be stacked in the inner field as they reduce free moving space in the inner field and increase safety risks.
4.6. Flags indicating the inner curve of the track must lean away from the running surface towards the inner field.
4.7. Standing behind the safety lines/nets or outside/behind the throwing sectors is no safety guarantee. Keep your eyes on moving objects at all times while in the vicinity of competition areas for throwers.
4.8. Never cross the infield of an athletics track or sector lines of throwing areas during an athletics meeting. Always walk around the infield of an athletics track or landing areas for throwing implements. Throwers throw javelins, discus, shot and hammers around in the infield while warming up or competing. These objects can kill anyone crossing the path of an implement in mid-flight.
4.9. Athletes and Technical Officials must never turn their backs to the throwing area while in the infield.

4.10. Place Judges must, where possible, do duty on the outside of the track on the same stand as the Time Keeping Judges to limit people movement in the inner field.

5. SAFETY IN THROWING AREAS

5.1. Athletes must never throw implements towards people or towards solid objects in the inner field. Look and ensure that the throwing area and surrounding areas are clear before throwing.
5.2. Throwers must always warn everybody in sight before throwing an implement especially if the person is not facing the throwing area.
5.3. Implement strict processes for collecting implements. Place a red or yellow cone on the javelin runway and in the throwing circle for shot put, hammer and discus.
5.4. Never run with a Javelin in the hands or approach a stored javelin with the sharp end pointing towards you. Approach a stored javelin from the side.
5.5. Always carry a Javelin in a vertical position, pointing towards the ground and in front of the body.
5.6. When removing a Javelin from a stored position, first pull it upwards and then out of the ground. Never pull the Javelin towards you when removing it from the ground
5.7. Never throw implements in bad light.

6. SAFETY IN VERTICAL JUMP AREAS

6.1. Individual foam landing areas for Pole Vault and High Jump must be covered with a cover sheet and roped together to avoid the landing area from moving apart when the athlete lands on it. A cover sheet alone will not stop the landing areas from drifting apart during landing.
6.2. The density of the landing areas must be according to specifications. Too soft or too hard landing areas will cause injuries.
6.3. The size of the landing areas must be according to specifications. Too small landing areas will result in the athlete missing it during landing.
6.4. Athletes jumping higher, have a longer trajectory through mid-air than athletes jumping at lower heights. The placing of the landing mats must likewise be adjusted, taking in consideration the trajectory from take-off to landing.
6.5. The cross bars in high jump and pole vault must be able to slide freely off the cross bar supports to ensure that the cross bar slides easily of the cross bar supports in case an athlete collides with the cross bar during an attempt to jump.
6.6. The cross bar in high jump and pole vault must be round. Triangular and square shaped cross bars cause injuries to athletes when they land on them or collide with them.

7. SAFETY IN HORIZONTAL JUMP AREAS

7.1. The Run-up of the horizontal jumps must be outside the running surfaces of the track events to avoid athletes in competition colliding with each other.
7.2. The sand pit in Long Jump and Triple Jump must be silicone based sand that easily gives way when the athlete lands in the sand pit. The grain of the sand should be approximately 1mm in size. Too fine sand will cause the athlete to suffocate during landing and too rough sand will not give way fast enough during landing.
7.3. The take-off board must be at the same level as the run-up area to avoid foot injuries during take-off.

7.4. The width of the sand pit must be wide enough to avoid the athlete from landing on the edge of the sand pit when landing sideways.
7.5. The length of the sand pit must be long enough to avoid the athlete from landing on the back edge of the sand pit during record braking attempts.
7.6. The sand pit must be deep enough to ensure that the sand in the sand pit can absorb the shock during landing.

8. SAFETY ON THE ROAD

8.1. Roads are for the use of vehicles. Road Runners and Officials must be mindful of this fact at all times while using the road.
8.2. Roads should be blocked off and traffic should be re-routed while Road Races are taking place. If it is not possible to reroute the traffic, and Road Runners and cars have to share the same road, the side of the road used by the runners (running with or facing the traffic) must be agreed with the relevant authorities taking into consideration the design of the route (turns), traffic volumes in either direction, the number of traffic lanes and the nature of the shoulder of the road. Clubs organising training sessions should also apply these principles.
8.3. The crossing of roads and intersections should be limited during road races and where possible the Road Running course should use back roads where the intensity of road usage is low.
8.4. The Road Running route should remain on one side of the road for the duration of the race.
8.5. The running surfaces must be clearly marked and easy to see even in bad light. The use of traffic cones, chevron coloured ribbons or flags with bright colours should be used to indicate the running areas on the road.
8.6. The start must be as wide as possible to allow for as many athletes to accelerate without bumping each other.
8.7. The route must be as wide as possible to allow runners to pass without pushing.
8.8. Narrowing of the route, sharp corners and bumpy areas must be avoided for at least 1000m after the start of the race. The runners should be allowed to spread out after the start of the race. Athletes are more likely to see sharp corners and bumpy areas in the road once the field has spread out.
8.9. Runners should always wear at least one garment with bright colours during training and Road races to ensure that the athlete is visible to approaching traffic. If the athletes must wear dull coloured representative clothing, wear a bright coloured sweat band, cap, shoes or socks.
8.10. The following safety and security structures should be negotiated for Road Races:
8.10.1. The Traffic Department must be notified - Any Road Race held on local authority roads must have the approval of the relevant local authorities. Prepare a strategy of how the traffic will be managed as a result of the event taking place in the City or Town.
8.10.2. Police Services must be notified - Prepare a strategy to curb theft from vehicles parked in the area where the event takes place.
8.10.3. The Fire Department must be notified - Prepare a strategy where potential emergencies can develop as a result of the event taking place.
8.10.4. Security Services must be notified – These could consist of a local Security Company working hand in hand with the Local Neighbourhood Watch and will do

the foot patrol in the identified areas. Jointly they will prepare a strategy to prevent petty crimes.

8.10.5. Emergency Services must be notified - Prepare a strategy to prevent or manage any medical emergency that might happen as a result of the event.

8.10.6. Tog bag area – Provide a secured area and a system of collecting tog bags.

8.11. Marshals and/or traffic officers stationed at various points along the route must be obeyed at all times.

8.12. Where event organisers allow and have permission from the traffic authority for runners or walkers to participate with prams or baby joggers, they must start at the back of the field, and may be required to have a delayed starting time.

8.13. Where the organiser and the traffic authority allow a competitive wheelchair event they must commence in a staggered start prior to the start of the able-bodied race.

8.14. Disabled or blind runners who require to be accompanied may only make use of guides who have officially entered the event.

8.15. Runners are not permitted to run with animals during competition e.g. dogs/birds/reptiles/etc.

8.16. Any road race held on local authority roads must have the approval of the relevant local authorities. Organisers of a competition must recognise their responsibilities in ensuring the safety of participants, spectators, officials and other road users and are obligated to undertake formal risk management appraisal of all aspects of their competition to minimise the risk of any incident.

8.17. For safety reasons the use of personal music players or other devices with headphones is not allowed. Any person using such device shall not be eligible for individual or team prizes and may be disqualified without a warning.

8.18. In case of medical and emergency situations, details of all pre-entries should be captured electronically, race numbers cross-referenced to the participants details and easily accessible during the competition. For entries on the day entry forms/cards/bibs should include an ICE contact number.

8.19. An emergency contact number (Safety Officer, medical service or VOC) should be supplied to all workers, marshals, officials and athletes.

9. SAFETY IN CROSS COUNTRY

It is in the very nature of Cross Country Running to vary running pace, running direction, running surfaces, etc. If Cross Country Courses are not laid out with the safety of the athlete in mind, Cross Country has the potential to destroy rather than build the athletics career of a young promising athlete.

If Cross Country Courses are well designed, Cross Country can be an exciting alternative to develop the concentration levels and fitness levels of athletes.

The safety precautions used in Road Races also apply for Cross Country. The following guidelines should also be kept in mind to provide a safe environment for the athlete to participate in:

9.1. Loose running surfaces must be restricted to sand. Stones, sticks and other loose objects should not be in the path of the running athlete.

9.2. Narrow foot bridges, foot paths and other forms of narrowing the width of the Cross Country route must be avoided for at least the first 1000m of the race to allow for the

field to spread out. Athletes running in a spread out field will notice restrictions and obstructions on the route earlier and will be able to avoid injuries while running in the narrow stretches of the Cross Country Route.

9.3. Slippery and muddy areas must be restricted to areas on the course where athletes cannot change direction or alter the route to avoid the obstacle.

9.4. Cross Country races normally takes place in laps of which the distance may vary from 1km, 2km to 3km distances. To avoid confusion and the subsequent safety risk, the entire area of each lap must be clearly marked or cordoned off.

10. SAFETY IN NON-COMPETITION AREAS

10.1. SAFETY IN THE EQUIPMENT ROOM AND ASSIZING ROOM

10.1.1. Implements should be kept clean, safely stored and neatly packed on shelves not higher than shoulder height. Hammers should be hung on hooks, and spindles kept well oiled.

10.1.2. The surfaces and rims of throwing circles must be smooth and without sharp edges or rough surfaces.

10.1.3. The surfaces of throwing equipment must be smooth but not slippery. The equipment must not have jagged or sharp edges.

10.1.4. Javelins and pole vaulting poles must be stored lying down. Poles damaged during storage can result in serious injuries when breaking during competition.

10.1.5. Pole vault poles must not be dropped on the ground put placed softly on the ground to prevent the poles from cracking.

10.1.6. Equipment must not be stored on top of each other but rather next to each other or on different shelves and preferably in individual protection tubes.

10.1.7. Floors and alleyways leading up to the equipment and assizing rooms must be kept dry and covered with non-slippery carpets. Carrying heavy implements on slippery areas can lead to serious injury, not only to the person carrying but to unsuspecting bystanders.

10.1.8. No equipment should lie around on the floors and in alleyways leading up to the equipment and assizing rooms to avoid tripping over it.

10.2. SAFETY IN WARM UP AREAS, CALL ROOMS, HOSPITALITY AREAS, MIXED ZONES, ETC.

Spectators and fans would like to meet their heroes. The soft target areas are the areas where the athletes are in preparation for competition or recovering after the competition. Such areas are warm up areas, call rooms, hospitality areas and mixed zones.

The mentioned areas are also the places where athletes are the most vulnerable as they are very tense, agitated and/or focused. Unexpected disturbances can lead to ill-tempered reactions and create negative images of the sport and its participants.

The mentioned areas must be properly cordoned off and security guards must control incoming and outgoing visitors to the mentioned areas.

10.3. VIP AREAS, VICTORY CEREMONY AREAS, MIXED ZONES, HOSPITALITY AREAS

A high concentration of important people will always be found in VIP areas, victory ceremony areas, mixed zones, hospitality areas, etc. They are often targets of extremists such as terrorists, strikers and stalkers. Access to areas where important people gather, must be restricted and controlled by well briefed and effective security guards to protect them from people with extreme views.

11. THE PEOPLE THAT PERSONIFY SAFETY IN ATHLETICS

11.1. Athletes

11.1.1. Athletes must check their equipment every time prior to a start, jump or throw.

11.1.2. Athletes must not allow equipment and attire to lie around, or allow it to be without supervision, particularly in the inner field.

11.1.3. Athletes must always be polite to Officials and other Athletes during competition to avoid illtempered and uncontrollable situations.

11.1.4. Athletes must always move in groups immediately prior, and after competition, to avoid being mugged for souvenirs and mementoes.

11.2. Coaches, Technical Officials And Officials

11.2.1. Coaches, Technical Official and Officials are always in close contact with Athletes. They must always remember that the main focus of athletes is to perform and not to secure his/her immediate environment.

11.2.2. Coaches must on a regular basis sensitize the athletes to the potential dangers such as equipment lying around in the competition area. Equipment lying around can bring his/her career to an abrupt and unexpected end.

11.2.3. Ideal places for Coaches to develop a natural sense of safety among athletes is during training sessions, gym sessions or even during recreational periods.

11.3. Event Organizers, Announcers, Media And Spectators

11.3.1. Event Organizers, Announcers, Media and Spectators must always keep in mind that the dominant characteristic of athletes is to perform at a level that is beyond normal physical and psychological boundaries.

11.3.2. Event Organizers, Announcers, Media and Spectators must keep this characteristic in mind when a competition environment is created. The athletes must be able to test his/her physical and psychological boundaries in an environment where injury risks are limited.

11.3.3. Factors such as age, gender, temperature, humidity, weather, visibility, pollution, competition surfaces, venues, fluid replacement, etc. must be taken in consideration when a programme of events is compiled.

11.4. Medical Team, Anti-Doping Team, First Aid Team

11.4.1. During an athletics meeting, the Medical, Anti-Doping and First Aid Teams must be alerted and sensitized to the tendency of athletes to expand their physical and psychological boundaries during competition.

