

STEP BY STEP GUIDE FOR VJ OFFICIALS ON THE DAY OF COMPETITION

This section repeats most of the information in the previous section but deals with the activities a vertical jump field official should do each time he or she is scheduled to work a competition. The difference between the various sanctioning bodies is pointed out at appropriate points.

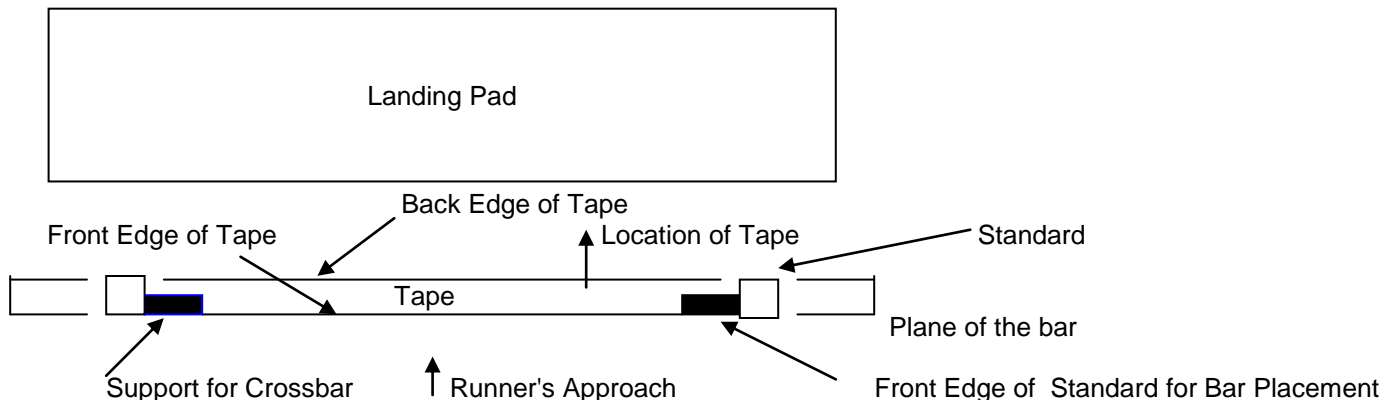
BEFORE COMPETITION:

1. Read the applicable rules the night before the competition. Remember the words "must" and "shall" mean it is compulsory, while "should" means it is hoped the rule will be followed but it is not essential. Pay particular attention to increments for bar changes, and timing for jumps. Vertical jumps have more differences than other field events.
2. Arrive early, at least 45 minutes before the warm-up for the event is scheduled. If possible 60 minutes or more is recommended in a large meet.
3. Check in first with the Head Field Judge or Field Referee to see if there are any special rules or notes for the day, like a decision by the Games Committee to run the event using rotating flights or the amount of time an athlete can be excused. If you are the head judge, pick up the event sheet.
4. Check out the facilities:
 - a. Check the runway and pads to see if they are clean, placed correctly, dry and in good repair. Make sure pads are securely fastened together and the top pad is correctly positioned so as not to interfere with the standards or the pole. Check to make sure stands and other exposed sharp edges or metal is padded. Check the location versus zero line or foul line.
 - b. Check the runway and normal walking areas for any tripping hazards or standing water. Remove any markers left on the runway or apron from previous competitions.
 - c. Check to make sure you have needed brooms, tapes, markers, forms, pens, flags, watch, ladders, performance indicator boards, wind indicator flag and recorder stand.
 - d. Check the standards to make sure they work properly, the markings are accurate and that they are set right. Check the length of the crossbar. Check the location of the landing pit and adjust as needed. The IAAF and NCAA suggests that at least 10 cm exist between the uprights and the pad in the high jump and the same for the landing pad from the back of the pole vault box (10-15 cm). Make sure the standards and their zero indication line up with the zero indicator line, which is at the back inside edge of the pole vault box. IN USATF and IAAF competitions there must be a painted 1 cm zero indicator line which goes out to the standards for the pole vault and a 5 cm white line, probably of adhesive tape, which indicates the foul line in the high jump. See drawing below. Check the distance between the bar and the standards at the starting height and the expected winning height to make sure the standards are spaced correctly. Most standards are bent and may move in at higher heights. When layout is finalized, mark the location of the standards or the standard rails. Check the crossbar to find the side with the least sag. Mark the location of the movable end pieces indicating which side is up and which is right or left. For USATF and IAAF meets make sure they are semicircular. Mark the bottom, top or front of the crossbar so the same side will always be up. I personally like to mark the front of the high jump bar and the bottom of the pole vault bar so I can verify it is placed properly. If the end pieces easily move, remove them and put one wrap of adhesive tape on the bar and replace the end pieces. They won't turn. Find the low point of the crossbar and mark that position on both the bar and the jumping surface directly below that point on the bar using a plumb bob. The low point need not be the center of the bar. This makes it easier to make sure that the measurement is the correct one, that you measure to the same point each time and that the measurement is vertical. Make sure when the bar is level that both standards read the same. Note if you change a bar during the competition, the standards may read differently since the new bar may sag more or less. If necessary remark or reset the standards so they read correctly. Note that all bars have some sag to them. Although you would like to minimize the sag make sure that you set the bar so that it is in the most stable position, i.e. the side with the most sag is the bottom. Starting in 2003 in IAAF and USATF competitions the crossbars will have to have semicircular end pieces which will help to make sure, particularly in the pole vault, that the bar is always replaced the same way assuming you have marked it properly.
5. Erect barriers when possible to keep everyone but officiating field officials off the runway or jumping area.
6. Have athletes check in with the head event official and make sure to ask if they will need to be excused during this event to compete in another. Explain to them the rule on absence, particularly how it will be applied by you in this meet. This is an area of much misunderstanding since the rule varies from sanctioning body to sanctioning body.
7. Announce the competition order, the warm-up time and the starting height. The Games Committee should set the order. If not, it should be done by lot.
8. In a high school pole vault competition you will need to check that each competitor is jumping on a pole which is rated for his or her weight and is not using a training pole before they start warming up.

- Determine if clerks will bring out the athletes (usual in major competitions) or they will show up at the site.

