

# Athletics Officials' Guide



Getting Started as a  
**Track Official**

## Contents

<b>Welcome to the Judges' Stand</b>	page 3
<b>Starting out</b>	page 4
<b>Judging duties</b>	page 5
<b>Last 3 or 4</b>	page 5
<b>Lap scoring</b>	page 5
<b>Lap board and bell</b>	page 5
<b>Wind gauge</b>	page 5
<b>Sample Officials' Duty Sheet</b>	page 6
<b>Umpiring duties</b>	page 7
<b>Track positions</b>	page 7
<b>Hurdles</b>	page 8
<b>Hurdle specifications</b>	page 8
<b>Steeplechase</b>	page 8
<b>Steeplechase specifications</b>	page 8
<b>Relay</b>	page 14
<b>Sample Infringement Report Slip</b>	page 15
<b>Duties and responsibilities</b>	page 16
<b>Code of practice for Track Officials</b>	page 16
<b>Incidents and accidents</b>	page 16
<b>Special duties and responsibilities</b>	page 16
<b>Gaining experience</b>	page 16
<b>Code of Conduct for Photographers</b>	page 17
<b>Level 2 and 3 qualifications</b>	page 18
<b>Level 2</b>	page 18
<b>Level 3</b>	page 18
<b>Record of Experience</b>	page 19
<b>Sample Record of Experience Form</b>	page 20
<b>UK and Home Country Officials' Contacts</b>	page 21
<b>County Officials' Secretaries (England)</b>	page 22
<b>Officials' Associations</b>	page 23



Compiled by the South of England Athletics  
Officials' Association Track Sub Committee  
© March 2011

## Welcome to the Judges' Stand

Track athletes spend many hours of effort and training in all sorts of conditions in order to improve personal performance. The progress of achievement by a track athlete can realistically only be measured by the time it takes to travel a measured distance and therefore it should be the duty of those who record their positions and times to be as accurate as possible.

Those who become involved with athletics, other than by competing, are usually parents whose children have joined a local club. Invariably parents get asked to help out at club meetings by officiating on the track or in the field.

Like most duties, track judging is not difficult once the basics are understood and accuracy will improve with experience. Newcomers wishing to try their hand at track judging for the first time at a meeting will be welcomed and, in general, will work with more experienced colleagues who are able to assist and advise.

Every year the track and field season gets more and more crowded with meetings at all levels and the demand for Officials becomes greater and greater, so your assistance as an Official is badly needed if meetings are to be adequately covered.

To this end, the following pages attempt to answer some of the most common questions asked by those interested in track judging and just starting out.



References throughout this text are made to the UK: Athletics publication *Rules for Competition*. This rule book is published every two years and is available from:

### UK Athletics Book Centre

5 Church Road, Great Bookham, Surrey KT23 3PN  
www.ukathleticsbookcentre.co.uk  
Tel: 01372 452804.

For disabled athletes the official International Paralympic Committee (IPC) *Athletics Rules and Regulations* with supporting documents are available from:

<http://ipc-athletics.paralympic.org/Rules>

A simplified version of rules for disabled athletes related to the UKA rules is included in the UKA rule book.

It is wise to read the relevant event rules before a competition which includes events for disabled athletes.

## Starting out

### Q. So now I am a Trainee Track Official. What do I do?

If you belong to a club you will be asked to help at club meetings. If you don't belong to a club ask your County Officials' Secretary (or Home Country equivalent) for a list of clubs and their secretaries close to you and offer your services. Contact details for Officials' Secretaries can be found on pages 21-22. Don't forget to take all the essential equipment you need for efficiency and comfort that you will have learnt about during the course.

Remember that 4B pencils are the best for this work. The UK Athletics *Rules of Competition* is an important acquisition as it contains all the rules pertaining to track events, but at this stage is not essential. *How to judge track events* by David Littlewood is a good practical guide and can be obtained from the Athletics Book Centre (details on page 3).

### Q. What happens when I go to a meeting?

Don't forget to arrive in good time (i.e. at least half an hour before the start of the first track event) and find the Track Referee. The local meeting organiser should be able to tell you who this is; if not, wait by the judges stand.

You will be welcomed and most probably asked what level you are or what experience you have. Don't let this worry you, as the Track Referee must know this in order to organise the team effectively. If you are inexperienced, you should tell him/her, and you will most probably be paired with a more experienced colleague, who will be only too happy to help and advise during the meeting. The Track Referee will give you various duties to undertake. These will involve judging the finish of the race, ringing the lap bell or umpiring. At larger meetings you will be given a duty sheet that lists the various jobs you are required to do for each race. An example is on page 6. At local meetings these are usually advised to you verbally prior to each race, as the Track Referee is not usually aware how many officials he has until he arrives at the meeting.

### Q So I have reported in, been allocated my duties. When do I go to work?

You will need to take up your position for the first race as described on the duty sheet and prior to the athletes being called up. With your duty sheet you may have been given a diagram of the track with position numbers on it, see page 8. These relate to the numbers shown on the duty sheet. You should stand in the area as indicated by the number and where you have a good view of the track

### Q. I am in position. What do I do now?

Whilst waiting for the race to start make sure the track is clear. When the competitors have been lined up at the start of a race the control of the start is passed to the Starter. He is the Official usually wearing a red top and cap. When he is satisfied that all is ready for a race to start he will blow a whistle to check that the Officials in charge of the finish are ready. The Chief Timekeeper will check with the Track Referee that he is ready and signal the Starter (by holding up a coloured card or clipboard). When the gun goes concentrate on the athletes in the race.

## Judging duties

When judging the finish of the race always stand on the judges' stand, in line with the finish and as high up the stand as possible as it will give you a better view. More experienced Officials should be able to cope from a lower position. Concentrate on the race and write down in a vertical column the number/letter of the athletes in the order you think they reached the finish line. Do not copy others as they may have got it wrong. Do not expect to get all the numbers at first; as you gain more experience it becomes easier. Although you may have an idea of which athlete is likely to win as they approach the finish line do not prejudge the result as positions can change at any time. Remember it is the torso of the athlete you are judging as it reaches the line, not the arms, hands, head, neck, legs or feet.

