ARMY ATHLETICS ASSOCIATION

Telephone: Mil (94222) 7087/7088 ASCB Room G23

Civilian: 01252 787087/7087 Mackenzie Building

FAX: 94222 7094 Fox Lines, Queens Avenue

Civilian: 01252 787094 Aldershot GU11 2LB

Email: [jkilloran@ascb.uk.com](mailto:jkilloran@ascb.uk.com) Email: [cmurton@ascb.uk.com](mailto:cmurton@ascb.uk.com)

**President**

**Brigadier J H Ridge**

**Chairman**

**Lieutenant Colonel H Long PWRR**

**Secretary**

**Maj (Retd) J Killoran**

**www.armyathletics.org Find us on Facebook – Army Athletics**

Ref: ATH/11/19 02 Apr 19

**THE ARMY INTER CORPS & INDIVIDUAL ATHLETICS CHAMPIONSHIPS - WED 19 JUN 19**

**Introduction**

1. The Inter Corps and Individual Athletics Championships, will be held on Wed 19 Jun 19 at the Military Stadium Aldershot. The REME are lead Corps for this year and are requested to supply the manpower to assist the Army Athletics Secretary to run the event.

2. **Aim.** The aim of this instruction is to detail the administration requirements of the event.

**The Competition**

3. **General.**  The aim of the Championships is to promote athletics and encourage competition between Corps. The competition will be run in accordance with England Athletics rules. All events will form part of the team competition. The programme of events is attached at Annex D.

4. **Team Size.** Each Corps may enter 1 male and 1 female team. Male teams are to enter 2 competitors in each event (A and B String) and female teams are to enter one competitor in each event. The number of events that any one member may enter is laid down in the rules at Annex E. All competitiors in the Inter-Corps event will automatically be entered into the individual Championships. For all male and female track events, timings from the Inter Corps and Individual heats will be compared to decide the Individual Championships placing. The field events will combine individual entrants, not included in Corps teams, and Corps representatives.

5. **Team Declaration Proforma.** Team Captains are to complete the team sheet at Annex D and submit it to the Event Secretary at the Team Captains’ brief at 0845 on Wed 19 Jun 19.

6. **Entry Details.** Corps wishing to enter should complete the entry form at [Annex](#AnnexD) A and forward it, with appropriate entry fees to the event secretary Maj (Retd) John Killoran **no later than Fri 14 Jun 19**. Cheques are to made payable to **CENTRAL BANK ASCB** or, if units wish to pay by BACS bank transfer, please pay into bank account 10529980 sort code 16-19-26 and use reference Inter-Corps Athletics. Entry fees are £70 per male team and £40 per female team. Individual entries **may** be taken for individuals who wish to compete in an event but do not form part of their Corps team for that event. This is dependant on the number of lanes available and individual entries for each event. An entry fee of £5.00 is to accompany the Individual entry form and submitted to the Army Athletics Secretary. **Entries will not be accepted without these fees.**

7. **Team Captains.** Each unit is to appoint a Team Captain. One of their responsibilities is to ensure the team declaration sheets are completed prior to the event and handed in during the Team Captains’ brief; they must also ensure nominated athletes turn up to their individual events in good time.

8. **Programme of Events.** The programme of events is outlined at [Annex](#AnnexE) D and may be subject to minor changes. Any such changes will be briefed by the Event Secretary during the team captains’ brief on Wed 19 Jun 19.

**Conduct of the Event**

9. **Administration.** The following administration points are to be noted.

a. **Registration.** Registration and Team Captains’ brief will take place at 0845 19 Jun 19 at the Military Stadium, Aldershot. The first event will start at 0930.

b. **Feeding.**  Competing units are to make their own feeding arrangements for the day of the event. Refreshments will be available for competitors to purchase throughout the day. VIP feeding will be provided for lunch.

c. **Changing facilities.** Changing rooms and toilets are available within the Aldershot Military Stadium..

d. **Medical.** A first aid kit for minor injuries will be available at the stadium. For serious injuries casualties 999 will be called.

e. **Officials/.** SSgt Wallace (RAPTC) will co-ordinate all the officials. The REME are responsible for providing a works party to assist the Clerk of the Course, the REME Athletics Secretary is requested to confirm that the works party will be provided as they are vital to the smooth running of the competition.

f. **Athletics Equipment.** All equipment for the championships will be provided by the Army Athletics Association less pole vaults. Individuals who are participating in this event should provide their own pole. Equipment has been checked for serviceability.

g. **Risk Assessment**. The Event Secretary will produce the event Risk Assessment (RA) this will be on display during the event.