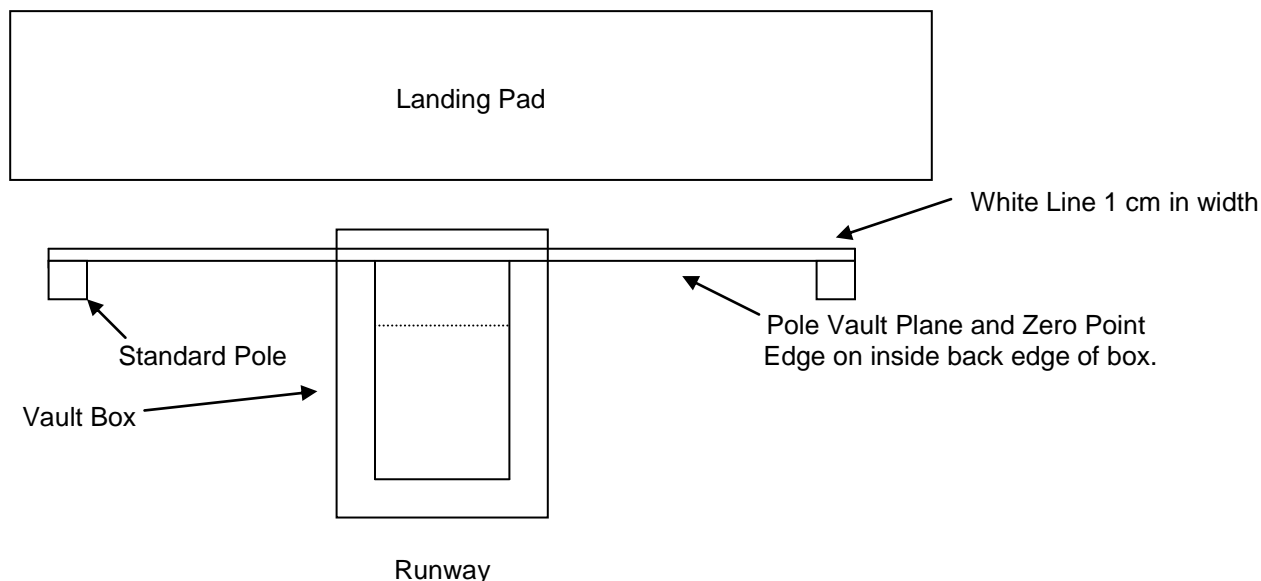
LOCATION OF PLANE OF THE HIGH JUMP BAR

USATF and IAAF have defined the front edge of the vertical standard for the high jump to be the foul plane for the high jump. Thus the indicator tape for that plane starts at that line and should be marked under the bar. The line, normally of adhesive tape, will run the distance from three meters outside of the one of the standards to three meters beyond the other standard for a total of approximately 10 meters. This picture is as if you are looking down on the bar.



LOCATION OF THE PLANE OF THE POLE VAULT BAR

The plane begins at the top inside edge of the back of the pole vault box. All measurement for the pit and the standards should be referenced to this line. The drawing is as you are looking down on the layout from above. The zero point is where the front edge of the bar is; i.e., the edge closest to the jumper.



WARM-UP TIME:

- Only warm-up with officials in place.
- Warm-up should be long enough for athletes to get their marks and steps plus at least two and preferably three or four jumps. Since generally athletes are only good for 10 or so competitive jumps, many more warm-ups deters from their performance. The NCAA (6.4.1) says there will be a maximum of 15 minutes warm-up before each flight. In reality this is rarely followed and 30 to 45 minutes for vertical jumps is more the norm. No other rulebook gives any guidance on warm-up other than being consistent.
- At the beginning of the warm-up period let the athletes know how many jumps or how long the runway will be open for warm-ups.
- Always close the warm-up period off with about 2-3 minutes to go, so there is adequate time for instructions and introductions if required. Always give adequate warning of how much warm-up time remains. Having an official get in the warm-up line is the best way to terminate the warm-up period. This lets everyone know when the period is over and eliminates anyone from trying to sneak in one extra attempt. If you're using a time period this

should be done at a time when the length of the line would finish at the allotted time. Assume about 1 minute per jump if the bar has to be put up.

5. Assign someone to catch the pole and the location of the last step for both the high jump and the pole vault. Be consistent and do it for all the athletes. Do not allow the practice of tapping, i.e. assisting the competitor at takeoff. It is now a disqualification offense for the NCAA.
6. At the end of the warm-up period check the height of the bar and be sure it is level. (In a championship meet you will usually have two crossbars. Keep the best crossbar for the competition and use the other one during warm-ups. Remember to put up the competition crossbar at the end of the warm-up period.)
7. Sweep runway especially at the jump off point.
8. In the high jump check the runways for number and ownership of marks. In USATF, NCAA and IAAF a high jumper can have two marks. The NCAA also requires that they cannot be closer than two meters from a standard. The high school rules leave it up to the Games Committee. Remove all extra marks before the start of the competition. It helps if you make sure the area is clean of old marks before warm-ups begin.
9. Make sure the sideline areas and area behind field event are clear of unauthorized people when the competition begins.
10. If the jumper is not entering at the initial height then the NCAA, high school, USATF Youth and Masters Rules all allow additional warm-up time at a height change without the bar in place after a certain time period or number of passed heights. For the NCAA, a jumper gets warm-up time using the runway and the pit without the crossbar after an hour of not jumping. The time is 90 seconds for high jump and two minutes for pole vault. In the Masters, Youth and High School a warm-up jump without the crossbar is allowed after three passed heights. Such earned jumps must be taken as earned and cannot be accumulated. In high school the competitor must enter the competition at that height after taking the warm-up jump.
11. In the NCAA once the competition has begun, it shall be a foul or a missed attempt if a competitor uses the runway or takeoff area for practice purposes.
12. While the head of the event goes over instructions following warm-ups have an official:
 - a. set and measure the bar at the starting height. Check if the bar is level either using a small level or by measuring the height at both standards.
 - b. sweep the runway or takeoff area
 - c. make sure sideline areas and the area behind pit are clear of unauthorized people.

INSTRUCTIONS:

1. Go over how the event will be conducted including the applicable rules and any recent rule changes particularly early in the season.



Pre Event Meeting for Instructions

- a. Tell them the amount of time to begin their attempt - 60 seconds for NCAA, USATF or IAAF for both vertical jumps and in high school meets 60 seconds for high jump and 90 seconds for the pole vault. Tell them if you will announce 30 second (NCAA) or 15 seconds (IAAF or USATF) remaining mark or just raise the yellow flag overhead. Tell them when their time starts and that a trial only needs to be started before the time is up; it need not be completed in the time period. In both the pole vault and high jump the time increment changes once there are three or less competitors or for consecutive jumps. When the time increment changes let the athletes know at the beginning of that round. See discussion and table under Timing.
- b. Tell them that you will indicate ___ is up, ___ is on deck, and ___ is on hold or at the ready when the pit is ready. Inform them that it is their responsibility to be ready when called. Explain if you will be using "5 Alive" in rotating flights and if so how you plan to do it and when you will change to a continuous flight. ("5 Alive" is never allowed in IAAF meets. It may be used in USATF competitions until there are 12 or fewer competitors and in NCAA competitions until there are fewer than 9 jumpers at a height. The high school rule book does not address when 5 Alive should be abandoned.)