11.4.2. It is the responsibility of the Medical, Anti-Doping and First Aid Teams to advise Event Organisers of potential risk factors and influences that age, gender, temperature, humidity, weather, visibility, pollution, competition surfaces, venues, fluid replacement, food/fluids/supplement intake**,** etc. have on the safety and wellbeing of the athlete.

CHAPTER 8: ASA INTEGRITY CODE FOR THE SOUTH AFRICAN ATHLETICS FAMILY

Acknowledgement to the WA INTEGRITY CODE

Preamble

- It is an object of Athletics South Africa "ASA" to safeguard the authenticity and integrity of Athletics and to take all possible measures to eliminate corrupt conduct which might place the authenticity, integrity and reputation of Athletics at risk.
- In furtherance of this object, the ASA Rules and Regulations include the following Code of Ethics that sets out the Principles of ethical conduct applicable to the ASA Family (the "Code").
- The WA Code of Ethics "the WA Code" further provides in its appendices for rules and procedures in specific cases and for the Statutes of the WA Ethics Commission and the Procedural Rules of the WA Ethics Commission (Procedural Rules). These appendices to the WA Code are to be read in conjunction with this ASA Code of Ethics, interpreted as required at a National or Provincial level.
- The Provincial and Associate Members of ASA shall adopt a code of ethics which shall be based on the Principles and rules of the Code.

Application

1. **Persons Covered by the Code:** The Code applies to the following individuals (collectively referred to as the "ASA Family"):

    a. "ASA Officials" meaning all members of the ASA Council, ASA Board, ASA Committees and ASA Commissions, Individual Members as defined in the ASA Constitution and any person who acts or is entitled to act for or on behalf of ASA, including without limitation ASA staff, consultants, agents and advisors;
    b. "Provincial Member Officials" and "Associate Member Officials", meaning all members of the council and/or executive bodies, committees and commissions of Provincial and Associate Members and others who act, or are entitled to act, for or on behalf of a Provincial or Associate Member, including without limitation, staff, consultants, agents and advisors;
    c. "Club Member Officials" meaning all members of executive bodies and committees of Clubs and Provincial Associate Members and others who act, or are entitled to act, for or on behalf of a club or associate member, including without limitation, staff, consultants, agents and advisors;
    d. "Participants" meaning all Athletes, Athlete Support Personnel, competition officials, officials, managers or other members of any Athletics delegation, referees, jury members and any other person who is or has been accredited to attend or participate in a Competition under the auspices of ASA;
    e. "Competition Organisers" meaning all stakeholders involved in the presentation of Competitions under the auspices of ASA including the sponsors, host cities, suppliers, local organising committees of such competitions and their respective officials, employees and others acting, or entitled to act, on their behalf; and
    f. Such other persons who agree in writing at the request of ASA to be bound by the Code.

2. **Conduct covered by the Code**: The Code applies to all conduct that damages the authenticity, integrity and reputation of Athletics whether it occurs within or in connection with Athletics or otherwise.

3. It shall be the personal responsibility of every person in the ASA Family to make himself aware of the Code, including conduct that constitutes a violation of the Code, and to comply with it.

4. Every person in the ASA Family submits to the exclusive jurisdiction of the ASA Disciplinary Committee convened under the ASA Constitution to hear and determine violations and to the exclusive jurisdiction of
the WA Ethics Commission to determine any appeal from a decision of the ASA Disciplinary Committee (after ratification by the ASA Board).

5. **Timing:** The Code shall come into force on 1st January 2018 ("Commencement Date") and apply to all violations of the Code committed on or after the Commencement Date.

6. With respect to any proceeding pending as at the Commencement Date under the previous ASA Rules and Regulations, or proceedings brought after the Commencement Date where the facts giving rise to them occurred prior to the Commencement Date, the proceedings shall be governed by the substantive provisions of applicable ASA Rules and Regulations in effect at the time of the alleged facts, unless the ASA Disciplinary Committee hearing the proceeding determines the principle of "*lex mitior*" applies under the circumstances of the proceeding. All such proceedings shall be conducted in accordance with the Procedural Rules under the WA Code.

Principles of the Code

7. The Principles on which the Code is founded are set out in C and D below.

8. Persons subject to the Code shall immediately report any breach of the Code to the ASA Chief Executive Officer or the Chairperson of the ASA Disciplinary Committee.

9. Persons subject to the Code who attempt, or agree with another person, to act in a manner that would constitute or culminate in the commission of a violation of the Code shall be treated as if a violation has been committed, whether or not such attempt or agreement in fact resulted in such violation. However, there shall be no violation where the person who is subject to the Code renounces his attempt or agreement prior to it being discovered by a third party not involved in the attempt or agreement.

10. Persons subject to the Code, who knowingly assist, fail to report or are otherwise complicit in any act or omission that constitutes or culminates in the commission of a violation of the Code shall themselves be treated as having committed a violation of the Code.

Principles of Conduct Applicable to ASA Family

11. **Integrity**

11.1 Persons subject to the Code shall not act in a manner likely to affect adversely the reputation of ASA, or the sport of Athletics generally, nor shall they act in a manner likely to bring the sport into disrepute.

11.2 Persons subject to the Code shall act with the utmost integrity, honesty and responsibility in fulfilling their respective roles in the sport of Athletics.

11.3 Doping in Athletics is strictly prohibited in accordance with the Anti- Doping Rules.

11.4 Persons subject to the Code shall not participate in betting on Athletics, nor manipulate the results of competitions nor engage in other corrupt conduct in accordance with the Rules against Betting, Manipulation of Results and Corruption.

11.5 Persons subject to the Code, shall not offer, promise, give, solicit or accept any personal or undue pecuniary or other benefit (or the legitimate expectation of a benefit irrespective of whether such benefit is in fact given or received) in connection with their activities or duties in Athletics.

11.6 Persons subject to the Code are prohibited from misappropriating ASA assets.

12. **Equality**

12.1 There shall be no discrimination in Athletics on the basis of race, sex, ethnic origin, colour, culture, religion, political opinion, marital status, sexual orientation or any unfair or other irrelevant factor, except as permitted by law, including in the ASA Council, Committees, Commissions or other elected or appointed bodies of the ASA Family.

12.2 In electing or appointing persons to positions, Councils, Boards, committees, commissions or other elected or appointed bodies within the ASA Family, both sexes must be considered.

12.3 Facilitating an inclusive and welcoming environment for persons with disabilities.

13. **Dignity**

13.1 Safeguarding the dignity of the individual is fundamental and all forms of harassment in Athletics; be it physical, verbal, mental or sexual, are prohibited.

14. **Good Faith**

14.1 Members of the ASA Family shall act in good faith towards each other with mutual trust and understanding in all their dealings.

14.2 Be particularly conscious of the safety and wellbeing of children and protection of the rights of minors and women.

15. **Fair Elections**

15.1 Candidates for elected positions in the ASA Family shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the Rules Concerning Candidacy for WA Office and the Conduct of Elections.

16. **Bidding**

16.1 Competition Organisers, Members and Candidate Cities wishing to host International, National and Provincial competitions organised by ASA and its Members (including those

persons acting or entitled to act on their behalf) shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the Rules of Conduct Applicable to Members and Candidate Cities Wishing to Host World Athletics Series competitions and other International Competitions organised by the WA.

17. **Confidentiality**

17.1 Persons subject to the Code shall not at any time disclose information entrusted to them in confidence in connection with their role or activities in Athletics unless required to do so by the Code or by law. Information which is not confidential and is obtained in connection with their role or activities in Athletics shall not be disclosed for personal gain or benefit, nor be used maliciously to damage the reputation of any person or organisation.

Principles of Conduct Applicable to the ASA Family

Applicable to the ASA Family and specifically to all ASA, Provincial and Club Officials.

18. **Fiduciary Duties**

18.1 ASA, Provincial and Club Officials shall use due care and diligence in fulfilling their roles for and on behalf of the ASA Family.

18.2 Uphold and implement standards and procedures to ensure event safety and environmental sustainability.

19. **Improper Benefits**

19.1 ASA, Provincial and Club Officials shall not, directly or indirectly, solicit, accept or offer any form of improper remuneration or commission, or any concealed benefit or service of any nature, connected with the organisation of any Athletics event or election or appointment to office.

19.2 Gifts and other benefits of nominal value may be given or accepted by an Official as a mark of respect or friendship. The giving or accepting of any other gift or benefit by an Official is prohibited. In all circumstances, the giving or accepting of cash by an Official in any amount is prohibited.

19.3 The hospitality shown to ASA, Provincial and Club Officials and the person(s) accompanying them shall not be excessive.

20. **Improper Association**

20.1 The ASA Family must not be involved with firms or persons whose activity or reputation is inconsistent with the principles set out in the Code.

21. **No Conflicts of Interest**

21.1 ASA, Provincial and Club Officials shall act for the benefit of the ASA Family when making decisions that affect or may affect ASA and must do so without reference to their own personal interest, either financial or otherwise.

21.2 ASA, Provincial and Club Officials shall comply with the WA Rules Concerning Conflicts of Interest of WA Officials (WA Code Appendix 5).

22. **Neutrality**

22.1 ASA, Provincial and Club Officials shall remain politically neutral in their dealings on behalf of ASA with government, provincial and municipal institutions and local, provincial, national and international organisations.

23. **Behaviour**

23.1 The ASA Family is expected to work in a spirit of cooperation with all stakeholders, assisting less experienced colleagues, and refraining from public criticism of individuals, including at meetings or through the media.

23.2 The ASA Family is to demonstrate a high level of personal conduct including; refraining from audible profanity, obscene gestures, verbal abuse including derogatory, insulting or accusing language or tone, inappropriate behaviour, dress or attitude.

23.3 Members of the ASA Family are to refrain from using alcohol or tobacco products when involved in Athletics training sessions or competitive events. To use these products responsibly when attending athletics social events.

23.4 Individuals of the ASA Family are to display a high level of professionalism through punctuality, timeous action, and skill in execution of duties, continuous improvement and giving considered opinion.

24. **Enforcement**

24.1 The Principles in the Code shall be enforced in accordance with its provisions and in accordance with the provisions of the ASA and WA Rules and Regulations referred to in it.

24.2 There shall be an independent and appropriately qualified investigator appointed by the ASA Disciplinary Committee or ASA Board to undertake investigations into violations of the Code (other than violations of the Anti-Doping Rules) according to the Procedural Rules.

24.3 There shall be an ASA Disciplinary Committee established pursuant to Clause 16.3.3 of the ASA Constitution, which shall carry out its functions in terms of this Code in accordance with the Statutes of the WA Ethics Commission and the Procedural Rules. These functions shall include adjudicating whether violations of the Code have been committed and imposing sanctions.

25. **Final Provisions**

25.1 The Code shall be adopted by the ASA Council as a Chapter of the Rules and Regulations of ASA in accordance with Clause 29 of the ASA Constitution. To the extent of any inconsistency between the Code and the ASA Constitution, the relevant provisions of the ASA Constitution shall prevail.

25.2 Words used in the Code shall have the same meaning as set out in the ASA Constitution and the ASA Rules, unless specified otherwise.

25.3 The provisions of the Code shall be governed by and interpreted in accordance with the laws of the Republic of South Africa.

CHAPTER 9: BASIC BROADCASTING, ADVERTISING AND SOCIAL MEDIA GUIDELINES FOR ATHLETES, COACHES AND OFFICIALS

(Adapted from advertising and social media guidelines for WA Competition Regulations)

1. INTRODUCTION

1.1. In the ASA Constitution, ASA is defined as the owner of all commercial rights and broadcast rights in any form or format within the borders of South Africa. ASA may share such rights with its sub- structures e.g. Provincial Members and their Members e.g. clubs; Associate Members and their Members e.g. schools or tertiary institutions; substructures e.g. Commission and Committees, hereafter mentioned as the ASA athletics family. Such sharing of rights by ASA will be done in writing, in a contract or M.O.U. format.

1.2. It is not practical to elaborate on all the rules and regulations protecting commercial and broadcasting rights of ASA. This chapter aims to guide the reader in the best practices for the athletes, coaches and officials in athletics.

1.3. Athletes, coaches and officials are the “face” of athletics in South Africa. Athletes, coaches and officials “make” athletics events and are therefore the best ambassadors for athletics. ASA knows that the activities of athletes, coaches and officials in the media, online, and in social media, will be vital in promoting athletics in South Africa. If promoted correctly, athletes, coaches and officials can maximize the value of the commercial and broadcast rights vested in ASA. If athletics is not promoted correctly it will be detrimental to the individuals involved as well as Athletics collectively.

1.4. ASA therefore encourages athletes, coaches and officials to engage with the media and with the public via social media, to maximize the value of the commercial and broadcast rights vested in ASA to the advantage of the athlete, the event and their partners e.g. sponsors and donors.

1.5. ASA knows many athletes have personal sponsors who support their endeavours and are vital to their ability to compete. However, to protect the sport and the commercial funding that enables ASA to put on events, pay prize money and support athletics in South Africa, ASA asks athletes, coaches and officials to respect the rules and guidelines set out in this document. The general rule always is; if it does not portray yourself or athletics positively, do not say it.