For wheelchair races athletes should be placed in the order in which the axle of the leading wheel reaches the vertical plane of the nearer edge of the finish line. For athletes running with a guide runner you are only judging the torso of the athlete NOT the guide. The athlete must cross the line in front of the guide or the athlete will be disqualified.

### Last 3 or 4

Write down in a vertical column the numbers of the athletes in order, but only those finishing in the last three or four positions as requested by the Referee. This can be more difficult than taking all the numbers but is essential in sprint races as, hopefully, in a tight race the judges will have taken the first few and with you getting the last ones, a full result is available.

### Lap scoring

Only required for races over 1500 metres. You record the athletes' numbers in vertical columns each time they pass the finish line in order that we have a check that each athlete completes the required distance. Where possible, the details should be in the order they cross the finish line on each lap. This can sometimes be difficult, especially in the early stages of a race. On occasions it will not be possible to get all the numbers until a few laps have been completed. In this case you should ensure you take the early numbers and those at the back of the field.

Be careful if lapping occurs as you may need to use two or more columns at the same time. Mark those lapped in an appropriate manner.

A good place to do this from is in the outside lanes, about 10 metres beyond the finish, but remember to move back to the stand before the first runner finishes.

### Lap board and bell

Set up the board before the race starts and indicate the number of full laps the athletes have to complete. Reduce the displayed number by one each time the leader enters the home straight. Be careful if any athletes have been lapped, as you need to keep the lap board correct for the leader and indicate to lapped runners how many laps they have left. You would normally have someone to assist in this task. When the board displays a '1' the bell should be rung for each athlete as they start their last lap.

### Wind gauge

The wind gauge can be used for races up to 200 metres. For races on the straight track you should watch the Starter's gun and when it is fired you should start the gauge. For 150 and 200 metre races the gauge is not started until the leading athlete enters the

finishing straight. For 100m Hurdles and 110m Hurdle races the time measured is 13 seconds. For all other races the time measured is 10 seconds. The gauge is read and the details written on a pad and handed to the Referee or Steward as advised. The reading must be to one decimal place with plus readings being rounded up and minus ones rounded down (e.g. + 1.82 becomes +1.9 but -1.82 becomes -1.8).

### Sample Officials' Duty Sheet

Time	Event	John	Mike	Sue	Mary	Jean	James	Mark	Sally	Fred
13.30	400H A		13	17	22	5-8	19	11	J	J
13.35	400H B		13	17	22	5-8	19	11	J	J
13.50	800 A		LBB	10/6	J	J	BL	13	17	22
13.55	800 B		LBB	10/6	J	J	BL	13	17	22
14.05	100 W/C	C	J	3-4	5-6	WG	7-8	J	JL4	1-2
14.10	100 A	H	J	3-4	5-6	WG	7-8	J	JL4	1-2
14.15	100 B	I	J	3-4	5-6	WG	7-8	J	JL4	1-2
14.25	400 A	E	13	17	J	11	J	19	22	5-8
14.30	400 B	F	13	17	J	11	J	19	22	5-8
14.35	400 W/C		13	17	J	11	J	19	22	5-8
14.45	5000	J	LS	15	19	LBB	11	LS	LS	LBBA
15.05	110H A	U	J	J	1-2	JL4	WG	3-4	5-6	7-8
15.15	110H B	D	J	J	1-2	JL4	WG	3-4	5-6	7-8
15.25	200 A	G	21	5-6	WG	7-8	19	JL4	J	J
15.30	200 B	E	21	5-6	WG	7-8	19	JL4	J	J
15.35	200 W/C		21	5-6	WG	7-8	19	JL4	J	J
15.45	1500		6	J	LBB	J	12	15	18	22
15.55	4X100		J	J	TO3	ICTO1	ICTO2	TO2	ICTO3	TO1
16.05	3000S/C		LS	LBB	LS	WJ	H2	H3	H4	H1
16.20	4X400		IN	IN	J	J	BL	OUT	19	OUT

#### Key

J	Judge
LBB	Lap Board & Bell
BL	Break Line
WG	Wind Gauge
To	Take Over
IN	4x400 Take Over
LBBA	Assist Lap board

H1/2/3/4	Steeplechase Barriers
L4	Judge Last 4
LS	Judge & Lap Score
WJ	Water Jump
ICTO	In Charge of Take Over
Out	4x400 Take Over

## Umpiring duties

### Track positions (see diagram on page 8)

#### Positions 1 - 4 (not used for races over 110 metres)

These are behind the start line. You should take up a position that does not interfere with the athletes or the Starter or Marksman's view but where you can view the race (usually about 8 - 10 metres back). You are watching to see if athletes run out of lane, if so, did they impede another athlete? See also section on hurdles on page 9.

**Positions 5 - 8** (used for all distances up to 400 metres, and some positions may be used in all other events.)

These positions are beyond the finish line. Your position should be well back from the line (15 - 20 metres) and you should stand still especially as the race nears the end. The athletes are travelling quickly and risk injury trying to miss a moving target so try to stand still. You will be looking for the same incidents as for positions 1 - 4. For races not in lanes you will also be looking for barging, pushing or deliberately running across the track to prevent others passing. See also section on hurdles on page 9.

#### Positions 9 - 25

These positions are spread around the outside of the track. Your position should provide you with a clear view of the track. If you are able to take up a position back from the track, especially a raised position, it will give you a better view. In races run in lanes you are looking for athletes leaving their lane. Did they step on or across the line on the inside and did it interfere with any other athlete? Did they cross the line on the outside of the lane and again did this interfere with anyone else? Remember the line on the right of the lane in the direction of the race belongs to the athlete in that lane. For other races you are checking for pushing, shoving, tripping, stepping off the track and generally looking to see if it is a fair race. If you see an infringement note down the athlete's number and any other athletes involved or affected, lane number if applicable, and as much detail as possible of the incident. If the athlete runs out of lane also include the number of strides and how far into the lane. Inform the Referee of these details at the end of the race. See item on hurdles.