- c. Tell them the starting height, the increments, any change in increments and whether you will be measuring in feet and inches or meters. Make sure they know where the standards can be set in the pole vault.
- d. Tell them when and how to pass. If an athlete passes after being called up the athlete will be charged with a time foul and the next athlete at least in USATF and IAAF meet has the option to wait until the passing athletes time has expired before being called up.

2. Tell them what is a foul and what is not:

It is a foul in all vertical jump competitions:

- a. Over the allotted time.
- b. Breaking the plane formed by the standards and the edge of crossbar near the take off point in the high jump and or the plane extended or the plane projected up from the pole vault box and touching the ground or landing area beyond the plane with any part of the body or with the pole without first clearing the bar.
- c. Dislodging the crossbar with pole or body.
- d. Not indicating intention to pass before being called up. Passing while on deck, on hold or before is acceptable.
- e. Use of weights or grips of any kind.
- f. Steadying the crossbar.
- g. Violating the warm-up restrictions after competition begins; i.e., use of runways, apron or pit for practice unless they have been called up or have the permission of the head judge.

Apply to both vertical jumps but to only certain types of competitions.

- h. In High School events it is a foul in both vertical jumps if a competitor stumbles into the standards and displaces the crossbar, even if the bar has been successfully cleared. This is not true in IAAF, NCAA or USATF.
- i. In the NCAA in both vertical jumps if an improperly fastened support slips when a jumper hits the crossbar without displacing it, the head judge will rule no jump and allow another trial. If the bar is displaced it will be a foul.
- j. In the NCAA, USATF or IAAF if a force other than the jumper displaces the crossbar before the jumper is over, the competitor shall be given another trial.

It is a foul in the high jump only:

- k. Not jumping from one foot.

Apply to pole vault only:

- l. In the pole vault it is a foul if after leaving the ground the vaulter moves the lower hand above the higher one or slides the upper one higher.
 - m. In High School competition it is a foul if a vaulter leaves the ground in an attempt to vault and fails to clear the bar. In NCAA, USA and IAAF competitions, it is not a foul to leave the ground if the attempt is not otherwise a foul but the time will continue to run.
 - n. It is not a foul or an attempt if during an attempt the pole breaks.
 - o. No one shall be allowed to touch the vaulting pole unless it is falling away from the crossbar or uprights. If it is touched, however, and the head of the event (USATF and Referee for IAAF) is of the opinion that, but for the intervention, the bar would have been knocked off, the vault shall be regarded as a failure. In high winds the NCAA will allow the pole to be caught if in the opinion of the head official, the pole might blow into the bar or standards even if it were properly released.
 - p. It is not a foul if the pole passes underneath the bar as long as it doesn't touch the bar.
 - q. It is a foul if in high school you use a competition pole rated for less than your weight either during warm-ups or the competition. If the pole is improperly marked or too light, you will be disqualified.
 - r. In high school events it is a foul if the athlete puts the upper hand above the top hand hold band.
 - s. Tape may not be used on fingers or hands unless to cover an open cut. Taping the wrists or use of a forearm guard is OK. Gloves may not be used in the pole vault except in a NCAA meet.
 - t. Using tapping during warm-up or competition is grounds for disqualification from the event.
- 3. Check the pole vault poles for two layers of uniform tape only on the portion being held. Competitors may not use each other's poles except with the consent of the owner. There are no specifications for vaulting poles.
 - 4. Tell them they can put talc, spray, or similar substance for a better grip on their hands and poles. But they cannot spray their shoes or the runway. In the NCAA only, they may use a glove.
 - 5. If numbers are required, check that they are on their uniform. Vertical jump athletes may use only one number on either the front or back.
 - 6. Tell them that they should not cross the runway except at the end and that once the competition has begun they cannot use the runway or pit for practice unless they are called up.

7. Confirm who has another event going on at the same time and explain what they must do when they leave. Explain what you expect and how their absence will be handled and the options they have to get their jumps in.
8. Explain the use of the red, white and yellow flags to indicate a fair or foul jump and availability of the pit and time remaining.
9. Indicate the increment that the bar will be raised for this competition, including any decreases in the size of the increment at higher heights. Also indicate increment for first place ties. This information is essential so the jumpers can determine their strategy.
10. Have the athletes remove any objects or jewelry that might cause a safety problem. In high school competitions check that athletes are not wearing jewelry except watches or religious medal taped to their chest.
11. Read the competing order. Confirm starting height/passes and the initial setting for the pole vault standards for each competitor. This information should be recorded.
12. Line up competitors for introductions if needed.
13. Starting heights should be set to allow for normal progression to records or qualifying heights.
14. Check the number of markers belonging to each athlete. Other than for high school where the Games Committee sets the number, and in Youth Meets, no athlete should have more than two markers. If they do, remove the extra ones. In the NCAA meets: Shoes may not be used as markers. Markers for the high jump must not be longer than 15 cm and cannot be within two meters of the standards.

COMPETITION:

1. Do not call up a competitor until the pit, standards and crossbar are ready for competition. Start your clock when the athlete is called up and do not stop the watch until the jump is completed or fouled. Standards may be set at different distances in different rulebooks. Where 0 is the inside edge of the back of the vaulting box.

Rulebook/Division	Standard Limits
IAAF	0 cm to +80 cm
USATF Open & Masters	0 cm to +80 cm
USATF Youth	+40 cm to +80 cm
NCAA	+45 cm to +80 cm
High School	+40 cm to +80 cm



Setting the PV Standards



Setting & Measuring the Measuring Bar



Replacing the PV Bar

2. Watch the plane of the standards to make sure it is not broken by the athlete by touching the pit or the ground beyond the plane with any part of the body or the pole without first clearing the bar. In Master's competition an athlete may touch the landing surface before clearing the bar, but may not use the pit to any advantage.
3. Watch that the high jumper takes off from one foot.
4. Watch the vaulter to see if he leaves the ground without clearing the bar, since that is a foul in High School.
5. The pole vault pole cannot be caught unless it is falling away from the bar or standards. This is generally only important when the crossbar is lower than the height of the pole (i.e. in Women's, Combined, Youth and Masters' events). On windy days it is important to determine if the pole is pushed back by the vaulter with sufficient force so that on a calm day the pole would fall back away from the bar. My guideline here is did it become perpendicular before it started to move toward the bar. If it did then normally it would have fallen away. If it isn't pushed back hard enough then it must not be caught and you must let it hit the bar to see if it will displace it. If it does it is a foul; if it doesn't then it is a fair jump. Make sure an experienced official is assigned to that duty.
6. Let the crossbar settle down if it is hit by the competitor before calling the jump fair. When satisfied that the bar will stay in place, indicate with a white flag a fair jump, steady the crossbar and call the next jumper. If a failure, raise the red flag. If it is clear that the bar has been displaced by a force not associated with the competitor (e.g. a gust of wind, someone else hitting the standard) then a) if such a displacement occurs after the competitor has cleared the

bar without touching it, the jump should be considered successful and b) if such displacement occurs under any other circumstances a new attempt will be awarded.