1.6. These guidelines cover two related areas:

1.6.1. Commercial activities including unauthorised broadcasting and advertising

1.6.2. Use of social media

1.7. Some of the guidelines in this document are mainly relevant to athletes with personal sponsors, but it is important that all participants read and understand the rules and principles set out below.

2. CHANNELS AND PLATFORMS THROUGH WHICH ASA EXPLORES BROADCASTING RIGHTS

2.1. Free to air radio broadcasting including local radio broadcasting
2.2. Free to air image broadcasting
2.3. Paid image broadcasting including cable
2.4. All forms of streaming for social media platforms
2.5. All forms of streaming for internet streaming
2.6. All forms of digital website sharing
2.7. Multi platforms

Note: Communication platforms, as well as channels, forms and formats of communication, other than verbal communication, change on a frequent basis. The fact that the communication platform, form or format is not mentioned above merely implies that it is not formulated yet, and not that ASA waived its rights in this regard.

3. CHANNELS AND PLATFORMS THROUGH WHICH ASA EXPLORES ADVERTISING AND PROMOTIONAL RIGHTS

3.1. All electronic channels and platforms ASA uses to explore broadcasting rights are also used to market and/or advertise ASA, its athletes, coaches, officials, and it products
3.2. ASA also advertises in hard copy format e.g. newspapers, fliers, banners, billboards, newsletters, circulars, etc.

4. THE WA/ASA RULES ON ADVERTISING AT ASA EVENTS

4.1. WA Regulations Governing Advertising and Promotional Displays at Competitions held under WA/ASA Rules (the “Advertising Regulations”) will govern commercial activities at ASA events. ASA may, from time to time, define its own regulations for advertising and promoting athletics, but such regulations will never be in conflict with the WA Regulations.
4.2. All athletes, coaches and officials participating in ASA competitions are bound by the Advertising Regulations, which:
4.2.1. Prohibit unauthorised advertising in the stadium, road and off-road events; and
4.2.2. Strictly regulate the size and nature of branding and logos that can appear on kit during ASA events.
4.3. By way of example, at ASA events, athletes, coaches and officials must not:
4.3.1. promote or display any branding, e.g. by erecting personal sponsor banners
4.3.2. promote a brand through the use of body paint, tattoos, jewellery, hair dying/shaving or similar
4.3.3. carry or use any identifiable products for the purpose of promoting that product or a brand which it bears
4.3.4. wear any kit other than official kit which has been authorised by the WA/ASA and which adheres to the Advertising Regulations (it is also prohibited to unveil any unauthorised branded kit which you may be wearing under official kit or be passed anything from the stands)
4.4. ASA reminds athletes, coaches and officials that TR 6.3.2 prohibits possession or use of video recorders, radios, CD, radio transmitters, mobile phone, headphones or similar devices in the competition area.

5. ADVERTISING IN AND AROUND VENUES

5.1. Advertising within the Stadium where ASA competitions take place is strictly controlled. No-one entering the Stadium should display any advertising materials or otherwise undertake any activities which may be considered to be promotional in any manner. Spectators will be asked to sacrifice any unauthorised promotional materials upon entering the Stadium and any promotion or advertising in breach of our ticket terms and conditions may result in items being confiscated and/or the responsible person being evicted.

5.2. In and around the stadium and along the road race or off-road race, advertising and promotional activities such as leafleting, sampling or the distribution of promotional items is controlled in a variety of ways. For example, in the City of Johannesburg, (through which the road race will be run) the distribution of any type of advertising material for commercial purposes is not permitted.

5.3. In all cities/towns in South Africa, advertising controls under the Town & Country Planning Act prohibit businesses from flyposting or displaying large banners or advertisements without proper consent.

5.4. Examples:

5.4.1. **No** displaying of a banner in the stadium which bears your company name is allowed

5.4.2. No giving out flags or inflatable cheering sticks with your company's logo on them to spectators as they arrive at the stadium, is allowed

6. PERSONAL SPONSORS

6.1. ASA understands that athletes need to promote their personal sponsors, and outside the context of the ASA competitions, ASA has no objection to this.

6.2. However, in addition to respecting the Advertising Regulations, we ask athletes to ensure that athletes do not promote their sponsors or other businesses in ASA competitions in direct opposition of the sponsors of the ASA competitions. ASA also asks athletes to ensure that athletes' sponsors do not seek to present themselves as sponsors of ASA competitions, or infringe on ASA intellectual property rights.

6.3. The sections below will help athletes and their sponsors to understand the rights ASA rely on to prevent this type of activity. ASA must enforce these rights to preserve the exclusive rights of ASA sponsors, broadcasters and other commercial partners who help fund ASA events.

6.4. Note that if athletes are sponsored by a brand which is also an official sponsor of the ASA competition, the prohibitions on commercial activities set out below will be relaxed for them and ASA will work with athletes and the sponsor in relation to their advertising.

7. BUSINESS PROMOTION AT ASA EVENTS

7.1. If you are a business but not a national sponsor or an official sponsor of the competition, you should not undertake advertising activities in connection with the ASA athletics family. This rule applies equally to contractors of the ASA competitions, who may only reference the event editorially.

7.2. Please note:

7.2.1. Any advertising or promotional activity which suggests that your business or brand is a sponsor of the ASA events is **not** permitted.

7.2.2. The display of any advertising within the stadium or along the road race, or off-road race, is **strictly regulated**.

7.2.3. These guidelines go into more detail on these points. Note that this document does not provide guidance for the media for whom other rules will apply, particularly in relation to editorial references to the ASA athletics family.

8. TICKET PROMOTIONS

8.1. Tickets for ASA competition **cannot** be used for commercial or promotional purposes without the relevant LOC's permission. The right to run ticket promotions or competitions is a valuable right which is reserved for ASA commercial partners only. Any tickets used for such purposes without ASA consent may be voided and the winners of the tickets could be denied entry. Action may also be taken against the entity running the ticket promotion.

8.2. Examples:

8.2.1. **You may not run a** "win ASA Event tickets" promotion

8.2.2. **You may not run** an advertisement which offers "your chance to win tickets to see an elite athlete run for the final time"

9. ASA PROTECTED MARKS

9.1. All athletics related images and marks of ASA athletics family, are protected through a variety of legal means, including as registered or unregistered trademarks, copyright works and/or unfair competition laws, such as the law of passing off in South Africa

9.2. Non-commercial, personal use of these marks in an editorial manner, for example within a personal social media account is unlikely to be problematic. However they should not be used in a way which suggests the athlete is an official media platform or outlet for ASA athletics family, or events of the ASA athletics family. Nor should they be used as the athlete's avatar or profile picture in digital media.

9.3. Similarly, the above marks must **not** be used for any commercial purposes, including in commercial communications such as advertisements, on websites, in social media and in promotional or PR activities. ASA would ask athletes to ensure that the athlete's personal sponsors do not use any of the marks in any way either.

9.4. Examples:

9.4.1. You **can** use an image that the athlete has taken of him/herself with the Event Logo/ mascot, on the athlete's non-commercial blog

9.4.2. You **can** use an image of you next to a banner which shows the event logo of ASA, its provincial members and their members, associate members and their members, posted on your social media

9.4.3. You **can** use a picture of you and your medal on your home club's non-commercial website for editorial purposes

9.4.4. an athlete's sponsor **cannot** use an image of an athlete with the event mascot of ASA athletics family, in their advertising or use an image of you next to a banner which shows the ASA athletics family event logo posted on your social media.

9.5. Remember that the use of the names, images and logos of national teams and other athletes competing at the ASA athletics family events will also be protected. As a general rule, these should not be used for promotional purposes without their consent.

10. USE OF IMAGES AND VIDEO FOOTAGE

10.1. ASA and its official broadcasters and photography agencies control the official images and broadcast video footage taken at events of the ASA athletics family. ASA also controls the footage and imagery from historic events of the ASA athletics family. These are protected by copyright and cannot be used other than under licence.

10.2. You can take photos and videos while at the events of ASA athletics family for personal and noncommercial use, subject to the guidelines on social media below and also subject to them not being manipulated or edited in any way. However, images and footage may not be used by you or your personal sponsors for commercial purposes.

10.3. Examples:

10.3.1 You **can** use images you've taken at events of the ASA athletics family, in a presentation you give to local students when you return home

10.3.2 You **can** use video footage you take at events of ASA athletics family for private, performance analysis purposes

10.3.3 You **cannot** use the unlicensed use of footage from events of ASA athletics family, or any previous ASA events on your personal, promotional website

10.3.4 You **cannot** use a photo you take at the ASA athletics family event e.g. of the start of the men's 100m final to promote a personal sponsor

11. SOCIAL MEDIA

11.1. ASA encourage you to use social media, and to promote your participation in events of ASA athletics family. However this must be done responsibly, and with respect to other participants. All of the rules mentioned above also apply to social media, as they do for other traditional media.

11.2. ASA will be posting from the various official ASA handles, and use official communication platforms for ASA events. The various communication platforms, e.g. Twitter, Instagram; Hashtag; Facebook, YouTube, etc. will be announced by ASA from time to time via official communication channels.

11.3. Please be thoughtful when using social media. Remember you are in the spotlight and once a message is posted, it cannot be retracted. Please also do not use social media at times which are inappropriate or in a way which interferes with athletes' performance or preparations. For example:

11.3.1. **Written accounts** of your experience at events of ASA athletics family, for example a daily tweet or diary post on Facebook, are permitted. Please be conscientious when commenting on other participants or their performances.

11.3.2. **Still images** you take while at the events of ASA athletics family, can be posted on social media for non-commercial purposes provided these are not taken in areas which should be considered private, such as private accommodation, changing areas, call rooms, medical treatment areas, and in doping control. If your image includes other people, consider whether you should get their consent before posting the image.

11.3.3. **Moving images and video** which you or other participants take at the evets of ASA athletics family, and which may or may not include footage of a competition may **not** be posted on social media. However, you should feel free to use the 'like', 're-post' and 'comment' functions (or similar) for clips of the events of ASA athletics family,

which ASA, or the organising committee, or official broadcasters have posted on social media.

11.4. You will be responsible for anything you post and for compliance with the law. For example, intellectual property rights, confidentiality, an individual's rights of privacy, and defamation; all apply to social media as they do elsewhere.

11.5. Any use of social media which refers to the events of ASA athletics family, must not be used for commercial purposes. For example you must not mention your personal sponsors in posts about the events of ASA, its provincial members and their members, associate members and their members.

11.6. Examples:

11.6.1. You **may** post text and images about your experience at the events of ASA athletics family, on social media (subject to the guidelines above and for non-commercial purposes only)

11.6.2. You **may** re-post and comment on images and clips of the events of ASA athletics family which ASA or official broadcasters have posted on social media

11.6.3. You **may** post a generic message at the end of the event of ASA athletics family, which thanks your sponsors but which doesn't refer to the event of ASA athletics family, in any way (for example by referring to your performances at, or an image of you during, the event of ASA, its provincial members and their members, associate members and their members)

11.6.4. You **may not** post a message naming your personal sponsor(s) which includes a reference to your performance at the event of ASA athletics family, and an image of you in the Stadium

11.6.5. You **may not** take an image of you using a sponsor's product while in warm-up at the event of ASA athletics family, and posting this on social media.

CHAPTER 10: ATHLETICS SOUTH AFRICA PRIVACY POLICY

1. INTRODUCTION

1.1. South Africa recently implemented a "Protection of Privacy Act" which directly impacts on how Athletics South Africa protects information obtained from members.

1.2. The basic principles of data protection are:

1.2.1. For all data collected, be it statistics, personal information, images, etc., there should be a stated purpose.

1.2.2. Information collected from an individual cannot be disclosed to other organizations or individuals unless specifically authorized by law or by consent of the individual.

1.3. In terms of South African law, the right to privacy is protected in terms of the common law and section 14 of the Constitution of South Africa 1996. In both instances, the right to privacy is limited, and to prove an infringement will most probably be fairly difficult. There is also established case law on:

1.3.1. bodily privacy,

1.3.2. the privacy ofcommunications, and

1.3.3. territorial privacy.

1.4. The Protection of Personal Information Act (called the POPI Act or POPIA) regulates the use and processing of personal information. POPIA is essentially the South African Data Protection Bill or Data Protection Act.

2. OVERVIEW OF THE POPI ACT

2.1. This chapter in the ASA Rules and Regulations does not intend to cover all aspects of the laws on the protection of privacy. This introduction to the laws on the protection of privacy will only provide an overview of the POPI Act. The POPI Act recognises the right to privacy enshrined in the South African Constitution and gives effect to this right by mandatory procedures and mechanisms for the handling and processing of personal information.