**Positions 26 - 38** (for safety reasons these positions are now rarely used.)

These positions are spread around the inside of the track. You are looking for the same things as those on the outside (positions 9 - 25) but, in addition, when at the ends of the arena you should be aware if the High Jump or Javelin is taking place. If so check that they do not interfere with a track race. Beware of field events taking place in the centre of the arena.

**Break Line** (used for 800 metres and 4 x 400 relays)

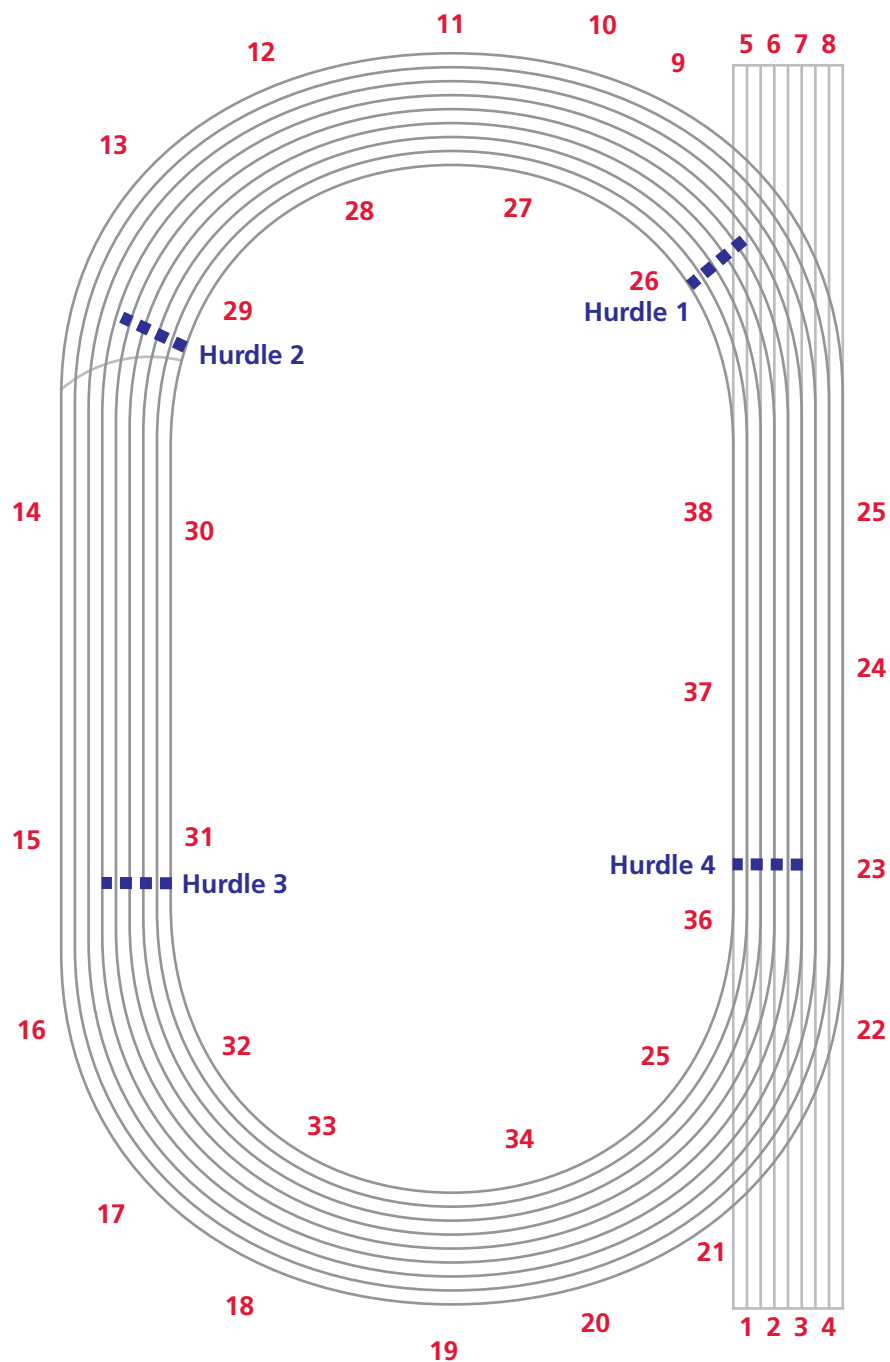
Position yourself on the outside edge of the track and approximately 10 metres beyond the line so that the athletes are running towards you and ensure you can see the break line.

Check that all the athletes cross the green line before they cut across. Raise a white flag if the break is OK but the red if not.

The Track Referee should acknowledge your flag and come to meet you if you raise a red flag. Take a note of the offending athlete's number and the position he/she was in



## Positions of Track Umpires



when he/she broke. Report the incident to the Track Referee. If more than one person broke was it because they had no choice? You will be expected to watch the rest of the race for other infringements.

### Hurdles

Always carry a crib sheet with hurdle positions, weights and heights and check hurdles in your area (see below). At large meetings this job will be done by a Clerk of the Course but at local meetings you are lucky if you have someone spare to do it. Did the athlete jump the hurdles in their lane, did the trailing leg clear the hurdle or was it dragged round the outside and below the height of the hurdle?

Be aware of similar problems with the lead leg. If hurdles are knocked down was it an accident or was it pushed over deliberately by the hand or by kicking it out of the way?