7. Make sure that the jumper does not steady the crossbar.
8. If the bar comes down replace it. Set the pole vault standards at the recorded mark for the next jumper and call the next jumper. If the jumper wants to change the mark then he must inform the proper official before the standards are set or it should be done after he is called up and his time is started.
9. If not otherwise fouled, a jumper may go back and retry his jump. If this happens, the time will not be reset unless the head event official decides that due to special circumstances it should be.
10. The recorder can be where needed depending on what other jobs he or she has and should record each jump on the event sheet as follows:

	Cleared	Failed	Passed
ALL	O	X	-

11. If a competitor passes a trial in an USA Track & Field or an IAAF meet, the athlete forfeits his or her right to jump again at that height. In NCAA and High School you pass only one trial at a time unless the jumper indicates otherwise. Remember in high school, USATF Youth and Masters and NCAA, a jumper may get a run through with the bar down when:
 - HIGH SCHOOL: If athlete passes three consecutive heights and is entering the competition at this height.
 - COLLEGE: If an athlete has not taken an attempt in over an hour with the permission of the event official without entering. Ninety seconds is allowed for the high jump and 120 seconds for the pole vault.
 - USATF Youth and Masters: If an athlete passes three consecutive heights, the run through must be taken as earned without entering.
12. A tardy contestant cannot enter a vertical jump competition unless checked in and excused to go to another event in a high school or NCAA competition. Alternatively an entered and declared athlete shall start at the height at the time of his arrival unless he has missed, and is therefore considered to have passed his first turn at that height. In that case he can start at the next height.
13. When all have made the height, move the bar up and check the level and height. The increment for the raise should never increase, although it may be decreased. Read those jumping at the next height to make sure they know the order and who is competing at this height.
14. Jumpers are eliminated when they have three consecutive failures no matter the heights.
15. In the vertical jumps measurements, even for records, are made only before the jump. Only when the standards move up or down do you need to measure the height. At a record height you should remeasure the bar each time the bar is hit or displaced. All records but high school records must use a steel tape or a scientific device.
16. Continue on until all athletes have made or missed three times at a height. Then raise the bar.
17. Announce the order for all athletes jumping at the new height. Confirm who is passing. When at the start of a height there are three or fewer jumpers, announce the increased time for trials.
18. Once a competitor has won, the athlete has the right to continue jumping until eliminated at a height the athlete chooses. The smallest increment is 2 centimeters in the high jump and 5 cm in the pole vault. Announce the time allowed for each trial.

RECORDING:

The job of clerking and recording the results of a vertical jump competition can be very challenging. It is important that the recorder understand the tie breaking rules and the passing rules for the competition. Because of all the passing involved it becomes difficult at times to know who is in the competition at a given height, particularly if you are using rotating flights. I have found one way is to use a highlighter. When a competitor has qualified to jump at the next height



Recorder



Pole Vault Officials at Bar



Pole Vault Officials at Pit



PV Officials and Standards Board

I highlight their marks one round at a time as they qualify for the next round. That way all of the highlighted athletes are still in the competition. Those passing also are highlighted at the start of the round when they confirm they are passing

the height. Thus you only look at highlighted rows for calling up people. Anyone that is out of the competition has a line drawn through subsequent heights and is not highlighted. Passing athletes are highlighted but they have P for their performance. Thus everyone still in the competition in any round is highlighted. When you are doing 4 or 5 alive use your finger as a stop point or put a rubber band on your clipboard at that position.

MEASURING:

1. Crossbar heights normally should be recorded in meters to the nearest shorter centimeter. If it is measured in feet and inches then to the nearest shorter 1/4 inch.
2. Normally a steel tape should be used and measured from the low point of the upper surface of the crossbar to a point directly below the point on a perpendicular line. Remember this is not necessarily at the mid point of the bar, although it often is. Make sure you measure perpendicularly from the lowest point of the upper surface of the bar to the runway. Remember your geometry, the shortest distance between two points is a straight line and in the vertical direction it is a line perpendicular to the base.
3. I recommend that two officials read the tape when possible.
4. The bar should be checked at least initially and then every few heights, if not every height increase. Periodically the bar should be checked to make sure it remains level.
5. Make sure the measurement agrees with the height recorded on the sheet. It is useful to show both the metric and the imperial equivalent at the top of each column.
6. If the height will be a record then you will need the measurement confirmed by three certified officials under the general supervision of the field referee. In all competitions for a record the bar height must be measured with a steel tape before a jump. High school rules do not require a steel tape but its use is a good practice.

THREE OR FEWER JUMPERS REMAINING IN COMPETITION:

In all cases and in some combined events, when there are three or fewer jumpers remaining in the competition, the time for jumps changes (see the earlier table). The increment the bar moves up will remain the same or become less as specified by the Games Committee. Only when an athlete has won the competition (except a combined event) may he or she set the bar. Note if there are two remaining the increment is that set by the Games Committee or you as the head official before the beginning of the event. It is ok to have a large increment at lower heights and then a smaller increment at higher heights. However the minimum increment is 2 cm in the high jump and 5 cm in the pole vault for USATF until only the winner remains unless it is to go to the record height. When you only have three jumpers remaining, assuming all have had at least one fair jump, you can start to score the event. You now know how many jumpers will get places. Start at the bottom and work up. Check the jumpers who went out at the lowest height. Apply the tie breaking rules as necessary and assign them their places. Continue to work up until you get to the highest height(s) that the three remaining jumpers have cleared. Until they go out you can't finalize the result for that round.

