



***IAAF RWJ Level III  
Refreshment Seminar***

Technical Delegate

# ***Technical Delegate***



## **IAAF Rule 112**

The Technical Delegates, in conjunction with the Organizing Committee, which shall afford them all necessary help, are responsible for ensuring that all the technical arrangements are in complete conformity with IAAF Technical Rules (....)

... the Technical Delegates are responsible for all other technical preparations necessary for the holding of athletic events

# ***Technical Delegate***



## **Preparations**

After the Delegate's appointment and the reception of the relevant documents from IAAF (or Area...), contacts must be established with the LOC to plan travel and accommodation arrangements.

Considering the great demands on its Delegates tasks it is advisable that they arrive at the venue at least one day before the Meeting.

It is essential that all persons with specific responsibilities at the competition are introduced to the IAAF Delegate and vice-versa.

- A meeting with these people before the competition is highly recommended.

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## **Circuit**

Most circuits used in the major race walking competitions had the measurement certificate and comply with IAAF Rules.

Although it is the responsibility of Meeting Organisers and Referees to ensure such compliance, it is always advisable to check e.g.:

- Start and finish areas
- Turning points
- Placement of the Refreshment area
- Placement of the drinking & sponging area
- Placement of DQ Posting board... And if it's visible for athletes... But not only for them...
- Call room
- Flow of the athletes before and after

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## **Programme**

Check the programme in advance, particularly afternoon competitions

Check the entries, particularly the number of athletes/countries competing.

Ensure that in case of a new record (World or Area) doping controls will be carried through and that the whole set of required documentation will be presented to the IAAF Office (or Area)

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## **Competition Rules**

Ensure IAAF Competition Rules are observed and:

Race Walking Judges

DQ board

Refreshment and drinking/sponging

Results (DNS, DNF, DQ.. and rule number)

IAAF Rule 144 is adhered to in what concerns assistance to athletes.

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## **Doping Control**

**(applicable in case no Doping Control Delegate has been assigned)**

### **IAAF Regulations and Procedural Guidelines**

- Familiarise yourself with the IAAF Doping Control Regulations and Procedural Guidelines.

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## **Facilities and Material**

Check well in advance that adequate facilities are available for doping control:

- Working area for the doping control officer
- Waiting room (with beverages)
- Toilets for the samples collection

Check that a sufficient number of collecting kits and bottles sealing equipment is available



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## **Personnel**

Ensure there are enough persons available for the doping control tasks, in order to allow adequate conduction of the Doping Control:

- Anti-doping officer
- Responsible for the doping control from the LOC
- Escorts (enough according to the pre-defined number of samples)

Ensure that **only** authorised personnel is allowed into the control station.

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## **Selection**

It is the responsibility of the Technical Delegate to select the athletes to be tested, as follows:

- According to the number of samples to be collected (previously defined by the IAAF or Area)
- Before the meeting commences select at random the athletes to be tested, by event/position, and not by name (e.g. 1<sup>st</sup> in 20km Men, 3<sup>rd</sup> in 20km Women, 5<sup>th</sup> in 20km Women)
- It is recommended that athletes tested come from various events of the programme

# ***Technical Delegate***



## **Extra samples**

Delegate has authority to increase this number for any justifiable reason (e.g. an athlete who withdraws for no apparent reason)

Any athlete who breaks a World or Area Record must undertake doping control

An athlete may request to undertake doping control, according to specific requirements of the respective Member Federation (national record, entry standard, etc)

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## **Forms**

It is the Organisers responsibility to ensure that IAAF Doping Control forms are used.

These forms are designed so as to produce 4 copies for each athlete. When completed, the copies should be distributed as follows:

- 1st copy                      IAAF (or Area) Office (Doping Control Dept)
- 2nd copy                    IAAF (or Area) Delegate or National AD Agency
- 3rd copy                    Athlete
- 4th copy                    Testing laboratory

(The fourth copy will not contain any information which identifies the athlete).

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## **Storage and despatch of samples**

Whatever system is used for doping control, ensure that only code numbers are etched on the bottles or displayed on the outer casing.

**Neither the athlete's name nor Federation must ever be shown.**

You are asked to co-operate with the Meeting Organiser and/or the National Federation to ensure the safe conduct of the samples to the testing laboratory designated by the IAAF

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## **Athletes' payments**

Confirm with the Meeting Organiser that all the deals with the athletes has been made by an IAAF Authorised Athletes Representative and payments to athletes will be conducted in accordance with IAAF Rules.

- After the meeting obtain a certified statement that payments (other than bona-fide per diem, subsistence or travel allowances which can be paid on the day) will be made to all athletes via their Athletic Federations or their managers approved by the National Federations.

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## **Permits**

**Every** athlete competing in an International Meeting must be authorised to do so by his/her National Federation.

- This must be confirmed with the Meeting Organiser before the start of the Meeting.

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## **Advertising**

Check all the advertising in the circuit... Particularly regarding boards and location in the curves

Ensure that athletes do not contravene IAAF Rules 8 on advertising.

- the Call Room checking must be strict;
- a designated official by the LOC could assist in this respect.

(An athlete who contravenes IAAF Rules, may be liable to suspension).



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## **Advertising**

### **Athletes Clothing**

Manufacturer logo,  
rectangle 30cm<sup>2</sup>, letter  
max. height 4cm, logo  
max. height 5cm.

Sponsor logo, space of  
40cm<sup>2</sup>, max. height 4cm



# *Technical Delegate*



## **Final Report**

Essential for the meetings' evaluation

Shall be comprehensive, critical and objective

Shall be as completely and clearly filled in as possible

Shall have a short comment on the competition overall organisation, containing useful information.

# *Technical Delegate*



## **Final Report**

The Delegate should ensure that IAAF receives, **within 10 days** after the meeting, the following:

- filled in report form (copy to the organiser)
- programme of the Meeting
- complete results (1 set to IAAF Statistician)
- in case of World Records: filled in application forms with the necessary accompanying documents as required by Rule 260
- Additional documentation (if adequate)

**Doping control forms** shall be as urgently as possible  
**Results** shall be sent immediately after the event by email

Many thanks for your attention

Q&A