10. **Events.** Team Captains will be briefed at registration on the running order and any changes to the programme. Adherence to timings will be vital to the success of the day.

11. **Scoring.** The scoring for the event will be briefed to all Team Captains on the day.

12. **Prizes.** Prizes (medals) will be awarded to winners and runners up in each event; team trophies will also be awarded. The medals available will be 20 for the Male teams and 12 for the Female teams. There will also be medals awarded for the first 2 individuals in both the Male and Female events. The prize-giving will be conducted at lunchtime for those individuals who have completed their events and on the conclusion of the competition for the remaining events. Teams are requested not to depart from the Athletics stadium until prize giving is completed.

13. **Corps Representatives.** Corps representatives are encouraged to support their teams, lunch and light refreshments will be provided. Team captains are requested to confirm attendance of VIP’s by COP Fri 14 Jun 19, to assist with VIP feeding planning.

14. **Authority to Travel.** This letter is the authority for teams and individuals to travel at public expense to this approved Inter-Corps fixture, in accordance with JSP660 and 2018DIN10-021. All travel arrangements are to be by the cheapest and most economical means and coordinated so as individuals travelling from the same or near unit locations travel together. Subsistence allowance claims are not admissible for sports and no claims for subsistence allowance should be made for this event.

**PHOTOGRAPHY/PERSONAL DATA**

15. During the event imagery (photographs, audio/videos, films) may be taken in order to publicise/advertise the activities of the Army Athletics Association through commercial, editorial, public relations, recruitment, on-line media and/or any other use that is not defamatory, libellous or otherwise unlawful. Individuals should be aware that they would have no claim of ownership of the imagery/audio and that they will not receive remuneration for its usage now, nor in the future and that the imagery/audio may be cropped, modified or altered, without stating an objection. Individuals that do not consent to the above are to make that fact known to the event organiser who will ensure that their image is not captured or used.

16. Personal date will be collected for this event in line with the Army Athletics Privacy Policy and will only be retained for 30 days after the event.

17. The results, image(s) and/or recording(s) will be stored securely in appropriate file formats on servers belonging to the ASCB and/or its authorised agents. Results and Images will be retained indefinitely for ASCB historical records.

18. You have the right to request any image or personal information relating to you removed at any time and this can be removed by contacting [media@ascb.uk.com](mailto:%20media@ascb.uk.com) or the undersigned.

**YOUR RIGHTS**

19. You have the right to request to see a copy of the information we hold about you and to request corrections or deletions of the information that is no longer required. You can ask the University to stop using your images at any time, in which case it will not be used in future publications but may continue to appear in publications already in circulation. You have the right to lodge a complaint against the ASCB regarding data protection issues with the Information Commissioner’s Office (<https://ico.org.uk/concerns/>).

20. **Summary**. The Inter Corps Athletics Championships will provide an excellent opportunity to enjoy a day of athletics competition. It will also serve to identify the current in form athletes for future Army level athletic squads. Any questions about the competition should be addressed to the Event Secretary Maj (Retd) John Killoran.