AFTER THE COMPETITION:

1. When you are down to two jumpers do the scoring and checks to make sure you know whether you will be in a jump-off situation. In the event of a tie, the procedure for breaking the tie is a) lowest number of attempts at the tying height, b) lowest number of total misses up to the last height cleared. Passes don't count for anything. If there is still a tie for first place then the tying competitors will get an additional jump at the lowest height attempted by any of the tying competitors above the tying height. Each athlete must jump or be eliminated from the jump off. There is a single attempt at each height. If the tie is not for first place after applying a) and b) then the tie is not broken. There is more on scoring and ties in the section TIES /PLACES. When the event is over, get the other officials check the result and sign the sheet.
2. Announce the results to the competitors and then give the results to the runner, head field judge or the announcer.
3. Close up the venue so no one will use it without supervision until after the meet. This can be done by putting a cone on the runway, taking the bar down and preferably putting it away and putting on the pad cover.
4. Check in with the head field judge to see if you or part of your crew is needed to officiate at another event.

APPLICABLE MAJOR RULE REFERENCES:

This is a list of the major rules but there are other sections that you will need to be familiar with to officiate the vertical jumps. You should be familiar with each of the rulebooks that apply to the level of officiating you do.

	HIGH JUMP	POLE VAULT
HIGH SCHOOL	2.2, 7.1-3	2.2, 7.1, 7.2, 7.4
NCAA	1.4, 2.5, 6.1-4, 7.1.5	1.5, 2.6, 2.7, 6.1-3, 6.5, 7.1.5
USATF	90, 93.1-11, 215, 217	90, 93.1-7, 93.12-19, 204, 215, 217
IAAF	180, 181, 182	180,181,183

SUGGESTED PERSONAL EQUIPMENT LIST FOR VERTICAL JUMP OFFICIALS

Minimum Required

Pens or Pencils
Chalk
Watch
Flags (Red, White & Yellow)
Rule Book
5 or 10 Meter Steel Tape

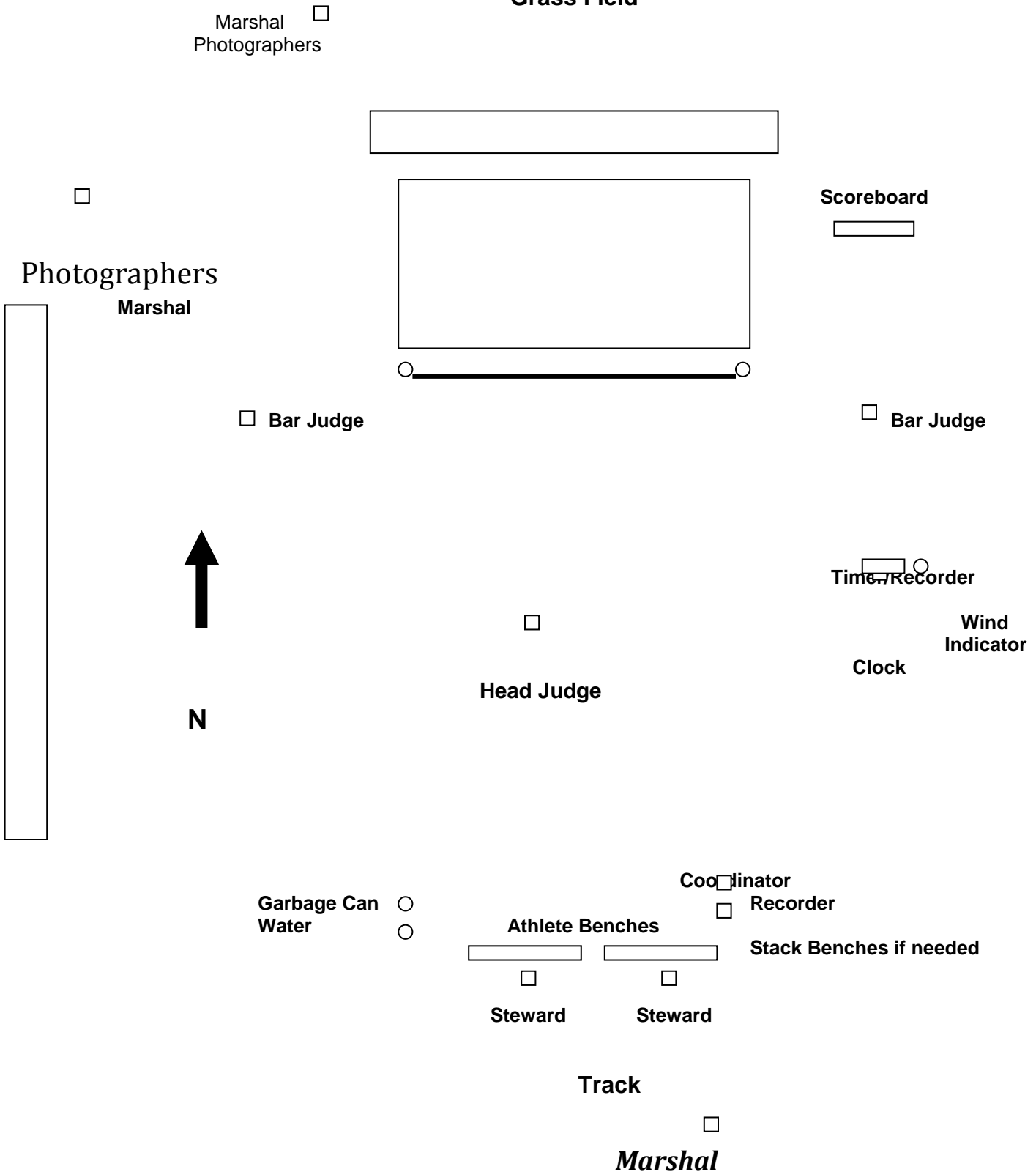
Optional

Clip Board
Highlighter
Field Event Forms
Record Forms
Level (High Jump)
Measuring Pole (HJ & PV)
Adhesive or Masking Tape
Towel
Plumb Bob (HJ)
Cone for Runway
Wind Sock
Chalk for Athletes

High Jump

(Second Pit is Mirror Image)

Grass Field



6 Vertical Jump Officials

2 Marshals
2 Stewards

High Jump Venue: There will be two high jump pits located on the south D ring. These should be set to give equal room for both. On Day 1 they will be set up and ready to go. The east pit will be moved over after competition to make room for the hammer set up. On Day 5 after the hammer the east pit may have to be adjusted. The hammer should be the only interference except near the end when track events may start. Thus all equipment must be kept on D area.

