



Regional Rehabilitation Unit Cosford

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Albrighton
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WV7 3EX

Sgt Jallow (SI)
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Reference: RRU/COS/ATH/02

See distribution

Dated: 4 Jan 18

UK MIDLANDS ARMY MAJOR & MINOR INTER UNIT ATHLETICS CHAMPIONSHIPS – WED 2 MAY 18

References:

- A. 2014DIN07-028 - Duty Status
- B. JSP 375 - The MoD Health and Safety Handbook
- C. D/DTrgA/14/04/02 - Medical Cover For Sport

Introduction

1. The Support Command (Sp Comd) UK Midlands Inter Unit Team Athletic Competition will take place at RAF Cosford Athletics Stadium, WV7 3EX on **Wed 2 May 18**. The competition will incorporate the following:

- a. Major Unit Competition.
- b. Minor Unit Competition.
- c. Ladies' Team Competition.

Participation

2. Participation will be as follows:

- a. Major Units: Are required to participate in all events. Failing to enter an athlete into an event will result in 0 points.
- b. Minor Units: Will be allowed to drop two events in which they wish to be excluded. Minor Units who have a competitor for every event will have their two lowest scoring events withdrawn from their overall score.
- c. Ladies Teams: Will not participate in 3000m steeplechase, or hammer. For all other events they will be required to participate.

Team Entry

3. Major units may enter only one team to score and as many guest teams as they wish (however these will not count towards any scoring). All teams will compete separately to one another. Minor and Women's units may only enter one team. Competitors may not swap teams during the competition or on any subsequent round unless the original team withdraws.
4. Major, Minor and Ladies team competitors may be required to run together in their respective events (1500m, 3000m and 5000m).
5. Competitors will be allowed 3 trials in the field events plus a further 3 trials for the top 5 competitors if time permits.

Competitor Restrictions

6. Each athlete may take part in a combination of three track or field events including one team relay.

Rules

7. The Competition will be conducted in accordance with UK Athletics rules which are found on the UKA website www.britishathletics.org.uk/competitions/rules/. Team captains are to ensure that all athletes are fully content with the rules. In previous competitions, teams have lost points due to the lack of understanding of the rules.

Disqualification

8. Where a team is disqualified, it will score 0 points in that event; this includes field event competitors who record no height / distance.

Scoring

9. The following scoring system will be used throughout the competition:
 - a. In track and field events, the winner of each event will score the same number of points as there is teams entered in the competition, not athletes; for example 6 teams would score the following points, 6, 5, 4, 3, 2, 1. If a team is unable to enter an event, the following scoring would be applied, 6, 5, 4, 3, 2, 0. In the event of two teams not finishing an event the following scoring will be applied 6, 5, 4, 3, 0, 0. If one team entered an event but retired due to injury the athlete would receive 0 point.
 - b. Subject to the number of unit entries there could be 2 races (heats) for each track event up to and including the 800m. A final will not be contested; results will be determined by times from both races.
 - c. Double points are awarded for team relay events i.e. if there are 6 teams, 12, 10, 8, 6, 4, 2 points will be awarded.
 - d. High Jump. In the event of any tie in the High Jump the points will be shared. There will be no jump off.

Final Team Placing

10. The points from each event will be totalled at the end of the competition the unit scoring the highest number of points shall be deemed the winner.

11. In the event of 2 or more teams scoring the same number of total points, the order of merit shall be determined by the greatest number of 1st places, and if a tie still remains, the greater number of 2nd places will decide the event winners.

Registration/Team Captains brief

12. All team managers are requested to report to the briefing room at 0900 hrs for a team captains brief and to hand in team declaration forms attached at **Annex A**. Team Managers are requested to forward a completed team entry form at **Annex B** to the Secretary ebrima.jallow249@mod.uk by **COP Fri 20 Apr 18**. The pre-competition Team Manager's brief is detailed at **Annex C**.