### Hurdle specifications

Age Group	Distance	Hurdle Height	Toppling Weight (kg)	Number of Flights	Track Marking
Senior Men	110	106.7	3.6	10	Blue
	400	91.4	3.6	10	Green
Junior Men	110	99.0	3.6	10	Blue
	400	91.4	3.6	10	Green
U17 Men	100	91.4	2.7	10	Yellow
	400	84.0	2.7	10	Green
U15 Boys	80	84.0	2.7	8	Black
U13 Boys	75	76.2	2.7	8	Orange
Senior Women	100	84.0	3.6	10	Yellow
	400	76.2	3.6	10	Green
Junior Women	100	84.0	3.6	10	Yellow
	400	76.2	3.6	10	Green
U17 Women	80	76.2	2.7	8	Black
	300	76.2	2.7	7	Green
U15 Girls	75	76.2	2.7	8	Orange
U13 Girls	70	68.5	2.7	8	Pink

### Steeplechase

Check that all athletes jump over the barriers. They can use their hands and are allowed to put one or both feet on the barrier if they wish. The trailing leg need not go over the barrier but must be above the height of the barrier. You should be aware of whether your barrier should be on the track for the entire race or put on once all

the athletes have passed on the first lap. Athletes may not be required to jump the water on the first lap. If the water jump is on the inside you should ensure that kerbing has not been left in position when it is the time for the water to be jumped. The athletes can land in the water but must not land on the surface alongside the water. Where the water jump is on the outside the revised inside lane should be marked with cones or similar.

The placing and removal of barriers, cones and or kerbing is the responsibility of the Clerk of the Course but you should be prepared to assist if necessary. See pages 10-13.

## Steeplechase specifications

### Water Jump inside

Category	Race	Distance to first barrier	Number of hurdles	Number of water jumps	Laps + metres
Senior Men	3000	257.8	28	7	7+242m
Masters Men U60	3000	257.8	28	7	7+242m
Senior Women	3000	257.8	28	7	7+242m
Junior Men	2000	203.8	18	5	5+30m
Masters Men 60+	2000	203.8	18	5	5+30m
Senior Women	2000	203.8	18	5	5+30m
Masters Women	2000	203.8	18	5	5+30m
Youths	1500	255.8	13	3	3+318m

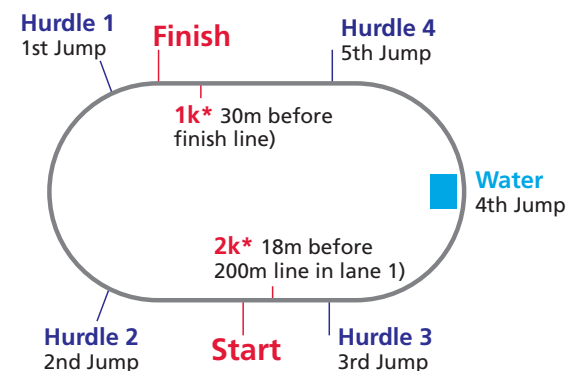
### Water Jump outside

Category	Race	Distance to first barrier	Number of hurdles	Number of water jumps	Laps + metres
Senior Men	3000	75.8	28	7	7+60m
Masters Men U60	3000	75.8	28	7	7+60m
Senior Women	3000	75.8	28	7	7+60m
Junior Men	2000	83	18	5	4+320m
Masters Men 60+	2000	83	18	5	4+320m
Senior Women	2000	83	18	5	4+320m
Masters Women	2000	83	18	5	4+320m
Youths	1500	171	13	3	3+240m

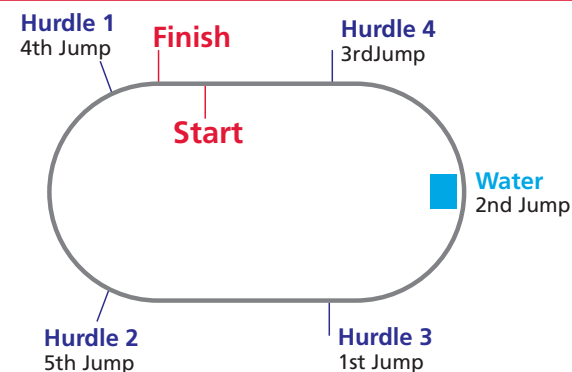
## Steeplechase specifications

### Rule 117 – IAAF Rule 169 – Water Jump first bend

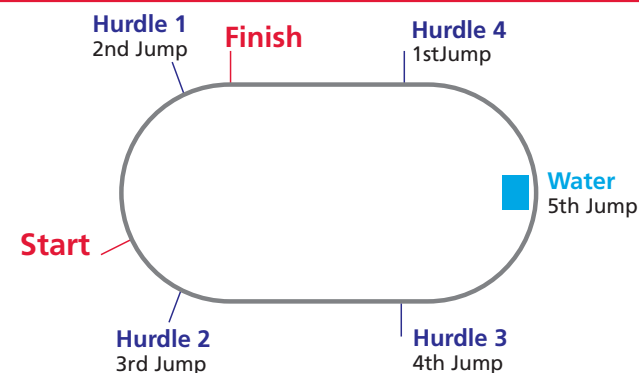
#### 3000m Senior Men



#### 2000m Junior Men



#### 1500m Youths

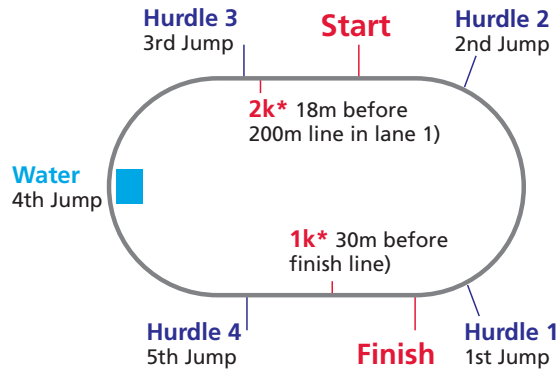


Calculations for the 1k and 2k points in the 3000m and approx start lines for all three races assume a Water Jump lap of 394m. Barrier heights Men – 91.4cm, Women – 76.2cm.