[Original Signed]

J Killoran

Maj (Retd)

Secretary Army Athletics

Annexes:

1. [Inter Corps Athletics Championships 2019 – Entry Form](#AnnexA)
2. [Inter Corps Athletics Championships 2019 – Team List](#AnnexB)
3. [Inter Corps Athletics Championships 2019 – Individual Entry Form](#AnnexC)
4. [Inter Corps Athletics Championships 2019 – Programme of Events](#AnnexD)
5. [Inter Corps Athletics Championships 2019 – Inter-Corps Rules](#AnnexE)
6. [Inter Corps Athletics Championships 2019 - Team Managers Brief](#AnnexE)

Distribution:

AGC Athletics Secretary\*

RE Athletics Secretary\*

RA Athletics Secretary\*

Inf Athletics Secretary \*

RAPTC Athletics Secretary\*

Royal Signals Athletics Secretary\*

AMS Athletics Secretary\*

Int Corps Athletics Secretary\*

RLC Athletics Secretary\*

REME Athletics Secretary\*

Copy to:

Director ASCB

Chairman Army Athletics

Army Athletics Team Managers

**Annex A to**

**ATH/11/19 Dated 02 Apr 19**

To: Claire Murton From: Name/Rank:……………………

Army Athletics Association

ASCB

Rm G23 Mackenzie Building

Fox Lines

Queens Avenue

Aldershot

GU11 2LB

**ENTRY FORM FOR INTER CORPS ATHLETICS CHAMPIONSHIPS 2019**

Corps:…………………………………………………… Men/Women’s\* Team

Address:……………………………………………………………………………………………….

……………………………………………………………………………………………………………

……………………………………………………………………………………………………………

Team Colours:………………………………………… (Vest)………………… (Shorts) …………

A cheque for the amount of £…………… is enclosed in respect of the entry fee into the Inter Corps Athletics Championships 2019. Cheque No:……………………

Sign:……………………………………………………

Print:……………………………………………………

Tel:……………………………………………………..

E-mail:………………………………………………….

Date:……………………………………………………

\*Please delete accordingly

**PLEASE RETURN BY NLT Fri 14 Jun 19**

**Annex B to**

**Ath/11/19**

**Dated 02 Apr 19**

From: Name/Rank:…………………………….

**TEAM LIST FOR INTER CORPS ATHLETICS CHAMPIONSHIPS 2019**

Male/Female\* Corps Team:…………………………………………………

Team Manager:………………………………………………………………..

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **A String** | **B String** | **Remarks** |
| **100m** |  |  |  |
| **200m** |  |  |  |
| **400m** |  |  |  |
| **800m** |  |  |  |
| **1500m** |  |  |  |
| **5000m** |  |  |  |
| **100m Hurdles** |  |  |  |
| **110m Hurdles** |  |  |  |
| **400m Hurdles** |  |  |  |
| **3000m Steeplechase (M)**  **2000m Steeplechase (F)** |  |  |  |
| **4 x 100m Relay** | **(1) (2)**  **(3) (4)** | |  |
| **4 x 400m Relay** | **(1) (2)**  **(3) (4)** | |  |
| **Triple Jump** |  |  |  |
| **Long Jump** |  |  |  |
| **High Jump** |  |  |  |
| **Pole Vault** |  |  |  |
| **Hammer** |  |  |  |
| **Shot** |  |  |  |
| **Discus** |  |  |  |
| **Javelin** |  |  |  |

**TO BE RETURNED NO LATER THAN 14 Jun 19. FAX TO 9 4222 7094 Tel 94222 7088 OR EMAIL:** [**cmurton@ascb.uk.com**](mailto:cmurton@ascb.uk.com)

**Annex C to**

**ATH/11/19**

**Dated 02 Apr 19**

#### ENTRY FORM

**ARMY INDIVIDUAL ATHLETICS CHAMPIONSHIPS**

### INDIVIDUAL CHAMPIONSHIPS 19 JUN 19 AT ALDERSHOT MILITARY STADIUM

(Which must be completed in every detail and forwarded to the following address to arrive by 14 June 20198). Cheques to be made payable to “ASCB Central Bank”.