Events

13. The events are as follows:

a. **Men's Major/Minor Units**

100m	High Jump
200m	Long Jump
400m	Triple Jump
800m	Discus
1500m	Javelin
5000m	Shot
110m Hurdles	
400m Hurdles	
3000m Steeplechase	
4 x 100m Relay	
4 x 400m Relay	

b. **Ladies Team**

100m	High Jump
200m	Long Jump
400m	Triple Jump
800m	Discus
1500m	Javelin
5000m	Shot
100m Hurdles	
400m Hurdles	
4 x 100m Relay	
4 x 400m Relay	

Programme of Events

14. The programme of events for the competition is enclosed at **Annex D**. The Secretary reserves the right to change the programme should it be necessary.

Officials

15. **Sgt (SI) Caine** will co-ordinate the officials for the events. All selected officials are to report to the official's area at **0845 hrs** for a brief of the day's events.

Dress

16. All competitors are to compete in their unit team athletic strip.

Messing

17. Participating teams are responsible for their own feeding arrangements.

Duty Status

18. In accordance with Reference A, Commanding Officers are kindly requested to authorise 'on duty' status prior to names being released on Orders. Participants in this event must have their names detailed on Part One Orders prior to the event.

19. Team Captains are to ensure all team members are Medically Fully Deployable (MFD).

Safe System of Training

20. In accordance with Reference B and C, the event is conducted within the parameters of the Safe System of Training (SST):

- a. Safe Persons.
- b. Safe Equipment.
- c. Safe Practice.
- d. Safe Place.

21. **Risk Assessment.** The Risk Assessment for the event is at Enclosure 1. A dynamic Risk Assessment will be carried out by event IC and all officials prior to and throughout the event.

Spectators

22. All spectators are to remain at the viewing area and are not allowed to enter the field and track area unless authorised by the event IC.

Responsibilities

23. **Athletics Secretary.** The Athletics Secretary is the event IC who will have the overall responsibility for the competition, in accordance with UKA guidelines.

24. **Officials.** The officials will follow the direction and rules set by the UKA and have full responsibility for the safety of the competitors during each event.

25. **Team Captains.** Team Captains are to ensure the following:

- a. All competitors are MFD and have trained for the event.
- b. Competitors are fully hydrated throughout the day.
- c. Team members are fed throughout the day to maintain energy levels.

- d. Event practise is conducted to ensure all players are aware of the rules.
- e. Participants are 'on duty' and names must be placed on Part One Orders prior.
- f. Any injuries that occur are to be reported via the 510 accident reporting process on returning back to unit.

26. **Insurance.** All participants are advised to have their own 3rd party liability insurance.

Medical

27. Minor injuries will be managed by a medic who will be present throughout the day. Any serious injuries will be dealt with through 999.

Trophies

28. It is requested that team managers return all trophies won last year by **COP Wed 13 Apr 18**. To the following address RRU Cosford, Oakleaf Building, RAF Cosford, Albrighton, WV7 3EX.

Progression to next competition

29. Progression from this competition will be the Army Finals. This will take place at Aldershot **23 May 18. Team numbers to qualify TBC.**

Prize Giving

30. The prize giving will take place at 1600 hrs. All teams are expected to attend the prize giving showing support to all competitors and the prize winners accordingly.

Summary

31. The Sp Comd (UK Midland) Inter Unit Team Athletic Competition is one of few events in the Athletics calendar that provides a platform for new talent to demonstrate their potential. In addition, it also provides an opportunity for Team and Army Coaches to assess the form of known athletes. All Units within Sp Comd (UK Midland) AOR are strongly encouraged to participate in this Competition to maintain the ethos of Sport across the Army.

