



Athletics Alberta Event Sanctioning Policy

Directive of Athletics Alberta in Sanctioning an Event

1. To standardize meets and its presentation.
2. To ensure organizers know all requirements to ensure legally correct & safe competition.
3. To ensure organizer's event is known throughout the association.

Athletics Alberta is the recognized and authorized sport governing body for athletics competitions in Alberta. An Athletics Alberta sanction is an agreement to host an athletic competition and is awarded to competitions which meet the needs of our sport.

By accepting the sanction the event organizer agrees to the rules, regulations and conditions outlined in this Policy. The event organizer is expected to run the event in accordance with the International Amateur Athletic Federation (IAAF), Athletics Canada & Athletics Alberta's rules to ensure the accuracy of results and validity of records.

Sanctioning is also provided for insurance purposes and for participants' safety.

The policy covers administrative and general technical requirements for Track and Field and Cross Country events. Specific technical requirements on event organization can be found in the Athletics Alberta Meet Directors Handbook.

Purpose of Sanctioning

- Insures a commitment by the event organizer that the event will be conducted in accordance with the IAAF, Athletics Canada and Athletics Alberta rules.
- Insures that the event will be conducted in a fair and safe manner.
- Insures the recognition of results (provided there is compliance with #1 above).
- Insures that the event meets a standard of quality required for sanctioning by Athletics Alberta.

About Getting a Sanction for an Event

- All fixtures (Track and Field and Cross Country) shall be approved and sanctioned by Athletics Alberta.
- Only affiliated clubs of Athletics Alberta can apply for and receive full sanctioning.
- "Conditional sanctions" may be granted to non-members for events such as ASAA Provincial High School Track & Field Championships, The Edmonton Journal Indoor Games, RCL Youth AB/NWT Camp & Trials, etc.

- All sanctions are subject to review & approval by Athletics Alberta's Programs Committee.

Information for Event Organizers

When organizing an event, please help us in helping you meet the sanction requirements by following the outlined items below:

1. Please submit your event's Sanction Application forms by January 30th of each calendar year.
2. Please send in your complete technical package at least 60 days prior to the start of the competition. This is essential to ensure we can distribute the entry form.
3. Follow the sanction policy requirements to ensure we are consistent and have provided all of the essential details to the possible entrants. Remember, you are providing information to ensure everyone coming to the meet knows what is going on and when. This would include proper officiating, results, timing, and wind gauges.
4. Always remember that the purpose of your meet is to allow athletes competitive opportunities to get valid performances; thus, we must ensure the meets are legally correct. If you are hosting a meet for other reasons (such as money), you must still ensure a correct meet, and perhaps should re-evaluate why you are hosting the event.
5. Be aware you are the event host. It is your responsibility to enforce the rules and regulations, and by indicating you wish a sanction, you are indicating you accept your responsibilities in accordance with Athletics Alberta's Sanctioning Policy. The association has technical delegates who can assist you in this area; please contact the office for more information.
6. Be aware of the insurance crisis we face every time you host an event. It is essential to ensure everyone is registered with Athletics Alberta for your event. If they are not, the insurance policy becomes invalid for your event and Athletics Alberta, and your club and you become personally liable for any accidents.
7. Help ensure there are valid officials for the event. Officials are essential for a meet; if enough are not present, the performances may be invalidated. You can help by encouraging parents to volunteer to officiate every time their child competes. This is the only way we will be able to ensure proper officiating. Begin by assigning a meet official coordinator and have that person contact the Athletics Alberta Officials Subcommittee for help.
8. Ensure Athletics Alberta office receives your event results and final reports promptly. This allows us efficient distribution of the results. The final report allows the accumulation of statistics on the hosting of events. These are essential if we wish to improve or change.

9. Do not hesitate to contact the Athletics Alberta office or refer to the *Meet Directors Handbook* if you need help, clarification, or run into a major problem. We are more than willing to help you out as our time permits.

Sanctioning Competitions

See the Forms Library for the Athletics Alberta Sanctioned Application Form for Track & Field/ Cross Country Events as well as the Sanction Application Form for Road Running.

To access these services for your sanctioned event, answer any questions you have or access more information please contact the Athletics Alberta Provincial Office at: info@athleticsalberta.com or call us at: 780-427-8792