To: Secretary, Army Athletics Association

Mackenzie Building

Fox Lines, Queens Avenue

Aldershot

Hants

GU11 2LB

1. **TO BE COMPLETED BY ENTRANTS**

**SENIOR**  Male ☐ Female ☐

Service No: Rank:

First Name: Surname:

Date of Birth: Regt/Corps:

Unit Postal Address:

Mob No Unit Tel No:

2. Please enter me for the following events:

Events Best Performance \*\*\* Date

3. The appropriate fee of £ is enclosed. (£5.00 per event).

Date: Signature:

**TO BE RETURNED NO LATER THAN 14 Jun 19. FAX TO 9 4222 7094 Tel 94222 7088 OR EMAIL:** [**cmurton@ascb.uk.com**](mailto:cmurton@ascb.uk.com)

**Annex D to**

**ATH/11/19**

**Dated 02 Apr 19**

**PROGRAMME OF EVENTS INTER CORPS AND INDIVIDUAL CHAMPS**

**Track**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Event** | **Championships**  IC – Inter Corps  IND – Individual  M – Men  W – Women | **Remarks** |
| 0815  0845  0930  0955    1010  1040  1110  1125  1145  1155  1210 - 1300  1300  1310  1330  1340  1400  1410  1430  1440  1500  1520  1550  1615  1645 | Booking in  TM Brief  400m Hurdles  400m Hurdles  400m Hurdles  400m Hurdles  400m Hurdles  5000m  5000m  100m Hurdles  100m Hurdles  110m Hurdles  110m Hurdles  110m Hurdles  200m  200m  200m  200m  200m  **LUNCH**  800m  800m  800m  800m  800m  400m  400m  400m  400m  400m  1500m  1500m  1500m  100m  100m  100m  100m  100m  2000m S/Chase  3000m S/Chase  4 x 100m Relay  4 x 100m Relay  4 x 400m Relay  4 x 400m Relay  Prizegiving | M IND  M IC B  M IC A  W, IC, IND  W IC  W IC & IND  M IC, A, B, IND  W, IC, IND  W IC  M IND  M IC B  M IC A  W IC, IND  W IC  M IND  M IC B  M IC A  W IC,IND  W IC  M IND  M IC B  M IC A  W IC, IND  W IC  M IND  M IC B  M IC A  W IC & IND  M IC B & IND  M IC A  W IC, IND  W IC  M IND  M IC B  M IC A  W IC, IND  M IC, A,B, IND  W IC  M IC  W IC  M IC | MANAGERS  MANAGERS  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  **ALL**  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  ALL |

**Field**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Event** | **Championships**  IC – Inter Corps  IND – Individual  M – Men  W – Women | **Remarks** |
| 0815  0845  0930  0945  1030  1100  1130  1140  1245 - 1320  1330  1400  1500  1510  1530  1645 | Booking in  TM Brief  Pole Vault  Triple Jump  High Jump  Hammer  Long Jump  Javelin  **LUNCH**  Discus  Triple Jump  High Jump  Shot  Long Jump  Prizegiving | W,M IC, A, B, IND  W IC & IND  W IC & IND  W,M IC, A,B, IND  M IC, A, B, IND  W,M IC, A, B, IND  W,M IC, A,B, IND  M IC, A, B, IND  M IC, A, B, IND  W,M IC, A,B, IND  W IC & IND | MANAGERS  MANAGERS  FINAL  FINAL  FINAL  FINAL  FINAL  FINAL  **ALL**  FINAL  FINAL  FINAL  FINAL  FINAL  **ALL** |

**Annex E to**

**ATH/11/19**

**Dated 02 Apr 19**

**SPECIAL RULES FOR INTER CORPS ATHLETICS CHAMPIONSHIPS 2019**

1. The Championships will be conducted under England Athletics amplified by the ‘Special’ rules below.

2. The decision of the Chief Referee/Organising Secretary shall, in all cases be final.

3. In the event of any matter arising which is not dealt with in the regulations, it shall be decided by the Chief Referee/Organising Secretary, the decision shall be final.

4. All events will start at the times stated in the programme. The Organising Committee reserves the right to vary the order of the programme and delay start times of events should it be necessary. Any changes will be announced on the public address system.

5. It is the responsibility of team managers to ensure that the competitors/teams are on time. Competitors/teams not reporting on time will be disqualified.

6. Only competitors will be allowed on the track or in the arena and only for their own event, leaving immediately once that event is finished. Team managers and coaches are not to enter the central arena, particularly during the relay events.

7. Warming up and run marking must be completed before the start time.

8. The commencing height of the high jump, pole vault and the amount the bar will be raised after each round will be decided by the Field Referee.

