



# Northern Ireland and Ulster Road Race Championship Regulations



## Championship Team Awards

To be eligible for the Northern Ireland and Ulster Championships (9 Counties) all athletes must be registered with Athletics Northern Ireland or Athletics Ulster (via Athletics Ireland), further information regarding registration can be found in the UKA or Athletics Ireland competition rulebooks. Clubs should ensure that athletes are registered before entering to compete in a championship event. Clubs found to have fielded un-registered athletes will have those athletes disqualified.

Championship medals will be made available for first 3 individuals and first 3 teams (M & F)

N.B. Championship medals will NOT be available for masters' age categories.

As per UKA Rule 17.2 only athletes wearing club vests are eligible for inclusion in the Team Championship. We recommend that clubs advise their athletes of this rule. A runner failing to comply with the various rules relating to clothing in team races will be liable to disqualification from the team race and the team result shall be scored as if that runner had not taken part in the team race

## Eligibility

Only clubs affiliated to Athletics Northern Ireland or Athletics Ireland that are based in Northern Ireland or Ulster (Monaghan, Cavan and Donegal) are eligible for team awards in the Championship.

For all events – only registered athletes can count on teams or be eligible for individual medals (Athletics Ireland or England Athletics, Scottish Athletics or Welsh Athletics registrations are acceptable).

## Team Scoring

5K - 4 to score (Male and Female)	Calculated on accumulated times
10k -4 to score (Male and Female)	Calculated on accumulated times
Half Marathon -4 to score (Male and Female)	Calculated on accumulated times
Marathon -4 to score (Male and Female)	Calculated on accumulated times

Relay Male and Female teams should preferably be of 4 legs each, though organisers may reduce to 3 if it is felt this will benefit entry numbers.

## Road Relay Rules

(1) In any Open Relay Race Clubs shall be allowed to enter up to twice the number entitled to compete. A Club entering more than one team's worth of athletes in a race shall be allowed to select their teams from the Club entry for that event, but no athlete may compete for more than one team. Teams must be declared before the start of the race.

(2) Where a team includes a runner who has already run a stage of the race that team shall not be included in the official results.

### **ATHLETE RACE NUMBERS**

(1) Competitors shall be supplied with and wear during competition a distinctive number card corresponding with their number in the programme or start list. No competitor shall be allowed to take part in any competition without wearing the appropriate number card(s) and such card(s) must be worn as issued and not be cut, folded or otherwise concealed or mutilated in any way. For races in excess of 10,000m these cards may be manufactured with perforations to assist the circulation of air, but the perforations must not be made on any of the lettering or numerals which appear on them.

(2) Organisations which have contracts with commercial sponsors for the addition of lettering on number cards to be worn at meetings, are not to allow this lettering to exceed 5cm in height.

(3) Organisers must ensure that the same style of number card is issued to, and worn by, all competitors taking part in the meeting.

(4) There should be provision for medical information and contact details on the reverse of the number card for prior completion by the athlete.

(5) In Road Relays every athlete must wear the supplied number card(s), which must serve to identify the team and should also identify the stage that the athlete is running.

(6) Numbers are issued to the individual athlete completing the application form except with the specific authority of the Race Organiser. Athletes who receive transferred numbers without permission will be disqualified from the race. Both runners will be subject to disciplinary action by the appropriate National Association.

(7) A runner must retire immediately if ordered to do so by a medical officer of the race.

(8) Runners who retire from a race must not remove their number card until they have reported to an official as having retired from the race.

### **RACE ROUTE**

(1) The responsibility for providing a suitable course, rests with the Promoter who must:

(i) take account of any advice given by the Local Authority Safety Advisory Group or equivalent, local Police Force, Highways Authority, Regional Panel and the UKA Course Measurer before publishing details of the course.

(ii) adequately signpost the course.

(iii) appoint marshals to direct runners throughout, particularly at intricate parts of the course and at road junctions.

(2) Races shall be run on tarmac, concrete or paved roads. When traffic or similar circumstances make it unsuitable the course, duly marked, may be on a bicycle path or on a footpath alongside the road, but should not be on soft ground such as verges or the like. Measuring a road surface can include a limited section off-road in length where needed. The agreed definition of a road course is determined from time to time by RunBritain and the Association of UK Course Measurers

(3) A course that includes a railway level crossing will only be deemed safe and a licence issued where a written undertaking has been obtained from the Railway Track Authority that no train will use the line for the duration of the race.