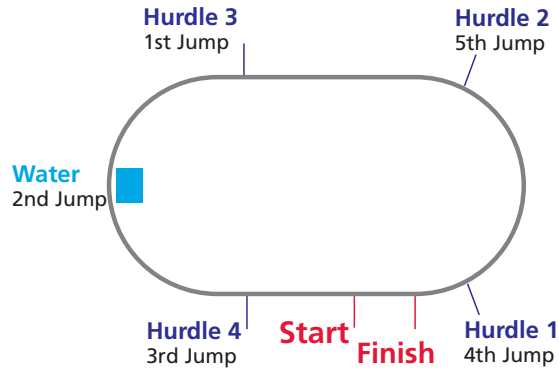
**Steeplechase specifications**

Rule 117 – IAAF Rule 169 – Water Jump inside

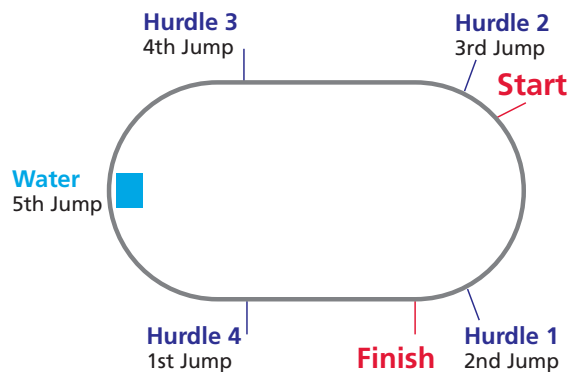
**3000m Senior Men**



**2000m Junior Men**



**1500m Youths**

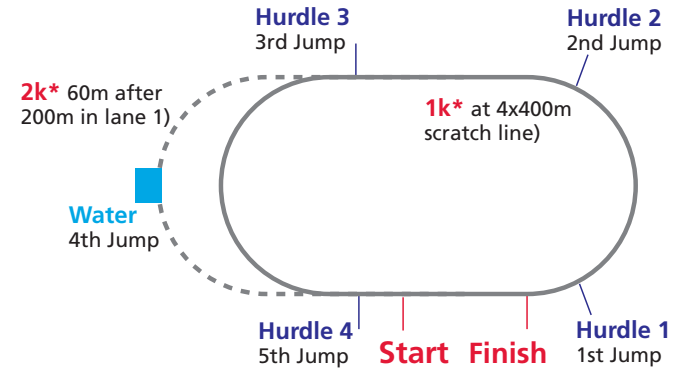


UK Calculations for the 1k and 2k points in the 3000m and approx start lines for all three races assume a Water Jump lap of 394m. Barrier heights Men – 91.4cm, Women – 76.2cm.

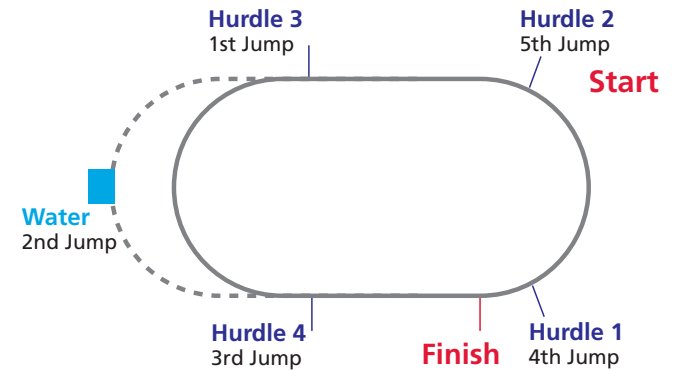
**Steeplechase specifications**

Rule 117 – IAAF Rule 169 – Water Jump outside

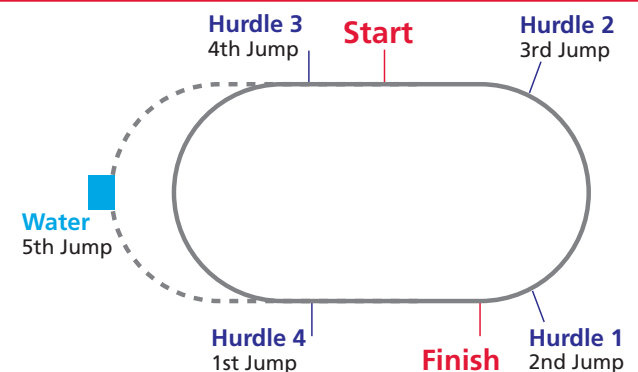
**3000m Senior Men**



**2000m Junior Men**



**1500m Youths**



Calculations for the 1k and 2k points in the 3000m and approx start lines for all three races assume a Water Jump lap of 420m. Barrier heights Men – 91.4cm, Women – 76.2cm.

**Relay take over (4 x 100)**

Teams of Officials are sent out to supervise the change overs in relay races. As a qualified Official, it is likely that you will be asked to take charge with help from the spectators. You will need to take a set of red and white flags and, if possible, the relay draw which you should get from the Track Referee.

When the Starter is ready to start the race he will blow his whistle to ascertain that you are ready and you should acknowledge immediately, even if you have to raise the red flag and change it to white when the athletes are ready to race. The Track Referee should tell you the method being used by the Starter.

You should take up a position to allow the best possible view for the duty given, i.e. watching the outside four lanes on the out. You are there to ensure that all teams exchange the baton within the take-over zone without impeding other athletes. Remember that it is the position of the baton that is important.

If you are given an 'in' duty you must watch to make sure that the athlete does not commence his/her run before the start of the acceleration box and that the baton is exchanged in the take-over box. If the baton is dropped it must be picked up by the athlete who dropped it. They may leave their lane to do so provided they do not impede another athlete.

Once the change-over is completed signal to the Track Referee as quickly as possible, having first checked with the rest of your team. Raise the white flag if the change-over is correct or the red flag if the change-over is incorrect. The Track Referee will acknowledge your signal. If an athlete leaves the change-over box or acceleration box prior to receiving the baton he must return to the box and STOP before commencing his run.

**Relay take over 4x400**

All change overs are at the finish area. The duties are similar to those for the 4x100 in that the baton must be changed within the confines of the change over box. There is no acceleration box for the 4x400, therefore the athletes must commence their run from inside the box. If an athlete leaves the change over box prior to receiving the baton they MUST return to the box and STOP before commencing their run.

These rules also apply to 4x300 although it is very doubtful that the take over box will be marked. Ask the Referee for advice if given this duty. Watch out for obstruction etc.