{Original Signed}

E Jallow
Sgt (SI)
Sp Comd (UK Midland) Athletics Secretary

Annexes:

- A. Team Declaration Form
- B. Team Entry Form
- C. Team Managers Brief
- D. Programme of Events

Enclosure:

- 1. Sp Comd (UK Midland) Inter Unit Team Athletics Competition Risk Assessment

Distribution:

HQ Sp Comd (UK Midland) – QMSI Sport - Please distribute to all UK Midland units

Copy to:

SO3 G7 PD – 11X (UK Midlands Sports Chairman)

SO3 G7 PD – 160X

SO3 G7 PD – 49X

SWOPD G7 PD – 49X

SWOPD G7 PD – 11X

Army Athletics Association Secretary

MILITARY TRAINING FOR LAND SYSTEMS

MOD Form 5015

Unit/Formation: Sp Comd (UK Midland)

Assessor: Sgt (SI) Jallow RAPTC

Activity/Exercise: Sp Comd (UK Midland) Inter Unit Athletic competition 2017.

Date Assessment: 21 Feb 17

Relevant Publications/Pamphlets/Procedures:

- A. AGAI Vol 1, Chapter 5 – Sport
- B. AGAI Vol 1 Chap 7 – Physical Training
- C. 2014DIN07-028– Duty Status
- D. JSP 375 - The MoD Health and Safety Handbook
- E. D/Dtrg/14/04/02 – Medical Cover For Sport

Steps relate to the Risk Assessment Process

Generic Risk Assessment: No

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
1	Athletics	Equipment and Venue	2 X 1 = 2	<p>Track and field areas are be pre-visited and inspected to ensure suitability. Attention paid to terrain, ground conditions, and equipment.</p> <p>Suitable and serviceable footwear and clothing is to be worn by officials and athletes.</p> <p>All events supervised by qualified officials.</p> <p>MATT 3 BCD Level 2 trained personnel present, access to adequate First Aid</p>	No	<p>Medic on site.</p> <p>Ensure that the Safe System of Training is conducted, Safe Place, Safe Equipment, Safe Practice and Safe People.</p> <p>No faulty equipment is to be used.</p>	Yes

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
				<p>facilities, safety vehicle and telephone available at all times.</p> <p>All personnel are continually briefed by controlling staff as situations arise.</p> <p>Evacuation plan required for individual injuries as determined by the Medic.</p> <p>Officials are to ensure all equipment used by athletes is inspected and is serviceable before use.</p> <p>All officials are to ensure none of the safety boundaries are entered during an event.</p> <p>Access to the running track is limited to competitors, competitors warming up and officials only. No spectators are to be on the track or the inside field of the track.</p> <p>All Service personnel participating in Sport in the capacity of competing, organizing, coaching or officiating are to ensure that they conform to the H&S regulations in accordance to the H&SW Act.</p>		<p>Officials are to assess the capability of the athletes in every event. Officials should consider lowering the height of the hurdles if required or disallowing a competitor to compete if not competent.</p>	
2	Athletics	Throwing and Jumping		<p>Jumping and field areas are be pre-visited and inspected to ensure suitability by Event OIC. Attention paid to terrain, ground conditions, and equipment.</p>	No	<p>Ensure that the Safe System of Training is conducted, Safe Place, Safe Equipment, Safe</p>	Yes

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
			<p>2 X 1 = 2</p>	<p>Areas for throwing events are to be visible to all and marked out clearly. Competitors and spectators are to adhere to the rules and regulations of UKA regarding Throwing and Jumping safety.</p> <p>Suitable and serviceable footwear and clothing is to be worn by officials and athletes.</p> <p>All events supervised and coached by qualified officials to ensure safe practice and competency.</p> <p>MATT 3 BCD Level 2 trained personnel present, access to adequate First Aid facilities, safety vehicle (Ambulance) and telephone available at all times.</p> <p>All personnel are continually briefed by Officials as situations arise.</p> <p>Evacuation plan required for individual injuries as determined by the Medic.</p> <p>Officials are to ensure all equipment used by athletes is inspected and is serviceable before use.</p>		<p>Practice and Safe People.</p> <p>Areas checked by Event OIC prior to commencement of competition.</p> <p>Officials are to assess the capability of the athletes prior to competing.</p> <p>Team Captains must ensure their athletes are fully fit (FE) and are competent in the event they compete in.</p> <p>No faulty equipment is to be used. Correctly weighted throwing equipment is to be used.</p>	

