

TIMEKEEPERS & POSITION RECORDERS NOTES

To those of you who have operated it finish funnels before this may seem as trying to teach your grandmother to suck eggs, but the method is tried and tested and it works, so why try to reinvent the wheel.

TIMEKEEPERS (TK) & TIME RECORDERS (TR)

Make sure you have two working stopwatches, then contact with the Race Starter and make sure that he / she will not start the race until you are ready to start timing. Position yourself where you can see the race starter and then signal the starter when you are ready. Start both stopwatches the instant the gun / horn goes off.

Return to the **finish line** and start the finish clock if necessary. Prepare to time the first runners home. The timekeeper's recorder (TR) will note the leading competitors finishing time as called by the timekeeper in the section marked time by position 1 on the timing sheet, the second runner in position 2 and so on with each runner to finish. If possible the TR will record the first 3 competitor's number as well as their finishing times. The TR will also record at least 2 spot times preferably more, per sheet including noting the first 3 ladies to finish. (Spot times are where a competitor's number is recorded with their time, as to give a finishing point of reference for the computer operator). ***DO NOT LET ANYONE DISTRACT YOU BY ALLOWING ANYONE TO ASK FOR A FINISH TIME, TELL THEM POLITELY TO GO AWAY***

FINISH RECORDERS (FR) & FINISH CALLERS (FC)

Position yourselves at the opposite end of the finish funnel to the timekeepers and nowhere else, do not be tempted to move close to the timekeepers. Prepare to record the first finishers race number as he / she leaves the funnel. The person who is doing the writing (FR) should stand with his / her back to the finish line, so that he / she cannot see the approaching runners. The finish recorder's caller (FC) will call the competitors race number to the FR to write the competitors number in the appropriate position on the finishers sheet and the FC **must stop** anyone exiting the finish funnel until they are happy that the FR as noted the competitors number in the correct position on the finishers sheet. Be as quick as you can without making any mistakes as to keep the finish funnel as clear as possible.

SPOT CHECK BOARD (SCB)

The person with the Spot Check Board should stand close to the finish line but not too close to disturb the timekeepers. The SCB operator should record as many finishers race numbers as possible with a spot time about every 10th competitor. If possible record the first 3 male and first 3 female competitors. The purpose of the SCB is in the event of a mistake being made by either the timekeepers or the finish recorders it gives an independent list of finishers with a set of times, the results co-ordinator then can compare the timekeeper's paperwork with the finish recorders paperwork and hopefully work out where any mistake has been made. As a regulator results co-ordinator I frequently have to rely on a spot check board, so it is a very important part of the finish team.

For further information on Timekeeping, Recording of Positions, and use of the Spot Check Board please contact;

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