9. Team managers are responsible for checking the points awarded to their team in each event. These points will be posted on a scoreboard as soon as possible after the completion of any event. If any error is discovered, it must be brought to the notice of the Chief Referee/ Organising Secretary.

10. If a competitor is entered in both a track and field event simultaneously, the officials concerned may allow the competitor to take his/her trials in an order different from that decided upon prior to the start of the Championships. However, the competitor cannot hold over any of his/her trials to subsequent rounds in the high jump and pole vault. The rule concerning ‘Unreasonable Delay’ will be strictly applied in all events.

11. Should 2 or more teams tie in any event, the points for their positions will be shared between them.

12. Teams not taking part in any event will score no points in that event.

13. A team disqualified in an event will score no points in that event.

14. Competitors will be permitted to use their own throwing implements. These implements must be passed by the Field Referee at least 30 minutes before the event starts. Competitors are to provide their own pole vault equipment.

15. The team with the highest points total will be the winner.

16. In all field events (less pole vault and high jump) each competitor will be allowed 3 trials. This is due to the high number of individuals that have entered the field events in recent years.

17. In the event of 2 or more teams scoring the same number of points, the order of merit shall be decided by the greater number of first places and if a tie still remains, the greater number of second places and so on until the tie is resolved.

18. The scoring for the Championships is as follows:

a. **Male**. In track and field events (excluding the 2 relays) the winner of each string will score the same number of points as there are teams competing, eg 7 teams = 7, 6, 5, 4, 3,2 and 1 point. A and B string points will be added together for a team score. In the relay events, the scores will be double points the number of teams competing, eg 7 teams = 14, 12, 10, 8, 6, 4 and 2 points.

b. **Female**. As per the men’s scoring including the relay events.

19. **Any one athlete may represent their categorised Corps in *three events and both relays, without restriction to track and field events.***

**Annex F to**

**ATH/11/19**

**Dated 02 Apr 19**

**TEAM MANAGERS BRIEF FOR INTER CORPS AND INDIVIDUAL ATHLETICS CHAMPIONSHIPS 2019**

1. Team managers are to report to the Organising Secretary at 0830 for briefing. Please ensure that the completed team list proforma at Annex B is handed to the Chief Recorder on arrival at the stadium.

2. All team members must wear the team letters front and back on their vests when competing. Letters and pins will be provided by the organisers.

3. Only designated areas outside the athletic track will be used for the purpose of warming up. Warming up will not be allowed on the track or centre of the arena. The officials in charge will control practise attempts for all field events.

4. It is the responsibility of respective team managers to ensure competitors report to the Chief Marshal at least 10 minutes prior to their respective event taking place or when called for by the announcer. If they have not registered for their event, they will not compete and the event/race will start without them.

5. Variations in the programme timings will be announced over the public address system by the announcer – please note any changes. Events will not be delayed if teams/competitors fail to report at the designated time.

6. It is the responsibility of the team manager and respective competitors to know the rules before their event take place – if in doubt ask the official in charge do not wait until after the event has taken place.

7. Please ensure all members of the team are correctly dressed, e.g. team tracksuit/athletic strip for the presentation of team trophies and medals at the end of the Championships. The team trophy will be presented to either the team captain or a nominated team member who is to remain with the Presenting Officer to introduce the other members of the team. All teams are encouraged to remain for the prize giving.

8. There are no trained medical staff in attendance at this event. A medical bag will be available for teams to attend to minor injuries, this will be located in the pavilion. In case of major injury teams are to call **999**. There will be iced packs avaialable and there is an Ice machine in the Sports Lottery building, Fox lines. Please speak to the OIC event. If an injury occurs to one of your athletes it is the responsibility of the team manger to send a copy of the MOD Form 510 to AAA.

9. Finally, the organisers wish all teams and their competitors an enjoyable and memorable Championship.

**If you have an official enquiry please speak to me and I will approach the Chief Track/Field Official.**

**The Athletics pavilion is out of bounds to all competitors except during prize giving. Only Team Managers/Capts are to approach the pavilion.**