2.2. The POPI Act is in line with current international trends and laws on privacy. 'Processing' is broadly defined, including the *'collection, recording, organisation, storage, updating or modification, retrieval, consultation, use, dissemination by means of transmission, distribution or making available in any other form, merging, linking, as well as blocking, erasure, or destruction of personal information.'*

2.3. The POPI Act provides eight information protection principles to govern the processing of personal information.

2.4. There are specific provisions for:

2.4.1. direct marketing,

2.4.2. automated decision making,

2.4.3. the processing of cross-border flows of data (see section 72 of the POPI Act).

2.5. The need for an Information Regulator to enforce the provisions of the POPI Act has also been recognised, and provision is made for penalties and offences in certain instances.

2.6. The eight principles of the POPI Act

People often provide information for one reason and do not realise that it may be used for other purposes as well. Therefore POPIA prescribes eight specific principles for the lawful processing and use of personal information. In a nutshell, the POPIA principles are:

2.6.1. The processing of information is limited which means that personal information must be obtained in a lawful and fair manner.

2.6.2. The information can only be used for the specified purpose it was originally obtained for.

2.6.3. The POPI Act limits the further processing of personal information. If the processing takes place for purposes beyond the original scope that was agreed to by the data subject, the processing is prohibited.

2.6.4. The person who processes the information must ensure the quality of the information by taking reasonable steps to ensure that the information is complete, not misleading, up to date and accurate.

2.6.5. The person processing the personal information should have a degree of openness. The data subject and the Information Regulator must be notified that data is being processed.

2.6.6. The person processing data must ensure that the proper security safeguards and measures to safeguard against loss, damage, destruction and unauthorised or unlawful access or processing of the information, have been put in place.

2.6.7. The data subject must be able to participate. The data subject must be able to access the personal information that a responsible party has on them and must be able to correct the information.

2.6.8. The person processing the data is accountable to ensure that the measures that give effect to these principles are complied with when processing personal information.

2.7. The introduction of these defined principles will limit the processing of personal information to a very large extent, subject to the exclusions provided for in the POPI Act.

3. CROSS-BORDER DATA FLOWS AND DATA PRIVACY

3.1. The electronic flow of data cross-border has led to a concern that data protection legislation will simply be circumvented by the transfer of personal information to countries where privacyprotecting legislation will not apply and where information will be processed without any hindrance.

3.2. POPIA only permits the transferring of personal information across borders under the specific circumstances mentioned in section 72 of the POI Act.

3.3. In essence, the country where the information will be processed or the recipient of the information must be subject to rules or regulations effectively similar to the principles stated in POPIA.

3.4. This can be done by means of legislation or a personal contractual relationship between the parties. In countries where no such rules or regulations exist, for example in most African countries, the parties can enter into an agreement, outlining the duties on the party processing or receiving the information in the country without data protection legislation, in line with the principles of POPIA. A party's prior consent to a cross-border transfer of its personal information may also be obtained.

4. OFFENCES AND PENALTIES REGARDING DATA PRIVACY IN SOUTH AFRICA

4.1. The POPI Act established the Information Regulator, the supervisory authority or body for South Africa. Part "A" of Chapter 5 of POPI has 17 sections (section 39-54), that relate to all aspects of this new body.

4.2. The offences and penalties in POPIA are quite limiting, for example, hindering and obstruction of the Information Regulator in the execution of its obligations and duties, or failing to protect an account number may lead to penalties. A person convicted of these offences will be subject to a fine or to imprisonment for a period not exceeding 10 years, or to both a fine and imprisonment.

5. CONCLUSION REGARDS DATA PROTECTION IN SOUTH AFRICA

5.1. The regulation of the collection, use, and processing of personal information through legislation is an internationally accepted practice. Not only will individuals and organisations in the private sector gain with data privacy legislation or a data protection Act but it is also important for trade, as concerns around information privacy can create barriers to international trade.

6. HOW DOES THE NEW PRIVACY ACT IMPACT ON ATHLETICS SOUTH AFRICA?

6.1. Athletics South Africa (ASA) takes the protection of the data and images that ASA holds about athletes, volunteers, coaches and officials seriously, and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in a compliant manner.

6.2. All Members are kindly requested to read this privacy policy carefully to see how ASA will treat the personal information that is provided by Members to ASA, or collected by ASA from Members, on its various communication platforms, e.g. website, social media, e-mails, media releases, publications, etc. or structures e.g. licensing forms, entry systems, training camps, meetings, competitions, etc. ASA will take reasonable

care to keep the information of members secure, and to prevent any unauthorised access.

6.3. Although the maintenance of ASA communication platforms, in some cases is outsourced, the service providers are held accountable by the same laws mentioned above. For the purposes of data protection legislation, ASA is the data controller.

6.4. This policy explains how the information ASA collect about Members is used and kept securely. It also explains privacy choices of Members when using the ASA website as well as your right to access your information under Data Protection Legislation.

7. THE INFORMATION WE COLLECT ABOUT MEMBERS

7.1. ASA may collect the following information about Members through various communication platforms, e.g.: Name, email address, postal address and any other information the Member voluntarily provide to ASA.

7.2. An IP address (which is a unique identifier that computers and devices use to identify and communicate with each other) which is automatically recognised by the web server.

8. THE INFORMATION PROVIDED TO ASA

8.1. In becoming a registered athlete, coach, official or volunteer, ASA will collect certain information about you as Members which will include your name, date of birth, gender, license number, email address, address, telephone number, names of the ASA affiliated clubs that you are a member off, and details of any coaching or officiating qualifications and licenses you hold (Athletics Data).

8.2. Where you are registered through an affiliated club, the club will collect your details and pass them to ASA, through the province, to be able to register you.

8.3. ASA will also collect the full name, address and telephone numbers of two emergency contacts nominated by you. Once registered, ASA will also access information via the ASA Statistics Committee, Provinces, Associates, etc. about competitions you participate in (the date, name and venue of competitions, your personal results, records, rankings).

9. HOW ASA USES YOUR INFORMATION

ASA may use your personal information for several purposes, including:

9.1. Administer your involvement in Athletics;

9.2. To fulfil a contract with you if you become a registered athlete;

9.3. To notify you about important updates and information about the membership or service you have paid for;

9.4. To deal with your requests and enquiries;

9.5. To contact you for reasons related to your enquiry or in case of emergency;

9.6. To use your IP address to monitor traffic and gather browsing behaviours of visitors to ASA websites. We will not use your IP address to identify you in any way;

9.7. To create meaningful, actionable analysis on an anonymised basis.

9.8. To create results for competitions that include age group classifications.

10. ASA'S LEGAL BASES FOR PROCESSING YOUR INFORMATION

10.1. ASA's key purpose it to encourage and enable participation in athletics at all levels (including participation of athletes, coaches, officials and supporters) and to enable

those with high athletic talent to develop and fulfil their potential by creating and supporting competition and training opportunities.

10.2. ASA therefore, will process it on the basis of legitimate interest of administering your involvement in the sport of athletics to ensure the sport is running itself efficiently, with the minimum of bureaucracy and volunteer time.

10.3. To administer your involvement in Athletics:

10.3.1. Administering and ensuring the eligibility of athletes, coaches and officials and others involved in the sport – this may involve the receipt of limited amounts of sensitive data in relation to disabled athletes or in relation to anti-doping matters;

10.3.2. Ensuring compliance with the current Rules and Regulations including those on the affiliation of clubs, constituent bodies and registration of athletes;

10.4. This will include the following:

10.4.1. The use of Uniform Resource Name (URN), a Uniform Resource Identifier (URI) that uses the URN scheme to obtain name and date of birth via an application program interface (API) to set routines, protocols, and tools for building software applications, e.g. to check license validation at point of entry to athletics and running events;

10.4.2. The transfer of registered members from one club to another. You will maintain the same record, but the club name associated with the record will change.

10.5. If you are a club secretary or club official, ASA will provide essential information regarding your affiliation to Athletics South Africa;

10.6. There is an administration portal where a selected number of staff can access data to help to respond to queries, update data and perform necessary administration activity;

10.7. Providing relevant and necessary information via email, text, post to you about the following:

10.7.1. Changes to rules and regulation;

10.7.2. Updates to advice and guidance relating to specific roles held within athletics;

10.7.3. Transactional information relating to club affiliation and transfers athlete registration, representative teams, competition and events, coach and officiating licenses, road race licensing, courses,

10.7.4. Continuing Professional Development (CPD) to process tracking and documenting the skills, knowledge and experience that you gain both formally and informally as you work, beyond initial tertiary training.

10.7.5. Record keeping, research and analysis

10.7.6. Maintaining records of participation in athletics, in particular maintaining details of discipline and misconduct;

10.7.7. Maintaining statistics and conducting analysis on the make-up of athletics and running participants;

10.7.8. Communicating with you to ask for your opinion on ASA initiatives and services

10.8. Website personalisation

10.8.1. Providing access to all the relevant services that you have access to as a registered athlete through a single sign on service.

10.8.2. Providing you with personalised information about your participation in Athletics and Running through the ASA portal/ dashboard.

10.9. Athlete registration

10.9.1. In relation to athlete registration specifically we also have a contractual obligation to you as a member to provide the service you are registering and paying for. Therefore, ASA may contact you about important information about the services

and exclusive benefits that form part of the athlete registration scheme that you are paying for.

10.10. Sharing data

10.10.1 If you become a registered athlete, club official or volunteer, we may share your Athletics Data with the following bodies as part of the administration of your involvement in the sport and for purposes of delivering the tasks outlined above:

10.10.1.1. ASA

10.10.1.2. Other members, provinces, areas or associates

10.10.1.3. Selected members of the ASA Council, Commission, Committees and task teams

10.10.1.4. Team Managements

10.10.1.5. SASCOC, SRSA, and other governmental departments partnering with ASA to provide a service to ASA

10.10.1.6. Third party data managers who support ASA in managing the sport

10.10.2. We will share only what is needed for those purposes and, where possible, will anonymise the data before sharing. If we would like to share your information for any other purpose, we will ask for your consent.

10.10.3. ASA may also share your personal information with the police and other law enforcement agencies for the purposes of crime prevention or detection.

10.10.4. If we disclose your information, we ask the organisation to demonstrate that the data will assist in the prevention or detection of crime, or that ASA is legally obliged to disclose it.

10.10.5. This is done on a strictly case by case basis and through a tightly controlled process to ensure we comply with Data Protection Legislation.

10.11. Marketing

10.11.1. When ASA collects information from you, ASA will ask you whether you would like to receive information about ASA products and services, prize draws and competitions and information from sponsors. ASA will give you the opportunity to opt in to any such communications and will tell you how you can opt-out at any time.

10.11.2. Where you have opted in to additional communications and marketing, ASA will process your Athletics Data on the basis of consent. When this policy is first issued ASA will have communicated to you about the changes and will have set your preferences to ensure you do not receive any marketing communication that you have not consented to.

10.11.3. ASA may also share your personal information with the police and other law enforcement agencies for the purposes of crime prevention or detection.

10.11.4. If ASA discloses your information, ASA will ask the organisation to demonstrate that the data will assist in the prevention or detection of crime, or that ASA is legally obliged to disclose it. This is done on a strictly case by case basis and through a tightly controlled process to ensure we comply with Data Protection Legislation.

10.12. **Protecting your information**

10.12.1. The data that ASA collects from you may be transferred to a destination external to ASA's own secure network. ASA will not transfer your data outside of the South African Economic Area.

10.12.2. By submitting your personal data, you agree to this transfer, storing or processing. ASA will take all reasonable steps to ensure that your data is treated securely and in accordance with this privacy policy. The Internet is not generally a secure medium for communication and therefore ASA cannot guarantee the security of any information you send to ASA over the Internet, e-mail, social media, or other communication platforms. ASA use up-to-date industry procedures to protect your personal information. ASA also protect the security of ASA's data using Secure Sockets Layer (SSL) encryption technology.

10.13. **Email Sending Provider (ESP)**

ASA may use a third-party provider to deliver ASA's regular communications. If you consent to ASA sending you ASA's monthly e-newsletter, ASA will let you know who the third-party provider is at that time. ASA gather statistics around email opening and clicks using industry standard technologies including clear images to help ASA monitor and improve ASA e-newsletters.

10.14. **Surveys**

10.14.1. ASA may carry out surveys using a third-party provider. ASA will not transfer any data to a third party for research purposes. In each survey, ASA will clearly tell you what data ASA are collecting and provide a link to terms and conditions for any incentives offered to take part in that survey. ASA do not link any other information about your browsing activity with the survey data, which is stored separately. All survey data will be anonymised.

10.15. **Third Party Links**

10.15.1. The ASA Site may, from time to time, contain links to and from the websites of other athletics and running organisations. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that ASA do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

11. **YOUR RIGHTS**

11.1. **Finding out what information ASA holds about you**

Under the Data Protection Legislation, you can ask to see any personal information that ASA hold about you. Such requests are called data subject access requests. If you would like to make a subject access request, please contact ASA at ceo@athleticssa.net, or write to ASA at:

Data Protection Athletics South Africa
P O Box 2712
Houghton Estate
2041

You will also need to provide two forms of identification, for example, ID document, driving licence, passport, ASA License, and, if appropriate, anything about the source or location of the information you are requesting.