**Sample infringement report slip**

EVENT ..... UMPIRING POSITION NO .....  
 Heat no ..... Umpire No .....  
 Semi-Final no ..... Signature .....  
 Final .....

DETAILS OF INFRINGEMENT/INCIDENT

COMP No

- Ran on or over lane line ..... strides ..... cm out of lane
- Broke ..... metres before Break Line
- Stepped off the track for ..... strides on lap No. ....
- Impeded Competitor No. .... (details below)
- Trailed leg around hurdle, flight No. ....
- Knocked down hurdle deliberately, flight No. ....
- Trailed leg around steeplechase barrier No. on lap No. ....
- Failed to clear water jump correctly on lap No. ....
- Received assistance or coaching – details below
- Retired from race on lap No. ....
- Other infringement incident or additional information – details overleaf



## Duties and responsibilities

### Code of practice for Track Officials

- On arrival report to the **Meeting Manager** and the **Track Referee**.
- Time of arrival at track: a minimum of half an hour before the start, unless advised otherwise
- Ensure you are prepared for your first event well in advance. The Track Referee may well need a meeting with all Track Officials before the Meeting.
- Bring equipment needed for all weathers.
- Bring clothing for all weather conditions.
- Be courteous at all times to Athletes, Coaches, Team Managers and Parents.
- Once you have become Qualified Level 2:
  - Be prepared to be Referee
  - Don't forget to help and advise lower level Officials
  - Most importantly encourage those unlicensed to learn and take the course.
- Process results as quickly as possible.
- Do not cross the centre of the arena.
- When moving around the arena, take care not to impede athletes.
- Be aware of field events when officiating.

**BE AWARE OF SAFETY AT ALL TIMES**

### Dangerous incidents and accidents

**What to do in the event of a dangerous incident or an accident**

Notify the Referee who will know what action to take.

### Special duties and responsibilities

**The Track Referee** decides the result, allocates the duties, adjudicates in disputes and deals with infringements. His/her decision is final.

**Clerk of the Course** keeps a clear track and ensures all track equipment is ready.

**Track Steward** records the results as given by the Referee/Chief Judge and passes them to the Timekeepers / Photo finish. They also keep all the Referee's paperwork in order i.e. copy of results, seeding sheets, infringement reports, photo finish results etc. A small tent is very useful.

**The Chief Judge** liaises with the Referee and will normally give the result to the Track Steward

Notes are available for Referee, Clerk of the Course and Track Steward which are updated periodically. If you require these please contact the South of England Officials' Association Track Sub-committee Chairman – details on page 23.

### Gaining experience

**Q. As a licensed Official am I expected to attend every meeting I am invited to?**

No, of course not; as a volunteer you give of your free time as you can.

If however you decide that you want to progress up through the levels you will eventually need to take another course. It therefore follows that the more meetings you attend, the more experience you acquire, the better your chances of progression.

Senior Officials use the County Championships each year to assess the progress of junior Officials and you should make every effort to be available. As well as your technical ability as a track judge, attention will be paid to your attitude as a whole. It is expected that the team should be uniformly dressed. The dress code is normally white polo shirt with dark trousers and fleece or sweater.

Many counties now produce their own outfits, details of which can be obtained from your local County Officials' Secretary (or Home Country equivalent – see pages 21-22). Many meetings these days are dependent on sponsors for financial support and the presence of a smartly turned out team of officials going about their duties in a quietly efficient manner, can only enhance the presentation of the meeting as a whole and, hopefully attract further support.

### Code of Conduct for Photographers

Press/photographers must be easily identifiable and must report to the Official in charge of the event and should only be allowed on to the competition area with the Meeting Organiser's permission.

Photographers entering the competition area must:

1. Report presence to officials in charge of event
2. Comply with requests from officials to move location
3. Be aware of roped restrictions
4. Take notice of and acknowledge warning horns
5. Look both ways before crossing tracks and runways
6. Not use the centre field as a short cut
7. Not obstruct the progress of any event

## Level 2 and 3 qualifications

### Achieving Level 2

When you have attended a minimum of four meetings and recorded the details on your Record of Experience Form which is in your logbook (see below) you need to complete the application form for **Level 2a (Club)** accreditation which is in your logbook and send it your Regional Officials' Co-ordinator. It is a good idea to copy this to your local County Officials' Secretary (or Home Country equivalent – see pages 21-22) who will be able to give you any help and advice.

Provided you have a valid UKA police record disclosure or CRB (England and Wales) you will receive your pass and licence. You do not have to do any more than this but we hope you will continue. However, please remember to keep your Record of Experience form and send it to your local Officials' Secretary each year.

It is good practice to also keep your Competition Experience and Mentored Practice forms for each meeting.

To become **Level 2b (County)** (or Home Country equivalent) you need to attend a minimum of 10 meetings gaining a good variety of experience and keep your Competition Experience and Mentored Practice forms up to date. You then need to answer both the generic questions and the track questions (the generic questions are in your logbook and the track questions on the disc) and send them, with your log sheets to your local Officials' Secretary who will forward them to an Assessor. On a successful assessment you can complete the form for Level 2b and send as before.

To become **Level 2c (Region)** (or Home Country equivalent) you need to gain experience at a minimum of 20 meetings, complete all forms and log sheets and have a positive report from a Senior Official. Your local Officials' Secretary can help with this (see pages 21-22). All information, application form and the report should be sent to your Regional Co-ordinator. Once again, it is a good idea to keep your local Officials' Secretary informed as they will be able to help and advise.

At this point you will receive information about Regional meetings which you should use to gain experience of a higher level of Officiating.

### Achieving Level 3

The next step, which is a very big one is to take a **Level 3** course. You then need to gain experience and a minimum of six reports, some in specialist positions, before you become Level 3 which is the highest Technical Level and allows you to Officiate at National Level.

It is also a good idea to try to experience Photo Finish during your progression towards taking the Level 3 course. Many Counties (or Home Country equivalent) now have this at their Championships.

