

RACE WALK EQUIPMENT & PREPARATIONS

Equipment to be provided by named role/position

| Personal Equipment - Judging Crew | Personal Equipment - Officials Crew |
|---|---|
| Yellow Paddles: 1 Each Violation < and ~ | Clipboard, Pens, Pencils |
| Clipboard, Pens, Pencils | Paperwork from CJ |
| Paperwork from CJ | Personal Wristwatch – Synchronized Pre Race |
| Personal Wristwatch – Synchronized Pre Race | Office Supplies, storage baggies |
| Hat, Sunscreen, Rain Gear, WeatherWriter | Hat, Sunscreen, Rain Gear, WeatherWriter |

Head Official/Chief Judge (CJ) Equipment

Red Paddle: 1 for CJ and 1 for CJA (if used)
 Judging Forms (Red Cards, Judging Tally/Record, CJ/CJA Record Forms)
 Recording Forms (Judging Summary, Red Card Control, Timer Notification card)
 Course/Track Map (showing each judge's assigned position/rotations)
 Start Lists w/athlete Bib/ID# (enough for CJ, CJAs, Judges, Recorder & PZ)
 Back up equipment (for new or traveling judges - yellow paddles, clipboards, pencils/pens)

Meet Management Equipment

Red Card Posting Board - large enough to display all athlete #s & 3 Red Card markers (4 if PZ is used)
 Posting Board violation markers (dry erase markers & red magnets w/violation symbols.)
 Red Card Collection system (Track - run/walkers. Road - bicycles, roller blades, golf cart, etc.)
 Cones (If PZ in use, enough to mark an area 10m x 4m. Meet management is also responsible for course set up and providing cones needed to mark the course or curves on a track without a curb.)
 Tables (typical - 1 for Recording. Road/large track event: 2 for Recording, 1 for PZ.)
 Chairs (typical - 2 for Recording. Road/large track event: 3 for Recording, 2 for PZ & 1per Judge.)
 Canopy/Pop-up tent (for Road/large track events - 2 for Recorder/PZ, w/sides if rain expected.)

Recorder Equipment

Method for managing Red Cards during the race (ie: magnet board w/magnets, foam board or double cork board w/push pins, bungee with clips, rocks, heavy objects, etc.)
 Method for storing race forms between and after races. (best – one (1) gallon zip storage bags)
 Clipboards
 Office Supplies (paper clips, stapler, pens, pencils, Sharpies, erasers, white out, sticky notes, tape, etc)
 Weather protection (waterproof paper/notes, plastic sheeting, sandwich bags, duct tape, hat, sunscreen, rain gear, WeatherWriter, etc.)

Head Official/Chief Judge Equipment for Penalty Zone (PZ)

Penalty Zone Forms (PZ Cards, PZ Record Form)
 Penalty Time Paddles (white paddle(s) marked on both sides with penalty time for the distance(s) being completed as well as 1 or 2 white paddles marked with 10 seconds for PZ countdown)
 Countdown Timers (at least 2 – best: countdown kitchen timers w/ end beep; Or stopwatches)

Meet Management - Additional Equipment for RW Only Events

Bibs/competition numbers - 2 with same number per competitor worn on front & back.
 Timing chips (if applicable)
 Safety pins (8 per competitor, plus extra)
 Water/Sponge Stations (coolers w/fluids, paper cups, bottled water, sponges, water tub/buckets, etc.)
 Tables (at least 1 per water/sponge station and enough tables for 2 or 3 athletes per table for personal refreshment.)
 Chairs (2 per table)
 Canopy or Pop-up Tent (for long events - 1 for each water/sponge station)
 Also see Lap Scoring Best Practices for Lap Scoring Crew equipment/setup needs.

Race Walk Equipment & Preparations (Cont'd)

- **Equipment** - Secure items listed above from meet management and/or event head.
- **Determine with Meet Management** - Who is the Running or Race Walk Referee? Other RW Judges & Officials assigned? Volunteers? What is the communication system between CJ, CJA, Recorder & Referee? (radios, runners, cell phones). Will there be two bib #s, front & back? Where & when are event sheets available? (Specify types & number of copies needed for all RW crews) Who gets results & final paperwork? Medical staff location? Awards: when & where? Will there be a technical meeting for athletes: when & where?
- **Pre-Race Meeting** - Either in person, via zoom or email; discuss judges' assignments, judging procedures, rotations, communication, restroom breaks, etc.; share course map; discuss paperwork. Distribute paperwork the day before or morning of the event. (see RW Basic Forms & RW Advanced Forms)
- **Coordinate with Clerking** - Specify that both front & back bibs are *required* for USATF RW. If only hips # are used, request front & back #s in addition to any on the hips - the back # should be pinned in place as well as the hip #.
- **Course Check** - Walk the course to verify markings and turns. Ensure that the course and locations for work/aid stations are safe and clear of obstructions. Repeat morning of the race.
- **Venue Set-up** - Posting Board(s), Recorder Station, PZ area. Check course is properly coned, water/sponging station setup, refreshment area clearly delineated, athlete refreshment area assigned, etc.
- **Judge Paperwork Prep** - Pre-populate Judging Tally/Record with athlete ID# in ascending order, fill in event info, date, start time, and sign a couple Red Cards in advance
- **Recorder/PZ Paperwork Prep** - Pre-populate paperwork with athlete ID# in ascending order, fill in event information, date, gender & distance. Pre-fill the Posting Board with Athlete ID#'s in ascending order. (see RW Advanced: Recording Protocols)
- **Other Officials** - Assign roles/positions; brief them on safety, duties, and rules.
- **Red Card Collectors** - Meet with volunteers collecting Red Cards, explain their role, introduce them to the Recording crew and RW Judges.
- **CJ Instructions** - Shortly before the race/start time, CJ briefs athletes on race instructions (see RW CJ Instructions) Instructions can occur after all competitors have checked in, either at Clerking, Call Room, or Start line
- **Uniform Check** - Check athlete attire to ensure that their clothing will not hinder the observation of the athlete's knee for compliance with the rules of race walking.
- **Inclement Weather** - Use waterproof clothing/equipment to keep paperwork dry. If conditions become unsafe, wait for the Referee/Meet Director to make a call on suspending or canceling race