11.2. **Service and marketing messages**

11.2.1. If you are currently receiving service messages or marketing communications from ASA and no longer wish to do so, please notify ASA accordingly.

11.3. **Right to be forgotten**

11.3.1. In certain circumstances you can request ASA to delete all information ASA holds which identifies you. You can make this request at any time by emailing ceo@athleticssa.net, but please note ASA may be compelled to maintain your information due to specific legislative or regulatory requirements.

11.4. **Data corrections**

11.4.1. You have the right to require ASA to correct any inaccuracies in your data free of charge. You can also exercise this right at any time by contacting ASA at ceo@athleticssa.net , and;

11.4.2. providing ASA with enough information to identify you; and specifying the information that is incorrect and what it should be replaced with.

11.5. **Data portability**

11.5.1. You have the right to request a copy of your personal data for you to reuse for your own purposes across different services. You can also exercise this right at any time by contacting ASA at ceo@athleticssa.net

11.6. **Data retention**

11.6.1. Any data that ASA collects from you will be deleted in accordance with timescales set out below:

Type of Data	**Date of deletion**
Athletics Data	8 years (past 2 Olympic cycles) after an individual has not participated an active part in athletics.
URN, name and date of birth	This information will be anonymised after the period referred to above.
Name where athlete has represented their country at any level	For such time as the athlete represented South Africa and for fifty years thereafter.
Coach and Official Data	For such time as an individual achieved a coach or official qualification and for fifty years thereafter.

11.7. **Complaints and contacts**

11.7.1. If you have any concerns or complaints in relation to how the ASA collects and/or processes your personal data, you should contact ASA in the first instance, who will direct any concerns or complaints to the relevant ASA Department.

11.7.2. Please use the same details to contact ASA with regard to anything included in the Privacy Policy.

11.7.3. If you are dissatisfied with how your concern/complaint is dealt with by ASA, you have the right to report your concern/complaint to the ASA Presidium. The contact details are available on the ASA website.

12. **Changes to our Privacy Policy**

12.1. ASA regularly reviews its Privacy Policy and updates will appear on this page when necessary.

CHAPTER 11: HUMAN RIGHTS IN ATHLETICS

1. INTRODUCTION

1.1. To be a member of Athletics South Africa (ASA), ASA requires an individual to obtain a license. The license application form includes an indemnity from that requires the individual, to amongst other conditions, to abide by the ASA Constitution, rules and regulations.

1.2. Obtaining a license is not limited to athletes only. All individuals serving athletics, e.g. Office Bearers, Officials, Technical Officials, Coaches, Athletes Representatives etc., operating at national, provincial and club level, are required to obtain an ASA Permanent License.

1.3. Furthermore, athletics representative structures such as clubs, provinces, associates and areas, are required to register at the various levels of governance, and in doing so confirm that such governance and administrative structures will abide by the ASA Constitution, its rules and regulations.

1.4. Lastly, governance and administrative structures at the various levels e.g. club, province and national, have an obligation to monitor and discipline, where applicable, licensed and registered members, defined in the ASA Constitution.

1.5. Such monitoring and disciplining, where necessary, must always take place in a manner and environment so that the human rights of the individual are protected.

2. THE RELATION BETWEEN HUMAN RIGHTS AND THE ASA CONSTITUTION, ITS RULES AND REGULATIONS

2.1. Human rights include the rights to life and liberty, freedom of opinion and expression, the right to work and education, amongst many others. All are entitled to these rights without discrimination.

2.2. Human rights law in South Africa, including the ASA Constitution, its rules and regulations, lays down obligations of governance to act in certain ways or to refrain from certain acts in order to promote and protect human rights and freedoms of individuals or groups.

2.3. The individual must also take note that the human rights of individuals are not unlimited.

2.4. In particular Article 29 of “The Universal Declaration of Human Rights” reminds all individuals that everyone has duties to the community, in this case Athletics South Africa, in which alone the free and full development of his/her personality is possible.

2.5. In the exercise of his/her rights and freedoms, everyone shall be subject only to such limitations as are determined by law, in this case the ASA Constitution, its Rules and Regulations, solely for securing due recognition and respect for the rights and freedoms of others and of meeting the just requirements of morality, public order and the general welfare in a democratic society.

2.6. These rights and freedoms may in no case be exercised contrary to the purposes and principles of the United Nations. Article 29 of "The Universal Declaration of Human Rights" which reminds all Members of ASA that the individual has not only rights, but also duties, and that limitations on rights must be respected.

2.7. It is obviously necessary to balance the exercise of rights with the interests of the world community which the United Nations claims to represent.

3. HOW WILL ASA AND ALL ITS MEMBERS PRACTICE HUMAN RIGHTS

With the above in mind ASA will exercise human rights as follows:

3.1. Practise and compete in ASA activities without being subject to discrimination on the basis of race, colour, religion, age, sex, sexual orientation, disability, language, political or other opinion, national or social origin, property, birth or other immutable status.

3.2. Be part of a transparent, fair and clean sporting environment, particularly one that fights against doping and competition manipulation, and provides for transparent judging/refereeing, selection and qualification processes, and appropriate competition schedules, including training schedules at such competitions.

3.3. Access general information on athlete and competition-related matters in a timely and clear manner.

3.4. Provide access to education on sports-related matters as well as to work or study while actively training and competing, should the athlete choose to do so and where practicable.

3.5. Leverage opportunities to generate income in relation to a sporting career, while recognising the intellectual property or other rights, rules of the sport and of organisations related to athletics.

3.6. Fair and equal gender opportunity and representation.

3.7. The protection of mental and physical health, including a safe governance, administrative, competition and training environment and protection from abuse and harassment.

3.8. Elected representation of Office Bearers, Coaches, Technical Officials and Athletes within ASA

3.9. Report unethical behaviour without fear of retaliation.

3.10. Privacy, including protection of personal information.

3.11. Freedom of expression.

3.12. Due process, including the right to a fair hearing within a reasonable time by an independent and impartial panel, the right to request a public hearing and the right to an effective remedy.

4. THE RESPONSIBILITY OF ALL MEMBERS INDIVIDUALLY AND/OR COLLECTIVELY ARE TO:

4.1. Abide by the laws of the Republic of South Africa.
Uphold ASA values and adhere to the fundamental principles set out in the ASA Constitution, its rules and regulations.

4.2. Respect the integrity of ASA, its governing structures, administration, officials, coaches, and compete as a clean athlete, in particular by not doping and not manipulating competitions.

4.3. To act in accordance with the ASA Integrity Code and be encouraged to report unethical behaviour, including instances of doping, competition manipulation, prohibited discrimination, abuse and harassment.
4.4. Comply with the rules of the qualification processes and competitions of the WA, ASA, and any relevant sporting organisation.
4.5. Respect the rights and well-being of, and not discriminate against other athletes, their entourage, volunteers and all others within the sporting environment, and refrain from political demonstration in competitions, competition venues and ceremonies.
4.6. Respect the solidarity and universality principles of ASA, which allow assistance and support to be provided among athletes and members of ASA
4.7. Act as a role model, including by promoting clean sport.
4.8. Be aware of the responsibilities of each individual.
4.9. Participate in hearings when requested to do so and provide truthful testimony in such proceedings.
4.10. Not publicly slander ASA or any of its affiliates without first exhausting all internal remedies.

CHAPTER 12: ASA DISCIPLINARY CODE AND POLICIES

1. Introduction

1.1. This Disciplinary Code is applicable to any individual, institution or representative structure defined in the ASA Constitution.

1.2. Acceptance of this Disciplinary Code will be a prerequisite for any employee, individual, institution or representative structure defined in the ASA Constitution to become a member of ASA.

1.3. It is ASA policy to follow non-discriminatory labour practices, especially in respect of:-

1.3.1. Selection, employment and termination of ASA employees, office bearers and members

1.3.2. Applying the principle of equal pay for equal work of equal value executed with equal effectiveness.

1.3.3. The fair and equitable treatment of ASA employees, office bearers and members

1.4. ASA disciplinary policies procedures are intended to:-

1.4.1. Ensure the smooth and effective operation of ASA and that its standards, rules and behaviour patterns are observed.

1.4.2. Be lawful – i.e. carried out in terms of the relevant laws and regulations.

1.4.3. Be fair, both procedurally and substantively.

1.5. Non-compliance with the conditions of employment or unacceptable behaviour by ASA employees, office bearers and members justifies disciplinary action.

2. Objectives

2.1. The objectives of ASA disciplinary policies are to: -

2.1.1. Maintain acceptable standards

2.1.2. Correct unacceptable behaviour or performances of ASA employees, office bearers and members

2.1.3. Utilise punitive measures only when other measures have failed to produce the desired results. An investigation is conducted prior to disciplining ASA employees, office bearers and members.

3. Application

3.1. The disciplinary procedure applies to all ASA employees (including management), office bearers and Members as defined in the ASA Constitution including all persons registered and licensed with Athletics South Africa.

4. Disciplinary Code

4.1. While this code does not cover all circumstances, which can lead to disciplinary action, it does provide guidance to management and ASA employees, office bearers and members regarding appropriate disciplinary action. It is emphasised that it is within the discretion of management to determine the degree of transgression and therefore the disciplinary action, which correlates with the specific circumstances applicable to each incident.

4.2. Discipline is procedurally fair when the correct procedure is used ensuring that the ASA employees, office bearers and members' rights have been observed, including;

4.2.1. The right to be told the nature of the misconduct with relevant particulars of the charge;

4.2.2. The right of the hearing to take place as soon as possible;

4.2.3. The right to be given adequate notice prior to the enquiry;
4.2.4. The right to some form of representation, to ensure that the disciplinary procedure is fair and equitable;
4.2.5. The right to call witnesses;
4.2.6. The right to a translator;
4.2.7. The right to a finding (if found guilty, the right to be told the full reason why);
4.2.8. The right to have previous service considered;
4.2.9. The right to be advised of the penalty imposed;
4.2.10. The right of appeal, i.e. usually to a higher level of management.
4.3. Discipline is substantively fair if the offence warrants the penalty.

5. Minor Forms of Misconduct

5.1. ASA employees, office bearers and members who are guilty of the following, of similar forms of misconduct, may be given a verbal warning at the first occurrence thereof. Written of severe warnings or dismissal are at the option of management.
5.1.1. Late for work or leaving early without good reason;
5.1.2. Absence from work place without permission;
5.1.3. Failure to keep appropriate authorities, e.g. SAIDS, WADA, WA Integrity Unit, etc. informed of whereabouts;
5.1.4. Unacceptable dress (the dress code will be established by management from time to time);
5.1.5. Unacceptable behaviour including excessive “horse playing” or “skylarking” at work, as member of a team and during competitions or related projects
5.2. A verbal warning shall be kept on an ASA employee / member’s record. It shall prescribe after three months.
5.3. In the case of licensed members, disciplinary sanction may include Suspension from the activities and competitions of ASA for a limited period.

6. Misconduct of a More Serious Nature

6.1. ASA employees, office bearers and members may be given a written warning for repeated minor forms of misconduct. An ASA employee / member may also be given a written warning at the occurrence of any of the following forms of misconduct, or others of a similar nature; or a severe warning or face dismissal at the option of management. Written and severe warnings shall be kept on the ASA employees’, office bearers’ and members’ record but shall prescribe after six months.

6.1.1. Insolence or disrespectful behaviour;
6.1.2. Addressing abusive and/or obscene language at a fellow ASA employee / member or an executive, or in a clients’ presence;
6.1.3. Sexual harassment;
6.1.4. Sleeping on duty;
6.1.5. Negligence or poor performance;
6.1.6. Unauthorised use of ASA’ property or equipment;
6.1.7. Violation of safety and hygiene rules and regulations;
6.1.8. Absence without permission;
6.1.9. Conduct detrimental to the image, performance or commercial interests of ASA;

6.1.10. Possession/consumption of liquor or non-prescribed drugs on ASA' premises as part of a team, and during competitions and related projects.