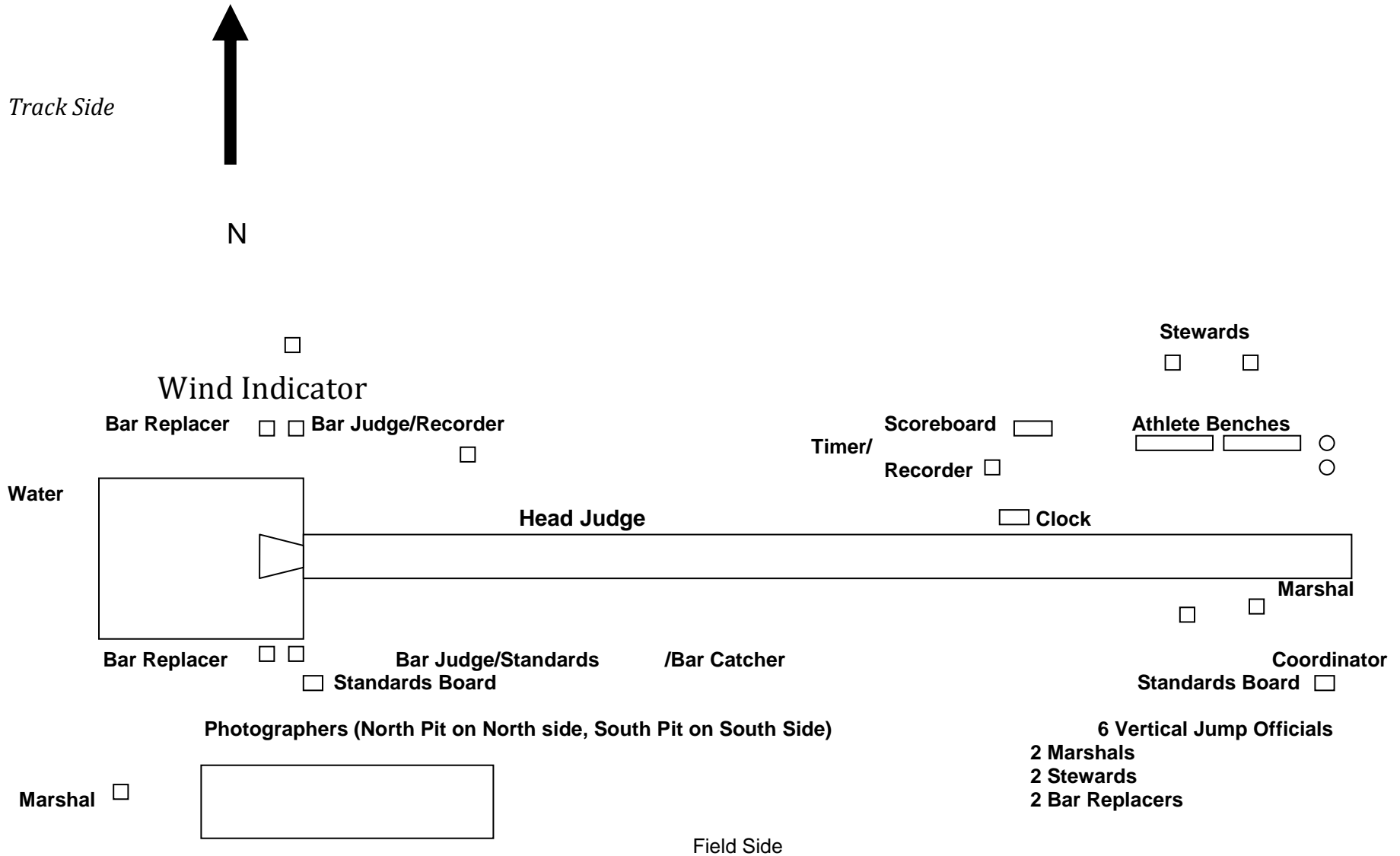
- All tape or markings from previous events should be removed.
- Set up the pits so that the back of them is just on the grass.
- Set up the standards so they are a few inches in front of the pads. Check to make sure the standards are vertical and the bases level. Validate that the height read on the standards corresponds to the actual height. Block the standards so this is the case. Run the standards up and down from 1.5 meters to 2.5 meters to make sure the bar fits properly at all heights. Mark the location of the standards with tape on all four sides. Make sure there is no more than 2 cm on either end on the average.
- Remove the curbing from the track in the area where the athletes will be jumping. Most of the time there will not be a track event but toward the end they may be starting so curbing may have to be put in and removed or cones placed for longer races. A member of the field crew should do this. Note the outer edge of the cones should be on the edge of the line, which defines lane 1's inner boundary.

High Jump Equipment Check List (each venue)

	By Technical Group	By Miller Athlete Staff	By Officials
Pad		Put Out	
2 standards	Locate	Put Out	
2 bars		Put Out	
1 Electronic Scoreboard		Put Out	
1 Countdown Clock		Put Out	
1 Wind Indicator			
1 ladder (men only)		Put Out	
1 5 M steel tape			
1 30 M tape			
10 Chairs		Put Out	
1 Performance Board for Height		Put Out	
2 Drink Containers (Water + Electrolyte)			
1 Garbage Can			
2 Athlete benches (seat 8)		Put Out	
1 Tent (if after 11a.m. & before 6 p.m.)		Put Out	
1 Yellow Flag			
1 Red Flag			
1 White Flag			

Pole Vault

Note: Mirror image if using east pits. Will use longer runway on south side for finals.