You also need to attend a Health and Safety Course. These are advertised, along with all other courses, on the Home Country websites and your local Officials' Secretary may be able to help. This should be done as soon as possible.

## Record of Experience

A 'Record of Experience' form is a record of the meetings you attend and the duties carried out. This must be kept up to date. The form is in your logbook and further copies can be downloaded from the Officials section of your Home Country NGB website (see page 21).

Part of a fictitious sheet is shown overleaf and should give a guide as to the information that needs to be included. If you have any doubts then please talk to your Track Referee on the day of the meeting.

Please note:

- You should always make a note on the form if you have had a report done on you and by whom.
- You are strongly advised to take a photocopy of the completed form before sending it to your local Officials' Secretary or keep an electronic copy .



## ANNUAL RECORD OF EXPERIENCE FOR TECHNICAL OFFICIALS

**Name:** A N Official  
**Address:** 158 Acacia Avenue, Warrington on Sea, Sussex  
**Postcode:** BN03 9PZ  
**Discipline:** Track  
**Licence Number:** 123456712  
**Telephone:** 01234 123456789  
**Email:** another@somewhere.com  
**Level:** 3  
**2011**

Please complete the form during the competition period and send, as requested, to the relevant Officials Secretary. This could be your Home Country Officials Secretary or the Tri-Regional Secretary, depending on your home address. Forms should be returned by September 30<sup>th</sup> in any year. Please use a separate form for off-track endurance events. You can either print and complete the form or save it to your computer and complete it. On the computer, it will expand as necessary. If you take it to competitions, you may want to ask the Referee or Chief to sign it for you.

Please describe all duties as fully as possible.

Date	Meeting	Venue	Duties undertaken (in detail)	Name of Chief / Referee	Reports on you / by you
1/6/10	Bracknell Open	Bracknell	J;BL; LBB; Pos 1, 7, 19, 13	A. Wright	
9/6/10	Southern League	Reading	J, J.L, L, S, T.O1, Pos 7/8, 19, 10	T.Jones	
4/7/10	Benks County	Bracknell	J; Pos 17, 13, 11, 19, 22, T.O in	R.Smith	
2/8/10	Southern League	Milfon Keynes	J; LBB; L&S; Pos 15, 19, 5/6	C. Hall	

## UK and Home Country Officials' Contacts

**UK Athletics**

**Website:** [www.uka.org.uk/competitions/officials](http://www.uka.org.uk/competitions/officials)

**England Athletics**

**Website:** [www.englandathletics.org/officials](http://www.englandathletics.org/officials)

**England Athletics Officials' Education Contacts**

**North:** [officials-north@englandathletics.org](mailto:officials-north@englandathletics.org) 07968 498704.

**Midlands:** [officials-midlands@englandathletics.org](mailto:officials-midlands@englandathletics.org) 07725 457823

**South West:** [officials-sw@englandathletics.org](mailto:officials-sw@englandathletics.org) 07921 049048

**South:** [officials-south@englandathletics.org](mailto:officials-south@englandathletics.org) 07968 498704

**Courses:** [www.englandathletics.org/officials-courses](http://www.englandathletics.org/officials-courses)

For County Officials' Secretaries see page 22

**Scottish Athletics**

**Website:** [www.scottishathletics.org.uk](http://www.scottishathletics.org.uk)

**Scottish Athletics Officials' Coordinator**

Shona Malcolm – [shonamalcolm@scottishathletics.org.uk](mailto:shonamalcolm@scottishathletics.org.uk) 0131 539 7348

**Education contact**

Jim Goldie – [jimgoldie@scottishathletics.org.uk](mailto:jimgoldie@scottishathletics.org.uk)

**Welsh Athletics**

**Website:** [www.welshathletics.org](http://www.welshathletics.org)

**Welsh Athletics Officials' Coordinator**

Neil Wheeler (Office) – [neil.wheeler@welshathletics.org](mailto:neil.wheeler@welshathletics.org) T: 02920 644870

**Officials' Secretary**

Derek Crowder – [derek.crowder@welshathletics.org](mailto:derek.crowder@welshathletics.org)

**Area Officials' Contacts**

**North:** Denise Harris – [den.harris@btinternet.com](mailto:den.harris@btinternet.com)

**South:** Derek Crowder – [derekcrowder@btinternet.com](mailto:derekcrowder@btinternet.com)

**East:** John Chidlow – [javchidlow@yahoo.co.uk](mailto:javchidlow@yahoo.co.uk)

**West:** Ken Bennett – [kenhb@tiscali.co.uk](mailto:kenhb@tiscali.co.uk)

**Athletics Northern Ireland**

**Website:** [www.niathletics.org](http://www.niathletics.org)

**Officials' Coordinator (office)**

Jenni Black – [jenni@niathletics.org](mailto:jenni@niathletics.org) 028 9060 2707

**Officials' Committee**

**Chairman** Stanley Hall – [stanleyhall37@btinternet.com](mailto:stanleyhall37@btinternet.com)

**Secretary** Bob Brodie – [bbrodie677@btinternet.com](mailto:bbrodie677@btinternet.com)

## County Officials' Secretaries (England)

Your County Officials' Secretary (COFSec) is an important link. They can supply you with details of County events, particularly County Championships, at which you are welcome to officiate. There may well be other events within your County. Your COFSec will also be able to provide help and support during your Officiating career.

Contact details are listed below, but an up to date list can be found on the England Athletics website [www.Englandathletics.org](http://www.Englandathletics.org) – click 'Your area' and then on the appropriate area on the map. Then click 'Officials' and scroll down for COFSecs for your area. Your County AA website should also have details for your County.