7. Serious Misconduct

7.1. ASA employees, office bearers and members may be summarily dismissed (i.e. without notice or payment in lieu of notice) in the event of any material breach of his/her service contract. The following or similar forms of misconduct are examples of material breaches for which an ASA employee / member may be summarily dismissed at the first occurrence thereof: -

7.1.1. Bringing ASA's name into disrepute;

7.1.2. Unauthorised possession of ASA' property/equipment

7.1.3. Intimidating, inciting or persuading ASA employees, office bearers and members to participate in any unconstitutional strike or action involving dishonesty;

7.1.4. Intentionally interfering with or obstructing other ASA employees, office bearers and members in the performance of their duties;

7.1.5. Being found guilty of a criminal offence involving gross dishonesty (or paying an admission of guilt fine to avoid such verdict);

7.1.6. Offering/receiving a bribe;

7.1.7. Willful damage to ASA' property/equipment;

7.1.8. Insubordination or blatant disrespect to management or clients and sponsors;

7.1.9. Failure to exercise due care and attention to tasks assigned;

7.1.10. Providing a false statement or a false report;

7.1.11. Possession of an unlicensed firearm or dangerous weapon on ASA' premises;

7.1.12. Under influence of alcohol/drugs when arriving at work;

7.1.13. Negligent or reckless driving of an ASA' vehicle or driving under the influence of alcohol/drugs;

7.1.14. Drinking or taking non prescribed drugs during working hours or being incapable of properly performing work due to influence of alcohol/drugs;

7.1.15. Extended absence without permission (over five days);

7.1.16. Any conduct prejudicing the integrity of ASA and its services;

7.1.17. Creating a disturbance at work, including threatening violence, fighting, assault, and/or using offensive weapons;

7.1.18. Refusal or failure to obey a proper instruction;

7.1.19. Illegal possession of liquor/non prescribed drugs on ASA premises, at work, as member of a team and during competitions or related projects;

7.1.20. Any other misconduct constituting breach of contract under common law or any other legal provisions.

7.2. Dismissal with notice or the issuing of a severe warning or unpaid suspension from work may be alternative forms of action for any of the above stated misconduct depending on the evidence, circumstances and seriousness of each situation.

7.3. For licensed members, discipline for cases of serious misconduct may include permanent expulsion from the sport.

8. Dismissal / Expulsion

8.1. With Notice

8.1.1. Dismissal (or expulsion from the sport) is the ultimate disciplinary measure available to ASA. As a matter is of the gravest consequence to the ASA employee / member, it merits the most careful investigation and decision. The final decision to dismiss/expel will always rest with the Board or Chief Executive Officer. Dismissal must be seen to be both substantively and procedurally fair.

8.1.2. Breach of rules and regulations, gross misconduct, a serious breach of the ASA employees, office bearers and members' contract/license of employment or where corrective action (for example written warnings) have failed to produce the desired performance. It must in all cases be preceded by a formal disciplinary enquiry.

8.2. Summary Dismissal (without Notice)

8.2.1. ASA employees, office bearers and members can be summarily dismissed i.e. without notice or payment in lieu of notice, due to a serious breach of contract or serious neglect of duties. Provided the circumstances warrant it, the following grounds have been accepted by South African courts as sufficient grounds for summary dismissal.

8.2.1.1. Being intoxicated on duty;

8.2.1.2. Gross negligence

8.2.1.3. Incompetence to a serious degree

8.2.1.4. Deliberate absenteeism

8.2.1.5. Refusal or failure to carry out orders to perform work

8.2.1.6. Repeated un punctuality

8.2.1.7. Serious disrespect, insubordination, impudence or insolence

8.2.1.8. Assault

8.2.1.9. Dishonesty in the course of duties

8.2.1.10. Intimidating an ASA employee / member to participate in any unconstitutional strike action or action involving dishonesty

8.2.2. The offence or accumulation of offences must be so serious as to strike at the roots of the contract of employment, that it causes an irreconcilable or irretrievable breach in the relationship between employer and ASA employees, office bearers and members.

8.2.3. The responsibility always rests on management to show that, on the clear Balance or probability, the offence took place as alleged.

9. Appeals

9.1. If an ASA employee / member is dissatisfied with the outcome of the disciplinary enquiry then the ASA employee / member may, within two working days, appeal. Grounds for appeal include:-

9.1.1. Being unfairly disciplined;

9.1.2. Incorrect procedure followed;

9.1.3. Presentation of fresh evidence;

9.2. The Chief Executive Officer (or other person assigned by the Board) shall review the disciplinary action/s and thereafter shall notify the ASA employee / member concerned and/or his/her representative as to whether he supports the appeal of he/she conforms the disciplinary action decided upon by the chairman of the Disciplinary Enquiry.

9.3. In the event of a licenced Member being Suspended or Expelled, after all appeal processes have been concluded, the final decision to Suspend or Expel shall be communicated by the ASA office to all members for implementation.

10. ARBITRATION RULES

10.1. INITIATING ARBITRATION

10.1.1. Any party to a dispute (Claimant) shall initiate arbitration proceedings by addressing a written communication to such other parties as may be involved in such a dispute (Defendant/Defendants) setting out briefly the nature of the dispute.

10.1.2. The parties shall meet within 5 (five) days of the Claimant initiating proceedings in an endeavour to settle the dispute amicably.

10.1.3. Unless all parties to the dispute agree to the contrary, the meeting referred to in paragraph 2 above shall be chaired by a mediator mutually agreed upon between the parties or, if no mediator is agreed upon, by mediator appointed by the ASA Disciplinary Committee.

10.1.4. The mediation meeting referred to in paragraph 2 above shall be conducted on a without prejudice basis, informally, and at a venue and time mutually agreed upon.

10.1.5. If all parties to the dispute agree thereto, the initial mediation meeting may be postponed to or continued at a later date.

10.2. APPOINTING THE ARBITRATOR

10.2.1. In the event of the matter not being settled under Rule 1 or should the parties agree not to submit their dispute to mediation under Rule 1, the parties shall appoint as an arbitrator a person mutually agreed upon. Failing such agreement, the Arbitrator shall be appointed by the Chairman for the time being of Arbitration Foundation of Southern Africa (AFSA) who shall:

10.2.1.1. if the matter under dispute is primarily a legal matter, appoint as a mediator an attorney or counsel who has been in practise for not less than five years;

10.21.2. If the dispute concerns mainly a matter of sports administration, appoint as an Arbitrator someone with suitable experience in the administration of the sport in question.

10.2.2. Before the matter is taken any further the Claimant shall pay to AFSA the minimum prescribed administration fee.

10.2.3. If the Arbitrator agreed upon, or appointed as per Rule 2.1 above, is unable or unwilling to so act then AFSA shall within 3 (three) days of being requested to do so appoint a replacement Arbitrator accredited by AFSA.

10.2.4. Except with the prior written consent of the parties, no person shall act as Arbitrator in any dispute in which that person has any financial or personal interest.

10.2.5. The Arbitrator shall be obliged to disclose to the parties any prior professional, business, personal or other relationship that he/she may have or may have had with either one of them.

10.2.6. The Arbitrator shall not be the mediator who conducted the mediation proceedings in terms of Rule 1, unless both parties request such mediator in writing to act as Arbitrator.

10.3. ARBITRATION PROCEEDINGS

10.3.1. Within 7 (seven) days of the appointment of an Arbitrator the parties shall submit to the Arbitrator their outline of the issues in dispute, the facts material to such dispute on which they rely and the relief, if any, which they claim in such dispute.

10.3.2. Either party shall have the right, within 7 (seven) days of receiving the other party's outline of the dispute in terms of Rule 3.1 above, to respond in light of that.

10.3.3. After the exchange of documents in terms of Rule 3.1, the parties shall as expeditiously as possible attend a meeting chaired by the Arbitrator, to discuss the further determination of the matter and all procedural aspects relevant thereto.

10.3.4. No time limits shall be extended except by leave of the Arbitrator.

10.3.5. The arbitration shall take place on a date determined by the Arbitrator. The arbitration shall take place at, an appropriate venue which is nearest to the area where the parties are based. If there is no such office, the venue will be determined by the Arbitrator, having regard to issues of convenience and to the interests of the parties.

10.3.6. Documents may be delivered by hand, by telefax or sent by post. In the latter event, receipt of documents shall be deemed to have occurred 5 (five) days after posting.

10.3.7. No formal record of the proceedings shall be kept unless unanimously decided upon by the Arbitrator and the parties.

10.3.8. The parties shall co-operate fully with the Arbitrator.

10.3.9. The Arbitrator shall be entitled when making an award to rely on his/her own knowledge and/or experience of the related industry.

10.3.10. Wherever under these Rules the Arbitrator is given powers, such powers shall be exercised in the sole and absolute discretion of the Arbitrator.

10.3.11. Except where they conflict with the provisions of these Rules and/or procedures decided upon by the Arbitrator under these Rules, the provisions of the Arbitration Act of 1965 shall apply.

10.3.12. The arbitration shall be conducted expeditiously in order to minimise delay and with a view of minimising costs.

10.3.13. The Arbitrator shall in his discretion not necessarily be bound to the application of the normal rules of evidence in respect of the proceedings.

10.3.14. The Arbitrator may call for additional evidence and/or submissions in regard to issues in dispute.

10.3.15. The Arbitrator may proceed inquisitorially to ascertain the relevant facts and to this end may question any party or witness at any stage of the proceedings.

10.3.16. The Arbitrator shall conduct the arbitration proceedings in such manner as he deems fit, and shall make such rulings in relation to any procedural matter as he considers appropriate: provided that no such ruling may be in conflict with the express provision of any of these Rules.

10.3.17. Any of the parties to a dispute may, on not less than 24 hours' notice to the other parties, approach the Arbitrator for an interim ruling on any procedural matter.

10.3.18. The Arbitrator shall, in respect of the dispute, be competent to make such order as may, in law, be made in relation to the issues in dispute: save that, except where the parties agreed to the contrary before the commencement of the arbitration hearing, no costs order may be made by the Arbitrator unless the Arbitrator is of the view that a party has, in the arbitration proceedings, acted in a frivolous or vexatious manner by initiating or defending the dispute in the arbitration proceedings or by such party's conduct during the arbitration proceedings. Before awarding any such costs the Arbitrator shall afford both parties an opportunity of addressing him on the question of whether such costs should be awarded.

10.4. SERVICE

10.4.1. The notice referred to in Rule 1.1 and the written outline referred to in Rule 3.1 shall be served personally by each party at the home or principal place of business of each

of the other parties, and such service shall be proved by an affidavit sworn by the person who affected such service.

10.4.2. All other notices and documents in terms of this Rule shall be served personally, by fax or by registered post.

10.4.3. If service of the documentation required under Rule 1.1 and 3.1 cannot be effected in the manner referred to in Rule 4.1 above, the parties may approach the mediator appointed in terms of Rule 1.3 or the Arbitrator appointed in terms of Rule 2 for appropriate directions as to service.

10.5. CONFIDENTIALITY

10.5.1. The proceedings shall be confidential. Neither the parties nor the Arbitrator shall disclose to third parties any information regarding the proceedings, the award, or settlement terms unless the parties otherwise agree in writing.

10.6. DEFAULT AND NON-COMPLIANCE

10.6.1. In the event that the Arbitrator is of the opinion that any party to the arbitration has not co-operated fully and/or caused unnecessary and/or wilful delay or whose conduct merits same the Arbitrator shall be entitled to make any award of costs he/she deems fit.

10.6.2. Provided that there has been proper service of the documentation required by Rules 1.1 and 3.1 above, the arbitration can proceed in the absence of any party.

10.6.3. The Arbitrator shall be entitled to make a default award. [This rule falls away if the appeal rule as contained below is ultimately agreed to.]

10.6.4. An award made by the Arbitrator in terms of Rule 7 below shall not be subject to rescission by reason of the fact that such award was made in the absence of a party, unless such party is able to prove that service of the documentation referred to in Rule 1.1 and 3.1 above was not effected in the manner required by Rule 4.1. Should service not have been thus affected, an application for rescission may be brought by the party affected, on written notice to all other parties to the dispute, and on good cause shown.

10.7. AWARD

10.7.1. The Arbitrator shall within 30 (thirty) days of the termination of the proceedings render a final and binding written award including interest and costs, without assigning reasons unless otherwise agreed and the award may be made an order of court in terms of Section 31 of the Arbitration Act of 1965.

10.7.2. In considering his/her award the Arbitrator may take into account any equitable factors that in his/her opinion are relevant to the making of the award.

10.7.3. The award shall be published either by hand delivery to the parties or by telefax of by post.

10.7.4. Notwithstanding the provision of this Rule, the Arbitrator shall be entitled to make such interim awards as he/she deems necessary.

10.8. APPEALS

10.8.1. Any party aggrieved by the award of the Arbitrator may appeal against such award by delivering a notice of appeal within 7 days of receipt of the award.

10.8.2. The appeal shall be heard by an appeal panel consisting of 3 persons, who shall be appointed by AFSA.

10.8.3. The party wishing to prosecute an appeal shall, within 30 days of giving notice of the appeal and at such party's own cost, deliver a full and comprehensive record of the

proceedings before the Arbitrator, and a copy of the Arbitrator's award, to AFSA and to each of the other parties to the arbitration.

10.8.4. The appeal shall be heard within 30 days of the delivery of such record.

10.8.5. The appeal tribunal shall, prior to the hearing of the appeal, be entitled to give such procedural directions as it deems appropriate, including directions as to the presentation of argument and the submission of written heads of argument. Such directions shall be furnished in writing to each party to the dispute.

