

# TA2/TA3 – Albert Stella Memorial Arena

## Staff:

- 2 Site Coordinators
- 1 Timing (TA2 + TA3)
- 1 Floater
- 4 Food preparation

## On Site Times:

- 7:15 hrs to 17:00 hrs Saturday

## Approximate Distances:

- Leg 3: 35km
  - Distance to first Leg 3 water Station: 6.5km
- Leg 4: 32km
  - Distance to first Leg 4 water station: 5km

## General Instructions:

Your primary responsibility is to ensure the safety of the competitors. We do this by monitoring their progress through the course. We must be diligent in our duties and respond to situations quickly and calmly. In the event of an emergency, remain calm, assess the situation, and contact a Race Director or HQ (see Event Protocol). We will never ask you to put yourself into a compromising situation in order to help others. We want you to take care of yourself out there as well so ask for help if you need it.

SAFETY COMES FIRST. Assisting a racer in need will not necessarily disqualify them. It doesn't even matter – racers do not have the right to make unsafe choices or proceed when they are not fit to do so. Notify HQ immediately if you have any concerns.

## Communications:

- Radios are for communicating race progress and safety related issues
- Try to keep the social talk off the radios as we all use the same channel and this ties up our communication line
- Do not hold the radio too close to your mouth
- Be polite and do not cut other people off while they're talking
- The radios cost \$800 each - keep them dry and don't leave them sitting around

## Timing Duties:

Timing will be done electronically using the SPORTident system. The race director(s) will help set up the equipment. There will be one electronic punch per TA (one for TA2, one for TA3). As runners approach, have volunteers direct them to the timing chute to punch in. Record bib numbers on the list provided as a backup. Accuracy is critical so timers are not to leave their posts until instructed to do so.

**Food and Equipment:**

Volunteers will ensure that food is put out and supplies are stocked up:

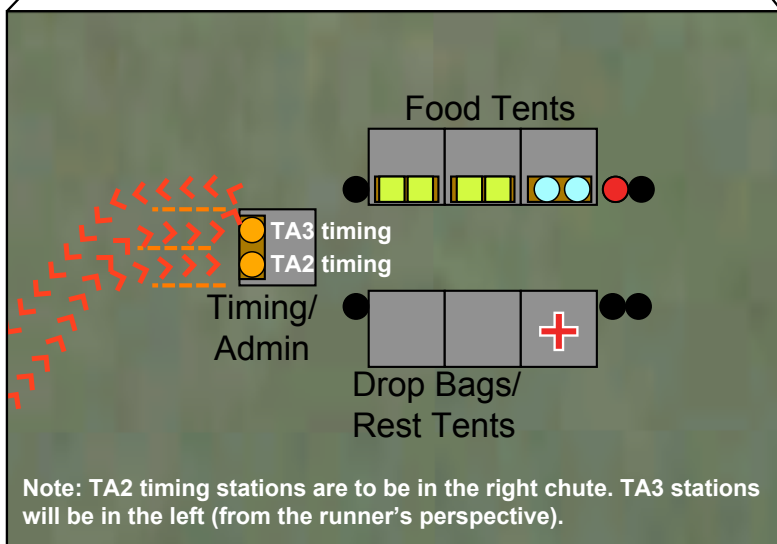
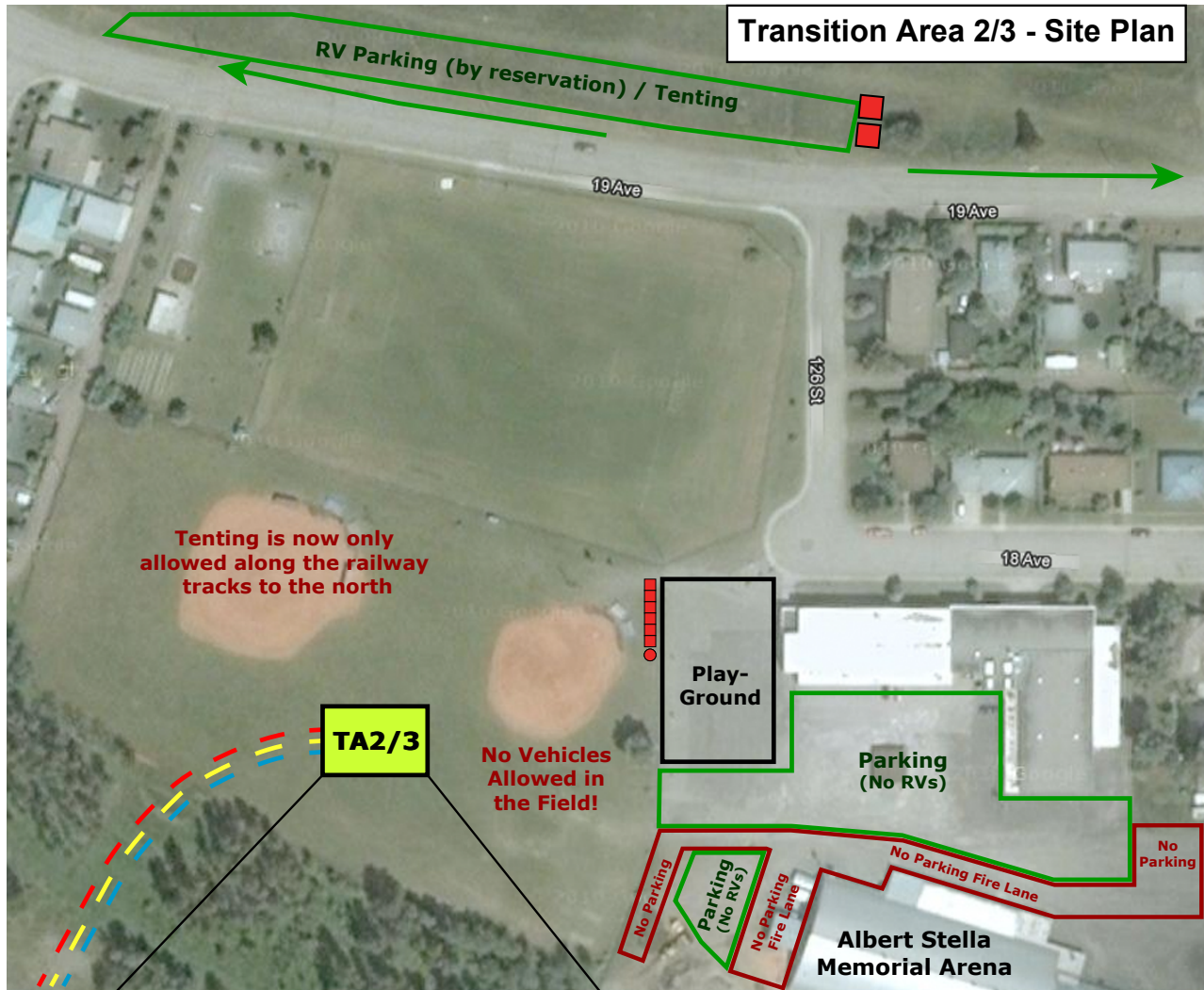
- Cut up fruit and cut chocolate bars in half
- Remove caps from Cola to let it go flat
- Ensure water is out
- Mix sport drink