(4) The start and finish area may be in an enclosed ground or athletics arena. The start and finish areas should be traffic free.

(5) If a race is advertised as being of a particular distance, then the correctness of that distance must be verified by a UKA qualified and registered and graded Course Measurer, accredited by, and using a measurement method approved by, the UK Association of Course Measurers.

(i) The course must be measured along the ideal line of running. I.e. the shortest possible route, in the section of the road permitted for runners, using a bicycle fitted with a Jones Counter and calibrated to IAAF standards.

(ii) The measured distance must not be less than the advertised distance of the race, nor should it exceed the advertised distance by more than 0.2%.

(6) All runners must follow the course as designed and follow the normal rules of the road except where otherwise instructed by representatives of the Local Police or Local Authority or other authorised persons.

(7) Where any part of a road used for a race is open to traffic at the same time as the competition is in progress, a runner must remain on the left hand half of the road (unless directed otherwise by the Police or a race official or other authorised persons)

(8) The Race Referee has the power to disqualify any runner who does not follow the correct course or obey the instructions of a race official after consultation with the Race Promoter.

## **REFRESHMENTS**

(1) In full Marathons and longer races, Promoters must supply drinks to cater for the entire field at a minimum of every 5km throughout the race.

(2) In races of 10km and above Promoters must supply drinks at intervals of at least 5km.

(3) In races of less than 10km, drinks may be provided by the Promoter.

(4) A Promoter must provide additional drink stations on the advice of the Race Medical Officer.

(5) A Promoter should provide drinks for the entire field at the finish.

## **ASSISTANCE**

(1) No attendant shall accompany any runner in a race unless to assist a blind or partially sighted athlete.

(2) No person is permitted to join in a race, whether to accompany the runners for the whole of the distance or any part or stage of the race unless he / she has been properly entered for the race and is eligible to run.

(3) Runners must not be accompanied by a personally owned or controlled dog in the race.

## **TRANSPONDER TIMING**

(1) The use of transponder timing systems is required for all Northern Ireland and Ulster Road Race Championships, the following guidance regarding the timing system used should be adhered to:

(i) the system should require no action by an athlete during the competition, at the finish or at any stage in the result processing.

(ii) The weight of the transponder and its housing carried on the athlete's uniform, race number or shoe should not be significant.

(iii) None of the equipment used at the start, along the course or at the finish line constitutes a significant obstacle or barrier to the progress of the athlete.

(2) At the finish the athletes shall still be placed in order in which any part of the torso reaches the leading edge of the finish line. (See UKA Rule 113.3) The Referee shall be the final arbiter regarding the finishing order of the athletes.

(3) In competitions where the promoter chooses to use a transponder timing system, each competitor must wear the necessary equipment, as directed by the event promoter. Failure to wear the necessary equipment as issued may result in disqualification.

## **PRIZES**

(1) Any competitor who is subsequently found to be ineligible for a particular prize or award must return it forthwith on being requested to do so by the organiser.

(2) Any runner eligible to compete in the same race in open competition and with an age category (Under 21 or Masters for example) who finishes in a position that qualifies for more than one individual prize, shall be allowed to select only one of these prizes, unless the Promoter has decreed otherwise on the race entry literature supplied to the runners.

## **OBJECTIONS AND APPEALS**

(1) Any runner or affiliated Club objecting to the conduct or the result of a race, shall raise that objection with the Race Referee on the day of the race

(i) if the results are not available on that day, then such an appeal may be made at any time up until 14 days after the publication of the results.

(ii) in such cases the appeal should be made to the Race Referee through the Race Promoter.

(iii) The Referee's decision shall be final.

(2) If, as a result of an appeal under (ii) above, a runner is disqualified or the race result otherwise altered, the Referee shall inform the Race Promoter of the amended result, in writing, within 14 days. The Race Promoter must then inform the individual(s) affected by the decision and, if required, take steps under UKA Rule 214.1 to recover any prizes or awards made to the athlete(s).

## **EVENT MANAGEMENT**

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In addition to the Event Manager and Marshals consideration should be given to appointing the following:

- Race Director
- Course Director
- Secretary
- Treasurer
- Transport Manager
- Publicity Manager / Media Officer
- Sponsorship Manager
- Web and Results Manager

Whilst individuals may be in a position to oversee multiple roles it is the responsibility of the Event Manager to identify who is responsible for each aspect and define their key responsibilities.

