

## **South African Orienteering Championships**

### **Guidelines for Organisers**

The South African Orienteering Championships is currently the premier orienteering event in South Africa. In order to maintain standards it has been necessary to lay down the following guidelines for organisers (these are in addition to the Rules of Orienteering which is also issued by the SAOF and should be consulted in conjunction with these guidelines). Any deviations from these guidelines MUST be approved by the SAOF executive committee.

#### **1. Date:**

The SA Championships has been held at the end of September for a number of years now and the SAOF executive would like to see this continue. The events have previously coincided with the long weekend created by the Heritage Day holiday (24<sup>th</sup> September). Unfortunately, for the next two years this holiday falls in midweek and is therefore will not form part of the event.

The proposed dates for 2008 could therefore be : (Fri 19<sup>th</sup>), Sat 20<sup>th</sup>; Sun 21<sup>st</sup>; (Mon 22<sup>nd</sup>)  
or: (Fri 26<sup>th</sup>), Sat 27<sup>th</sup> ; Sun 28<sup>th</sup>; (Mon 29<sup>th</sup>)  
The proposed dates for 2009 are: : Fri 25<sup>th</sup>, Sat 26<sup>th</sup>, Sun 27<sup>th</sup> (holiday is Thu 24<sup>th</sup>)

**Note:** potential organisers can motivate a change of date if required but the SAOF committee would prefer to maintain the tradition of holding the championships at the end of September.

#### **2. Format:**

The Championships currently consists of three events namely:

i) a middle distance event                      ii) a long distance event                      iii) a relay

Normally event (i) would be the middle/afternoon of day 1; event (ii) on day 2 and event (iii) on the morning of day 3. The prize giving for all three events should take place immediately after the relay event.

NB: The afternoon of day 2 is usually kept clear for the SAOF AGM which needs to be held over the weekend.

#### **3. Officials:**

The organising club(s) should appoint (at least) the following officials:

Event Controller                      Event Organiser                      Event Planner

The controller must have extensive experience of planning/controlling organising events and his appointment is subject to approval by the SAOF who reserve the right to recommend/appoint an alternative controller. The planner should also preferably have had previous planning/controlling experience.

One or more assistant planners may also be appointed.

Where separate officials are appointed for the different events, the Controllers must all be suitable qualified and their appointments are subject to SAOF approval.

#### **4. Finances**

The event finances are the responsibility of the organising club. The SAOF may, however, make a contribution (subject to budget approval – see below) to assist with the cost of medals, mapping and general event expenses.

The organising club should prepare a budget for the events which the SAOF committee will then approve and confirm the SAOF contribution.

The entry fee will be decided by the organising club but should be in line with 'normal' event entry fees taking into account any land access fees payable. Championship events usually have an entry premium of 50-100%.

#### **5. Terrain/area**

The events shall be held on terrain which, in the opinion of the organising club (and confirmed by the controller), will present sufficient technical and physical challenge to the competitor in keeping with an SA Championship event.

The area(s) shall be new for orienteering or at least not have been used for an orienteering event or training during the five years prior to the event. Where one area is used for all three events, care must be taken to ensure that competitors on day 1 do not gain too much knowledge of the area to be used on days 2 and 3.

#### **6. Map**

The map for the long/classic event shall be printed (by a printer) in five colours.

The scale shall be 1:10000 or 1:15000 and the contour interval 5m unless prior approval is given by the SAOF committee.

Maps must be drawn using OCAD and use the recommended IOF symbols.

The maps for the short distance event and relay may be printed on a laser or inkjet printer and may also be photocopied, provided the quality is approved by the Controller.

Maps for competitors who have pre-entered should be pre-marked. Organisers may, at their discretion, take late entries in which case those competitors must use a master map system. Maps for the relay should be pre-marked.

Maps are only issued to competitors as they start.