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
				<p>All officials are to ensure none of the safety boundaries are entered during an event.</p> <p>Officials are to ensure that all Landing areas are raked following every jump to allow for safe landing.</p> <p>No spectators are to be on the field when throwing events take place.</p>			
3	Athletics	Participants physical readiness	1 X 2 = 2	<p>All participants must be medically fit and free from injury to take part in the competition.</p> <p>Team captain are responsible for ensuring that their team members are fit enough to compete.</p>	Yes	Team Captains must ensure their athletes are fully fit (FE).	N/A
4	Athletics	Musculoskeletal and soft tissue injury		<p>MATT 3 BCD Level 2 trained personnel present, Access to adequate First Aid facilities, Safety vehicle (Ambulance) and telephone at all times.</p> <p>Coaches and officials have had the appropriate level of training</p> <p>All coaches and officials are responsible for ensuring that they conduct and supervise athletics event in a safe manner and within the regulations and guidelines of the appropriate Army Association/Union.</p>	No	<p>Reporting to the H&S Officer all injuries or accidents sustained during the event.</p> <p>All personnel are reminded that when administering first aid to a seriously injured or unconscious person in a non operational situation, the principle should always be to minimise the movement</p>	N/A

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
			2 X 1 = 2			<p>of the casualty. Any sport injury requiring professional medical treatment at an MRS, a doctor's surgery or an A&E Department, or resulting in three days light duties is to be reported to the Army Incident Notification Cell (AINC).</p> <p>Death or serious injury must be reported without delay to the Land Accident Investigation Team (LAIT).</p>	
5	Athletics	Climatic conditions	1 X 3 = 3	<p>WBGT reading to is obtained from medical centre in warm weather and added to the risk assessment.</p> <p>Activities conducted within safety parameter of JSP 539</p> <p>All personnel are encouraged to drink water through out the event and Team Captains are to ensure their athletes remain fully hydrated (and fed), throughout the day.</p>	No	<p>Officials are to dynamically assess the condition of all athletes during events.</p> <p>Med Centre to be informed of the event during hot weather conditions.</p>	Yes

Ser	Activity / Element (Step 1)	Hazards Identified (Step 2)	Risks Identified (Step 3)	Existing Control (Step 4)	Is Residual Risk Acceptable (Step 5)	Additional Controls Required (Step 6)	Is Residual Risk Acceptable (Step 7)
				<p>MATT 3 BCD Level 2 trained personnel present, Access to adequate First Aid facilities, Safety vehicle (Ambulance) and telephone available at all times.</p> <p>Coaches and officials have had the appropriate level of training.</p>		If required emergency services (999) will be called.	

Authorizing Officer	Name	Post	Date	Signature
Existing and Additional Controls Agreed	Sgt (SI) Jallow	RAPTCI	21 Feb 17	<i>E Jallow</i>
Additional Controls Implemented	Sgt (SI) Jallow	RAPTCI	21 Feb 17	<i>E Jallow</i>

TEAM DECLARATION FORM

Team/Unit: _____

Major Unit/Minor Unit: _____

Male/Female Team: _____

	EVENT	NAME	
TRACK	100 Metres		
	200 Metres		
	400 Metres		
	800 Metres		
	1500 Metres		
	5000 Metres		
	110 Metre Hurdles		
	400 Metre Hurdles		
	3000 Metres Steeplechase		
	RELAY	4 x 100 Metres	1.
2.			4.
4 x 400 Metres		1.	3.
		2.	4.
FIELD	High Jump		
	Long Jump		
	Triple Jump		
	Pole Vault		
	Discus		
	Shot		
	Javelin		
	Hammer (na)		

Signed: _____ (Team Captain)

Print Name: _____

Return to Sgt (SI) Jallow RAPTC at the Team Manager's brief at 0815 hrs 27 Apr 17.