<b>Avon</b>	Ray Gooding	0117 9562481	raygooding@supanet.com
<b>Bedfordshire</b>	Paul Brookes	01582 750474	honsec.bedsaaa@hotmail.co.uk
<b>Berkshire</b>	Jill Wright	01344 885475	jill.wright61@yahoo.com
<b>Buckinghamshire</b>	John How	01494 785623	johnhow60@hotmail.com
<b>Cambridgeshire</b>	Al Weaver	01733 246572	cambsofficials@sky.com
<b>Cheshire</b>	Alan Morris	07885 985172	cheshireofficials@gmx.com
<b>Cornwall</b>	Ben Penberthy	01736 850404	ben.penberthy147@btinternet.com
<b>Cumbria</b>	Ken Taylor	01768 772685	kt.k@btinternet.com
<b>Derbyshire</b>	Ernie Cripps	01332 512483	ernie@ecripps.wanadoo.co.uk
<b>Devon</b>	Keith Reed	01752 893573	reed@cleeve41.freemove.co.uk
<b>Dorset</b>	David Kitching	01305 832797	dorsetcofsec@mkitching.plus.com
<b>Essex</b>	Diane Wooller		diane.wooller@btinternet.com
<b>Gloucestershire</b>	George Williams	01242 602529	(education, CRB, database)
	Albert Gardiner	07837 874936	albert_gardiner@hotmail.co.uk
<b>Gr. Manchester</b>	Mike Welford	0161 866 8253	mike.welford@ntlworld.com
<b>Hampshire</b>	Eileen & Terry Williams	01252 664455	eileenandterry@seaoa.co.uk
<b>Herefordshire</b>	Phil Wells	01544 318854	p-wells2@sky.com
<b>Hertfordshire</b>	Peter Lee	07986 808033	peteratpeter.lee44@btopenworld.com
<b>Humberside</b>	Edwin Bellamy	01652 633422	ebellath@aol.com
<b>Isle of Man</b>	Colin Halsall	01624 852187	halsallcolin@hotmail.com
<b>Kent (shared)</b>	Maureen Fletcher	01424 855638	maureenfletcher@btinternet.com
	Gill Freeman	01322 402476	gill.freeman53@ntlworld.com
<b>Lancashire</b>	Michael Grime	01254 240739	mike.grime@talk21.com
<b>Leicestershire</b>	Cherie D'Silva	0116 2713661	knowlesdsilva1@btinternet.com
<b>Lincolnshire</b>	Maggie Davis		mad@maggiedavis.plus.com
<b>Merseyside</b>	Ron Scott	01704 566995	ronscott@aol.com
<b>Middlesex</b>	Steve Marshall	07973 253145	steve.marshall@barnet.gov.uk
<b>Norfolk</b>	Gaye Clarke	07867 543317	gayecclarke@hotmail.com
<b>Northamptonshire</b>	Graham Curtis	01536 744390	grahamandbernadette@tiscali.co.uk
<b>North Yorkshire</b>	Roger Everton	01904 765104	rogereverton@talktalk.net
<b>Nottinghamshire</b>	Gwen Hines	01909 591298	gwen.hines@virgin.net
<b>Oxfordshire</b>	Alan Vincent	01295 720809	alan.carole@freeuk.com
<b>Shropshire</b>	Margaret Afford	01952 419826	margaret.afford@blueyonder.co.uk
<b>South Yorkshire</b>	Terry Bailey	01302 537853	terry.bailey.292@tesco.net
<b>Somerset</b>	Mike Eastmond	01823 400076	east@fsmail.net
<b>Staffordshire</b>	Pat Lockley	01902 784903	patlockley@blueyonder.co.uk
<b>Suffolk</b>	Tony Cheatham	01473 311290	anthonycheatham1107@btinternet.com
<b>Surrey</b>	Peter Crawshaw	01737 761626	peter.crawshaw@achilles.org
<b>Sussex</b>	John Gill	01444 458953	puffins70@talktalk.net
<b>Tyne and Wear</b>	Chris Betts	01768 772685	christopher.betts@btinternet.com
<b>Wiltshire</b>	Ray Bell	01367 240984	bellrjg@btinternet.com
<b>Warw. &amp; Birm'ham</b>	Margery Ewington	02476 314990	mewington2@sky.com
<b>West Yorkshire</b>	Bryan Murray	01924 826685	ldavies21@sky.com
<b>Worcestershire</b>	Roland Day	01384 873989	roland.day@btinternet.com

## Officials' Associations



### South of England Athletics Officials' Association

Website: [www.seaoa.co.uk](http://www.seaoa.co.uk)

Chairman: Stan Burton – stanburton@seaoa.co.uk

Secretary: Ros Alterman – rosalterman@seaoa.co.uk

Sub-Committee Chairs

Track: Terry Williams – terrywilliams@seaoa.co.uk

Field: Peter Crawshaw – peter.crawshaw@achilles.org

Timekeepers: Paul Langston – paullangston@seaoa.co.uk

Photofinish: Steve Baldwin – stevebaldwin@seaoa.co.uk



### Midlands Association for Athletics Officials

Website: [www.mafeo.net](http://www.mafeo.net)

Chairman: Andrew Hulse

Secretary: Mauren Bullen – honsecretary@mafeo.net



### Northern Athletics Officials' Association

Website: [Englandathletics.org/naoa](http://Englandathletics.org/naoa)

Chairman: Janette Tomlins

Secretary: Roger McCall – mccalls@ntlworld.com

Membership Secretary: Andrew Shaw – 01204 591194

### Northern Ireland Technical Officials' Association

Website: [www.niathletics.org](http://www.niathletics.org) (click on 'education & officials')

Chairman: Stanley Hall – stanleyhall37@btinternet.com -

Secretary: Bob Brodie – bbrodie677@btinternet.com

### Scottish Athletics Officials' Commission

Convenor: Vic Hockley – hockley\_vic@msn.com

Secretary: Brenda Stephen – bmstephen@aol.com

Peer Group Chairs

Field: Bob Carter – robanncarter08@btinternet.com

Track: Margaret Ann MacLachlan – colin\_margaret-ann@hotmail.co.uk

Starter/Marksman: Dave Biggin – davebiggin@aol.com

Timekeepers: Mike Forrest – Family.Forrest@btinternet.com





Published by

**England Athletics**  
Wellington House  
Starley Way  
Birmingham International Park  
Solihull B37 7HB

PHOTOS: MARK SHEARMAN, NICOLA EVANS