<b>Food:</b>	<b>Qty:</b>	<b>Equipment:</b>	<b>Qty:</b>	<b>Signs:</b>	<b>Qty:</b>
Water	10	10x10 Tent	6	Distance Sign	1
Electrolyte Drink	2	Hand Held Radio	2	Timing Chip Sign	1
Soft Candy (kg)	7	Timing Station	2	Solo Area Sign	1
Oranges (case)	3	Timing Sheet	3	No Parking Sign	4
Bananas (case)	3	Water Jug	10	1st Aid Sign	1
Chips	98	Electrolyte	3	No Camping Sign	1
Energy Bars	98	Collapsible Table	7	Washroom Sign	4
Flat pop (bottle)	16	Paper Cups	760	End Leg 2	1
Watermelon (case)	5	Styro Cups	300	End Leg 3	1
Squares	130	Garbage Can	8		
Bagels	156	Garbage Bags	20		
Peanut Butter (pk)	78	First Aid Kit	1		
		Space Blankets	10		
		Toilet Paper	40		
		Tool Kit	1		
		Rebar/Fencing	3		
		Megaphone	1		

**Event Protocol:**

You will have a radio to report when the first and last runners clear the area. You will also report any emergencies, general concerns or racers that drop out. If a racer drops out at your location, it is critical that you contact HQ right away.

<b>Issue</b>	<b>1st Contact</b>	<b>2nd Contact</b>
Course problem	Andrew	Brian
Emergency (non-medical)	Andrew	Brian
Racer / public complaint	Brian	Andrew
Racer withdraws	HQ	Brian
Volunteer directions/directives	HQ	Brian
Supplies needed at TA/CP	Logistics 1	Logistics 2
Immediate medical emergency	Medic 1	Medic 2
Media / PR	Erin	Brian



### Legend

- >>>> Runners Route
- Table
- Liquid Jug/ Cups
- Racer Food
- 10x10 Pop Up Tent
- Garbage
- Timing Station
- ● Toilet / Hand Wash
- - - Racer Chute
- ⋯ Snow Fence
- Road or Trail Border
- Spot Lights
- ⊕ Medical Tent / Area

