

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 are 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 Management Committee. Organisers of the Provincial Championships, currently Gauteng and Western Cape, are encouraged to follow these guidelines where applicable.

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 (24th September).

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 club 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. In this case, the prize giving for all three events should take place immediately after the relay event.

NB: One afternoon (after 3pm) is to be kept clear for the SAOF AGM which needs to be held over the weekend.

The organising Club can Motivate a change in the order of the events based on dates and event map availability

3. Application to Host The Championship and Selection Of Officials:

Applications by a Club or Clubs to stage the SA Championships shall be received by the SAOF no later than 31st January of the year in which the event is to be held. The application shall include the organising club(s) proposed officials, made up of the following:

Event Controller Event Organiser Event Planner

The controller must have extensive experience of planning or controlling events. The planner should also preferably have had previous planning/controlling experience.

One or more assistant planners may also be proposed and where separate officials are appointed for the different events, the Planners and Controllers must all be suitably experienced.

The SAOF will assess the applications and will announce the successful bidder before 28th February. This will include the approval of the proposed officials by the SAOF. The SAOF reserve the right to recommend/appoint an alternative controller.

Should no applications be received by the 31st January, the SAOF will approach club(s) requesting them to submit an application.

4. Finances

The event finances are the responsibility of the organising club, except for the medals which the SAOF organises and pays for. The SAOF may, however, make further contributions (subject to budget approval – see below) to assist with the cost of mapping and general event expenses.

The organising club should prepare a budget for the events which the SAOF Management 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, where possible, new for orienteering or not have been used for an orienteering event or training during the preceding five years. An exception would be maps that have had limited previous orienteering use. For example, areas used for Big 5 events or only for one previous SA Championship event.

Where one area is used for multiple 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 maps for all three events may be printed on a laser printer, provided the quality is approved by the Controller. All maps must be either printed on waterproof paper or be in a waterproof bags. Maps in waterproof bags must be printed on 110g-130g matt paper.

The scale shall be 1:10000 for all three events but may be 1:15000 for the long event for competitors on M21E, W21E, M20 and M40 courses. The contour interval must be 5m. In flatter terrain, contours at 2.5m can be used but only with prior approval from the SAOF committee.

Maps must be drawn using OCAD or other IOF approved software and according to ISOM2017-2.

Maps for competitors on championship courses must be pre-marked. Organisers may, take late entries on the non-championship courses, in which case those competitors may have to 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, M21E/W21E, W35, M40, W45, M50, W55, M60, W65, M70, W75 and M80) 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.

The following winning times are recommended for Middle and Long Events

Category	Middle Championships	Long Championships
M21E	30 – 35 minutes	90 –100 minutes
M20, W21E, M40	25 – 30 minutes	70 – 80 minutes
W20, M21A, M50	25 – 30 minutes	60 – 70 minutes
M16, W21A, M60	25 – 30 minutes	50 – 60 minutes
W16, W35, W45	25 – 30 minutes	40 – 50 minutes
W55, W65, M70	25 – 30 minutes	35 – 45 minutes
W75, M80	20 – 25 minutes	20 – 30 minutes
M12, W12, SN	20 – 25 minutes	20 – 30 minutes
LN	25 – 30 minutes	40 – 50 minutes

See point 13 for the Relay winning times and format.

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. This can be in the form of a video camera or an official at the finish recording manual finish times.

9. Start Intervals

Start interval between competitors on the same course shall be at least 3 minutes for both Middle and Long Events. Furthermore, competitors in the same age group should not start within 6 minutes (preferably more) of each other.

10. Bulletins

Bulletin 1 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
- All Embargoed Areas
- Entry fees (including late entries if allowed)
- Closing date for pre-entry
- Courses/classes
- Details of nearby/recommended accommodation (if applicable)

Bulletin 2 (is optional) and may be used to notify competitors on significant changes to items posted in Bulletin 1.

Bulletin 3 should be available to competitors at least one week before the event and should include the start lists. However, the start list can be sent out the week before the event but no later than 3 days before the first event.

11. Eligibility

Participation at orienteering events is open to all members of the public subject to event specific event notices and Point 4 of the SAOF Rules For Orienteering.

In summary

Participation on the championship courses at the South African National Championships and Provincial Championships is open to paid-up members of a Member Club and paid-up members of other IOF member organisations.

All South African Citizens or Residents, competing on the Championship courses are eligible for trophies and medals. Visiting (overseas) orienteers or recent arrivals in South Africa (less than 3 months) may compete on championship courses, but are not eligible for trophies.

Eligibility for medals and trophies in relay events at South African National Championships and Provincial Championships is subject to all members of a Club relay team having been paid up members of that Club for at least 6 months. No residential time frame or nationality restrictions apply to members of relay teams.

All competitors participate at their own risk. Insurance against accidents shall be the responsibility of competitors themselves. The SA Orienteering Federation and Member clubs accept no responsibility for injuries incurred whilst competing in or attending SAOF events.

12. 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 have spot prizes at the prize giving, but this is at the organisers' discretion.

13. Relay

Until further notice, the guidelines below supersede the SAOF rules for Relay Events.

The club relay is currently competed for over three legs. Teams must include **at least one non M21**.

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 60- 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 45- 60 minutes.

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

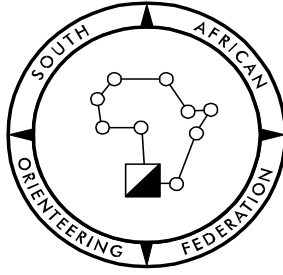
However, all teams must eventually complete exactly the same courses/legs in total.

14. Results

The final results will be made available within one week of the conclusion of the event. The results or an internet link to the results, must be emailed to all clubs and sent to the SAOF Management Committee and the SAOF webmaster for publication on the web page.

15. WRE Status

It is not compulsory for any of the events to have World Ranking Event status.



APPLICATION TO STAGE THE
SOUTH AFRICAN ORIENTEERING CHAMPIONSHIPS

To be submitted to the SAOF Administrator before 31st January

Club:

Address:

Phone:

Fax:

e-mail:

Proposed dates:

Proposed venues:	a) middle distance event	mapper:
	b) long distance event	mapper:
	c) relay	mapper:

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 Management Committee. We further agree to keep the SAOF Management Committee updated regularly on the progress made in staging the event

Signed (on behalf of

)

Date: