

# American Radio Relay League



## DOC 2: RADIO ORIENTEERING EVENT PLANNING

Version: A

ARRL Radio Orienteering Committee

## Radio Orienteering Event Planning

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## I. Purpose

The aim of this document is to familiarize Event Directors and other organizers with what is involved in hosting a radio orienteering event while providing assurance that help is available to manage many of the details.

This document describes some of the assistance that the ARRL Radio Orienteering Committee can provide to organizers of sanctioned events. Communication is one key to success, so necessary communications are covered. Important planning considerations are described, and major components of a radio orienteering event are listed and briefly described.

## II. Help & Consultation

### A. Loaner Equipment

Many groups interested in hosting a sanctioned radio orienteering event do not have all the necessary equipment. The ARRL Radio Orienteering Committee can help identify sources of loaner equipment, including transmitters, antennas, flags, and time registration devices. Most of the technical equipment can usually be provided for sanctioned events planned far enough in advance.

### B. Event Consultant

Some Event Directors have extensive experience organizing radio orienteering events. Others may have experience with orienteering or Field Day organization, but are not familiar with all the aspects of a radio orienteering competition. Regardless of their background, an Event Director's job can be made easier with an Event Consultant's help.

The ARRL Radio Orienteering Committee is responsible for assigning an Event Consultant to assist the Event Coordinator. Event Consultants have had experience with radio orienteering event organization and are familiar with ARRL radio orienteering administration.

The Event Consultant's responsibilities can be tailored to the needs of the Event Coordinator. The Event Director is ultimately responsible for a successful radio orienteering event, so it is up to the Event Director to decide how best to utilize an Event

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Consultant's services. Some of the Event Consultant's possible responsibilities might include:

- Review the pre-event planning of the organizers to see that they have adopted a reasonable schedule.
- Review the entry form for the event prior to its general release.
- Assure that an organizer is working with a Course Consultant if assigned.
- Review the organizer's plans for making the map, and monitor its progress.
- Review the general event organization and monitor its progress.
- Review event publicity.
- Act as an advisor to the Event Director.
- Keep appropriate persons informed of problems and progress.

### C. Course Consultant

There is no substitute for experience when it comes to selecting an appropriate venue for a particular radio orienteering competition or designing a high-quality radio orienteering course. Having an experienced hand to help with those tasks can be a valuable asset.

The ARRL Radio Orienteering Committee may assign a Course Consultant to assist the Course Designer in producing courses that meet ARRL course-setting rules and guidelines. If the Committee does not assign a Course Consultant, you are encouraged to ask for one. No matter how experienced you are, a second set of experienced eyes on the course design may catch some overlooked issues that can be improved or rectified. (In some cases, the Event Consultant and the Course Consultant might be the same person who serves in both roles.) The Course Consultant's responsibilities can be tailored to the needs of the Course Designer.

The Course Designer is ultimately responsible for providing the best possible courses, so it is up to the Course Designer to decide how best to utilize the services of a Course Consultant. Some of the Course Consultant's possible responsibilities might include:

- Analyzing the maps to determine suitability for holding a particular competition.
- Reviewing the start and finish locations and considering the logistics.
- Reviewing preliminary routes and calculating effective lengths.
- Examining trade-offs between courses for different age/gender categories.
- Reviewing final course designs.
- Keeping the Event Director informed of progress or problems.

### III. Communications

The *Radio-O USA* Google Group is available for disseminating information related to USA radio orienteering events: <https://groups.google.com/g/radio-o-usa>. Email posted to that group will be distributed to the majority of active radio orienteering enthusiasts in the USA. All bulletins and announcements should be posted to that group.

The [ARRL](#) and OUSA host websites devoted to radio orienteering that can be updated with the latest information on your event. Notify the ARRL Radio Orienteering Committee ([ardf@arrl.org](mailto:ardf@arrl.org)) of all information that needs to be posted to those websites.

Organizers should consider establishing a website specifically for the planned event. That website can be used to provide the latest event information, including any updates to the event Bulletins. Changes or updates to already disseminated information should be dated and flagged for easy identification. Be sure to use a push notification (e.g., email, telephone, tweet, etc.) to inform those who might be affected by any changes.

Consider holding regular synchronization meetings among all organizers and volunteers to keep everyone informed about the latest developments. Video conferencing technology (such as Zoom, Skype, GoToMeeting, etc.) can help improve attendance. Inviting an ARRL Radio Orienteering Committee member to attend can make your synchronization meetings serve as Committee Updates.

#### A. Committee Updates

It is essential that the ARRL Radio Orienteering Committee be apprised of the progress and any significant developments related to your event plans. Maintaining regular contact through brief emails, video conferences, or phone calls at least monthly, even if only to confirm that all plans are on track and significant milestones have been reached, will enable the Committee to support your event more effectively. Reports to the Committee can be readily handled by an Event Consultant if one has been appointed, provided that the Event Director and the Event Consultant work closely together.

#### B. Bulletins

Two bulletins must be published in the weeks leading up to the event. Then, a final information posting needs to be made at least one day prior to each competition. All bulletins should be posted to a website or a similar publicly available internet location. If possible, the same internet location should be utilized for distributing all event information before, during, and after the event.

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**Bulletin 1:** One week after event sanctioning is approved, the following information should be posted:

1. Name of the Event Director and Registrar.
2. Organizer's postal mail and e-mail addresses.
3. General location for the event (nearby city or county).
4. Dates and types of competitions.
5. The age/gender categories for the competitions.
6. Location (e.g., website) where information and updates will be posted.

**Bulletin 2:** As soon as possible, but not less than four weeks before the event, the following information should be posted:

1. Entry fee for competitors.
2. Location (e.g., web address) for registration.
3. Designated event center or hotel.
4. Address of the closest hospital or Urgent Care center and the phone number to call in an emergency.
5. Details for payments and the latest date for funds to be received to avoid late payment fees.
6. Latest date for acceptance of entries.
7. Description and type of any transport offered.
8. Event schedule.
9. Any deviations from the rules. (The ARRL Radio Orienteering Committee must approve these.)
10. Information about obtaining visas and official invitations from the organizer for foreign competitors.
11. Description of terrain, climate, and any hazards specific to the venues.
12. Opportunities for training.
13. Type of control registering devices to be used (e.g., SI, pin punch, RFID card).
14. The frequencies and radiated power of transmitters to be used for each competition and antenna configuration.
15. Any requirements or restrictions for competition clothing (e.g., must carry water on the course, long sleeves or pants, no metal cleats).
16. Current map(s) of the competition areas that have been made public or used in a previous event.

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17. Number of entries in each category or names & category of each competitor and date the data was updated, or a link to the information in the registration program.
18. Times and locations of official meetings.
19. An explanation and diagram of the Sprint start, spectator, and finish areas.

**Competition Bulletins:** At least one day prior to each competition, the following information should be published under separate headings for each competition:

1. Time limit.
2. The time of the first start and any deadline for equipment to be impounded.
3. List of transmitter and band assignments for each age/gender category.
4. The size of the map paper and the size of the area used in each competition. Indicate the minimum paper size when extraneous areas are folded or cut away to permit the use of a smaller map board. Provide the scale and vertical contour intervals of each competition map.
5. The parking or staging location and the walking time to the start and finish for each competition.
6. Restricted areas.
7. The radio frequencies and radiated power of transmitters to be used for each competition.
8. Start list with the anticipated start time, name, and bib number of each competitor.
9. Any additional pertinent information about the event or venue.

## C. Event Report

Within fourteen days following the event, the Event Director is responsible for submitting a report to the ARRL Radio Orienteering Committee containing the following:

1. All registration information for each competitor, including:
  - a. First and last names, call signs, etc.
  - b. Assigned bib numbers.
  - c. The ARRL or OUSA club, or state, for non-ARRL non-OUSA competitors.
  - d. The country of each foreign competitor.
  - e. Eligibility for national or regional titles.
2. Each day's competition results separately.

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3. Sporting Withdrawals (SPW), Did Not Finish (DNF), Disqualification (DSQ), and Overtime (OVT) results on each day. These should be distinguished from Did Not Start (DNS) by listing "DNS" for any competitor that did not start on any day.
4. Names of volunteers and their positions. Please note if any were prevented from competing due to their volunteer duties.
5. Total attendance each day (a best estimate), including visitors, organizers, helpers, and observers.
6. Results of each competition in electronic format. Times provided in hours/minutes/seconds, or just minutes/ seconds.
7. Competition "master" maps identical to what each competitor received, but showing the precise transmitter locations.
8. Course information for each age/gender category for each competition:
  - a. Transmitter assignments
  - b. Straight-line course lengths (must go around uncrossable areas like lakes, and not cross uncrossable rivers or prohibited areas).
  - c. Effective course lengths
  - d. Course total climb
9. Members of the Jury if one was assembled, and the decision(s) of the organizer or Jury regarding all protests.
10. Any deviations from the USA Radio Orienteering rules that occurred during the event that were not included in the bulletins.
11. Any conditions that might have adversely impacted competitor times, such as extreme weather, high elevation, flooding, or other conditions that made the competition area less runnable than the maps indicated.
12. As part of the report, please provide feedback on ARRL support, including where it was helpful and areas where it could have been more effective. A list of lessons learned compiled from the input of volunteers and competitors is strongly encouraged. The ARRL Radio Orienteering Committee will use the feedback to improve support for future events.

## D. Publicity

### Pre-Event Publicity

Pre-event publicity can help generate additional entries and attract local sponsorship. Some types of pre-event publicity include:

- Promotional flyers distributed at local events, at other sanctioned events, as well as at running stores, outdoor clubs, public libraries, etc.



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- Press releases to local news media (don't forget the "Calendar of Events" listings in newspapers and other publications).
- Post announcements on social media, such as Facebook, Twitter, and orienteering and radio orienteering online groups.
- Conducting clinics in area parks, or in an outdoors store.
- Articles for orienteering publications.
- Advertisements in QST, OUSA, or other publications.
- Postings to international email lists.
- Invitations to international radio orienteering societies.

The ARRL Radio Orienteering Committee can help with getting announcements in ARRL and OUSA publications and websites.

### Post-Event Publicity

Don't let your promotional efforts end with the event itself. Send the event results and a brief write-up to the local newspapers. Provide your event award winners with a generic press release that they can fill in and submit to their local newspapers. Remember to capitalize on any public interest created by pre-event promotion: plan a series of well-publicized local events (or clinics) after your event to cater to the curious.

## IV. Planning

Each Event Director needs a set of plans that take into account the specifics of what their event will offer and the circumstances under which they will be operating. Consideration should be given to how the personnel will be organized and to how costs will be covered.

### A. Organization

For the most part, how an event is organized is at the discretion of the Event Director. The Director should create written plans to provide to the Event Consultant and key personnel. Written plans tend to get done as they remind everyone of their jobs and permit all to gauge their progress. Many jobs must be coordinated with others, so everyone in the event organization should know who is responsible for each job.

An organizational chart can help key personnel identify any gaps in the plans. The chart with the job titles, workers' names, and phone numbers will facilitate communication within the organization. All communications won't have to go through the Event Director. The job of recruiting volunteers will be eased if you publish the chart periodically with an appeal to the membership to volunteer and fill vacancies. Remind them that they can

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compete if enough workers are available to work in rotation. Direct requests to individuals are much more effective than general requests to a group.

### B. Financial Considerations

Paying all the costs associated with putting on a radio orienteering event is the responsibility of the organizer. To defray those costs, the organizer may charge an entry fee to the competitors. The organizer may set deadlines for entries and may adjust the entry fee charged based on the date that a competitor completes registration or submits payment. The organizer may exclude competitors from the event if their entry fee is not paid and no agreement has been reached about payment.

Organizers, at their discretion, may solicit donations from individuals and companies who agree to be event sponsors. In exchange for goods, services, or monetary donations, organizers may acknowledge the donors on event advertising, bibs, maps, t-shirts, or other event paraphernalia. Such sponsorship acknowledgments must never interfere with the primary function of the items on which they appear (e.g., bibs or maps). Any appearance of a conflict of interest must be avoided, and copies of receipts for donations must be made available upon request.

The event participants are responsible for paying their entry fees, the cost of traveling to and from the event, and transportation to various competition venues during the event if the organizer doesn't supply transportation to the venues. Participants are also responsible for the costs of their accommodation and board during the event. At their discretion, organizers can help arrange group rates and discounts for participants and volunteers. Recommending a particular hotel or motel that has offered attractive group rates can also help encourage socializing and communication among participants.

A carefully prepared budget will identify what expenses to expect as well as how much revenue might be generated, and can help eliminate a financial crisis and hard feelings later. Some items to consider include:

#### **Potential Expenses**

- Maps: Aerial photos, lidar data, base map, fieldwork, drafting, printing
- Obtaining a Use Permit for the park
- Facility rental or other fees
- Liability insurance, if it is not provided through the organizing club or organization. (Clubs associated with OUSA or ARRL can receive insurance

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through those organizations.) This is usually required by landowners, and protects the volunteers, and may cover some emergency medical services.

- Publicity
- Printing: entry forms, posters, flyers, signage
- Advertising in newspapers and local publications
- Awards
- Fees for each “start” may be required by the Sponsoring Organization. The rate at the time this document was written was \$2.00 if the Sponsoring Organization is an OUSA member club.
  - Event Equipment: Transmitters, control flags, backup manual punches, etc.
  - Event Supplies: Map bags, rental SI-cards, event packets, water stops
  - Clocks, results stands, start and finish corridor flagging, etc.
- Shipping expenses for equipment

### **Potential Revenue Sources**

- Entry fees
- Event sponsorship money
- Souvenirs, T-shirts
- Banquet, lunches

If the income/expense ratio looks overwhelming, don't despair. Loaner equipment and other assistance may be available. The following equipment can frequently be borrowed from other clubs.

- Event Equipment: Transmitters, control flags, backup manual punches, etc.
- Event Supplies: Map bags, rental SI-cards, event packets, water stops
- Clocks, results stands, start and finish corridor flagging, etc.

Please contact the ARRL Radio Orienteering Committee for assistance.

## V. Components of an Event

Certain operations are essential for conducting the event. Others are not directly involved with the event itself, but are necessary for a safe and successful event. The following are brief descriptions of major event constituents. Sample documents are provided as aids in organizing each area.

### A. Registration

Registration information is crucial to ensure that all competitors' needs are met, fees are collected, and competition results and awards are assigned accurately. Event registration should be opened as soon as practical after an event has been sanctioned.

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Registration information that should be obtained from each registrant includes:

- Competitor Information: Name, callsign (if applicable), address, phone, Email, age/gender category, and competitions to be entered.
- Affiliations: Club, ARRL Membership Status, OUSA Membership Status.
- Accounting of fees and other payments.
- Signed Waiver of Liability.
- Eligibility for awards: USA Champion, Region II Champion.

If the Sponsoring Organization is an OUSA member club, then it is recommended (but not required) to utilize the OUSA online registration system (EventReg). To collect entry fees on EventReg, a PayPal account is needed. Support for online registration, including secure collection of entry fees, is highly recommended. If possible, registrants should be able to view the names and categories of all registered individuals, starting from the first day registration is open. (This feature is available on EventReg.)

### B. Check-in

Everyone who has registered for the event should be given a packet containing essential items, including a numbered bib and instructions on locating the latest event information. Printed paper documents should be avoided if possible, with a hardcopy option available as a backup. Instead, information such as the event schedule, locations of staging and meeting areas, start times, and course details may be provided on a website or similar electronic platform accessible to all participants. Participants and volunteers must be notified promptly of any changes made to the online information.

### C. Competitor Meeting

Before the competitions start, it is essential to hold at least one informal competitor meeting. An online briefing can be held if packets and bibs are distributed outside the meeting. The briefing aims to ensure that everyone is aware of all the essential information related to the event, particularly any last-minute changes. Time should be allowed for everyone in attendance to have their questions addressed. *See Appendix A for mandatory information to be presented to competitors prior to the first competition.*

### D. Equipment Check

An Equipment Check is held before each competition (see Radio Orienteering Rules Section 16). The Equipment Check allows competitors to become familiar with the transmitters, antennas, flags, and registering devices used in the competitions. If

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practical, the Equipment Check location should be of a similar terrain type and map quality to the competitions.

### E. Deployment

The radio equipment needs to be deployed in the field along with any flags and time registration devices. Depending on the equipment's delayed turn-on or remote-control features, deployment can be accomplished hours or even days ahead of the first start. Each of the transmitters needs to be verified for correct operation as well as accurate timing synchronization. Verification must be completed with sufficient time to resolve any issues before the event begins. Monitoring the transmissions during the event and having a spare transmitter and antenna readily available to replace any failed equipment is a wise precaution.

### F. Start

Start procedures should be planned and practiced in advance. A start corridor should be constructed to ensure competitors move quickly to a location out of sight from those waiting to start. It is essential that competitors understand the start procedure, be started at the correct time, and be given the proper map and list of required transmitters. Times recorded at the start must be synchronized with the finish.

### G. Finish

Procedures at the finish should be planned and practiced well in advance. A finish corridor should be constructed to guide the competitors from the beacon to a clearly marked finish line. A competitor's finish time should be recorded and associated with the competitor. A system for resolving any disputes should be planned. Directions to the download station should be provided to each finisher (e.g., marked with flagging tape.) A first-aid kit and hydration should be available for the competitors at the finish.

### H. Jury

It is unusual for there to be protests raised during an event. But if it should happen, organizers should be prepared to assemble a Jury to adjudicate a suitable resolution. See Radio Orienteering Rules Section 10. Ideally, jury members should be recruited in advance.

### I. Results

The number of transmitters found and the elapsed times for the qualified competitors should be calculated, or the reasons for their disqualification should be documented. All

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competitors' results should be posted electronically or in a clearly marked area as soon as possible, and official results should be prepared for submission to the ARRL Radio Orienteering Committee for rankings and publication.

### J. Pick-up

Following each competition, equipment in the field needs to be retrieved. If the equipment will be used for another event, then it needs to be taken to an appropriate staging area, where batteries can be charged and settings configured for the next Equipment Check and competition. Sharing equipment pick-up responsibility among several assistants familiar with radio and time registration equipment can help spread the effort.

### K. Awards

Awards are typically presented at Championship events. At other sanctioned events, awards are optional. The type and number of awards for Championship competitions are described in Section 31 of the USA Radio Orienteering Rules document. Traditionally, an informal ceremony or banquet is used for a brief awards presentation.

### L. First Aid

A qualified first aider with adequate supplies should be stationed at a well-marked area near the finish. Encouraging volunteers to get American Red Cross or American Heart Association CPR/AED or first-aid certification can help ensure adequate first-aid knowledge and coverage throughout the competition area. Some Event Directors obtain the services of military or civilian paramedic teams. The first-aid crew should know the quickest means to convey the injured to medical treatment.

### M. Search and Rescue

Have a viable Search and Rescue procedure and ensure that all appropriate event personnel are familiar with it. Some venues may require a plan before issuing a permit. A minimal plan might include:

- A Search Coordinator is assigned and has this search plan.
- The homing beacon will remain on until everyone has returned
- A search will begin 2 hrs after the competitors' overtime or 1 hour after course closing, whichever occurs sooner.
- Explaining to the competitors
  - The safety bearings.
  - If completely lost or injured, stay at a control or stay in one location on a trail.

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- If you are injured, repeat three blasts of your whistle
- The search coordinator will send someone to drive the perimeter roads
- The search coordinator will send qualified people out on the trails.
  - If they don't have communication, they should have a specific route and then return. If they do have communication, they should regularly report back to the search coordinator.
- After 1 hour of searching or no later than 4 hours before dark, report that you have a lost competitor to the Park Staff.
- If there is a serious injury, call 911 and report to the Park Staff

## N. Loose Ends

Don't forget to file your Event Report within fourteen days following the event. Borrowed equipment may need to be boxed and shipped back to its owners. Letters of thanks to volunteers, sponsors, and landowners are a nice touch and will help encourage their support for future events. Post pictures taken during the event on a website or sharing service where everyone can access them.

## Appendix A: Competitor Presentation

The following information should be edited as necessary to reflect event-specific changes and then presented orally to all competitors prior to the first competition. It may also be placed textually within the published bulletins, but an oral presentation is still required regardless of any textual publication. Any questions from the competitors should be addressed during the presentation or immediately following.

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### Welcome and Competitor Briefing – USA Radio Orienteering Championships

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#### 1. Introduction

**1.1** Good morning/afternoon, everyone, and welcome to the USA Radio Orienteering Championships!

**1.2** Before we begin the first event, I'd like to go over a few important rules and procedures. These will help ensure that you complete your courses successfully and avoid any penalties.

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#### 2. What Is Radio Orienteering?

**2.1** Radio Orienteering—or Radio-O—is a sport that challenges your physical endurance, map navigation, and radio direction-finding skills.

**2.2** This week's events include Classic 80m and 2m, Sprint, and Foxoring formats.

**2.3** In each event, your objective is to locate specific transmitters—called foxes—assigned to your age/gender category, and reach the finish beacon. You'll use a map, compass, and a directional radio receiver.

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#### 3. Core Rules for All Formats

**3.1** Out-of-bounds areas must be avoided. These are clearly marked on your map. Entering them is a rules violation and may result in a disqualification.

**3.2** Anyone offering or receiving assistance while on course shall be disqualified (DSQ) unless it's an emergency. In an emergency, the person offering assistance may be permitted to continue without penalty or be given the option of receiving a Sporting Withdrawal (SPW). Any person receiving assistance shall be disqualified.

**3.3** You must enter the finish corridor (and spectator corridor, in Sprint) from the correct end. Going the wrong way results in disqualification.



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**3.4** Once you finish, do not re-enter the competition area without first receiving permission from a course official.

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### 4. Cell Phones

**4.1** You may carry a cell phone, but it may only be used to contact the organizers (number is printed on your map) or to call 911, or to record your track (e.g., using LiveLox, etc).

**4.2** Any other use of your phone while on the course—phone calls, texting, navigation apps—will result in disqualification.

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### 5. Equipment Failure and Spare Gear

**5.1** If your receiver, headphones, or other equipment fails:

**5.1.1** You may switch to spare equipment that you brought with you. (It is good to carry a spare headphone and be sure your battery is fully charged.)

**5.1.2** Or, you may return to the start to retrieve gear that you left in the designated drop area at the starting line.

**5.1.3** You may not receive gear from anyone else while on the course.

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### 6. Safety Equipment at the Start

**6.1** If conditions require safety equipment (such as carrying water in hot weather), then you must have that equipment with you at the start, or you will not be allowed to start.

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### 7. Receivers: impound & no-listening rule

**7.1** All competitors must be in the start area before the first start time.

Once there—regardless of whether impound is used—do **not** power on your receiver or monitor the transmitters.

**7.2** Receivers will [or will not] be impounded prior to the start of Sprint and all Classic events. [If receivers will be impounded, describe where the impound areas will be located, and the procedure to be followed.]

**7.3** For foxoring, receivers will not be impounded since the fox transmitters are out of range at the start, and only the beacon can be heard. One foxoring transmitter for each frequency on the course will be at the start to mark your receiver.

### 8. Classic and Foxoring Format Notes

**8.1** Foxes may be visited in any order, and your result is based on how many you successfully find.

**8.2** You must register at the finish beacon and at the finish line.

**8.3** If you fail to find at least one of your assigned foxes, or if you fail to register at the finish beacon or finish line, your result will be recorded as DNF—Did Not Finish.

**8.4** Not finding all assigned foxes is not a disqualification—it just affects your score and ranking.

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### 9. Sprint Format Notes

**9.1** Sprint includes “slow” and “fast” foxes, as well as a spectator beacon [if used] and a finish beacon [inform competitors if the finish beacon also serves as the spectator].

**9.2** To avoid a DNF in Sprint, you must:

- **9.2.1 Slow loop first**  
Find —and punch—**at least one slow-loop fox** before you punch the spectator beacon.
  - **9.2.2 Spectator beacon (“S”)**  
Punch at the spectator beacon.
  - **9.2.3 Spectator corridor**  
Enter the corridor only at the beacon end, stay between the tapes, run straight through, and exit at the far end. Do **not** step over/under the tape to enter or exit the corridor, or move back toward the beacon while inside the corridor.
  - **9.2.4 Fast loop next**  
After leaving the spectator corridor, find —and punch—**at least one fast-loop fox**.
  - **9.2.5 Finish beacon (“B”)**  
Punch at the finish beacon.
  - **9.2.6 Finish corridor**  
Enter only at the beacon end and run straight toward the finish line, staying between the tapes. Do **not** step over/under the tape to enter or exit the corridor, or move back toward the beacon while inside the corridor.
  - **9.2.7 Finish line punch**  
Punch at the finish line.
  - **9.2.8 Proceed to the download area and download your results!**
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### 10. Emergencies and Interactions on Course

**10.1** If another competitor is injured or in distress, stop and assist. Notify the organizers as soon as possible.

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**10.2** Otherwise, do not help or talk to other competitors while on the course.

**10.3** If you require help while on the course, you may:

- **10.3.1** Contact the organizers or 911 using your cellphone.
- **10.3.2** Request help from a course official, a park official, a park visitor, or another competitor. (Competitors requesting help will receive a disqualification (DSQ), regardless of whether they ultimately arrive at and punch at the finish line.)
- **10.3.3** Make your way to the finish area if you are able to safely do so, and stay in one place on a trail or near a control. If it isn't safe for you to move, stay in one place and use your whistle (three blasts repeated) or voice to make your location and situation known.

**10.4** [Summarize the emergency procedure to be followed in the event of an electrical storm.]

In the event of an electrical storm or other dangerous situation, the event director will decide if the event should be called off.

[If possible, all transmitters except number 1 should be turned off and number 1 should be set to run continuously. Alternatively, another beacon could be set on the fox frequency.]

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## 11. What to Bring and Wear

**11.1** Items you should have with you at the start:

- **11.1.1** Receiver and antenna
- **11.1.2** Headphones
- **11.1.3** SPORTident stick/card
- **11.1.4** Compass
- **11.1.5** Whistle
- **11.1.6** Water (if required or desired)
- **11.1.7** Extra batteries or backup receiver (optional)
- **11.1.8** Weather-appropriate clothing and shoes

**11.2** If bibs are issued, you must wear one on the front and, if two are provided, one on the back.

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## 12. Summary of Disqualification vs. DNF

**12.1 Disqualification (DSQ) if you:**

- **12.1.1** Use your cellphone for anything other than contacting organizers or 911, or recording your track (e.g., using LiveLox, etc.)
- **12.1.2** Re-enter the competition area after finishing
- **12.1.3** Enter the finish or spectator corridor from the side or the wrong end
- **12.1.4** Enter out-of-bounds areas
- **12.1.5** Receive or provide unauthorized assistance

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- **12.1.6** Fail to download your results (in the event of a lost finger stick, the organizers will adjudicate the consequences).

### **12.2 Did Not Finish (DNF) if you:**

- **12.2.1** Fail to find at least one of your assigned foxes
- **12.2.2** Fail to register at the finish beacon or finish line
- **12.2.3** Require help while out on the course
- **12.2.4** In Sprint:
  - **12.2.4.1** Fail to find at least one slow and one fast fox
  - **12.2.4.2** Fail to register at the spectator beacon
  - **12.2.4.3** Fail to register at the finish beacon and finish line

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## **13. Final Thoughts**

**13.1** If you're unsure about anything, ask now—not once you're on the course.

**13.2** The sport is about independence, skill, and decision-making. Compete fairly, stay focused, and enjoy the challenge.

**13.3** Thank you for being here. Have a great run—and good luck!