10.8.6. The appeal tribunal shall be obliged to give its decision within 30 days of the hearing of the appeal.

10.8.7. The appeal tribunal may, in respect of the dispute, make the same orders as the Arbitrator is entitled to make in terms of Rule 3.18 above.

10.9. GENERAL

10.9.1. A reference in these Rules to days means calendar days, including Saturdays, Sundays and public holidays.

10.9.2. The provision of these Rules shall not preclude the parties from approaching a Court having jurisdiction for urgent interdictory relief, where grounds exist for the seeking of such relief.

10.9.3. These Rules may from time to time be amended by AFSA.

10.9.4. The address of AFSA for all purposes arising from or connected to these Rules or arbitrations conducted in terms thereof, shall be as listed on the AFSA website.

10.9.5. AFSA may, from time to time, determine an administrative charge which shall be borne by the parties, in equal shares, in order to cover any staff, secretarial and administrative expenses incurred by AFSA in respect of the dispute in question.

CHAPTER 13: DOCUMENTATION USED BY ASA DELEGATES AT ASA LISTED EVENTS

1. It is the responsibility of the Technical Official to ensure that the decision taken during an athletics meeting is accurately and correctly recorded, in a standardized format that is understandable to everybody involved in athletics.
2. Once the results are recorded, it will be used by different people for different reasons during, and after the event. If the result of the event was recorded correctly and in a standardized format, it will speed up the process in which the results will be utilized by all the Officials involved in the sport.
3. The way in which the result of the event is recorded will affect the sport as follows:

3.1. The Administrators can distribute the results faster to all Officials that need the results

3.2. The Coaches and Athletes can monitor their progress faster

3.3. The Selectors will use the result to select representative teams

3.4. The Statisticians will use the result to determine if a record is broken, if it is the best performance of the season, if it is the personal best performance of the athlete, etc.

3.5. The Media will use the result to inform the public of the performance

3.6. The Marketing Department will use the result to profile an athlete or the event.

4. At the very least a Technical Delegate must be appointed at all events listed on the ASA National Fixtures list.
5. Each Technical Delegate will be appointed by the ASA National Technical Committee

6. The ASA Technical Committee will provide each Technical Delegate with a check sheet to be used to monitor if the event is hosted in accordance with ASA Rules and Regulations
7. During the Technical Meeting prior to the Event, both the Technical Delegate, with the Meeting Manager will brief Technical Officials
8. After the event, within 14 days, a copy of the check sheets will be submitted to the ASA Competitions Department which in turn will provide such copy to the relevant ASA Commission, the Event/Race Organizer and ASA Technical Committee.
9. The ASA Technical Committee will maintain a spreadsheet of all events/races evaluated and will provide such spreadsheet to the ASA Competitions Department not later than February the following years (e.g. 2019 reports must be submitted no later than February 2020.
10. The ASA Competitions Department, in collaboration with the relevant Commission will evaluate all applications for events/races to be listed on the ASA National Fixtures List for the following year. A draft fixtures list will be submitted at the ASA AGM in June of the preceding year and a final fixtures list will be submitted to the ASA Council Meeting in October of the preceding year for approval of the ASA Council.

APPLICATION FOR A SOUTH AFRICAN RECORD

THIS FORM IS VALID FOR RATIFICATION ONLY IF COMPLETED AND SUBMITTED WITHIN 30 DAYS TO THE ASA OFFICE ATTENTION CEO.

PAGES 1, 2 AND 3 MUST BE FILLED IN FOR TRACK EVENTS, ROAD RACES AND RACE WALKING. PAGES 1, 4 MUST BE FILLED IN FOR FIELD EVENTS.

APPLICATION IS HEREBY MADE FOR A SOUTH AFRICAN RECORD, IN SUPPORT OF WHICH THE FOLLOWING INFORMATION IS SUBMITTED – (Please type or use block capitals)

Track event (State event e.g. 100m)		Men / boys record	
Field event (State event e.g. Shot Put)		Women / girls record	
Road running (State event e.g. Mar.)		Senior record	
Race walking (State event e.g. 20km)		Sub-senior record	
Outdoor record (Name of track)		Junior record	
Indoor record (Name of track)		Youth record	

Record claimed (State performance) ……...…… Previous record (State performance) ……..……..…….

Full name of competitor

……..……..……

(For relay events, the full names of all team members are required, in order of running)

Competitor's Province ……..…… Date of Meeting ……..…….
Time of Event ……

Town were stadium is situated ……. Name of country …….

RESULT OF COMPETITION

The names of the first three competitors were as follows: -	Performance

1.	
2.	
3.	

RECOMMENDATION BY ASA DELEGATE

The undersigned hereby certifies that it is satisfied with the accuracy of this application and recommends it for acceptance:

Name: ……..…… Signature: ….……..…….
Date: ……

ASA APPROVAL

The undersigned hereby certifies that it is satisfied with the accuracy of this application and recommends it for acceptance:

Name: ……..……..…… Signature: ……..……..…….
Date: ……..……

THE FOLLOWING MUST BE ENCLOSED WITH ALL APPLICATIONS

1. The printed programme of the meeting,
2. The complete results of the event,
3. The Photo Finish photograph in the case of a track record where fully automatic time-keeping was in operation,
4. A copy of the Results Card and the official results,
5. A photograph of the athlete and press cuttings, if available.
6. A copy of the athlete's birth certificate or similar official document which confirms the athlete's date of birth.
7. Additional information desired for historical purposes:

   A videotape of the record (format VHS)

   Weather conditions ……..…….. Intermediate times ……..……..

   Brand of track …… Type of track ……..…….

   Condition of track ……

CERTIFICATION OF PERFORMANCE IN TRACK EVENT, ROAD RACE OR RACE WALK

STARTER

I hereby do certify that the start of the race was in accordance with WA / ASA Rules.

Name: ……..…..…… Signature: ….……..…….…….…… Date: …….…….……

CHIEF PHOTO-FINISH JUDGE

I hereby do certify that a fully automatic electrical timing device was used.

The official time recorded was …….…….

Name: ……..…..…… Signature: ….……..…….…….…… Date: …….…….……

TIMEKEEPERS – HAND TIMING

I, the undersigned official timekeeper of the event mentioned on this form, do hereby certify that the time set opposite my signature was exact time recorded by my watch and that the watch used by me has been certified and approved by ASA.

Time ……..…. Name ……..……
Signature……..……

Time ……..…. Name ……..……
Signature……..……

Time …… Name ……..……
Signature……..……

CHIEF TIMEKEEPER

I, the undersigned official timekeeper of the event mentioned on this form, do hereby certify that the time set opposite my signature was exact time recorded by my watch and that the watch used by me has been certified and approved by ASA.

Name: ……..…..…… Signature: ….……..…….…….…… Date: …….…….……

WIND GAUGE OPERATOR

I hereby do certify that a calibrated wind gauge was used.

The official wind speed in the direction of running was recorded as …….……

Name: …….…..…… Signature: ….……..…….…….…… Date: …….…….……

RACE WALKING REFEREE

I certify that I was the Chief Judge of Walking for the above event and that the competitor concerned complied with the definition of walking. I, the undersigned, certify that:

1. The above information is correct, accurate
2. The appropriate rules of ASA/WA were complied with.
3. Sufficient qualified officials, according to the rules were in attendance at the event.

Name: …….…..…… Signature: ….……..…….…….……
Date: …….…….……

WALKING CHIEF JUDGE CERTIFICATE

I certify that I was the Chief Judge of Walking for the above event and that the competitor concerned complied with the definition of walking.

Name: …….…..…… Signature: ….……..…….…….…… Date: …….…….……

TRACK / ROAD / RACE WALKING: QUALIFIED SURVEYOR

I hereby certify that I have measured the course over which this event was held and were in conformity with WA Rules.

Qualification of Surveyor:
……

Name: …….…..…… Signature: ….……..…….…….…… Date: …….…….……

DOPING CONTROL

I, a member of the Anti-Doping Committee for the Meeting, certify that a sample for a doping test was obtained in
accordance with WA rules from the above mentioned athlete in my presence and despatched to the following laboratory: -

Date and Time of anti-doping control
……

Laboratory
……
…

Name: ……..…… Signature: ……..……. Date: ……

(NOTE: For relays, samples must be obtained from ALL members of the team)

GUARANTEE BY REFEREE

I hereby certify that the information recorded on this form is accurate, that the officials conducting the Meeting were duly qualified and the appropriate WA / ASA Rules of Competition were complied with.

Name: ……..…… Signature: ……..……..……..……. Date: ……..……..……

CERTIFICATION OF PERFORMANCE IN FIELD EVENT

EQUIPMENT OFFICER

I hereby do certify that the Shot / Discus / Hammer / Javelin used in the record claimed has been examined by me after the performance and conforms exactly with the relevant WA Rule. I further certify that the implement used was manufactured by:
……..……..…… Model:
……..……..……..……..……

Certification no: ……..…… which is freely available worldwide.

Name: ……..……..…… Signature: ……..……..……..…….
Date: ……..……..……

FIELD JUDGES

We hereby certify that the measurement stated opposite our respective signatures is exact as measured in accordance with WA Rules. We also certify that the circle or runway complied with WA specifications.

Distance or height: ……..…… Name: ……..……..…… Signature:
……..……..……..……

Distance or height: ……..……..…… Name: ……..……..…… Signature:
……..……..……..……

Distance or height: ……..…… Name: ……..……..…… Signature:
……..……..……..……

DOPING CONTROL

I, a member of the Anti-Doping Committee for the Meeting, certify that a sample for a doping test was obtained in
accordance with WA rules from the above mentioned athlete in my presence and despatched to the following laboratory: -

Date and Time of anti-doping control
……

Laboratory
……
……

Name: …… Signature: …… Date: ……

(NOTE: For relays, samples must be obtained from ALL members of the team)

WIND GAUGE OPERATOR (LONG JUMP AND TRIPLE JUMP ONLY)

I hereby do certify that a calibrated wind gauge was used.

The official wind speed in the direction of running was recorded as ……

Name: …… Signature: ……
Date: ……

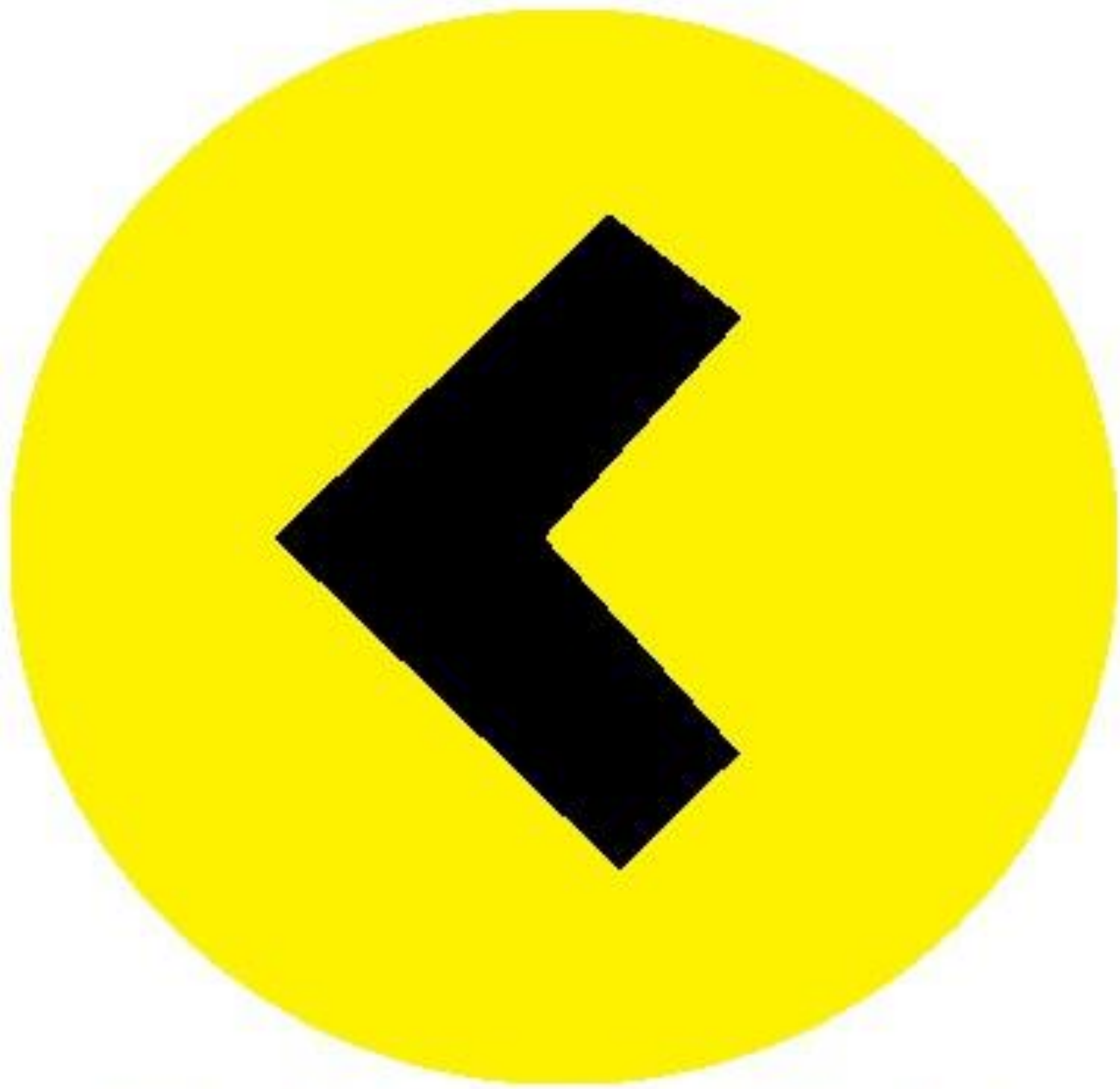
GUARANTEE BY REFEREE

I hereby certify that the information recorded on this form is accurate, that the officials conducting the Meeting were duly qualified and the appropriate WA / ASA Rules of Competition were complied with.