TEAM ENTRY FORM

To: Sgt (SI) E Jallow RAPTC Oakleaf Building RAF Cosford Albrighton WOLVERHAMPTON WV7 3EX	From: Rank/Name: Unit Address:
Tel: 07424094601 / 95561 7160 Email: ebrima.jallow249@mod.uk	Tel Mil: Fax Mil: DII(F): Email:

Team/Unit: _____

Major Unit/Minor Unit: _____

Male/Female Team : _____

Rank: _____

Name: _____

Date: _____

Return to Sgt (SI) Jallow RAPTC by COP Mon 24 Apr 17.

**TEAM MANAGERS BRIEF – SP COMD (UK Midland) INTER UNIT TEAM ATHLETIC
COMPETITION 2017**

1. Team Manager's are to report to the Organising Secretary at 0815 hrs for a team manager's brief. Team managers are to hand in team declaration forms attached at Annex A.
2. All team members must wear the team letters front and back on their vests when competing. Team Letters will be provided by the organisers; however teams are to ensure they bring a sufficient number of pins.
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 practice 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 are late for their event the 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 takes place – if in doubt ask the official in charge and 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 competition. 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. Event Officials will monitor the skill level from competing units and of individuals prior to start of that event. For example where necessary, the hurdles may be reduced to an appropriate height etc.
9. Finally, the organisers wish all teams and their competitors an enjoyable and memorable competition.

**Bring Team Declaration sheet at Annex A to Sgt (SI) Jallow RAPTC to the Team Manager's
brief at 0815 hrs.**

PROGRAMME OF EVENTS

TRACK EVENTS

EVENT NO	TIME	EVENT	COMPETITION
1	0930	400m Hurdles	Minor
2	0935	400m Hurdles	Major
3	0940	400m Hurdles	Women
4	0950	5000m	Women
5	1025	800m	Minor
6	1035	800m	Major
7	1045	800m	Women
8	1050	5000m	Major/Minor
9	1120	200m	Minor
10	1125	200m	Major
11	1130	200m	Women
12	1140	110m Hurdles	Minor
13	1145	110m Hurdles	Major
14	1155	100m Hurdles	Women
15	1205	1500m	Women
Lunch Break 1215 - 1245			
16	1245	400m	Minor
17	1250	400m	Major
18	1255	400m	Women
19	1300	100m	Minor
20	1305	100m	Major
21	1310	100m	Women
22	1315	1500m	Minor
23	1325	1500m	Major
24	1335	3000m S/C	Major/Minor
25	1405	4 x 100m Relay	Minor
26	1415	4 x 100m Relay	Major
27	1425	4 x 100m Relay	Women
28	1435	4 x 400m Relay	Minor
29	1445	4 x 400m Relay	Major
30	1455	4 x 400m Relay	Women

Note:

Prize giving will be at 1600 hrs.

Timings are subject to change

PROGRAMME OF EVENTS

FIELD EVENTS

EVENT NO	TIME	EVENT	COMPETITION
1	0930	Shot	Major/Minor
2	0930	Long Jump	Women
3	1015	Shot	Women
4	1015	Long Jump	Major/Minor
5	1100	High Jump	Major/Minor
6	1100	Javelin	Women
7	1145	High Jump	Women
9	1145	Javelin	Major/Minor
Lunch Break 1215 -1345			
11	1315	Triple Jump	Major/Minor
12	1315	Discus	Women
13	1400	Triple Jump	Women
14	1400	Discus	Major/Minor

Note:

Prize giving will be at 1600hrs.