#### **7. Courses**

Courses should be provided for all the age groups for which there are Championship categories (currently M/W12, M/W16, M/W20, M/WOpen, W35, M40, W45, M50, W55, M60, W65, M70) and also for non-championship courses (M/W21B, long novice, short novice). However, one course may be used for more than one category as per common course combinations.

Course guidelines (winning times/course combinations) are available from the SAOF committee.

Description sheets for the Championship courses will use IOF symbols only and description sheets should be issued at registration except for the relay in which case they can be on the map only.

#### **8. Timing**

EMIT controls and timing must be used for all three events. Back-up timing must be available in case of a failure of the EMIT timing system.

## **9. Event sheet**

An event sheet shall be issued at least three months prior to the event. This shall clearly state the following information:

- Date of events and approximate start times
- Venue of events
- Entry fees (including late entries if allowed) Closing date
- Courses/classes
- Details of nearby/recommended accommodation (if applicable)

Updated event information should be available to competitors prior to the event. The start lists should be available to the competitors one week before the first event.

## **10. Eligibility**

To be eligible for the Championship trophies/medals a competitor must be a member of a club which is a paid up Member of the SAOF. Member clubs will supply the organisers with a list of their members one month prior to the date of the event. If such a list is not supplied or the club has not paid their fees to the SAOF (vice-president, Admin to confirm) the members of that club will **not** be eligible to compete.

Non-eligible orienteers must not be allowed to compete on the Championship courses but may enter the non-championship courses. The exception is visiting (overseas) orienteers or recent arrivals in South Africa (less than three months) who may compete on Championship courses but who are not eligible for trophies/medals.

## **11. Prizes**

Floating trophies are available for all the Championship courses for the classic distance event. There is also a floating relay trophy. Medals (using the SAOF logo/die provided) should be awarded to the first three (gold, silver, bronze) in each category of the middle and long distance events. Medals should also be awarded to each member of the first three club teams in the relay (gold, silver, bronze).

It is usual to award spot prizes but this is at the organisers' discretion.

## **12. Relay**

The club relay is currently competed for over three legs. Teams must include **at least one non M21**. (Any changes to this format will be communicated to the organising club in good time prior to the event). The three legs should be of approximately equal length in order to increase spectator value. The addition of one or more spectator controls on the courses is also encouraged. Total winning time should be of the order of 75 minutes.

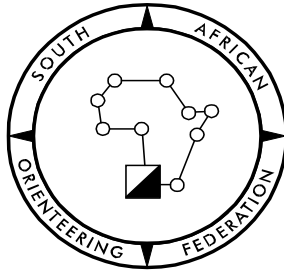
The ad hoc relay is for teams of three competitors from any club/non-attached. It should consist of one long, one medium and one short leg. Total winning time should be of the order of 60 minutes.

Any of the usual relay planning methods can be used including course forking and common controls. However, competitors must be deterred from following and courses should be planned accordingly.

**However, all teams must eventually complete exactly the same courses/legs in total.**

## **13. Results**

The final results will be made available within one week of the conclusion of the event. These will be posted to those competitors who requested them and sent to the SAOF executive committee and the SAOF webmaster for publication on the web page.



**APPLICATION TO STAGE THE**  
**SOUTH AFRICAN ORIENTEERING CHAMPIONSHIPS**

**Club:**

**Address:**

**Phone:**

**Fax:**

**e-mail:**

**Proposed dates:**

**Proposed venues:**

a)	<b>middle distance event</b>	<b>mapper:</b>
b)	<b>long distance event</b>	<b>mapper:</b>
c)	<b>relay</b>	<b>mapper:</b>

**Proposed controller(s):**

**Previous experience:**

**Proposed planner(s):**

**Previous experience:**

**We undertake to organise the South African Orienteering Championships according to the guidelines laid down by the SAOF executive committee and the Rules of orienteering. We understand that approval to change any of these guidelines or rules must be obtained in writing from the SAOF executive committee. We further agree to keep the SAOF executive committee updated regularly on the progress made in staging the event**

**Signed (on behalf of**

**Orienteering Club)**

**Date:**