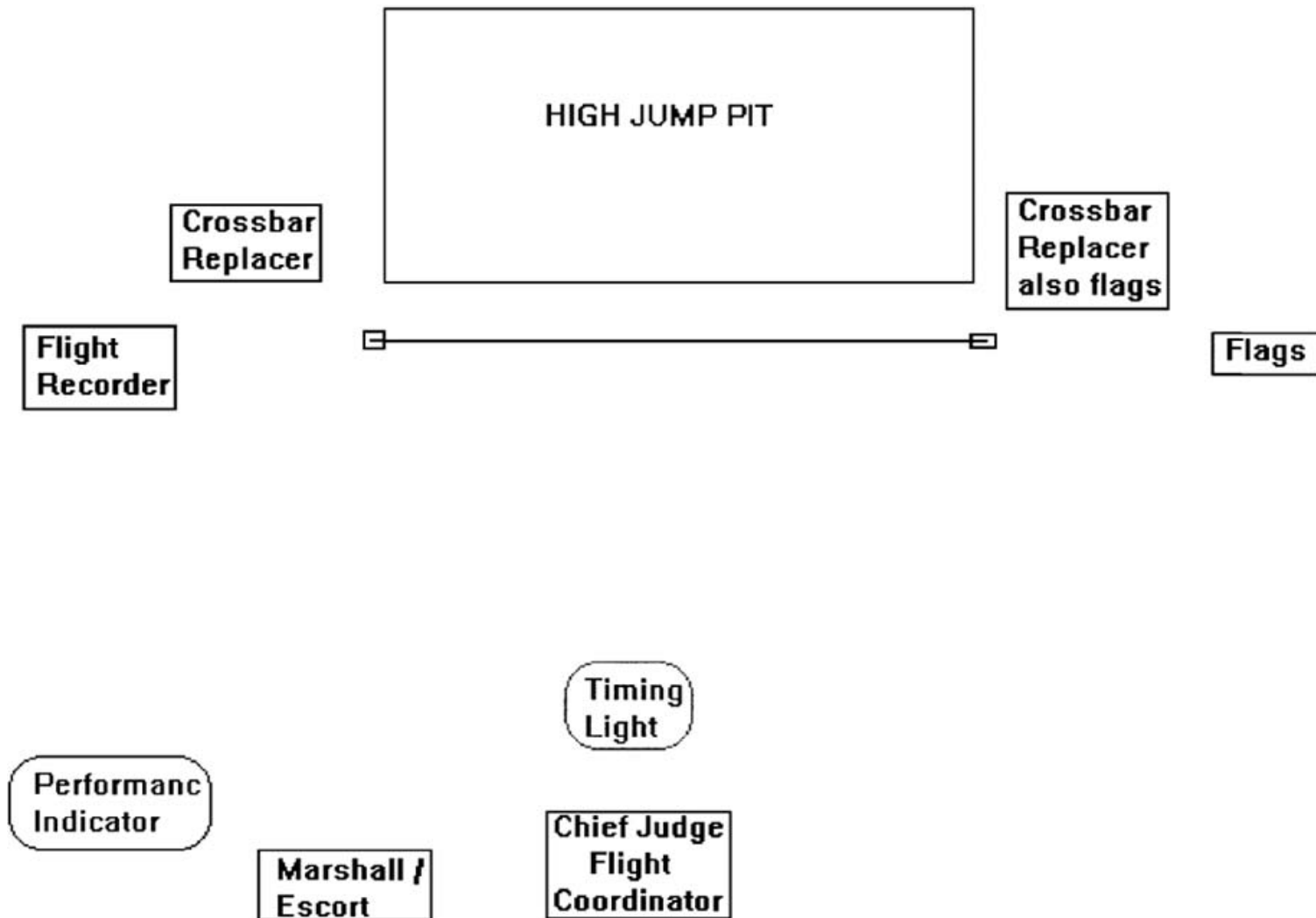
Pole Vault Venue: There are two runways running east and west on the north D ring. They have vaulting boxes at both ends. We expect the prevailing wind will be such that we will use the boxes at the East End during the meet. The main interference will come from the shot rings, which are very close to the south runway. There is some overlap of the heptathlon shot on Day 1 during warm-ups. There will be limited time between the end of Decathlon Pole Vault and warm ups for the Women's shot put. But it shouldn't pose a problem.

- All tape or markings from previous events should be removed.
- Set up the pits so that the distance from the box to the pit is approximately 10 to 15 cm on all sides.
- Set up the pole vault standards and zero the tapes on the pole vault pads. CSUS has marked each Pole Vault runway with the zero point for the standards. Please make sure the back of the standards is at the front of the line indicating the zero point when you set up the pits. Check to make sure the standards are vertical and the bases level. Validate that the height read on the standards corresponds to the actual height. Block the standards so this is the case. Run the standards up and down from 3.5 meters to 5 meters to make sure the bar fits properly at all heights.
- Place an "A" frame and a Christmas tree for poles at each runway, which will be in use.
- Place a performance board for indicating standards settings at the pit as indicated on the diagram and at the end of the runway where the flight coordinator will be located.
- Make sure to bring out two bar raisers and one measuring bar per runway.
- Make sure to have two pole vault bars for each pit. Each bar should be tested and marked to indicate the bottom of the bar. The top of the bar should be chosen by checking the deflection of the bar. The top is that side which has the least deflection. Adjust the end pieces accordingly and then mark the bar and end pieces to make sure that it is replaced the same way each time.
- Place the countdown clock and scoreboard about half way down the runway.

Pole Vault Equipment Check List (each Venue)

	By Technical Group	By Miller Athlete Staff	By Officials
Pad	Adjust	Put Out	
2 standards	Adjust	Put Out	
2 Bars	Mark	Put Out	
2 Bar Raisers		Put Out	
1 Electronic Scoreboard		Put Out	
1 Countdown Clock		Put Out	
2 A Frames for Pole Bags		Put Out	
1 Christmas Tree for Poles		Put Out	
1 Wind Indicator	Put Out		
1 7.5 M steel tape			
1 50 M tape			
12 Chairs		Put Out	
1 Performance Board for Height		Put Out	
2 Performance Boards for Standards		Put Out	
2 Drink Containers (Water + Electrolyte)			
1 Garbage Can			
2 Athlete benches (seat 8)		Put Out	
1 Tent (if after 11am & before 6 p.m.)		Put Out	
1 Yellow Flag			
1 Red Flag			
1 White Flag			
1 Chalk Holder		Put Out	

High Jump Officiating Positions



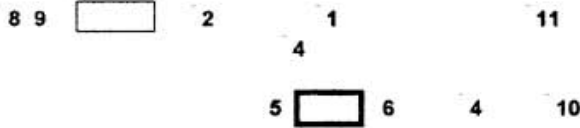
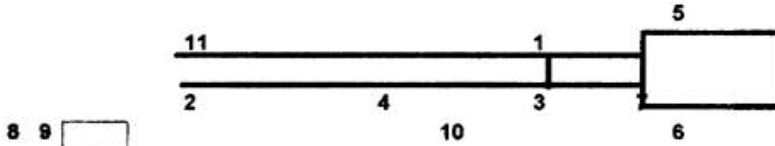
USATF OFFICIALS VERTICAL JUMP POSITIONS AND ASSIGNMENTS