### **EVENT OFFICIALS**

The Event Host may decide to issue invitations to officials chosen to act as event Referees or in other capacities.

There is no requirement to provide accommodation for these officials, however, they should be provided with appropriate free meals/refreshments for the length of duty, and should be advised in

advance of what they may need to pay for during the event and what will be provided to them free of charge.

## **PUBLIC LIABILITY INSURANCE**

One of the terms of the Championship Status Agreement is that the Championship Host will take out sufficient public liability insurance. This can be obtained from Athletics Northern Ireland through the existing permitting system or from a private broker. Evidence of sufficient Public Liability Insurance cover must be submitted along with the Championship Status Application.

## **SPONSORSHIP**

### **Sponsorship Agreements -General**

A host association is encouraged to seek sponsorship for any NI and Ulster Championship. Athletics Northern Ireland and Athletics Ulster retain all rights to the title of the event. Any event title incorporating the name of the lead sponsor needs to comply with Athletics Northern Ireland and Athletics Ulster Regulations and must be approved before contracts are finalised.

All branded items must include the Athletics Northern Ireland and Athletics Ulster logos, all artwork should be approved by the Athletics Northern Ireland Marketing and Communications Manager before production can be approved.

Where the host association finds any lead or associate sponsorship, all monies are kept by the host association. Where Athletics Northern Ireland and Athletics Ulster lead or associate sponsorship deals already exist they must be taken into account when negotiating potential event specific sponsorship deals.

Potential sponsorship agreements or contracts need to be advised to Athletics Northern Ireland and Athletics Ulster by the host club/organisation before final confirmation of the agreement or contract with the sponsor.

In general, care should be taken to ensure that the interests of individual sponsors do not clash with each other, e.g. in competing products.

No sponsorship should be accepted if it involves any aspect that could disturb runners during the event. Corporate hospitality events should be kept well clear of the race course and finish area to avoid noisy distractions for runners.

Championship hosts are not permitted to give a sponsor the option of sponsoring an Athletics Northern Ireland and Athletics Ulster Championship for more than one year.

After approval by Athletics Northern Ireland and Athletics Ulster, the host association draws up an agreement or contract with each individual sponsor, clearly defining the entitlements of the sponsor and the responsibilities of the host association.

### **Sponsor Logos and Branding**

Athlete clothing / race numbers must conform to the *UKA Rule 17.2*.

### **Event Website**

One of the first items to put in place during the run-up to hosting a championship is the Event Website/Event Page on existing club site. If this is established on the basis that updates to the site can be done independently of the website designer, then there will be a significant saving. The format can be an adaption of previous event websites, but it is important to decide whether the results will be posted simultaneously on the Event Website and [www.athleticsni.org](http://www.athleticsni.org) or solely

on [www.athleticsni.org](http://www.athleticsni.org). A publication deadline should be agreed by all parties in advance of the Championship event.

### **Advertising Banners**

Banners should be sufficiently well anchored to prevent them being blown about by wind or otherwise causing nuisance to athletes. Care should be taken to design the ground layout to prevent spectators sitting in front of paid-for advertising hoardings. This can be achieved by careful design of walkways, and roping-off no-go areas.

If permitted by local authorities a large banner advertising the event should be posted outside the venue approximately 14 days before the start of the event. If funds permit, poster advertising in the surrounding region can increase public awareness.

Athletics Northern Ireland and Athletics Ulster branding should be displayed at both the start and finish lines and should be prominent in areas used for media interviews and presentations.

### **MEDIA AND PUBLICITY**

It is important that a Media Officer is appointed to manage all media matters for the event. At the event itself, the Media Officer should greet media, and arrange interviews with athletes following the race.

Athletics NI and the host association are responsible for issuing media releases concerning the event both before and after it. A clear PR schedule should be agreed by Athletics NI and the Event Host prior to the launch of the championship event.

#### **Media Releases and Publicity**

Athletics Northern Ireland will ensure that all championship events are included in national fixture publications.

A series of media releases can be sent to all relevant national and local media outlets several weeks before the event is due to take place.

#### **Photography**

People wishing to take official photographs for media outlets using large cameras and long lenses should be controlled to ensure that they do not interfere or obstruct with athletes and officials. An official photographer who can be present throughout the event could be appointed to create a photographic record –a gallery of photos could be added to the event's website so that athletes may download copies following the event.