Name: …… Signature: …… Date: ……



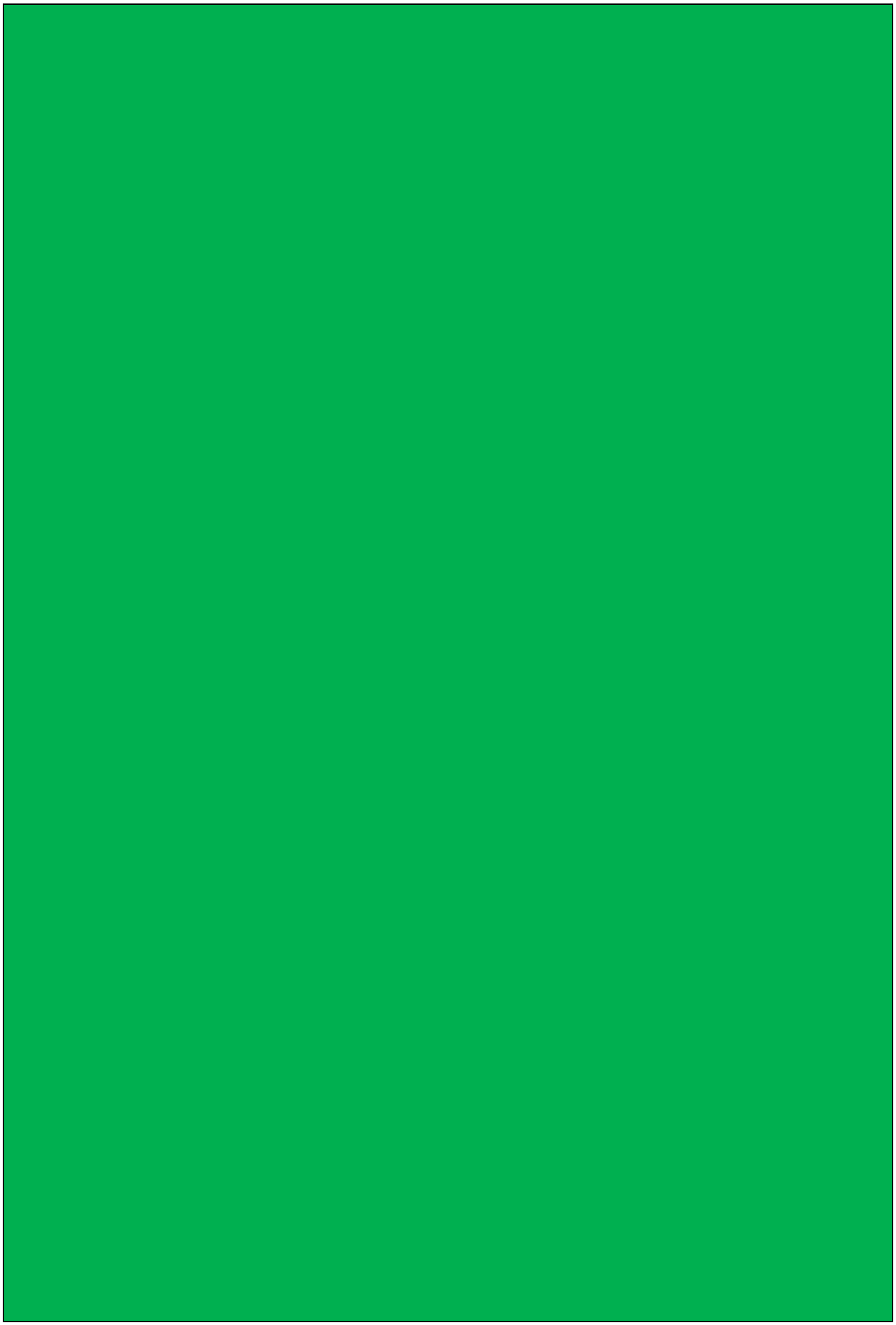
RACE WALK



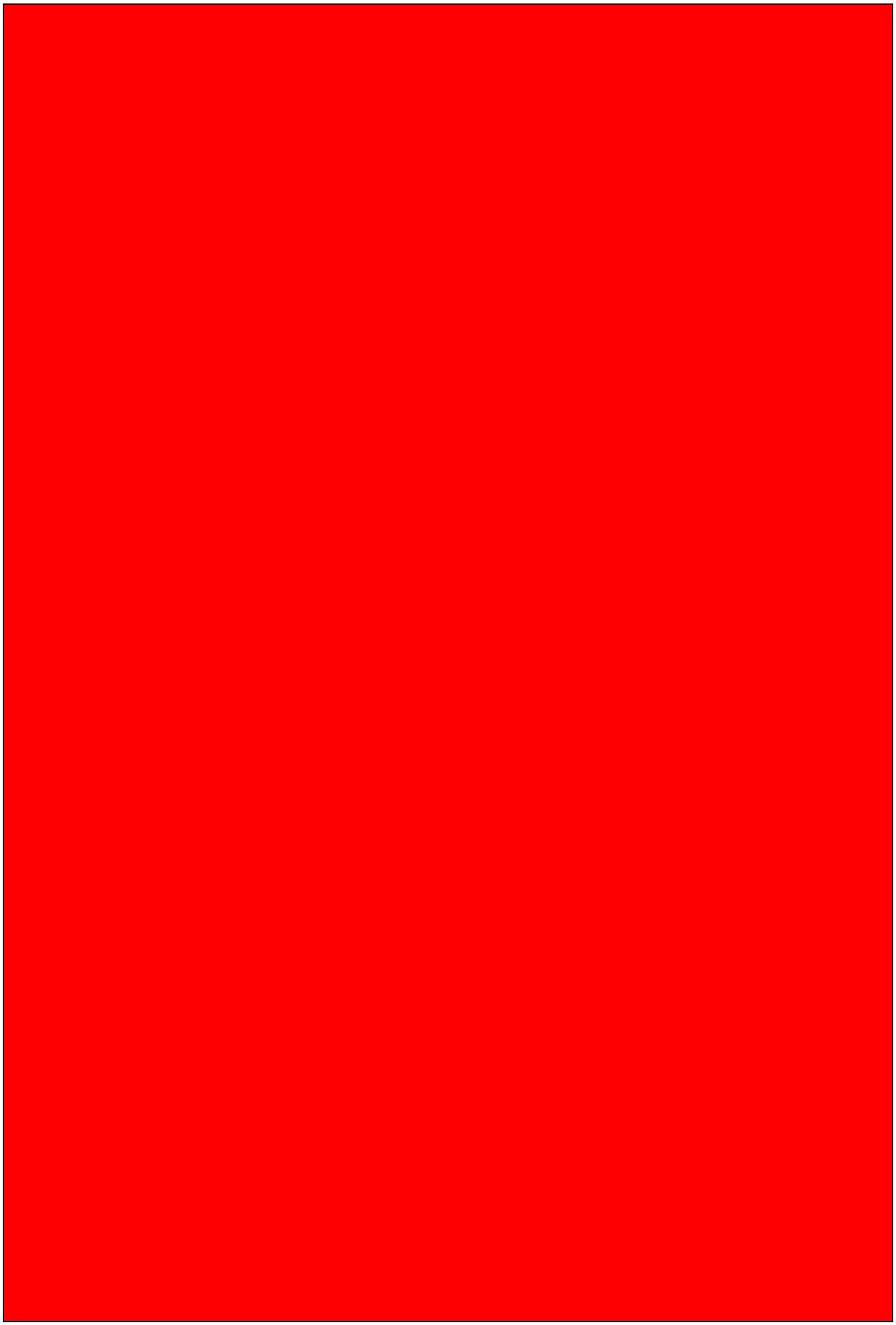
BENT KNEE

RACE WALK

WARNING



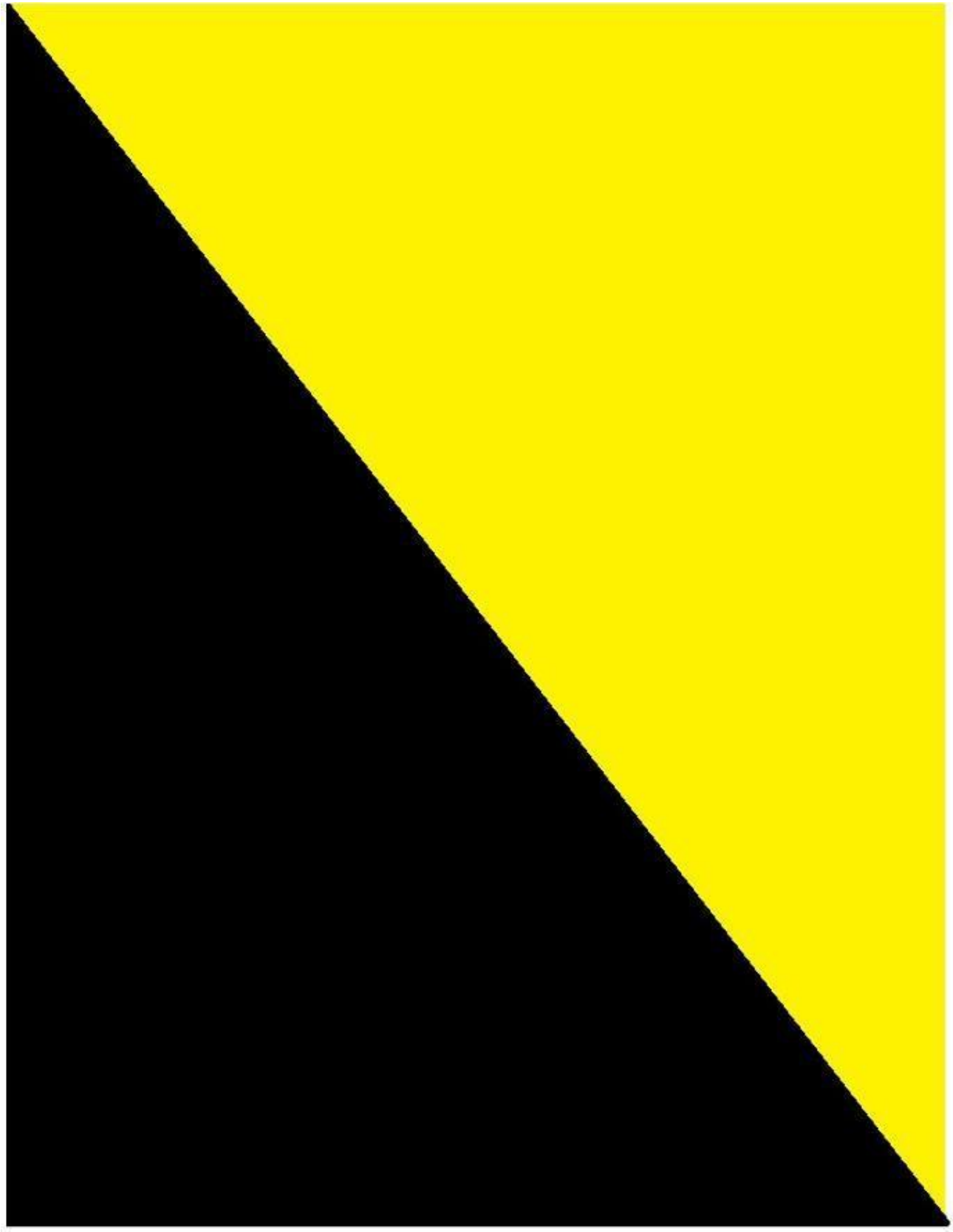
NOT ATHLETE ERROR



DISQUALIFY



FALSE START – TR 16.6



FALSE START WARNING – COMBINED EVENTS TR 39.8.3

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REPUBLIC OF SOUTH AFRICA

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The ASA Rules and Regulations are also available electronically on www.athletics.org.za