Meet: _____

Date: _____



POLE VAULT

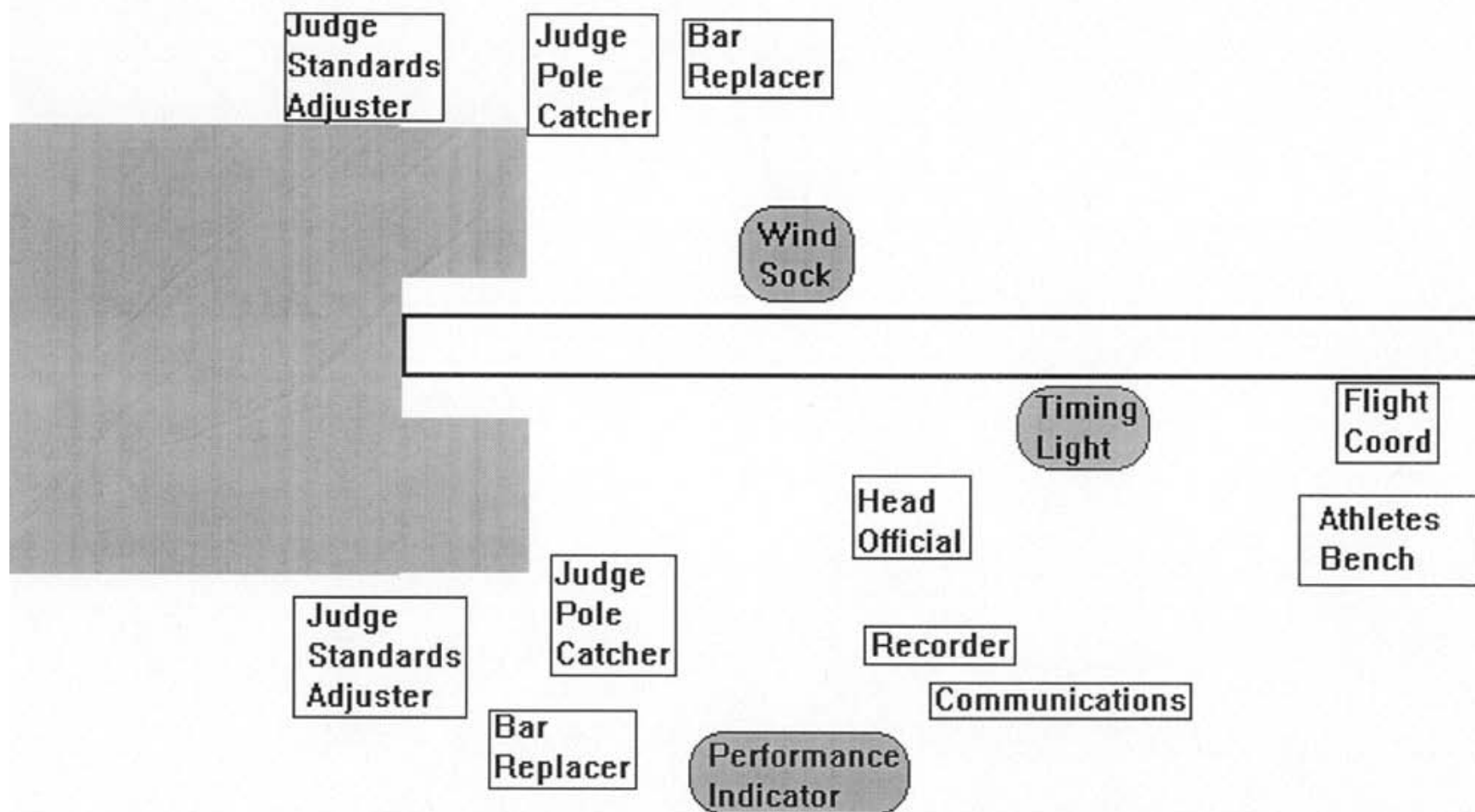


HIGH JUMP

Official's Assignment	Time _____ High Jump M	W	Time _____ Pole Vault M	W	Time _____ High Jump M	W	Time _____ Pole Vault M	W
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1. Event Head/Flags
2. Flight Coordinator/
Clock Operator
3. First Recorder/Judge
4. Second Recorder/
Runway Official
5. Bar Raiser/
Standard Setter
6. Bar Raiser/
Standard Setter
7. Pole Catcher
8. Escort
9. Escort
10. English/Metric Board
11. Marshall

Pole Vault Officiating Positions





Guidelines for Vertical Jump Pre Competition Activities

Pre Meet Meeting Questions

1. Under which rules will the meet be conducted?
2. How many officials are assigned?
3. Where is the Clerk?
4. How much warm-up time is to be given?
5. How many athletes go to the finals if a qualifying competition?
6. Are there any special rules or instructions?
7. Who is the field referee?
8. Are there qualifying heights?
9. Who gets results and where do they go?
10. Who will bring in the athletes?
11. Is there a time clock?
12. Are there performance indicator boards? Who to operate?
13. Will there be athlete introductions?
14. Will there be a communicator?
15. Who is the oversight committee representative? (National Meets)
16. How will drug testing be done?
17. Will there be marshals?

Meet Day Questions

1. What are the qualifying heights, if any?
2. What is the meet record?

Items for Field Officials Meeting

1. Go over flag coordination.
2. Assignments for the day (rotate if possible)
3. March out and back or not

Activities before Warm-ups

1. Check Site for markings, safety
2. Check in Athletes (get their starting height estimate, their vault standards setting, and see if they will need to be excused)
3. Give pre warm-up instructions
 - a. How much warm up time
 - b. Procedures for warm-ups
 - c. Sitting on bench if available
 - d. Qualifying height, if any

- e. Check for taping, gloves and shoes
- f. If numbers, location- front or back or both
- g. Warn about use of too light poles
- h. Need of escort if you leave the competition area
- i. What you need to do to see your coach
- j. Use of chalk/spray on hand not on implement except in NCAA
- k. Warm up on runway only
- l. Use clock if available for warm-up period
- m. Starting height in vertical jumps and increment

Instructions before Competition

1. Flag indicating fair or foul will be raised after you leave the pit
2. The clock is your responsibility, if none then call at 15 sec (USATF/IAAF) or 30 NCAA.
3. Time for fair attempt, 1 min. Unless the HS then 1 1/2 min for Pole Vault.
4. How will call athletes up
5. How many to qualify
6. Warn that there is no warm-up in the competition area, and no use of poles period.
7. Where to go after event and comments on dope control, if any
8. Competition order
9. Check gloves and hands for taping
10. If you want to protest a call, do so immediately; measure but the head official keeps it and does not announce.
11. Go out along line for introductions, line up in competition order
12. Passing before called up, Pass jump/ height (IAAF/USATF)
13. Use of 5 alive or not and when end
14. When get run throughs
15. When time starts
16. Breaking the plane
17. Use of runway only when you are up
18. If high school tie breaking procedure and pole weight
19. If windy, bar movement
20. Starting height, increment (usually 5 cm HJ and 15 cm PV) and passes
21. Check marks, usually 2
22. If athlete leaves the competition area, procedure

Competition Period

1. After each round verify marks.
2. If record, measure with steel tape before each attempt.
3. Jump off

HJ	HS (1"), NCAA/USATF/IAAF (2 cm)
PV	HS (3"), NCAA/USATF/IAAF (5 cm)