

Athletics Whangarei Harrier Section

Day organizer check list

Know the event you are organizing before the day!

Handicapped events may be sealed events if it is pouring with rain

remember Harriers is never cancelled unless there is a Civil Defence Emergency

EQUIPMENT:

- ✓ Flags in Golf Trundler
- ✓ Caution runner signs
- ✓ Place tags on number 8 wire
- ✓ results sheets
- ✓ clip boards
- ✓ water container
- ✓ polystyrene cups for water
- ✓ stop watch and know how to work it-This is valuable piece of equipment and needs to be treated kindly and kept DRY
- ✓ pencil and pen in plastic bag
- ✓ cross country set up- white flags are always on the right. Course needs to be measured corners not too tight. If you are new to X country set up please see a Harrier member for Advice
- ✓ Tent , table and chairs x 2

- club key? Make sure you have access to it to get in to club rooms and container
- key holders are; Brian Barach 09 4352614
Morris gray 09 4361524 Ian Babe 4371675
- Maps of course if required
- Afternoon tea stuff
- Box from kitchen or meeting room yellow top Tea coffee milo sugar milk(yellow top)
Napkins,tea towels plates and white plastic cups in green box
- Stove,gas bottle,big stainless steel water container
- welcome everyone especially new members
- announce the course and explain it- It wont matter how well you do this there is always someone who is not listening/talking in the loo etc!!
- Remind club members to wear club uniforms for all Harrier events
- On the day there may be messages from the following people
 - Harrier Chairperson
 - athletics Northland Chairperson
 - Ath Whangarei President

Thank You for your help